

February 19, 2015

Board of Governors



AGENDA

FSU BOARD OF GOVERNORS' MEETING
FEBRUARY 19, 2015, 9:00 A.M.
LOCATION: BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV



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

- II. APPROVAL OF MINUTES OF DECEMBER 11, 2014.....***Tab 1 Action Item*

- III. CHAIRMAN'S REPORT**

- IV. PRESIDENT'S REPORT**

- V. REPORTS AND PRESENTATIONS**
 - A. Foundation (Will Armistead)
 - B. Construction Project Updates (Tom Tucker)
 - C. Masters of Architecture Student Project (Christina Lavorata)
 - D. Sesquicentennial Presentation (Ann Booth, Jeremy Entwistle)

- VI. CONSENT AGENDA.....***Tab 2 Action Item*
 - A. Capital Projects Update FY 2015
 - B. Approval of Financial Reports (Months Ending 10/31/14 and 11/30/14)

- VII. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)**

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

- IX. BOG OPERATING PROCEDURES COMMITTEE (Ron Tucker, Chair)**

- X. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (Dixie Yann, Chair)**

- XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)**

- XII. FINANCE COMMITTEE (Mark Pallotta, Chair)**
 - A. Temporary Parking Project*Tab 3 Action Item*
 - B. Tobacco Free Policy Draft for 30-Day Comment Period.....*Tab 4 Action Item*
 - C. Dominion Gas Line Extension Agreement.....*Tab 5 Action Item*
 - D. Capital Projects 2015-2016.....*Tab 6 Action Item*
 - E. Invoice for Additional Services from McKinley & Associates.....*Tab 7 Action Item*
 - F. On Campus Student Housing Agreement.....*Tab 8 Action Item*

- XIII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)**

- XIV. POSSIBLE EXECUTIVE SESSION - Under the Authority of West Virginia Code §6-9A-4-2b To Discuss Property Issues**

- XV. ADJOURNMENT**

NEXT MEETING: APRIL 16, 2015, AT 9:00 A.M.,
LOCATION: BOARD ROOM, FALCON CENTER 3RD FLOOR
1201 LOCUST AVENUE, FAIRMONT, WV

Tab 1



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
DECEMBER 11, 2014
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on December 11, 2014, beginning at approximately 9:00 a.m. in the Board Room, 3rd Floor Falcon Center, 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chairman Tucker, Judy Biafore conducted a roll call of the Board of Governors. Present for the meeting were board members Chris Courtney, Bryan Foley, Holly Fluharty, Aaron Hawkins, Bob Mild, John Myers, Mark Pallotta, John Schirripa, Bryan Towns, Ron Tucker, and Frank Washenitz. Dixie Yann participated by conference call. Also in attendance were President Rose and President's Council members Christina Lavorata, Van Dempsey, Kaye Widney, and Rick Porto. Athletic Director, Tim McNeely, Assistant Vice President for Facilities, Tom Tucker, Construction Manager, Stephanie Slaubaugh, and newly elected student representative to the Board of Governors, Kelly Humphreys, also attended.

B. Public Comment

Chris Courtney reported that three individuals had signed up for public comment. Those named were: Teresa Palmer representing State Workers, Sue Kelley representing FSU Faculty/AFT, and Chris Barr representing AFT-WV.

Each one spoke of their opposition to the new work schedule FSU Administration presented to the FSU Custodial employees.

C. Approval of Agenda

Bob Mild made a motion to approve the agenda. Bryan Foley seconded. The motion passed.

II. APPROVAL OF MINUTES OF OCTOBER 16, 2014, AND NOVEMBER 13, 2014

Bryan Foley made a motion to approve the minutes of October 16, 2014, and November 13, 2014, and Aaron Hawkins seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Tucker announced that FSU has confirmed that Donna Hopkins will be the commencement speaker for May 2015.
- B. He also thanked all the BOG members for their service to the Board this past year.
- C. Chairman Tucker then asked that member Bryan Foley come forward to be recognized for his service and completing his obligation as the student representative to the Board of Governors.
- D. Bryan Foley then introduced Kelly Humphreys, the new student representative to the Board of Governors.

