

Fairmont State University
BOARD OF GOVERNORS
MINUTES
February 18, 2010

I. Call to Order

A meeting of the Fairmont State University Board of Governors was held on February 18, 2010 beginning at 1:30 p.m. in the Board Room of the Falcon Center. Present at the meeting were Board Members: Kelley Bronson, Janet Crescenzi, Matt Jacques, James Kettering, Bob Mild, Rocco Muriale, Mark Pallotta, Shirley Stanton, Skip Tarasuk, Bryan Towns, Ron Tucker (by phone) and Jack "Bob" White. Also in attendance were: FSU President Thomas L. Krepel, Sarah Hensley, Bun Perkinson, Rick Porto, Maria Rose and David Tamm.

Jim Kettering move to approve the agenda. Skip Tarasuk seconded. Motion carried.

II. Approval of Minutes

Janet Crescenzi moved to accept the minutes of 12/17/09. Matt Jacques seconded. Motion carried.

III. Consent Agenda

Bob Mild moved the Consent Agenda items be approved. Jim Kettering seconded. Motion carried. The following items were approved:

- a) Financial Report
- b) Capital Project Report
- c) Legislative Audit Update – Fixed Asset Management FY 2008
- d) Bookstore Textbook Affordability Committee Progress

IV. Academic Affairs/Admissions Committee

Janet Crescenzi brought a recommendation from the committee for approval. Bob White moved the proposal be accepted. Mark Pallotta seconded. Motion carried.

- a) Approval of the Intent to Plan BA in Music.

V. Student Life

No items were brought before the Board for approval.

VI. Executive Committee

Rocco brought the following recommendations from the committee for approval. Mark Pallotta moved the proposal be approved. Shirley Stanton seconded. Motion carried.

- a) Approval of MOU FSU/Foundation.

Bob Mild moved the proposal be approved. Matt Jacques seconded. Motion carried.

- b) Acceptance of the 2009 Fiscal Year Audit.

VII. By-laws Committee

Shirley Stanton brought a recommendation from the committee for approval. Mark Pallotta moved the proposal to amend 4.2 under Committees, to add a Finance & Facilities and Audit Committee and to delete the Audit from the Executive Committee. Jim Kettering seconded. Motion carried.

Janet Crescenzi moved to approve Fairmont State University BOG operating procedures, as amended. Rocco Muriale seconded. Motion carried.

VIII. Adjournment

Mark Pallotta moved to adjourn. Matt Jacques seconded. Motion carried.



Fairmont State University Board of Governors
Meeting of April 15, 2010
Falcon Center Board Room
9:00 a.m..

AGENDA

- I. Call to Order
 - a. Roll Call
 - b. Public Comment
 - c. Approve Agenda **Action Item**

- II. Approval of Minutes (2/18/10) *Tab 1 Action Item*

- III. Chairperson's Report

- IV. President's Report

- V. Reports and Presentations
 - a. Faculty Senate (*Chuck Shields*)
 - b. Classified Staff (*Harriet Bower*)
 - c. Student Government (*Jane Ryan*)
 - d. Foundation (*Bun Perkinson*)
 - e. Alumni Association (*Devanna Corley*)
 - f. Athletic Association (*Shannon Kelley*)

- VI. Consent Agenda **Action Item**
 - a. Financial Report *Tab 2 FYI*
 - b. Capital Project Report *Tab 3 FYI*

- VII. Academic Affairs/Admissions (*Janet Crescenzi, Chair*)
 - a. Approval of Program Review Recommendations *Tab 4 Action Item*

- VIII. Student Life Committee (*Skip Tarasuk, Chair*)

- IX. Finance Committee (*Jim Kettering, Chair*)
 - a. Facilities Cost Savings Initiative (*Jim Decker*) *Tab 5 FYI*
 - b. Bookstore Committee Update (*Rick Porto*) *Tab 6 FYI*
 - c. Fund Manager Item (*Rick Porto*) *Tab 7 Action Item*
 - d. Fee Increase Request for 2010-2011 Academic Year (*Rick Porto*) *Tab 8 Action Item*

- X. Executive Committee (*Rocco Muriale, Chair*)

- XI. By-laws Committee (*Shirley Stanton, Chair*)

- XII. Possible Executive Session

- XIII. Adjournment

**Fairmont State University
Board of Governors
Financial Report
as of March 15, 2010**

Unrestricted Fund:

The budget balance, inclusive of one-time re-appropriated state funding, projects a surplus of \$119,784. Actual operating revenues represent 84% of budget, actual non-operating revenues represent 60% of budget, and actual operating expenditures represent 64% of budget. The current year actual balance is \$5,393,174 with approximately three and a half (3 ½) months of expenditure activity to occur and summer session fees to be recognized.

Notable comparison of actual to budget are:

- State fiscal stabilization funds have yet to be released from the Governor's office.
- Investment revenue will not achieve results budgeted.
- Temporary one-time \$1,250,000 was provided as re-appropriated state funding. This was required to be booked as revenue to fiscal year 2009. This could create an end of year deficit condition at the end of the 2010 fiscal year. This deficit will be covered by the temporary one-time re-appropriation.

Auxiliary Fund:

The budget is balanced with a planned transfer to plant reserves of \$391,832. Actual operating revenues represent 93.5% of budget, and actual operating expenses represent 71.21% of budget. The current year actual balance is \$3,392,120 with three and a half (3 ½) months of expenditure activity to occur and summer fee revenues to be recognized.

Restricted Fund:

Minor budget changes occurred in the restricted fund since the last report. The projected deficit condition of \$280,982 will be covered by the net asset balance at the end of the 2009 fiscal year of \$292,166.

Please find attached the Financial Reports referenced above.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses

Current Year	2010	Prior Year	2009	Period	March	Current Unrestricted	Level 2	Actual to
						Budgeted	Actual	Budgeted
						Current Year	Current Year	Current Year
OPERATING REVENUES	Tuition and Fees					21,189,651.50	19,732,854.63	93.12
	Tuition and Fees Support Services Revenue					547,829.00	489,814.00	89.41
	Faculty Services Revenue					1,268,259.00	1,215,045.00	95.80
	Operating Costs Revenue					2,640,115.91	1,361,601.42	51.57
	Support Services Revenue					3,733,913.75	1,989,702.34	53.29
	Other Operating Revenue					462,854.00	292,322.87	63.16
	Subtotal:					29,842,623.16	25,081,340.26	84.05
OPERATING EXPENSES	Salaries					22,484,230.64	13,640,464.53	60.67
	Benefits					5,765,908.12	3,570,218.94	61.92
	Student financial aid-scholarships					1,666,760.00	1,353,570.49	81.21
	Utilities					1,637,427.50	976,725.74	59.65
	Supplies and Other Services					7,289,457.86	4,261,033.14	58.45
	Equipment Expense					993,958.31	859,657.38	86.49
	Fees retained by the Commission					167,829.00	133,968.75	79.82
	Assessment for Faculty Services					1,502,589.00	1,416,897.00	94.30
	Assessment for Support Services					358,599.64	192,489.73	53.68
	Assessment for Tuition, Aux, & Capital Costs					2,877,011.00	2,450,943.00	85.19
	Assessment for Operating Costs					235,786.56	93,636.48	39.71
	Subtotal:					44,979,557.63	28,949,605.18	64.36
NONOPERATING REVENUES (EXPENSES)	State Appropriations					13,293,378.00	9,225,736.00	69.40
	State Fiscal Stabilization Funds					476,376.00	0.00	0.00
	Gifts					25,000.00	12,500.00	50.00
	Investment Income					266,166.00	15,392.34	5.78
	Reappropriated State Funding					1,250,000.00	0.00	0.00
	Subtotal:					15,310,920.00	9,253,628.34	60.44
EXCLUDE OPERATING ACCOUNT	Exclude - Assets					(469,188.20)	(138,023.59)	29.42
	Exclude - Transfers for Fin Aid Match					(170,107.00)	(108,831.00)	63.98
	Exclude - Indirect Cost Recoveries					584,728.60	255,039.41	43.62
	Exclude - Transfers - Other					365.32	389.87	106.72
	Subtotal:					(54,201.28)	8,574.69	-15.82
OPERATING LOSS WITHOUT STATE APPROPRIATIONS						(15,136,934.47)	(3,868,264.92)	25.56
BUDGET BALANCE						119,784.25	5,393,938.11	4503.04
NET ASSETS - Beginning of Year						7,324,058.00		
PROJECTED NET ASSETS - End of Year						7,443,842.25		

FSU Auxiliary Support
Actual vs Budget Statement of Revenues and Expenses

Current Year 2010 Prior Year 2009 Period March Auxiliary

Auxiliary - Bd. Of Governors

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
OPERATING REVENUES	Auxiliary enterprise revenue	5,382,839.94	5,200,980.02	96.62
	Auxiliary Support Services Revenue	4,797,696.00	4,356,867.00	90.81
	Other Operating Revenue	245,303.60	188,235.94	76.74
	Subtotal:	10,425,839.54	9,746,082.96	93.48
OPERATING EXPENSES	Salaries	2,054,935.00	1,466,242.79	71.35
	Benefits	530,271.00	299,412.48	56.46
	Student financial aid-scholarships	468,960.00	325,854.80	69.48
	Utilities	877,615.82	490,772.94	55.92
	Supplies and Other Services	2,295,680.80	1,806,781.22	78.70
	Equipment Expense	77,407.00	101,306.17	130.87
	Loan Cancellations and write-off	1,131.00	0.00	0.00
	Subtotal:	6,306,000.62	4,490,370.40	71.21
NONOPERATING REVENUES (EXPENSES)	Interest on capital asset related debt	(100,472.60)	(50,236.30)	50.00
	Subtotal:	(100,472.60)	(50,236.30)	50.00
EXCLUDE OPERATING ACCOUNT	Exclude - Assets	(19,260.00)	(29,302.75)	152.14
	Exclude - Transfers for Debt Service	(3,604,849.36)	(1,782,340.76)	49.44
	Exclude - Transfers for Fin Aid Match	(3,425.00)	(1,713.00)	50.01
	Exclude - Transfers to Plant Reserves	(391,831.96)	0.00	0.00
	Subtotal:	(4,019,366.32)	(1,813,356.51)	45.12
OPERATING INCOME/LOSS		4,119,838.92	5,255,712.56	127.57
BUDGET BALANCE		0.00	3,392,119.75	0.00
NET ASSETS - Beginning of Year		1,716,560.00		
PROJECTED NET ASSETS - End of Year		1,716,560.00		

**Board of Governors
Financial Report
Fairmont State University
Restricted Fund
For the period as of March 15 2010**

Operating Revenues:

Overall Revenues decreased	(\$6,400.00)
PDS Grant award reduction	(6,400.00)

Non-Operating Revenues

Operating Expenditures:

Overall Expenditures decreased	(\$6,577.97)
DOH 2009 close out	(\$177.97)
PDS Grant award reduction	(6,400.00)

The budget balance of \$-280,981.64 is covered by the restricted fund cash balance of \$292,166.60 on June 30, 2009.

Total Net Difference is	177.97
DOH adjment offset entry from Feb 2010	177.97

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses

Current Year 2010 Prior Year 2009 Mar Current Restricted

LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
OPERATING REVENUES	Federal Grants and Contracts	31,307,497.10	24,973,983.93	79.77%
	State/Local Grants and Contracts	6,148,257.36	5,735,950.05	93.29%
	Private Grants and Contracts	2,390,000.00	1,894,090.45	79.25%
	Other Operating Revenue	1,604.22	1,325.00	82.59%
Sub Total		39,847,358.68	32,605,349.43	81.83%
OPERATING EXPENSES	Salaries	1,859,720.47	780,882.15	41.99%
	Benefits	299,689.90	131,498.55	43.88%
	Student Financial Aid-Scholarships	39,094,757.38	37,740,809.90	96.54%
	Utilities	24,749.00	6,332.00	25.58%
	Supplies and Other Services	4,867,644.19	1,396,795.75	28.70%
	Equipment Expense	1,762,866.64	1,056,551.24	59.93%
	Assessment for Support Services	0.00	0.00	0.00%
Sub Total		47,909,427.58	41,112,869.59	85.81%
NONOPERATING REVENUES (EXPENSES)	Federal Pell Grant Revenues	8,270,137.00	8,156,698.00	98.63%
Sub Total:		8,270,137.00	8,156,698.00	98.63%
EXCLUDE OPERATING	Exclude - Assets	-20,458.55	0.00	0.00%
	Exclude - Transfers for Fin Aid Match	116,527.60	71,431.00	61.30%
	Exclude - Indirect Cost Recoveries	-584,728.92	-255,039.41	43.62%
	Exclude - Transfers - Other	-389.87	-389.87	0.00%
Sub Total:		-489,049.74	-183,998.28	37.62%
OPERATING INCOME/LOSS		-8,062,068.90	-8,507,520.16	105.53%
BUDGET BALANCE		-280,981.64	-534,820.44	190.34%
NET ASSETS - Beginning of Year**		292,166.60		
PROJECTED NET ASSETS- End of Year		11,184.96		

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

CAPITAL PROJECTS

FY 2010

<i>Project</i>	<i>Project Budget</i>	<i>Expenses & Encumbrances</i>	<i>Available Project Budget</i>	<i>Project Completion Date and/or Update Notes</i>
Academic Fund	\$ 75,000.00	\$ 54,400.00	\$ 20,600.00	Painting HHH : \$54,400 9/1/09
College Apartments - Building A/B Roof	\$ 48,930.00	\$ 48,930.00	\$ -	8/30/2009
College Apartments - Building G Carpet	\$ 7,315.88	\$ 7,315.88	\$ -	8/15/2009
Infrastructure - Painting & Striping Roadway & Parking Lots	\$ 58,000.00	\$ 57,543.08	\$ 456.92	9/1/2009
IT Software - Card System	\$ 40,000.00	\$ 40,000.00	\$ -	completed - not capitalized
Education Building - Exterior Waterproofing	\$ 172,500.00	\$ 163,540.00	\$ 8,960.00	Project is substantially complete. Minor puchlist items remain to be completed and/or touched up.
Education Building - Roof Replacement	\$ 305,150.71	\$ 281,630.01	\$ 23,520.70	Project is substantially complete. Minor puchlist items remain to be completed and/or touched up.
Feaster Center - Elevator & Steps	\$ 1,489,127.93	\$ 1,481,237.49	\$ 7,890.44	Project is 99% complete. Punch list work is continuing.
Feaster Center - HVAC Phase II	\$ 301,123.29	\$ 301,123.29	\$ 0.00	Project is complete.
Infrastructure - Hardway Hall	\$ 400,000.00	\$ 59,262.50	\$ 340,737.50	Plans are being finalized. Project should be advertised for mid April bid.
Infrastructure - Pierpont Signage	\$ 58,734.00	\$ 28,136.00	\$ 30,598.00	Work is scheduled to take place week of Spring break, March 15th - 19th.
Kennedy Barn - Folklife Center - Phase II	\$ 568,789.00	\$ 513,769.40	\$ 55,019.60	Painting and floor covering work is complete. HVAC work is complete with furnaces operating. Plumbing fixtures are being installed.
Physical Plant - Landscaping	\$ 100,000.00	\$ 85,310.40	\$ 14,689.60	Several projects have been completed. There will be several more throughout the year.
Physical Plant Small Projects	\$ 202,959.39	\$ 170,859.14	\$ 32,100.25	Several projects have been completed. There will be many throughout the year.
Hunt Haught Hall Glass Front	\$ 238,386.00	\$ -	\$ 238,386.00	Project has not been started.
Infrastructure - IT Emergency Back-Up	\$ 197,299.00	\$ -	\$ 197,299.00	Project has not been started.
Locust Avenue	\$ 40,000.00	\$ -	\$ 40,000.00	Schedule for work is to be determined by utility companies and WV Department of Highways.

\$ 4,303,315.20 \$ 3,293,057.19 \$ 1,010,258.01

Fairmont State University Board of Governors
Meeting April 15, 2010

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 Science in Criminal Justice, Bachelor of Arts in English, Bachelor of Science in Graphics/Fine Arts, Bachelor of Arts in Theatre Arts, Regents Bachelor of Arts Degree.

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 Science in Criminal Justice

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 English

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 Graphics/Fine Arts

Recommendation: *Continuation of the program with corrective action.*

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 Theatre Arts

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>

Regents Bachelor of Arts Degree

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>

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

Name and degree level of program

Bachelor of Science in Criminal Justice

External reviewer (s)

The Bachelor of Science in Criminal Justice Program has had an advisory board in place since the mid-1980s. The board has made a remarkable impact on the continued evolution and development of the curriculum and subsequent popularity of the program.

The Criminal Justice advisory board is comprised of the following members:

- Warden from Federal Bureau of Prisons (changes from year to year)
- Federal Bureau of Investigation Special agent – Randall Kocsis
- West Virginia State Police Captain – Gary Gaskins
- Deputy U.S. Marshals David Smith and Alex Neville
- West Virginia Parole Services Regional Director – Robert Arnold
- National White Collar Crime Center Research Manager – John Kane
- Prosecuting Attorney of Marion County – Patrick Wilson
- Local Chief of Police (changes from year to year)

Synopses of significant findings, including findings of external reviewer(s)

As the current social, economic, and international climate continues to change, so do opportunities in the criminal justice field. The demand for educated practitioners continues to increase as law enforcement, investigation, and the penal system evolve with changing societal problems and advances in technology. The increased demand for college graduates has contributed to the growth and stability of the Criminal Justice Program at Fairmont State University. The faculty constantly strives to improve the program; recently implemented suggestions of the Board have included adding an ethics course to the required curriculum adding oral presentation requirements to the two senior-level criminal justice capstone courses, and addition of a digital forensics concentration in order to keep pace with advances in technology in the criminal justice field.

The program has made significant progress in the area of assessment since the last review in that a program mission, program outcomes and assessments and course outcomes and assessment for all courses have been developed. Several online courses have also been developed and are in demand. Students have been successful at state and national conferences.

Plans for program improvement, including timeline

The Criminal Justice Program plans to seek specialized accreditation from the Academy of Criminal Justice Sciences (ACJS), but must complete several improvements first. During the

next year, the program will be working toward closing the assessment feedback loop. The curriculum will be modified during the upcoming year to incorporate new requirements. There are plans to hire an additional full-time faculty member.

Timeline: spring 2010-Administer MFT; 2010/11-hire new faculty member-map courses to program outcomes-close assessment feedback loop; 2011/12-bring curriculum into alignment with all ACJS standards; 2012/13-ACJS external review; 2013-14-apply for ACJS accreditation.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

The previous review identified several strengths and weaknesses. The traditional strengths of the program have been in the areas of law enforcement and corrections. The student to faculty ratio is still high. Since the last review, only one position has been added to the program. Four faculty members split their time between undergraduate and graduate courses as well as advising. In order to apply for specialized accreditation, the student to faculty ratio must not be greater than 30-1. Support for faculty development and travel is deficient.

Five-year trend data on graduates and majors enrolled

	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10
Majors	243	254	278	302	306	292	285	275	294
Graduates	67	56	57	58	66	60	76	78	38*

*December graduates only

Summary of assessment model and how results are used for program improvement

The Criminal Justice Department has utilized the Criminal Justice Advisory Board as an external assessment tool. The faculty is also a vital resource in this assessment model. Program outcomes that were developed by the faculty, course outcomes and assessment have been developed and implemented for all university undergraduate courses. The department is currently working to close the assessment loop.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

Little data exists on the specific job placement rate for criminal justice majors at Fairmont State. During the past five years, students self-report on their employment after graduation; the majority are employed in some phase of law enforcement.

Final recommendations approved by governing board

Identification of the program for further development

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

Name and degree level of program

Bachelor of Arts in English

External reviewer (s)

Dr. Marie Mullins, Professor of English
Chair of Humanities/Teacher Education Division
Pepperdine University

Synopses of significant findings, including findings of external reviewer(s)

In her review, Dr. Mullins offered a number of suggestions and raised several questions;

- Revise and tighten your mission statement; as it stands, it is descriptive, but it could be more inspirational. Maybe consult other English departments for mission statements – these might be helpful as models.
- On the assessment outcomes, one outcome comes close to including multicultural literature. Should multiculturalism be included?
- Consider developing a course for beginning English majors – “Introduction to Literary Analysis” or “Introduction to Literary Study.” This course could be offered at the same level (3300) as your Survey courses. Enroll all newly declared English majors in this course when they arrive on campus. This course could be invaluable for assessment. It will also help to grow the major.
- Consider designating certain courses as those that will be included in the portfolio. The system that the faculty has designed with a mentor appears too exhausting to carry out over time. The portfolio could be submitted at the end of the capstone course, or integrated into the capstone course in some developed way. A team of faculty could meet after the semester is over to assess the learning evident in the portfolios.
- The major shows steady growth, but faculty might consider including internships in a more developed way, perhaps with a separate class designated as such, that would set students up with internships in publishing, public affairs, advertising, marketing, law, and nonprofit organizations.
- Set aside the entrance and exit examinations for the major and focus on what the students are doing in the classroom instead, in terms of research papers, presentations, journals, and essays.

Plans for program improvement, including timeline

Our assessment plan continues to be implemented. Our Assessment Committee will take up Dr. Mullins’ suggestions for improving our assessment work. Two faculty are developing online courses in Spring, 2010. A web application for ENGL 3301 and 3302 remains under steady

development. Faculty routinely accept new teaching assignments, requiring considerable research and planning. Faculty are strongly encouraged to attend and present at professional conferences nationally and internationally. The department supports faculty applications for grants to fund their research. All these trends are certain to continue.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

The last review in 2005 found no weaknesses or deficiencies. We are still out of compliance with the standard of the National Council of Teachers of English (NCTE) which indicates that literature classes should have no more than twenty-five students; currently, our sophomore literature courses are capped at thirty.

Five-year trend data on graduates and majors enrolled

Enrollments in the English program have grown steadily over the last five years. The largest increase occurred between 2004-05 and 2005-06 when the enrollment grew by 77%. Over the next three years, the increase was more modest. Last year, however, we saw a 35% increase. The number of graduates has remained relatively constant at around six with the exception of 2006-07 when ten students took the bachelor of arts in English.

Summary of assessment model and how results are used for program improvement

During the last five years, the faculty have revised the outcomes for the program and added a departmental exam and a system of portfolios and reflections. We formed an external Advisory Board, which met for the first time in September, 2009. By the end of this semester, we hope to have accumulated enough data to institute a feedback loop to evaluate our instruction. Our departmental Assessment committee plans to meet May 2010 to read the portfolios and evaluate changes they might suggest we need to make. Through the reflections that majors now write each semester, we are attempting to help them make connections between their courses rather than treating them as isolated entities; our goal is for them see education holistically.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

The majority of our graduates went on to graduate or law school. Four are pursuing careers as writers. Three are using the skills they acquired as English majors in sales, and another in business.