IV. PRESIDENT'S REPORT

- A. President Rose gave a two minute review of what has happened (on and off campus) since July 1, (2014).

V. REPORTS AND PRESENTATIONS

- A. Fairmont State Foundation (Will Armistead)

Will Armistead, President of the Fairmont State (FS) Foundation, reported that total assets were \$21,964,000. Of the \$189,000 in revenue received since the beginning of the fiscal year, about \$84,000 was realized gains on investments.

He also stated that they have been working to revise the FS Foundation policies so that scholarship monies are available to the Financial Aid Office sooner which will enable that office to award monies to students sooner.

- B. Construction Project Updates (Stephanie Slaubaugh, Tom Tucker)

Stephanie Slaubaugh, Construction Manager, and Tom Tucker, Asst. VP of Facilities, gave an update on the various projects that are currently underway on campus and at the Gaston Caperton Center in Clarksburg. Weekly updates are available online at:
<http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

C. Recognition Campus Police Officers (President Rose and Jack Clayton)

Chief Jack Clayton and President Rose recognized the achievements of C.J. Funk, Jared Martin, and John Nigh by presenting them a certificate and a commendation bar for their dress uniform. Chief Clayton stated that these FSU Campus Police Officers passed the Minimum Standards Training required prior to beginning the duties as a certified officer.

Chief Clayton explained that the training is a rigorous sixteen week course at the WV State Police Academy and requires a lot of commitment from the individuals who participate.

VI. CONSENT AGENDA

Bob Mild moved to accept the following Consent Agenda:

- A. Capital Projects 2015
- B. Approval of Financial Report (Months Ending 7/31/14, 8/31/14, and 9/30/14)

John Schirripa seconded. The motion passed.

VII. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)

Mr. John Myers, Chair of the Academic Affairs/Admissions Committee, stated there were no items to bring forth by the Committee.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Mr. Frank Washenitz, Chair of the Academic Affairs Committee, stated there were no items to bring forth by the Committee.

IX. BOG OPERATING PROCEDURES COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the BOG Operating Procedures Committee.

X. ENROLLMENT /HOUSING – STUDENT LIFE COMMITTEE (Dixie Yann, Chair)

- A. Dixie Yann, Chair of the Enrollment Committee, asked Kaye Widney, Vice President for Student Services, to provide an update. Ms. Widney provided members with a sample checklist that will be used in Student Services and a spreadsheet of academic areas showing retention rates. She then reviewed the following report which was also distributed to the Board.

**FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS ENROLLMENT COMMITTEE SUMMARY
REPORT
December 11, 2014**

Enrollment Activity Spring 2015:

- **Enrollment for Spring 2015 started in October and continues through the first week of school; we currently have about 5% fewer students scheduled for spring term than we did a year ago.**
- **Advising is done primarily by faculty with Enrollment Services units providing support to that effort; currently I am looking at the types of registration restrictions that are placed on students in order to determine if we can make any adjustments to our current processes that might eliminate obstacles**
- **Retention Office has undertaken several initiatives intended to encourage timely registration: campus wide emails, social media push, posting flyers/handbills, information stations in Library and Falcon Center Main Street where staff provided tips on registration process, sent information to all Falcon Family members regarding registration timeframe.**
- **We have held one Orientation Program for new students entering in Spring 2015 and will have a second one on January 16th.**

Admissions/Recruitment Activities:

- **FSU Fall CVD was held on November 8th and was attended by 805 people (312 students/493 guests). This was our largest Fall CVD to date. 48 applications for admission were submitted at the event.**
- **Spring CVD will be held on March 28, 2015, and registration is now open.**
- **Admissions counselors have attended 77 college fairs and conducted 117 campus visits since last full BOG meeting in October**
- **53 potential students have attended an Exploration Day event**
- **Admissions/Recruiting is partnering with Alumni Association to host receptions in 6 locations during April/May**
- **Inquiries are 10% ahead of last year and admit numbers are 23% higher**

Retention Activities:

- "Mid Semester Crunch" information sessions were held in Turley lobby October 21-23.46 students met with professional staff to discuss academic situations (an increase of 11 compared to last spring semester)
- Have developed an online tool that can be used to refer students of concern to Retention Office. The form can be used by parents, other students, or faculty/staff to bring to the attention of Retention staff that a student may be having difficulty. Staff will outreach and refer student to appropriate offices for support.
- Mid-Year Institute will be held on January 2nd. This will be outreach session for students who have less than 2.0 overall GPA (on academic probation) and students who have not met academic progress standards for financial aid eligibility
- Falcon Family Association has a total of 668 members.