Final recommendations approved by governing board

Continuation of the program at the current level of activity

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

Name and degree level of program

Bachelor of Science in Graphics/Fine Arts

External reviewer (s)

Joseph A. Lupo
Assistant Professor of Art
West Virginia University

Synopses of significant findings, including findings of external reviewer(s)

Recommended curriculum changes have been implemented and a degree name change will be proposed, **Contemporary Fine Arts Technology**, to reflect the actual content of the B.S. degree

Plans for program improvement, including timeline

It is proposed that the revised program continue for at least five years so that the Cross Media track in Studio Art may continue to be developed and eventually supersede and replace the current degree. The catalog listing should read **B.S. Degree in Contemporary Fine Arts Technology (formerly Graphics/Fine Arts)** so that prospective students can locate the degree.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

Safety issues, tracking graduates and an advisory board were the only issues from the previous program review. Those issues were resolved.

Five-year trend data on graduates and majors enrolled

Over the past five years, approximately half of the first-time freshmen who were enrolled graduated. The data in recent years is more accurate as declared Graphics/Fine Arts students are enrolled in FSU rather than PC&TC as entering freshmen. The curriculum revisions that have been implemented and the recommendations regarding the degree name change should stabilize enrollments and produce more completers.

Summary of assessment model and how results are used for program improvement

Although the program has evolved to accommodate changes in computer based printing and imagery, the art faculty determined in 2006 that the program was in need of an in-depth assessment of its direction and scope. The School of Fine Arts hired a consultant to evaluate the curriculum and make recommendations. Joe Lupo, the president of the Southern Graphics Conference, wrote his assessment of the program, which is included in APPENDIX B.

As a result of the assessment, the program has undergone its most radical modification of curriculum since its inception. The most pressing issue was that the program was over-reliant on the School of Technology and the two-year Graphics Technology Associate's degree for the majority of graphics-related courses. Because goals for students in the Graphics/Fine Arts program in the School of Fine Arts differed from those for students in electronic technology programs in the School of Technology, it was determined that the Art Department must initiate coursework related to image-based technology that included more art content. We have created a three-level series of Electronic Art courses, housed in the School of Fine Arts, which should help to bridge the gap between students' understanding of computer programs and the application of technology to the creation of works of art. Some courses in the degree requirements related to old technologies have been eliminated, and the requirements have been changed to include more relevant technology courses. We are exploring the possibility of changing the name of the Graphics/Fine Arts program to better reflect its curriculum and goals. This is in response to Mr. Lupo's recommendations.

We are now looking to the next step in the transformation of the Graphics/Fine Art program. In order to complete the assessment circle, we believe that we should implement a capstone experience for the program, such as an internship or final project. We are continuing to evaluate coursework to ensure that required courses, especially those from the School of Technology, reflect the objectives of the program and the direction in which we want it to progress.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

In the past five years we have had thirty one (31) graduates of the Graphics/Fine Arts program. Efforts to locate these students have reconnected us with a total of eighteen (18) individuals. Eight of the students who responded to information requests are or have been working in a field related to their degree. Several of these students responded that they were involved with internet sales, web development, and self employed in the field.

Final recommendations approved by governing board

Continuation of the program with corrective action

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

Name and degree level of program

Bachelor of Arts in Theatre Arts

External reviewer (s)

Michael J. Slavin, PhD
Chair, Department of Theatre and Dance
California University of Pennsylvania

Synopses of significant findings, including findings of external reviewer(s)

Strengths:

- In the past five years, the number of applications and number of graduates have increased.
- “Clearly the faculty, staff and students enjoy the Theatre program at Fairmont State University”
- “The faculty has the training or the experience to provide instruction in most areas of the discipline and is fully capable of meeting the curricular needs of the major.”
- “The faculty can provide a range of instructional opportunities for the students in the theatre program and for the whole of the university”
- “The department offers a number of classes that meet the needs of the university’s General Education requirements.”
- “. . . the heart of the cultural life on campus and in the local community is the department productions both during the semester and the Town and Gown Players summer program.”
- “The administration recognizes the enormous benefit of a strong theatre program.”
- “. . . the faculty is encouraged to consider applying for membership in NAST [National Association of Schools of Theatre] and go through the self study process. The preparation of the self study document has proven to lead many other units through a logical and systematic evaluation and examination of practices and priorities.”

Weaknesses:

- “Nationally accredited theatre programs have clearly developed mission and goal statements which are in direct relationship to their university’s mission and goals. Even if the unit decides not to pursue NAST membership, it is suggested that the department spend considerable time and attention to developing a mission statement. This task should be viewed as the highest priority for the unit.”
- ”Given the production load and the commitment to providing summer cultural activities for the area community, there is a concern for faculty professional development.”

- The reviewer recommends “that the university pursues avenues to reduce the strain on the technical faculty.”
- “The instructional spaces and production areas show the effects of hard use and the passage of time.”
- “. . . the current sound and lighting equipment is quickly falling behind industry standards.”

Plans for program improvement, including timeline

The department plans to prepare the NAST self study and pursue national accreditation within the next two years.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

Weaknesses and deficiencies from the previous review were addressed and corrected in 2005 and submitted to the BOG in a follow-up report. The report is attached to the current program review.

Five-year trend data on graduates and majors enrolled

Over the past five years, there has been a 100% increase in applicants and an even greater increase in graduates.

Summary of assessment model and how results are used for program improvement

The assessment of the program is based on the evaluation of student coursework, outside adjudication, individual student portfolio reviews and a senior comprehensive project. These assessments have been created in accordance with NAST guidelines.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

Recent graduates from the B.A. in Theatre program at Fairmont State University are either enrolled in graduate theatre degree or certificate programs, employed in areas both in and outside theatre, or pursuing additional undergraduate degrees while applying for graduate theatre programs.

Final recommendations approved by governing board:

Continuation of the program at the current level of activity

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

Name and degree level of program

Regents Bachelor of Arts degree

External reviewer (s)

Program Advisory Committee consists of School Deans and Academic Chairs as they comprise the Academic Affairs Council. An annual report on the RBA program is submitted to the Council and discussions of any concerns takes place there. Open communication between Deans, Chairs, Coordinators, and the RBA advisor is encouraged and conducted as needed. On a larger level, the RBA Program at Fairmont State University receives statewide support from the other state RBA coordinators. This group meets with the State RBA Coordinator who monitors the program at the Higher Education Board Office.

Synopses of significant findings, including findings of external reviewer(s)

Fairmont State University needs to identify a coordinator for the degree program and provide more consistency with the degree. Currently, one advisor meets with students; however, a coordinator needs to be identified so that there may be more recruitment for this program.

Plans for program improvement, including timeline

Fairmont State University will be participating in the RBA Today program that is scheduled to begin fall 2010 and will increase the number of advisors who work with the program.

The RBA Today is an enhanced version of the Regents Bachelor of Arts degree that for many years has provided baccalaureate degree opportunities to working adults who want to improve their skills, advance in their careers, or reach the goal of achieving a degree without putting their lives on hold. The format of the RBA Today continues the underlying elements of the Regents Bachelor of Arts, but adds new curricular areas of emphasis and allows participants the flexibility of online learning and Fast Track courses.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

Weaknesses identified from the last review included the lack of personnel and the lack of adequate space. The RBA program is being moved into the Academic Advising Center and will have additional personnel to assist with RBA students; a new director will be appointed.

Five-year trend data on graduates and majors enrolled

Regents Bachelor of Arts	Fall 2003	Fall 2004	Fall 2005	Fall 2006	Fall 2007	Fall 2008	Fall 2009	Total
Majors	82	73	76	57	66	57	68	479
Graduates	68	51	42	60	45	43	38	347

Summary of assessment model and how results are used for program improvement

Outcomes and assessments have been identified for all courses at Fairmont State University. Since the Regents Bachelor of Arts degree uses courses from other programs, the course outcomes and assessments will fall under those guidelines. All of this information is housed in TaskStream and is available for all courses.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

From the "Graduate Follow Up" surveys:

- 1] Good mix of male and females, predominantly white, non-hispanic... generally in the 35-50 age ranges, otherwise late 20-s.
- 2] The "Reflecting back on overall education experience ..." item gives me some real concern with the number of unsatisfactory and very unsatisfactory, but the limited to FSU / benefits seems to show some positives.
- 3] Salaries are expected for WV and higher than the relative per capita.
- 4] Employment is a mix of public/private/educational sectors ... mostly all in WV
- 5] Very mixed on current job satisfaction and longer range opportunities
- 6] A few indicate graduate work/studies.

Final recommendations approved by governing board

Identification of the program for further development

**Board of Governors
Fairmont State University
April 15, 2010**

ITEM: ENERGY SAVINGS MEASURES IN PROGRESS FOR
PARKING GARAGE

COMMITTEE: Finance and Facilities Committee

STAFF MEMBER Jim Decker

BACKGROUND:

The Physical Plant is continually taking steps to reduce energy consumption throughout out numerous facilities. This includes temperature control for HVAC units, occupancy sensors in classrooms, electronic ballasts and more efficient bulbs in Jaynes Hall and Library.

We have most recently been working with local suppliers on energy savings for the parking garage by changing to lower power consuming bulbs. The current bulbs are 150 watt metal halide bulbs with separate ballasts. We have started the process to change to 60 watt max-life fluorescent bulb with self ballast. These bulbs will put out more light while consuming considerably less energy.

We have also studied installing photocell controls for the exterior bays of the garage that have adequate natural light.

These two items will save much more than the actual cost of the labor and materials required. We anticipate an approximate six month payback for both of these changes.

We are anticipating an energy savings of approximately \$30,000.00 annually. We are also expecting an annual cost of approximately \$10,000.00, which will leave us with an annual savings per year after the first year of \$20,000.00

Attached is a spreadsheet showing data for the savings that we anticipate from this changeover.

Total Cost of Operation - Current vs Screw in Fluorescent MODIFY ONLY SHADED CELLS

INPUTS:		
Cost per kWh:	\$0.0750	
Operating Hours per Year:	8,760	8,760
Number of Fixtures/Retrofits:	325	
	Current	Fluorescent
Model:	150w MH	60W Max-Lite
Lamps per Fixture:	1	1
Lamp Wattage:	185	60
System Wattage:	185	60
Lamp Life:	15,000	10,000
Cost per Lamp:	\$21.67	\$30.10
Ballast Life:	50,000	N/A
Cost per Ballast:	\$48.00	N/A
Relamp Service Cost:	\$42.00	\$21.00

RESULTS:		
Average Years Between Relamps:	1.7	1.1
Annual Energy Used kWh:	526,695	170,820
Total Energy Cost:	\$45,093.75	\$14,625.00
Annual Energy Savings:		\$30,468.75
Labor Cost for Conversion:		\$6,825.00
Material Cost for Conversion:		\$9,782.50
Total Cost to Make Conversion		\$16,607.50
Payback in Years :		0.55
Annual Energy Savings:		\$30,468.75
Less: Projected Annual Material Cost:		(\$8,272.73)
Projected Annual Labor Cost:		(\$2,068.18)
Total Projected Annual Savings After First Year		\$20,127.84

Photocell Change

64 lights @ 60W = 3840 Watts
 3840W * .001 = 3.8 KWH
 3.8KWH * .07 = .30 / hour
 .30 * 8760 = \$2,628.00 Saved per year with photo cell

Labor & Material for Photo cell = \$1,334.00

\$2,628.00 Savings - \$1,334.00 = \$1,294.00 Total first year savings
 Six Month Payback

\$2,628.00 Savings per year after first year less damage or replacement cost

**Board of Governors
Fairmont State University
April 15, 2010**

ITEM: Bookstore Textbook Affordability Committee Progress

INFORMATION ITEM:

COMMITTEE: Finance and Facilities

STAFF MEMBER: Rick Porto

BACKGROUND:

Since the last report the Bookstore Textbook Affordability Committee met several times.

The committee is waiting for Procedural Rule Series 51 to be finalized by the Higher Education Policy Commission and the Community and Technical College Council. While this is coming to closure we are drafting the Policy 54 (Bookstore Policy) update to comply with the Federal Rules (H.E.O.A.) and with Series 51.

The committee met with the Barnes and Noble leadership and with a representative of the Publisher's Association to clarify federal rules as they relate to bundling and the impact bundling would have on the cost of textbooks.

The committee discussed with Barnes and Noble the trends that will occur related to dealing with costs in the future. They indicate that the two trends we can look forward to are:

1. Rental programs which will save about 50% of the book costs (no buy back) to the student, but this will not happen for all books since only about one-third of the books in the Bookstore qualify for the rental program.
2. Electronic books which will save about 50% of the book costs (no buy back) to the student. This trend will occur more slowly due to book reader technology occurring slowly.

Attached is information about the Barnes and Noble Book Rental Program which the committee has approved to be presented to the BOG's for implementation beginning this fall 2010 semester. Please note that the cost of implementing this rental program will reduce the contract revenues that go for the debt and operation of the Falcon Center by ten percent (10%) or \$34,000.00.

Textbook Rental FAQ

January 27, 2010

Textbook Rentals

What is the Barnes & Noble textbook rental program?

Our textbook rental program provides students the option of renting, instead of buying, their textbooks. Students can rent their books either in the campus bookstore or from the bookstore's website.

Why offer a textbook rental program?

Barnes & Noble is offering a textbook rental program for two reasons:

1. There has been overwhelming student demand for a low-cost alternative to buying textbooks. As campus booksellers, we are addressing this demand with our textbook rental program.
2. Over the past twelve months, rental programs have become prevalent in the campus bookselling industry. We are offering our program to remain competitive.

Rental Program Overview

How much do students save by renting books?

Students save more than 50% off the cost of purchasing a new, printed book.

How does a customer pay for a textbook rental?

Textbook rentals can be paid for using any form of tender already accepted by the campus bookstore including campus debit cards and financial aid. However, all textbook rentals require a credit card be kept on file for security, regardless of the tender used to pay for the rental.

How long is the rental period?

The rental period is for the entire semester/term. All rented textbooks must be returned to the bookstore, in good condition, by the last day of finals. Textbook rentals returned via mail must be postmarked before the last day of finals.

What if a student doesn't return the book or it is returned in unusable condition?

If books are not returned or are returned in unusable condition then there is a replacement fee which is 75% of the new book price, plus a processing fee of 7.5% of the new book price.

Can a student decide they want to buy a book they have already rented?

Yes, but it will cost the student 75% of the new book price, plus a processing fee of 7.5% of the new book price.

Can students mark up the inside of the book with a highlighter or make notes in the margins?

Normal use of highlighting and writing is permitted. Determining whether rental textbooks are in acceptable condition is based on the same standards as for books sold back as used books.

Where are textbook rentals available?

The textbook rental program is currently being piloted on 25 of the campuses we serve.

Can students rent textbooks in Barnes & Noble, Inc. stores or at bn.com?

No. The program is only available through Barnes & Noble College Booksellers.

Textbook Rental Financials

How will a textbook rental program affect the financial return to the campus?

Textbook rental programs affect both the top line bookstore sales (since the rental price is less than 50% of the new text selling price) and the bottom line profitability of the store (since the cost to purchase the book is not recouped until the book is rented multiple times.)

As a result, the revenue we can provide to campuses offering the rental program is also affected.

1. Schools that want to offer a textbook rental program on their campuses cannot have a minimum guaranteed rent as part of their financial package. To offer textbook rentals, the school would have to agree to eliminate that component of the contract.
2. In addition, textbook rental programs have additional costs to Barnes & Noble. Thus the commission percentage paid on rentals would be reduced by 3 percentage points.

Why is the 3 percentage point reduction in commission rate necessary?

There are several reasons for the 3 percentage point reduction:

1. **Inventory Liability** - There is an increased inventory liability inherent in a textbook rental program. Think of it this way, when a student purchases a textbook (either new or used) that book becomes the property of the student. If the book goes into an old edition, the student bears the cost of that loss in value, likewise, if the book is no longer wanted, the student bears the cost of reselling it at a lower price or throwing it away. In a rental program, the bookstore bears the cost of any loss in value. If the book cannot be resold, any mark-down or write-off is exclusively borne by the bookseller. In addition, the bookseller bears of the cost of carrying that inventory from term to term. This affects cash-flow and increases costs.
2. **Freight Costs** – While we consider campus reuse rates when selecting titles for a rental program, many titles are not reused locally. For a rental program to be successful, these titles must be shipped to other Barnes & Noble campuses where they are being used in future terms. This additional freight is a significant cost to Barnes & Noble.
3. **Bad debt** – Textbook rentals require a credit card as part of the rental transaction (regardless of the tender being used to pay the initial rental cost.) This credit card information is used to charge the

student if the book is not returned. Unlike a traditional sale, where the credit card is validated one time for the purchase, in a rental scenario, the card is held to for several months as a safeguard against unreturned books. Since this possible charge (for unreturned books) occurs several months after the initial rental transaction, we anticipate a greater exposure to bad credit card debt. Think of it like this, if a student uses a credit card secure their text rental, then cancels the card (perhaps they lost it, it was stolen, the student simply didn't want it anymore) but doesn't return the rental book at the end of finals, Barnes & Noble has no valid credit card against which to charge the outstanding fees and cost of the book. This will be a bad debt write-off.

How did Barnes & Noble calculate the 3 percentage point reduction?

Barnes & Noble evaluated the three cost components noted above (inventory liability, freight and bad debt) and calculated the increase in costs each would create.

1. Inventory liability – In our current sales model, we mark-down 1.5% of textbook sales due to loss of value (this could be caused by a book going into a new edition, physical damages, etc.) In the rental model, we anticipate that this potential liability will double. Think of it this way, the longer the bookstore “owns” the book, the more likely it is that the book will lose its value and will have to eventually be marked down to zero.
2. Freight – In our current sales model, many unsold books are returned to the publisher. This happens once at the end of the term and the cost is measurable. In the rental model, a book cannot be returned to the publisher, but instead must be moved from one Barnes & Noble bookstore to another, time after time, in order to rent it again. We anticipate the freight costs for this intra-company movement to be at least double our usual costs.
3. Bad debt – We have built our rental program with many credit card safeguards (for example, stored value cards or credit “gift cards” cannot be used to secure a textbook rental.) That said, we do know that there will be instances when a book is not returned and the original credit card is no longer valid. Our 3 percentage point reduction in commission covers this exposure to potential debt loss.

How will Barnes & Noble track the textbook rentals to deduct the 3 percentage points from the total commission?

Textbook rentals will be tracked separately and will appear as a unique line on the P&Ls and the client commission statement.

Is the 3 percentage point reduction permanent?

No. We have calculated the 3 percentage point reduction to commission based on the information we have now. As we continue to expand this pilot program we may find that the costs are more or less than we had anticipated. To be fair to both the campuses that are participating in this program and to Barnes & Noble, this 3 percentage point reduction would be utilized for one year. At that point, we will analysis the program and potentially adjust this number.

Can we evaluate the cost of the program after a set period time and adjust the contract guarantee at that point?

No. We believe that once a textbook rental program is offered on a campus, it will prove to be too popular with students to eliminate. Eliminating the guarantee before beginning the program is required to participate.

Could we establish a new minimum rent guarantee after one year of offering a text rental program?

We would be willing to discuss this possibility after one full year of offering the text rental program.

Can we control the risk to the top line sales by limiting the number of titles we rent?

Yes. Barnes & Noble can partner with a campus to limit the number of titles offered in a textbook rental program

Title Criteria

How are the rental titles selected?

Here's the criteria:

1. First, titles that cannot be rented are eliminated. This includes single-use titles (those with online components, study guides, etc.)
2. Next, reuse rate both on the local campus and then across the company is considered.
3. Finally, national wholesale value is considered.

Can we increase the number of rental titles in the program?

Yes. To increase the number of titles in the rental program, we would meet with the Faculty Senate, the Provost or whoever is appropriate on a given campus and:

1. Encourage faculty to select books that do not have single-use components
2. Suggest faculty reuse titles term after term (we do not necessarily need faculty to commit to long-term use, but will see those patterns as we run our rental filters and naturally select those titles with a high reuse rate.)

Next Steps

If a school wishes to participate in the textbook rental program, what are the next steps?

The next opportunity for schools to join the text rental program is March of this year (select quarter schools.) To get ready, here's what must happen next:

1. Contact your client. Present the text rental program and if they decide to participate, we will provide you a letter of agreement that outlines the rental program financial terms. Both the campus and Barnes & Noble must sign the agreement prior to beginning the program.
2. Meet with faculty. Work with the client to present the program to the provost, faculty senate or department chairs. It's important that they understand the program and, most importantly,

- how they can help increase the number of titles that are eligible for the program by selecting textbooks that will be reused term after term and that do not have single-use components.
3. Work with Book Merchandising to identify eligible text rental titles. (Book Merchandising will provide the initial title list and the store team will be asked to validate it.)
 4. Work with Store Operations and your client on developing a media campaign to ensure the campus community knows we are offering the program and how it works.
 5. Work with Store Operations to get the needed equipment shipped to the participating stores.

Textbook Rental Program Letter of Agreement
Between [Name of School] and Barnes & Noble College Booksellers, LLC

This letter of Agreement dated as of [month/day/2010] serves as an Amendment to the current contract for bookstore services between [Name of School] and Barnes & Noble College Booksellers.

The parties hereby agree as follows:

Barnes & Noble College Booksellers shall institute their textbook rental program at [name of school] beginning with the fall term 2010.

Commencing in the contract year when the textbook rental program is implemented, the school agrees that the guaranteed minimum rent outlined in the current bookstore contract, is waived. During the term of this amendment, Barnes & Noble College Booksellers shall pay the existing commissions on all sales (excluding textbook rentals) and a commission of _____% on all textbook rentals

Barnes & Noble College Booksellers shall work with [Name of School] to determine the number of textbooks to be made available for rental.

This letter of Agreement shall expire at the end of the anniversary of the first contract year. At the end of the first year, both parties agree to review the results of the textbook rental program and the commission reduction. If mutually agreed upon this agreement will renew annually.

For: [Name of School] /signature _____

Name (print): _____

Title: _____

Date: _____

For: Barnes & Noble College Booksellers/signature _____

Name (print): _____

Title: _____

Rental Agreement

This rental agreement ("Agreement") is a contract between you and Barnes & Noble College Booksellers LLC. and applies to your rental of textbooks and/or course related materials (the "Rented Materials") from us. This Agreement sets forth your rights and obligations and should be read carefully. In this Agreement, "you" or "your" means any person or entity renting Rented Materials from us ("Users") using this online rental service (the "Service"). Unless otherwise stated, "Barnes & Noble" the "Company," "we" "our" or "us" will refer collectively to Barnes & Noble College Booksellers LLC.

By clicking "I Agree," or "I Accept" you agree to the terms and conditions of this Agreement, our privacy policy, our terms of use, and any other documents incorporated into the website from which you accessed the Service. You agree that this Agreement is legally binding between you and the Company.

The Company may modify this Agreement from time to time and such modification shall be effective upon posting by the Company on the website from which you accessed the Service (the "Website"). You agree to be bound to any changes to this Agreement when you use the Website or the Service after any such modification is posted. It is therefore important that you review this Agreement regularly to ensure you are aware of any changes.

For questions regarding this Agreement please contact your campus bookstore.