Turley Student Services Center Update:

- Registrar has submitted resignation effective 1/5/2015; interim registrar is Cheri Varkonda who has served as Associate Registrar for two years.
- Student Service units will begin to use a "checklist" to assess the outcome of office interactions.

Dr. Van Dempsey then gave a synopsis of various initiatives the Campus Collaboration for Improvement and Retention Committee had been working on the past several weeks.

XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

Mr. Aaron Hawkins, Chair of the Student Housing Committee, reported that the Committee met recently to discuss and resolve six key points that were a result of the previous Board of Governors' meeting. The results are as follows:

1. The formation of this committee has helped with communication about the construction of the new housing facility with the Board.
2. Issues resolved from last meeting included changing the paint on the exterior of housing complex (at no additional cost).
3. Plans to construct a pathway to provide access from the housing complex to the athletic fields.
4. The pathway will not obstruct the practice field and will cost approximately \$33,000 more than the original quote.

5. Maintenance and long term vision of the new complex--now confident that the design is futuristic and materials are as durable as they can be.
6. Suggested a rendering of the new housing complex to help promote FSU and recruit students. Have a large sign erected on campus to show visitors as well as the community about the upcoming improvement to Campus.

XII. FINANCE COMMITTEE (Mark Pallotta, Chair)

Mr. Mark Pallotta, Chair of the Finance Committee, gave an overview of the following items and stated that the Finance Committee had discussed them at their December 1 meeting and approved the items as presented.

John Myers moved to accept the following:

- A. Approval of New Policy #59 – Debt Policy

Aaron Hawkins seconded. The motion passed.

Bob Mild moved to accept the following:

- B. Approval of Independent Auditor's Report

John Myers seconded. The motion passed.

Aaron Hawkins moved to accept the following:

- C. FSU/Pierpont Chargeback Agreement for FY 2015

John Schirripa seconded. The motion passed.

XIII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the Executive Committee.

XIV. POSSIBLE EXECUTIVE SESSION

Mark Pallotta made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4-2b” to discuss property issues.

Bob Mild seconded. The motion passed.

John Myers made a motion to reconvene in open session. Mark Pallotta seconded.
The motion passed.

There was no vote on any item discussed in Executive Session.

XV. ADJOURNMENT

Bryan Towns made a motion to adjourn the meeting. Bob Mild seconded. The
motion passed.

Ron Tucker Date FSU Board of Governors' Chairman

Dixie Yann Date FSU Board of Governors' Secretary

Tab 2

CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Academic Fund	\$ 159,182.93	\$ 83,244.41	\$ 75,938.52	Various Academic Projects throughout the year. Carry-over encumbrances from FY 14
Landscaping	\$ 100,000.00	\$ 50,575.06	\$ 49,424.94	Various Projects for FY 15
Small Projects	\$ 311,426.28	\$ 127,693.78	\$ 183,732.50	Various Projects for FY 15, Carry-over from FY 14
Aerospace Gutter Repairs	\$ 40,000.00	\$ 36,950.00	\$ 3,050.00	Completed.
Aerospace HVAC Replacement	\$ 49,000.00	\$ 42,494.68	\$ 6,505.32	Expect unit to ship end of January.
Campus - ADA Restrooms	\$ 50,000.00	\$ 39,921.10	\$ 10,078.90	Jaynes Restroom complete
Caperton Boiler & Temperature Controls	\$ 400,000.00	\$ 399,571.16	\$ 428.84	Proceeding as emergency replacement. Using temporary boiler for heat.
Caperton Waterproofing	\$ 166,412.50	\$ 141,792.50	\$ 24,620.00	Waterproofing to proceed in Spring 2015- due to required install temperatures.
Hazardous Waste Building	\$ 40,000.00	\$ 30,024.56	\$ 9,975.44	New hazardous waste building was installed and all components hooked up.
Infrastructure - Paving	\$ 360,785.29	\$ 248,062.88	\$ 112,722.41	Paving completed on parking lots; gravel installed at Locust Ave. Complete.
Infrastructure - Merchant Street Retaining Wall	\$ 375,327.21	\$ 375,327.21	\$ -	completed
Physical Plant Expansion	\$ 160,000.00	\$ -	\$ 160,000.00	On Hold
School House Museum Repairs	\$ 70,000.00	\$ -	\$ 70,000.00	Preparing Bid Package