Contact us link

Terms and Conditions

- You must be 18 years of age or older to use the Service.
- You are entering into this agreement with Barnes & Noble College Booksellers LLC. All Rented Materials must be returned to the campus bookstore from which they were originally rented as per terms of this Agreement.
- When you rent Rented Materials, you can either have those Rented Materials shipped to you or pick up them up yourself at the campus bookstore. Shipping fees may apply. When you rent Rented Materials you will be charged when your order is fulfilled. In addition, in order to rent Rented Materials, you must have a valid credit card on file with us at all times.

- Rented Materials must be returned to the campus bookstore from which they were originally rented by the rental return date designated by us at the time of rental (the "Rental Return Date") in salable condition. Salable condition will be determined by us in our sole discretion, but generally means book spine intact, no excessive damage to cover or contents, all original pages intact, all original components present, and no excessive highlighting, writing or other markings. Normal use highlighting and writing is permitted.
- Rented Materials not returned by the Rental Return Date, or Rented Materials returned on or before the Rental Return Date not in salable condition will be subject to Non-Return Fees. Non-Return Fees will be automatically charged to the credit card on file for this Agreement as follows for each item of Rented Material: 75% of the new book price, plus a processing fee of 7.5% of the new book price. The new book price is based on the new book price at time of rental. In the event that the credit card on file for this Agreement is no longer valid or in the event the purchasing limit on such credit card has been exceeded at the time the Non-Return Fees are to be charged, we will bill you for, and you agree to promptly pay in full, the Non-Return Fees.
- Rented Materials must be returned to the campus bookstore from which they were rented. Returns sent via mail, UPS or other must be postmarked and shipped on or before the Rental Return date.
- Barnes & Noble College Booksellers LLC is not responsible for reminding you of your Rental Return Date. Any and all notifications are a courtesy. You are responsible for complying with the Rental Return Dates.
- You are responsible for loss or theft of all Rented Materials.
- Standard tax rates apply and vary by state.
- Rented Materials cannot be shipped outside the continental United States.
- The campus bookstore refund policy of the campus bookstore from which you rented the Rented Materials applies to Rented Materials.

Fairmont State University
Board of Governors
April 15, 2010

ITEM: Fund Manager Fund Balance Policy Update

COMMITTEE: Finance and Facilities

RECOMMENDED RESOLUTION:

Whereas, the Board of Governors, as a general policy, desires all current Unrestricted Funds (inclusive of Fund Manager Funds) and Auxiliary Funds to be under the purview of the President; and

Whereas, the Board of Governors, as a general policy, desires prudent fund management of fund manager funds; and current Unrestricted and Auxiliary Funds;

Whereas, the Board of Governors desires to maintain reasonable fund balances in fund manager funds; all current Unrestricted and Auxiliary Funds.

Now, therefore, be it resolved that the Board of Governors desires the administration to be responsible for the oversight of all fund manager accounts and to assure that each fund manager can demonstrate a prudent fund balance plan in the future (inclusive of all funds).

Further, let it be resolved, that the Board of Governors recognizes that prudent fund management may require deficit spending budget conditions in the future where reasonable fund balances are available to support a deficit budget plan, and the President is responsible to highlight reasons for deficit budget plan to the Board in the annual budget approval process or during the year if conditions occur that warrant a deficit budget condition (e.g. mid-year reduction in state appropriation).

STAFF MEMBER: Rick Porto

BACKGROUND:

The current Fund Managers Fund Balance policy forces a spend down of all budgeted revenues in any one year and requires a carry forward fund balance of no more than fifteen percent (15%) of revenues received in the fiscal year.

This updated policy requires each fund manager and the President (for all funds) to provide a fiscal plan and demonstrate a need to maintain the projected fund balance for each year, and to further explain the reason for any deficit spending budget condition.

Fairmont State University Board of Governors
October 9, 2008

ITEM: Fund Managers Balance Sheet

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION:

Whereas, the Board of Governors desires to remedy a past practice and permit Fund Managers to spend part of their accumulated balance; and

Whereas, the Board of Governors wants to avoid a similar buildup of an unfunded liability in the future;

Now, therefore, be it resolved that a sum of \$450,000 be transferred from the unrestricted fund to cover that part of the balance carried on the Fund Manager's balance sheet.

Be it further resolved, that the Provost work with the Deans to allocate these funds to the needs that have the highest priority.

Be it further resolved for the 2009 fiscal year and beyond that, as a general policy, no more than 15 percent of the revenues received in a fiscal year can be carried forward on the Fund

Manager's balance sheet. *Exceptions to this limit must be in writing and approved by the President and these exceptions must be included in the*

Be it further resolved that the \$132,004 already carried forward for indirect costs to the 2009 fiscal year be allowed to be spent.

Annual Budget Approved by the BOG.

STAFF MEMBER: Rick Porto

BACKGROUND:

The Fund Manager balance sheet is comprised of three major areas: (A) indirect cost funds, (B) savings from salary reduction due to a grant paying a portion of an employee's salary and (C) course fee funds. A brief description of each follows:

(A) Indirect Cost Funds – Indirect cost revenues are received as a part of a grant. They are funds received to cover the overhead involved in the grant process and administration. Fifty (50) percent of these revenues are shared with the Deans, Chairs and Principal Investigator (PI). The other fifty (50) percent goes to support the Graduate/Research Office. The indirect cost percent for Fairmont State University for on campus research is 53.5 percent and 18.0 percent for off campus research. The rates are set by the federal government. For the 2009 fiscal year these funds were rolled over automatically to this year's budget which caused the negative balance.

(B) Savings from Salary Reduction due to a grant paying a portion of the employee's salary – The practice has been to provide a part of the savings to the Fund Manager who arranged

for the grant. These funds can be used at the manager's discretion for purchase of equipment and related other expenses. The past practice has been to allow Fund Manager's to carry up to two year balances on the Fund Manager Balance Sheet. The actual balances, however, were rolled into the unrestricted balances at the end of each fiscal year. Thus, there are no current year revenues to cover the balances.

(C) Course Fee Funds – Course fee funds are assessed in courses to cover the cost of providing educational equipment and/or activities for the more expensive programs. As with (B), the past practice has been to allow Fund Manager's to carry up to two year balances on the Fund Manager Balance Sheet. The actual balances, however, were rolled into the unrestricted balances at the end of each fiscal year. Thus, there are no current year revenues to cover the balances.

Since the amount of the unfunded cumulative Fund Manager's Balance is \$925,895 as of June 30, 2008, it is recommended that the Fund Managers be allowed to spend part of the balances this fiscal year and payment for these amounts would be covered by a transfer from the unrestricted balances. It is assumed that this issue would be addressed again by the Board of Governors in subsequent fiscal years to deal with the balances left after the \$450,000 has been spent. Further, it is recommended going forward that, as a general policy, no more than 15 percent of the Fund Manager's annual revenue from (A) indirect cost funds, (B) savings from salary reduction and (C) course fee funds, could be carried forward to the new fiscal year.

**Fairmont State University
Board of Governors
April 15, 2010**

ITEM: 2010-2011 Tuition and Fee, and Room and Board Fee Approval

RECOMMENDED RESOLUTION: Approval of the Facilities Fee to be moved from special fees to across-the-board fees and to increase room and board and rent fees by three (3%) percent for the 2010-2011 academic year, and to add three new course fees to the Special Fees list.

STAFF MEMBER: Rick Porto

BACKGROUND: The Governor asks that we hold tuition constant and in keeping with this request Undergraduate Tuition and Fees and Graduate Fees Tuition and Fees will not be increased for the 2010-2011 academic year. The Chancellor has indicated that “the Commission recognizes that revenue adjustments are required to offset inflationary pressures for Auxiliary Operations”.

Room and Board and apartment rents, if maintained at the same level as the 2009-2010 academic year for 2010-2011, will make it two years in a row that these fees would not be increased. No increase two years in a row will significantly reduce the net revenues required to meet Housing/Parking and Falcon Center Bond Covenant Debt Coverage Ratio requirements. Also due to no increase in room, board, and rents in 2009-2010 academic year we expect a significant reduction to net revenues to be available to be transferred to plant reserves at the end of the current 2010 fiscal year. With no increase in these fees two years in a row will further complicate the financial condition of these Auxiliary Enterprises, (see attached budget plans that demonstrate outcomes for these auxiliaries with and without the 3% increase).

The Higher Education Policy Commission staff has indicated that the Student Facility Fee (Safety and Parking) should no longer be classified as a special fee and should be re-classified to a standard auxiliary (across-the-board) fee. They plan to force this change after they create a new

tuition and fee rule in November 2010. It is recommended that we move from Special Fees to Standard Auxiliary Fee for the 2010-2011 academic year due to the benefit it will provide to the students.

While this change makes the annual resident University Tuition and Fees costs move from the 7th highest to the 5th highest of state Higher Education Institutions (see attached chart) this change:

- Creates no new costs for the student. The Facility Fee is being re-categorized from special fee to standard auxiliary (across-the-board) fee.
- Allows our sophomore thru senior promise scholars to have the facility fee paid for by the scholarship.
- The facility fee will be paid for by the McClain (full-ride) scholarship.

New special fees are being recommended for the Health and Human Performance Outdoor Recreation classes (\$30.00 per credit hour), for new courses for art majors and studio art (\$50.00 per credit hour), and for storytelling workshops and student travel to the storytelling workshops.

Fee Planning Schedule- Per Semester
Academic Year 2010-11

Institution: Fairmont State University

STUDENT INSTITUTIONAL LEVEL: Undergraduate
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2009-10	Resident 2010-11	Increase Decrease	Non-Resident 2009-10	Non-Resident 2010-11	Increase Decrease
Fees Assessed to all Students						
System Capital Fees	205	205	0	800	800	0
Special Institutional Capital Fees (Includes auxiliary capital fees)	85	85	0	185	185	0
Student Activity Center - Capital Building (Aux)	110	110	0	110	110	0
Education and General	1,774	1,774	0	3,945	3,945	0
Standard Auxiliary Fees (Includes Athletic, Falcon Center, and Facility Fees)	364	364	0	364	364	0
Mandatory Auxiliary Fees	0	0	0	0	0	0
Sub-Total Student Fees	2,538	2,538	0	5,404	5,404	0
Special Equity Fee	48	48	0	48	48	0
Total Student Fee Request 2010-11	2,586	2,586	0	5,452	5,452	0
<i>Percentage of Increase requested over 2009-10</i>			0.00%			0.00%

Justification for Fee Increase:
- No fee increase to occur in the 2011 fiscal year - requested by the Governor.

Fee Planning Schedule- Per Semester

Academic Year 2010-11

Institution: Fairmont State University

STUDENT INSTITUTIONAL LEVEL: Graduate
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2009-10	Resident 2010-11	Increase Decrease	Non-Resident 2009-10	Non-Resident 2010-11	Increase Decrease
Fees Assessed to all Students						
System Capital Fees	205	205	0	800	800	0
Special Institutional Capital Fees (includes auxiliary capital fees)	85	85	0	185	185	0
Student Activity Center - Capital Building (Aux)	110	110	0	110	110	0
Education and General	1,998	1,998	0	4,491	4,491	0
Standard Auxiliary Fees (includes Athletic, Falcon Center, and Facility Fees)	364	364	0	364	364	0
Mandatory Auxiliary Fees	0	0	0	0	0	0
Sub-Total Student Fees	2,762	2,762	0	5,950	5,950	0
Special Equity Fee	48	48	0	48	48	0
Total Student Fee Request 2010-11	2,810	2,810	0	5,998	5,998	0
<i>Percentage of Increase requested over 2009-10</i>			0.00%			0.00%

Justification for Fee Increase:
- No fee increase to occur in the 2011 fiscal year - requested by the Governor.

Fee Planning Schedule- Per Semester

Academic Year 2010-11

Institution: Fairmont State University

II. SPECIAL FEES AND CHARGES	Identify Category A, B, C, D, or E	Current Rate Per Semester 2009-10	Requested Rate Per Semester 2010-11	Increase Decrease	Percent (%)
Application Fee - Graduate	D	40.00	40.00	0.00	
Application Fee - Undergraduate	D	20.00	20.00	0.00	
Aviation Technology Fee (Per Credit Hour)	D	35.00	35.00	0.00	
Credential Fee - Placement	D	3.00	3.00	0.00	
Community College Baccalaureate Enhancement Fee (Per Credit Hour)	D	59.00	59.00	0.00	
Resident	D	87.00	87.00	0.00	
Non-Resident	D	300.00	300.00	0.00	
Credit for Life Experience Evaluation	D	22.00	22.00	0.00	
Course Fee (Per Credit Hour) (previously known as Technology Fee)	D	4.00	4.00	0.00	
Diploma Replacement	D	50.00	50.00	0.00	
E-Rate University (per 3 hour course)	A	972.00	972.00	0.00	
E-Rate Graduate (per 3 hour course)*	A	1,476.00	1,476.00	0.00	
E-Learning Course Fee (per 3 hour course) (F/S Students)	D	75.00	75.00	0.00	
Exam for Course Credit (per credit hour)	D	22.00	22.00	0.00	
Excess course withdrawal fee (per course assessed after 8 courses have been dropped)	D	50.00	50.00	0.00	
Faculty and Staff Parking Fee - Full-time (will be prorated if less than full-time) Annual	E	180.00	180.00	0.00	
Fine Arts Course Fees (per credit hour):					
- Art - Pottery Materials Fee	D	15.00	15.00	0.00	
- Art Painting/Drawing Materials Fee	D	7.00	7.00	0.00	
- Debate - Materials Fee	D	15.00	15.00	0.00	
- Music Lessons Fee	D	10.00	10.00	0.00	
- Theatre Materials Fee	D	15.00	15.00	0.00	
Foreign Languages Course Fee (per credit hour)	D	8	8	0.00	
Graduation (fee for Graduate Students)	D	70	70	0.00	
Graduation (fee for Undergraduate Students)	D	50	50	0.00	
Graduation Application Late Fee	D	50	50	0.00	
ID Card Replacement Fee	D	15	15	0.00	
Late Registration	D	50	50	0.00	
Late Payment Fee	D	50	50	0.00	
Occupational Develop/Tech Studies Degree Evaluation	D	150	150	0.00	
Off-Campus Instruction (per credit hour up to 12 hours max)	D	15	15	0.00	
MBA Course Fee (per credit hour)	D	25	25	0.00	
New Student Fee	D	120	120	0.00	
Nursing Lab Fee (per credit hour)	D	12	12	0.00	
Nursing Testing Fee (per semester)	D	156	156	0.00	
Nursing Uniform Fee (once per program)	D	155	155	0.00	
Priority Transcript Fee	D	9	9	0.00	
Regents' BA Degree Evaluation	D	300	300	0.00	
Reinstatement Fee	D	25	25	0.00	
Senior Citizens Audit Fee (per credit hour)	D	22	22	0.00	
Teacher Education - Clinical Experiences Fee	D	150	150	0.00	
University/Graduate Enhancement Fee (per credit hour)	D	150	150	0.00	
Resident	D	94	94	0.00	
Non-Resident	D	209	209	0.00	
HHP Outdoor Course Fee (per credit hour)	D	0	30	30.00	New
Fine Arts Major Course Fee (per credit hour)	D	0	50	50.00	New
Storytelling Course Fee (per credit hour)	D	0	40	40.00	New

Fee Planning Schedule- Per Semester

Academic Year 2010-11

Institution: Fairmont State University

III. Room & Board Charges	Identity Category A, B, C, D, or E	Rate Per Semester 2009-10	Rate Per Semester 2010-11	Increase Decrease	Percent (%)
Bryant Place (singles)	E	2,210.00	2,276.00	66.00	2.99%
Bryant Place (doubles)	E	1,865.00	1,921.00	56.00	3.00%
Prichard (double)	E	1,640.00	1,689.00	49.00	2.99%
Morrow (double)	E	1,640.00	1,689.00	49.00	2.99%
Pence (double)	E	1,640.00	1,689.00	49.00	2.99%
Note: Damage Deposit Dorms \$200.00					
Board - 15 Meal Plan with 65 points (5-day)	E	1,502.00	1,547.00	45.00	3.00%
Board - 19 Meal Plan with 75 points (7-day)	E	1,645.00	1,694.00	49.00	2.99%
Board - new 15 Meal Plan with 150 points (7-day)	E	1,581.00	1,628.00	47.00	2.97%
Board - new 12 Meal Plan with 225 points (5-day)	E	1,523.00	1,569.00	46.00	3.02%

Fee Planning Schedule-- Per Semester

Academic Year 2010-11

Institution: Fairmont State University

IV. Apartment and House Rental Rates:	Identify Category A, B, C, D, or E	Rate Per Month 2009-10	Rate Per Month 2010-11	Increase Decrease	Percent (%)
1 Bedroom (unfurnished)	E	2,820.00	2,904.00	84.00	2.98%
2 Bedroom (unfurnished)	E	4,310.00	4,438.00	128.00	2.97%
2 Bedroom (furnished)	E	4,630.00	4,768.00	138.00	2.98%
3 Bedroom (furnished)	E	6,465.00	6,660.00	195.00	3.02%
Note: Damage Deposit Apartments \$200.00					

David K. Hendrickson
Chair



Brian Noland
Chancellor

West Virginia Higher Education Policy Commission
1018 Kanawha Boulevard East, Suite 700
Charleston, WV 25301
(304) 558-0281
www.hepc.wvnet.edu

MEMORANDUM

TO: Council of Presidents

FROM: Brian Noland *B. Noland*

DATE: March 22, 2010

RE: Tuition and Fees for the 2010-11 Academic Year

There are two significant factors that will have a bearing on the manner in which institutional governing boards analyze tuition and fee recommendations for the 2010-11 academic year:

- The Fiscal Year (FY) 2011 represents the final year in which State Stabilization Funds will be available from the American Reinvestment and Recovery Act. Institutions will receive stabilization funds commensurate with the five-percent budget reduction imposed for FY 2011, thereby restoring base budgets to FY 2009 funding levels. The State Budget Office anticipates significant budget reductions in FY 2012 and such reductions will be calculated using FY 2009 base appropriation levels.
- In his annual State of the State address, Governor Manchin challenged higher education to freeze tuition levels for the 2010-11 academic year.

Given the current economic climate and factors identified above, institutional governing boards face difficult decisions regarding the need to balance inflationary operating pressures against affordability and accessibility issues. While the Commission recognizes and appreciates this challenge, full consideration should be afforded to the Governor's charge to hold constant undergraduate tuition and fees. The Commission recognizes that revenue adjustments are required to offset inflationary pressures for auxiliary operations.

In an effort to ensure that the Commission provides a timely review of tuition and fee requests, please submit your respective requests to staff no later than April 16th. If you have any questions or would like to discuss this matter further, please do not hesitate to call myself, Dr. Kevin Walthers at (304) 558-4016, or Mr. Rich Donovan at (304) 558-0281.

cc: Chief Financial Officers

Porto, Enrico

From: Rich Donovan [donovan@HEPC.WVNET.EDU]
Sent: Sunday, March 21, 2010 8:58 PM
To: Porto, Enrico
Subject: RE: Fees

Rick, see response below.

Richard Donovan
West Virginia Higher Education Policy Commission
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301
Phone: 304.558.0277 Ext. 212
Fax: 304.558.0259
donovan@hepc.wvnet.edu

From: Porto, Enrico [mailto:Rick.Porto@fairmontstate.edu]
Sent: Thursday, March 18, 2010 10:26 AM
To: Rich Donovan
Subject: Fees

Rich:

You indicated that you would not be pushing the Facility Fee change over to across-the-board fees from special fees for FY 2011. However, you also indicated that there would be work done on a revised Tuition and Fee rule in the November time period. **[Rich Donovan]** Even if we did push the Facilities Fee up to regular tuition and fee instead of a special fee, only those students currently required to pay would pay under the new procedure. However, we have decided to wait until the legislatively mandated tuition and fee rule is promulgated to deal with the Facilities Fee issue.

If you feel that the rule is going to force the Facilities change for FY 2012 I would like to just make the change now for FY 2011. **[Rich Donovan]** See answer above.

Can we do so?--if Pierpont does not want to-- can FSU still do this? **[Rich Donovan]** Yes, if FSU wants too, but it would remain a special fee for Pierpont students.

As long as we can include the fee in our beginning 2010 numbers in our 2011 fee submission I think I would rather do this now than wait for the November rule revision. **[Rich Donovan]** That's fine if this is the direction FSU want to go in.

Please let me know.

Thank You.

To: Rick Porto
From: Maria Rose
CC: President Krepel
Date: 3/22/2010
Re: Proposed Course Fees

I support the following requests for new course fees for fiscal year 10-11:

School of Education and Health and Human Performance for outdoor recreation minor classes

These new classes require off campus travel and equipment; these new fees will help buy equipment and allow for replacement of outdated and damaged equipment; in addition, these fees will pay for passenger van rentals and gasoline costs for off campus trips and clinics. (\$30 per credit hour)

- RECR 1150 Intro to Rock Climbing \$90
- RECR 1151 Backcountry Living Skills \$90
- RECR 1177 Intro to Adventure Water Sports \$90
- RECR 1188 Intro to Adventure Winter Sports \$90
- PHED 2240 Outdoor Leisure Pursuits \$90

School of Fine Arts for new courses which are course requirements for art majors and studio art

The fees will cover the cost of installing software on computers which are necessary for class assignments. (\$50 per credit hour)

- ART 2245 E. Foundations \$150
- ART 3345 Intermediate \$150
- ART 4445 Advanced \$150

Storytelling

The fees will cover the cost of storytelling workshops and travel to storytelling conferences. (\$40 per credit hour)

- COMM 3320 Art of Storytelling \$120
- FOLK 3320 Art of Storytelling \$120

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2009-2010
Undergraduate Annual Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 09-10</u>
WVU - Undergraduate Health Professions	\$5,754	\$100	\$492	\$0	\$6,346
West Virginia University	\$4,136	\$676	\$492	\$0	\$5,304
Marshall University	\$3,889	\$769	\$578	\$0	\$5,236
Shepherd University	\$3,424	\$986	\$716	\$108	\$5,234
WVU Institute of Technology	\$4,138	\$604	\$422	\$0	\$5,164
Concord University	\$4,068	\$368	\$538	\$0	\$4,974
Fairmont State University	\$3,548	\$580	\$728	\$96	\$4,952
Glenville State College	\$3,634	\$744	\$452	\$58	\$4,888
West Liberty State College	\$3,910	\$200	\$620	\$150	\$4,880
West Virginia State University	\$3,804	\$350	\$370	\$120	\$4,644
Bluefield State College	\$3,894	\$450	\$252	\$0	\$4,596
Potomac State College (Bachelor's Degree)	\$3,128	\$200	\$254	\$0	\$3,582
WVU - Parkersburg (Bachelor's Degree)	\$2,745	\$100	\$0	\$0	\$2,845