AUXILIARY CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Falcon Center - Miscellaneous Projects	\$ 6,365.40	\$ 3,595.90	\$ 2,769.50	Various Projects for Falcon Center
Falcon Center - Fitness Equipment	\$ 34,931.15	\$ 10,392.00	\$ 24,539.15	Various Projects for Falcon Center
Falcon Center - Pool Wall Repair	\$ 40,000.00	\$ -	\$ 40,000.00	Patch and paint drywall where delaminated.
Falcon Center - Furniture	\$ 65,481.00	\$ 29,453.91	\$ 36,027.09	Umbrella tables complete
Feaster Center HVAC Pool Area	\$ 254,947.78	\$ 254,947.78	\$ -	Complete.
Feaster Center Natatorium Upgrades	\$ 752,500.00	\$ 752,500.00	\$ -	Complete.
Feaster Center Concrete Repair	\$ 81,033.68	\$ 81,033.68	\$ -	Complete.
Feaster Center Gym Floor & Bleacher Project	\$ 1,183,800.00	\$ 1,141,943.95	\$ 41,856.05	Complete.
Feaster Center Athletics Hall of Fame	\$ 22,726.00	\$ 17,503.52	\$ 5,222.48	Waiting on final invoices to process.
Parking Garage Maintenance	\$ 50,055.00	\$ -	\$ 50,055.00	Maintenance of lower level decks.
Residence Halls - Morrow Hall Pump Replacement	\$ 29,570.00	\$ 29,570.00	\$ -	Complete.
Residence Halls - College Park Replacement	\$ 2,143,910.00	\$ 2,143,910.00	\$ -	Currently at 100% construction document phase. Pre-Bid 01/27/2015
Residence Halls - Morrow Hall Façade Repairs	\$ 24,500.00	\$ 24,500.00	\$ -	Complete.
Residence Halls - Miscellaneous Projects	\$ 59,000.00	\$ 16,118.68	\$ 42,881.32	Morrow Ceiling Tiles, Pence Blinds, & Morrow AC Units
Campus Police Vehicle	\$ 9,000.00	\$ 9,000.00	\$ -	2 Used Vehicles for Campus Police

**Fairmont State University
Board of Governors
Financial Report
for the period ending October 31, 2014**

Unrestricted Fund:

At the end of October, the Unrestricted Fund budget deficit condition increased by \$288,367 from \$-427,622 to \$-715,989. The major changes to the budget were 1) \$127,778 was added to pay for services by Pierpont provided to University students taking classes at the Robert C. Byrd Aviation Center. This we hope will be reduced as we take steps to put in place a long term flight service contract and begin providing services to our students directly. 2) \$119,193 in salary and benefit cost for two employees needed to be moved to the E&G Fund from the Falcon Center Fund. These employees provide services to retention and due to the budget cuts could no longer be funded the Falcon Center budget. 3) \$76,590 in PEIA benefit costs increased in the month of October. A number of these appear to be due to position becoming vacant and current employees picking up medical benefits here at FSU when prior their spouse may have had coverage at their job. 4) \$21,000 decrease in supplies expense as a result of some budget reductions occurring in October. 5) \$17,272 of support services revenue increased as a result of an error in chargeback and increased PEIA costs charged back to Pierpont.