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2009-2010
Undergraduate Annual Non-Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 09-10</u>
WVU - Undergraduate Health Professions	\$18,682	\$696	\$492	\$0	\$19,870
West Virginia University	\$13,600	\$2,310	\$492	\$0	\$16,402
Shepherd University	\$10,814	\$1,936	\$716	\$108	\$13,574
WVU Institute of Technology	\$10,854	\$1,988	\$422	\$0	\$13,264
Marshall University	\$10,105	\$1,799	\$578	\$0	\$12,482
West Liberty State College	\$10,980	\$200	\$620	\$150	\$11,950
Glenville State College	\$9,164	\$2,028	\$452	\$58	\$11,702
Concord University	\$9,146	\$1,366	\$538	\$0	\$11,050
West Virginia State University	\$9,094	\$1,300	\$370	\$120	\$10,884
Fairmont State University	\$7,890	\$1,970	\$728	\$96	\$10,684
Potomac State College (Bachelor's Degree)	\$8,632	\$700	\$254	\$0	\$9,586
Bluefield State College	\$7,348	\$1,400	\$252	\$0	\$9,000
WVU - Parkersburg (Bachelor's Degree)	\$7,013	\$500	\$0	\$0	\$7,513

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2010-2011
Undergraduate Annual Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 10-11</u>
WVU - Undergraduate Health Professions	\$5,754	\$100	\$492	\$0	\$6,346
West Virginia University	\$4,136	\$676	\$492	\$0	\$5,304
Marshall University	\$3,889	\$769	\$578	\$0	\$5,236
Shepherd University	\$3,424	\$986	\$716	\$108	\$5,234
Fairmont State University	\$3,548	\$580	\$948	\$96	\$5,172
WVU Institute of Technology	\$4,138	\$604	\$422	\$0	\$5,164
Concord University	\$4,068	\$368	\$538	\$0	\$4,974
Glenville State College	\$3,634	\$744	\$452	\$58	\$4,888
West Liberty State College	\$3,910	\$200	\$620	\$150	\$4,880
West Virginia State University	\$3,804	\$350	\$370	\$120	\$4,644
Bluefield State College	\$3,894	\$450	\$252	\$0	\$4,596
Potomac State College (Bachelor's Degree)	\$3,128	\$200	\$254	\$0	\$3,582
WVU - Parkersburg (Bachelor's Degree)	\$2,745	\$100	\$0	\$0	\$2,845

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2010-2011
Undergraduate Annual Non-Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 10-11</u>
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WVU Institute of Technology	\$10,854	\$1,988	\$422	\$0	\$13,264
Marshall University	\$10,105	\$1,799	\$578	\$0	\$12,482
West Liberty State College	\$10,980	\$200	\$620	\$150	\$11,950
Glenville State College	\$9,164	\$2,028	\$452	\$58	\$11,702
Concord University	\$9,146	\$1,366	\$538	\$0	\$11,050
Fairmont State University	\$7,890	\$1,970	\$948	\$96	\$10,904
West Virginia State University	\$9,094	\$1,300	\$370	\$120	\$10,884
Potomac State College (Bachelor's Degree)	\$8,632	\$700	\$254	\$0	\$9,586
Bluefield State College	\$7,348	\$1,400	\$252	\$0	\$9,000
WVU - Parkersburg (Bachelor's Degree)	\$7,013	\$500	\$0	\$0	\$7,513

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2009-2010
Graduate Annual Resident Rates

<u>Institution</u>	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	Tuition and Fees 09-10
West Virginia University	\$4,610	\$736	\$492	\$0	\$5,838
Marshall University	\$4,189	\$749	\$578	\$0	\$5,516
Shepherd University	\$5,048	\$442	\$0	\$0	\$5,490
Fairmont State University	\$3,996	\$580	\$728	\$96	\$5,400
Concord University	\$4,948	\$368	\$32	\$0	\$5,348
West Virginia State University	\$4,446	\$262	\$280	\$120	\$5,108
West Liberty State College	\$3,780	\$0	\$0	\$0	\$3,780
WVU - Undergraduate Health Professions					
WVU Institute of Technology					
Glenville State College					
Bluefield State College					
Potomac State College (Bachelor's Degree)					
WVU - Parkersburg (Bachelor's Degree)					

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2009-2010
Graduate Annual Non-Resident Rates

<u>Institution</u>	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	Tuition and Fees 09-10
West Virginia University	\$13,918	\$2,510	\$492	\$0	\$16,920
Marshall University	\$11,319	\$1,939	\$578	\$0	\$13,836
West Virginia State University	\$10,596	\$976	\$278	\$120	\$11,970
Fairmont State University	\$8,982	\$1,970	\$728	\$96	\$11,776
Concord University	\$7,996	\$1,366	\$32	\$0	\$9,394
Shepherd University	\$6,776	\$1,144	\$0	\$0	\$7,920
West Liberty State College	\$4,770	\$0	\$0	\$0	\$4,770
WVU Institute of Technology					
Glenville State College					
Potomac State College (Bachelor's Degree)					
WVU - Undergraduate Health Professions					
Bluefield State College					
WVU - Parkersburg (Bachelor's Degree)					

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2010-2011
Graduate Annual Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 10-11</u>
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Fairmont State University	\$3,996	\$580	\$948	\$96	\$5,620
Marshall University	\$4,189	\$749	\$578	\$0	\$5,516
Shepherd University	\$5,048	\$442	\$0	\$0	\$5,490
Concord University	\$4,948	\$368	\$32	\$0	\$5,348
West Virginia State University	\$4,446	\$262	\$280	\$120	\$5,108
West Liberty State College	\$3,780	\$0	\$0	\$0	\$3,780
WVU - Undergraduate Health Professions					
WVU Institute of Technology					
Glenville State College					
Bluefield State College					
Potomac State College (Bachelor's Degree)					
WVU - Parkersburg (Bachelor's Degree)					

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2010-2011
Graduate Annual Non-Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 10-11</u>
West Virginia University	\$13,918	\$2,510	\$492	\$0	\$16,920
Marshall University	\$11,319	\$1,939	\$578	\$0	\$13,836
Fairmont State University	\$8,982	\$1,970	\$948	\$96	\$11,996
West Virginia State University	\$10,596	\$976	\$278	\$120	\$11,970
Concord University	\$7,996	\$1,366	\$32	\$0	\$9,394
Shepherd University	\$6,776	\$1,144	\$0	\$0	\$7,920
West Liberty State College	\$4,770	\$0	\$0	\$0	\$4,770
WVU Institute of Technology					
Glenville State College					
Potomac State College (Bachelor's Degree)					
WVU - Undergraduate Health Professions					
Bluefield State College					
WVU - Parkersburg (Bachelor's Degree)					

Year End Transfers Summary
 Auxiliary Reserves
 Fiscal Years 2007, 2008 and 2009

Auxiliary Reserves Year End Transfer Amounts	AUXILIARY FUNDS			
	FUND	FY2007 TRANSFER	FY 2008 TRANSFER	FY2009 TRANSFER
Housing	290690	530,000.00	616,000.00	490,000.00
Falcon Center	310290	90,000.00	188,000.00	320,000.00
Athletics	330090	225,000.00	94,000.00	110,000.00
Facilities	370190	70,000.00	13,000.00	190,000.00
		915,000.00	911,000.00	1,110,000.00

Plant Renewal & Replacement Reserves Year End Balances - after transfers	FUND	AUXILIARY FUNDS		FY 2009 TRANSFER	FY 2010 (YTD)
		FY2007	FY2008		
Housing	290600	663,762.88	995,670.76	1,434,872.74	1,383,234.43
Falcon Center Capital Projects	310200	526,935.36	728,730.33	983,993.89	983,422.17
Athletic Facilities	330000	30,047.14	266,112.19	166,241.44	166,944.79
Facilities	370100	319,201.27	385,454.73	372,431.54	315,667.47
		1,539,946.65	2,375,968.01	2,957,539.61	2,849,268.86

Note: At the end of fiscal year 2007, the Auxiliary Reserve Funds were established to maintain auxiliary reserves in the Auxiliary Net Assets category for the benefit of the formulas calculated for the Higher Learning Commission (HLC) annual report. At year end, the balances in the Auxiliary Reserve Funds are transferred to the Plant Renewal and Replacement Reserve Funds. The Auxiliary Reserve balances represent the previous years excess operating dollars. A second transfer is done to move current year ending cash balances in the operating funds to the Auxiliary Reserve Funds.

FY 2011 BUDGET PLANNING DOCUMENT
FAIRMONT STATE UNIVERSITY
AUXILIARY FUNDS
EXCLUDE FEE INCREASE, EXCLUDE ATHLETICS

Explanation of Budget Issue	Total				Falcon Center Budget Effect	Yes/No Decision
	Total Budget Effect	Housing	Facilities	Falcon Center		
FY 2010 Budgeted Transfer to Plant Reserves (as of 11/10/09)	\$431,114.75	\$343,462.00	\$52,892.00	\$34,760.75		
Increase in revenue due to \$10 increase to CTC fees based upon the separation agreement				\$50,000.00		
Dining Revenue Net	\$0.00	\$0.00	\$0.00	\$0.00		
Removal of One-time FY 2010 Budgets:	\$0.00	\$0.00	\$0.00	\$0.00		
Mercer Scale Cost for Step Movement	(\$11,118.00)	(\$2,232.00)	(\$7,357.00)	(\$1,529.00)	\$1,529.00	No
Overtime Cost Estimate	(\$21,250.00)	(\$750.00)	(\$17,200.00)	(\$3,300.00)	\$3,300.00	No
PEIA Rate Increase (4%)	(\$5,144.00)	(\$1,798.00)	(\$1,088.00)	(\$2,258.00)		Yes
Phased Retirement Cost Estimate	\$0.00	\$0.00	\$0.00	\$0.00		
Equipment Replacement Costs (Housing)	(\$120,000.00)	(\$120,000.00)	\$0.00	\$0.00		Yes
Utility Fee Increases:						
Natural Gas	\$0.00	\$0.00	\$0.00	\$0.00		
Electric	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)		
Water & Sewage	\$0.00	\$0.00	\$0.00	\$0.00		
Other	\$0.00	\$0.00	\$0.00	\$0.00		
Utility Fee Increases Sub-total:	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)		Yes
Audit Contract Costs	(\$390.00)	(\$113.00)	(\$82.00)	(\$195.00)		Yes
Annual BRIM Premium						
Savings from University Premium Reduction	\$6,240.00	\$3,975.00	\$501.00	\$1,764.00		Yes
Bookstore Rental Program						
Loss of Revenue	(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)		Yes
Subsidy to Athletics from University E&G Funds for Operating Costs	\$0.00	\$0.00	\$0.00	\$0.00		
Tuition Waiver Costs: Full Ride Scholarships (McClain - Year 2)	(\$15,312.00)	(\$7,656.00)	\$0.00	(\$7,656.00)		Yes
FY 2011 Net Budget of Transfers to Plant Reserves	173,487.95	163,691.75	27,666.00	(17,869.80)		
Budget Effect Total By Fund	<u>32,368.00</u>	<u>2,982.00</u>	<u>24,557.00</u>	<u>4,829.00</u>		
FY2011 Projected Budget Total of Transfer to Plant Reserves	<u>205,855.95</u>	<u>166,673.75</u>	<u>52,223.00</u>	<u>(13,040.80)</u>		

FY 2011 BUDGET PLANNING DOCUMENT
FAIRMONT STATE UNIVERSITY
AUXILIARY FUNDS
3% ROOM & BOARD FEE INCREASE, EXCLUDE ATHLETICS

Explanation of Budget Issue	Total		Housing		Facilities		Falcon Center		Yes/No Decision
	Total Budget Effect	Housing Budget Effect	Total Budget Effect	Housing Budget Effect	Total Budget Effect	Facilities Budget Effect	Total Budget Effect	Falcon Center Budget Effect	
FY 2010 Budgeted Transfer to Plant Reserves (as of 11/10/09)	\$431,114.75	\$343,462.00	\$52,892.00	\$34,760.75					
Increase in revenue due to \$10 increase to CTC fees based upon the separation agreement									
Fee Increase									
3% Meal Plans and Housing	\$198,213.40	\$124,520.40	\$0.00	\$73,693.00	\$0.00	\$73,693.00	\$0.00	\$73,693.00	
0% Facilities Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fee Increase Sub-total:	\$198,213.40	\$124,520.40	\$0.00	\$73,693.00	\$0.00	\$73,693.00	\$0.00	\$73,693.00	
Dining Revenue Net	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Removal of One-time FY 2010 Budgets:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Mercer Scale Cost for Step Movement	(\$11,118.00)	(\$2,232.00)	(\$7,357.00)	(\$1,529.00)				\$1,529.00	No
Overtime Cost Estimate	(\$21,250.00)	(\$750.00)	(\$17,200.00)	(\$3,300.00)				\$3,300.00	No
PEIA Rate Increase (4%)	(\$5,144.00)	(\$1,798.00)	(\$1,088.00)	(\$2,258.00)					Yes
Phased Retirement Cost Estimate	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	
Equipment Replacement Costs (Housing)	(\$120,000.00)	(\$120,000.00)	\$0.00	\$0.00				\$0.00	Yes
Dining Services Contractual Costs	(\$73,693.00)	\$0.00	\$0.00	(\$73,693.00)					Yes
Utility Fee Increases:									
Natural Gas	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	
Electric	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)				\$0.00	
Water & Sewage	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	
Other	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	
Utility Fee Increases Sub-total:	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)				\$0.00	Yes
Audit Contract Costs	(\$390.00)	(\$113.00)	(\$82.00)	(\$195.00)					Yes
Annual BRIM Premium									
Savings from University Premium Reduction	\$6,240.00	\$3,975.00	\$501.00	\$1,764.00					Yes
Bookstore Rental Program	(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)					Yes
Loss of Revenue	\$0.00	\$0.00	\$0.00	\$0.00					
Subsidy to Athletics from University E&G Funds for Operating Costs									
Tuition Waiver Costs- Full Ride Scholarships (McClain - Year 2)	(\$15,312.00)	(\$7,656.00)	\$0.00	(\$7,656.00)					Yes
FY 2011 Net Budget of Transfers to Plant Reserves	322,008.35	288,212.15	27,666.00	6,130.20					
Budget Effect Total By Fund	<u>32,368.00</u>	<u>2,982.00</u>	<u>24,557.00</u>	<u>4,829.00</u>					
FY2011 Projected Budget Total of Transfer to Plant Reserves	<u>354,376.35</u>	<u>291,194.15</u>	<u>52,223.00</u>	<u>10,959.20</u>					

**FY 2011 BUDGET PLANNING DOCUMENT
FAIRMONT STATE UNIVERSITY
AUXILIARY FUNDS
EXCLUDE FEE INCREASE**

Explanation of Budget Issue	Total		Housing		Facilities		Falcon Center		Athletics		Yes/No Decision
	Total Budget Effect		Housing Budget Effect		Facilities Budget Effect		Falcon Center Budget Effect		Athletics Budget Effect		
FY 2010 Budgeted Transfer to Plant Reserves (as of 11/10/09)	\$437,726.75		\$343,462.00		\$52,892.00		\$34,750.75		\$6,612.00		
Decrease in revenue due to \$30 reduction to CTC fees based upon the separation agreement									(\$85,000.00)		
Increase in revenue due to \$10 increase to CTC fees based upon the separation agreement											
Dining Revenue Net	\$0.00		\$0.00		\$0.00		\$50,000.00		\$0.00		
Removal of One-time FY 2010 Budgets:	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Mercer Scale Cost for Step Movement	(\$14,558.00)	\$14,558.00	(\$2,232.00)	\$2,232.00	(\$7,357.00)	\$7,357.00	(\$1,529.00)	\$1,529.00	(\$3,440.00)	\$3,440.00	No
Overtime Cost Estimate	(\$21,250.00)	\$21,250.00	(\$750.00)	\$750.00	(\$17,200.00)	\$17,200.00	(\$3,300.00)	\$3,300.00	\$0.00	\$0.00	No
PEIA Rate Increase (4%)	(\$7,110.00)		(\$1,798.00)		(\$1,088.00)		(\$2,258.00)		(\$1,966.00)		Yes
Phased Retirement Cost Estimate	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Equipment Replacement Costs (Housing)	(\$120,000.00)		(\$120,000.00)		\$0.00		\$0.00		\$0.00		Yes
Utility Fee Increases:											
Natural Gas	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Electric	(\$105,652.80)		(\$51,196.25)		\$0.00		(\$54,456.55)		\$0.00		
Water & Sewage	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Other	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Utility Fee Increases Sub-total:	(\$105,652.80)		(\$51,196.25)		\$0.00		(\$54,456.55)		\$0.00		Yes
Audit Contract Costs	(\$390.00)		(\$113.00)		(\$82.00)		(\$195.00)		\$0.00		Yes
Annual BRIM Premium											
Savings from University Premium Reduction	\$6,946.00		\$3,975.00		\$501.00		\$1,764.00		\$706.00		Yes
Bookstore Rental Program											
Loss of Revenue	(\$35,000.00)		\$0.00		\$0.00		(\$35,000.00)		\$0.00		Yes
Subsidy to Athletics from University E&G Funds for Operating Costs	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		
Tuition Waiver Costs: Full Ride Scholarships: (McClain - Year 2)	(\$15,312.00)		(\$7,656.00)		\$0.00		(\$7,656.00)		\$0.00		Yes
FY 2011 Net Budget of Transfers to Plant Reserves	90,399.95		163,691.75		27,666.00		(17,869.80)		(83,088.00)		
Budget Effect Total By Fund	35,808.00		2,982.00		24,557.00		4,829.00		3,440.00		
FY2011 Projected Budget Total of Transfer to Plant Reserves	126,407.95		166,623.75		52,223.00		(13,040.80)		(79,648.00)		

**FY 2011 BUDGET PLANNING DOCUMENT
FAIRMONT STATE UNIVERSITY
AUXILIARY FUNDS
3% ROOM & BOARD FEE INCREASE**

FY 2010 Budgeted Transfer to Plant Reserves (as of 11/10/09)	Total		Housing		Facilities		Falcon Center		Athletics		Yes/No Decision
	Total Budget Effect	Housing Budget Effect	Facilities Budget Effect	Falcon Center Budget Effect	Athletics Budget Effect						
Decrease in revenue due to \$30 reduction to CTC fees based upon the separation agreement											
Increase in revenue due to \$10 increase to CTC fees based upon the separation agreement											
Fee increase											
3% Meal Plans and Housing	\$198,213.40	\$124,520.40	\$0.00	\$73,693.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
0% Facilities Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
0% Athletic Fee	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00	(\$85,000.00)		No
Fee Increase Sub-total:	\$283,213.40	\$124,520.40	\$0.00	\$73,693.00	\$0.00	\$0.00	\$0.00	\$85,000.00	(\$85,000.00)		
Dining Revenue Net	\$0.00	\$0.00	\$0.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Removal of One-time FY 2010 Budgets:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Mercer Scale Cost for Step Movement	(\$14,558.00)	(\$2,232.00)	(\$7,357.00)	(\$1,529.00)	(\$1,529.00)	\$1,529.00	(\$3,440.00)	\$3,440.00			No
Overtime Cost Estimate	(\$21,250.00)	(\$750.00)	(\$17,200.00)	(\$3,300.00)	(\$3,300.00)	\$3,300.00	\$0.00	\$0.00	\$0.00		No
PEIA Rate Increase (4%)	(\$7,110.00)	(\$1,798.00)	(\$1,088.00)	(\$2,258.00)				(\$1,966.00)			Yes
Phased Retirement Cost Estimate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Equipment Replacement Costs (Housing)	(\$120,000.00)	(\$120,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Dining Services Contractual Costs	(\$73,693.00)	\$0.00	\$0.00	(\$73,693.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Utility Fee Increases:											
Natural Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Electric	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Water & Sewage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Utility Fee Increases Sub-total:	(\$105,652.80)	(\$51,196.25)	\$0.00	(\$54,456.55)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Audit Contract Costs	(\$390.00)	(\$113.00)	(\$82.00)	(\$195.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Annual BRIM Premium											
Savings from University Premium Reduction	\$6,946.00	\$3,975.00	\$501.00	\$1,764.00	\$706.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Bookstore Rental Program											
Loss of Revenue	(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
Subsidy to Athletics from University E&G Funds for Operating Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Tuition Waiver Costs: Full Ride Scholarships (McClain - Year 2)	\$15,312.00	(\$7,656.00)	\$0.00	(\$7,656.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Yes
FY 2011 Net Budget of Transfers to Plant Reserves	323,920.35	288,212.15	27,666.00	6,130.20	1,912.00						
Budget Effect Total By Fund	(49,192.00)	2,982.00	24,557.00	4,829.00	(81,560.00)						
FY2011 Projected Budget Total of Transfer to Plant Reserves	274,728.35	291,194.15	52,223.00	10,959.20	(79,698.00)						

Fairmont State University Board of Governors
Meeting of April 15, 2010
Falcon Center Board Room
9:00 a.m..

AGENDA

- | | | | |
|-------|---|--------------|--------------------|
| I. | Call to Order | | |
| | a. Roll Call | | |
| | b. Public Comment | | |
| | c. Approve Agenda | | Action Item |
| II. | Approval of Minutes (2/18/10) | <i>Tab 1</i> | <i>Action Item</i> |
| III. | Chairperson's Report | | |
| IV. | President's Report | | |
| V. | Reports and Presentations | | |
| | a. Faculty Senate (<i>Chuck Shields</i>) | | |
| | b. Classified Staff (<i>Harriet Bower</i>) | | |
| | c. Student Government (<i>Jane Ryan</i>) | | |
| | d. Foundation (<i>Bun Perkinson</i>) | | |
| | e. Alumni Association (<i>Devanna Corley</i>) | | |
| | f. Athletic Association (<i>Shannon Kelley</i>) | | |
| VI. | Consent Agenda | | Action Item |
| | a. Financial Report | <i>Tab 2</i> | <i>FYI</i> |
| | b. Capital Project Report | <i>Tab 3</i> | <i>FYI</i> |
| VII. | Academic Affairs/Admissions (<i>Janet Crescenzi, Chair</i>) | | |
| | a. Approval of Program Review Recommendations | <i>Tab 4</i> | <i>Action Item</i> |
| VIII. | Student Life Committee (<i>Skip Tarasuk, Chair</i>) | | |
| IX. | Finance Committee (<i>Jim Kettering, Chair</i>) | | |
| | a. Facilities Cost Savings Initiative (<i>Jim Decker</i>) | <i>Tab 5</i> | <i>FYI</i> |
| | b. Bookstore Committee Update (<i>Rick Porto</i>) | <i>Tab 6</i> | <i>FYI</i> |
| | c. Fund Manager Item (<i>Rick Porto</i>) | <i>Tab 7</i> | <i>Action Item</i> |
| | d. Fee Increase Request for 2010-2011 Academic Year (<i>Rick Porto</i>) | <i>Tab 8</i> | <i>Action Item</i> |
| X. | Executive Committee (<i>Rocco Muriale, Chair</i>) | | |
| XI. | By-laws Committee (<i>Shirley Stanton, Chair</i>) | | |
| XII. | Possible Executive Session | | |
| XIII. | Adjournment | | |

Notes