The tuition and fee revenue is at 46.56% of budget. Student Activity Support Revenue is at 29.51% of budget. Since the end of October, revenue in this category came from transfers from fees collected from University students. Non-operating revenues are at 43.50% of budget. Total operating revenue is at 36.98% of budget. Total operating expense is at 29.55% of budget. The actual condition at the end of October is a surplus of \$3,880,914.

Auxiliary Fund:

The Auxiliary Fund budgeted transfer to reserve decreased by \$105,170 from \$1,602,260 to \$1,497,090 primarily due to adjustments to all auxiliary enterprise budgets due to enrollment declines. Both revenue and expense budgets were decreased in the Falcon Center and Facilities funds.

Operating Revenue is at 39.06% of budget. Operating Expense is at 28.35% of budget. The actual condition at the end of October is a surplus of \$1,106,756.

Restricted Fund:

Existing grant additions in October comprised of the following:

Title III Strengthening Institutions \$399,524

Restricted revenues are at 42.07% of revenues through the end of October. Non-operating revenues (Pell Grant) are at 39.62% of budget. Operating expenses is at 41.26% through the end of October. The actual condition at the end of October is a surplus condition of \$115,247.

Please find the attached financial reports for the month of October.

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

As of October 31, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Tuition and Fees	24,295,118	24,646,941	11,476,612	46.56
	Student Activity Support Revenue	523,847	523,847	154,586	29.51
	Faculty Services Revenue	1,272,439	1,272,439	0	0.00
	Auxiliary Enterprise Revenue	0	0	735	
	Operating Costs Revenue	2,023,643	1,998,885	0	0.00
	Support Services Revenue	2,863,717	2,794,260	0	0.00
	Other Operating Revenues	339,741	340,186	43,547	12.80
	Total:	31,318,505	31,576,559	11,675,480	36.98
OPERATING EXPENSE					
	Salaries	24,577,287	24,742,214	6,738,779	27.24
	Benefits	5,903,380	6,124,893	1,663,393	27.16
	Student financial aid-scholarships	2,597,916	2,432,916	1,424,192	58.54
	Utilities	1,417,676	1,417,676	327,887	23.13
	Supplies and Other Services	7,206,875	7,560,202	2,944,849	38.95
	Equipment Expense	1,189,886	1,162,608	113,051	9.72
	Fees retained by the Commission	185,560	185,560	89,938	48.47
	Assessment for Faculty Services	1,107,466	1,053,034	0	0.00
	Assessment for Support Services	184,200	365,223	1,720	0.47
	Assessment for Student Activity Costs	375,898	375,898	154,585	41.12
	Assessment for Operating Costs	160,976	118,414	0	0.00
	Total:	44,907,121	45,538,638	13,458,393	29.55
OPERATING INCOME / (LOSS)		(13,588,616)	(13,962,079)	(1,782,913)	12.77
NONOPERATING REVENUE (EXPENSE)					
	State Appropriations	15,850,298	15,842,394	6,653,806	42.00
	Gifts	500	4,013	2,435	60.68
	Investment Income	25,245	25,245	(1,600)	(6.34)
	Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,344,608)	(770,148)	32.85
	Total:	13,531,435	13,527,044	5,884,493	43.50
TRANSFERS & OTHER					
	Capital Expenditures	(163,219)	(163,219)	0	0.00
	Construction Expenditures	0	0	(172,850)	
	Transfers for Debt Service	(64,986)	(64,986)	(32,484)	49.99
	Transfers for Financial Aid Match	0	(81,239)	(15,332)	18.87
	Indirect Cost Recoveries	46,090	28,490	0	0.00
	Total:	(182,114)	(280,954)	(220,666)	78.54
BUDGET BALANCE		(239,295)	(715,989)	3,880,914	
* Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		13,368,943	13,368,943		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>13,129,648</u>	<u>12,652,954</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2013 in the amount of \$7,938,885

Unrestricted Net Asset Balance is 29.36% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of October 31, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	7,353,554	7,220,976	3,002,767	41.58
	Auxiliary Fees & Debt Service Support Revenue	5,534,213	5,244,475	1,875,205	35.76
	Other Operating Revenues	259,438	240,339	85,180	35.44
	Total:	13,147,205	12,705,790	4,963,152	39.06
OPERATING EXPENSE	Salaries	2,870,495	2,421,697	782,294	32.30
	Benefits	642,596	631,038	151,632	24.03
	Student financial aid-scholarships	579,914	589,914	212,440	36.01
	Utilities	765,305	835,305	197,215	23.61
	Supplies and Other Services	2,967,296	3,237,207	822,122	25.40
	Equipment Expense	87,509	73,239	42,110	57.50
	Total:	7,913,115	7,788,399	2,207,812	28.35
OPERATING INCOME / (LOSS)		5,234,091	4,917,391	2,755,339	56.03
NONOPERATING REVENUE (EXPENSE)	Gifts	0	5,545	5,545	100.00
	Interest on capital asset related debt	(141,279)	(141,279)	(74,040)	52.41
	Total:	(141,279)	(135,734)	(68,495)	50.46
TRANSFERS & OTHER	Capital Expenditures	(135,936)	(119,027)	0	0.00
	Transfers for Debt Service	(3,162,116)	(3,162,116)	(1,580,089)	49.97
	Transfers for Financial Aid Match	(3,425)	(3,425)	0	0.00
	Transfers - Other	766	0	0	
	Total:	(3,300,711)	(3,284,567)	(1,580,089)	48.11
BUDGET BALANCE - Projected Transfer to Reserves		1,792,101	1,497,090	1,106,756	
* Add: PROJECTED NET ASSETS - Beginning of Year		<u>9,780,324</u>	<u>9,780,324</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>11,572,425</u>	<u>11,277,414</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2013 in the amount of \$943,130

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

FAIRMONT STATE UNIVERSITY
Actual vs Budget Statement of Revenues and Expenses
Current Restricted
As of October 31, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Federal Grants and Contracts	23,005,263	23,409,287	9,500,803	40.59
	State/Local Grants and Contracts	6,935,203	7,093,831	3,293,066	46.42
	Private Grants and Contracts	1,735,358	1,781,858	787,623	44.20
	Other Operating Revenue				
	Total:	31,675,824	32,284,976	13,581,492	42.07
OPERATING EXPENSE	Salaries	547,237	779,584	254,554	32.65
	Benefits	67,230	117,722	32,423	27.54
	Student financial aid - scholarships	40,219,650	40,219,650	16,908,458	42.04
	Utilities	0	0	0	0.00
	Supplies and Other Services	780,086	1,101,105	146,962	13.35
	Equipment Expense	68,593	67,732	104,989	155.01
	Total:	41,682,796	42,285,793	17,447,386	41.26
OPERATING INCOME / (LOSS)		(10,006,972)	(10,000,817)	(3,865,894)	38.66
NONOPERATING REVENUE (EXPENSE)	Federal Pell Grant Revenues	10,000,000	10,000,000	3,962,542	39.63
	Gifts	2,307	2,307		
	Investment Income	0	0		
	Total:	10,002,307	10,002,307	3,962,542	39.62
TRANSFERS & OTHER	Capital Expenditures	(17,403)	(17,402)	(8,402)	48.28
	Transfers for Fin Aid Match	84,663	84,663	27,001	31.89
	Indirect Cost Recoveries	(17,539)	(23,695)	0	0.00
	Transfers - Other				
	Total:	49,721	43,566	18,599	42.69
BUDGET BALANCE		45,056	45,056	115,247	
* Add: RESTRICTED NET ASSETS - Beginning of Year		466,822	466,822		
** Equals: PROJECTED RESTRICTED NET ASSETS - End of Year		<u>511.878</u>	<u>511.878</u>		

**Fairmont State University
Board of Governors
Financial Report
for the period ending November 30, 2014**

Unrestricted Fund:

At the end of November, the Unrestricted Fund budget deficit condition increased by \$71,770 from \$-715,989 to \$-787,759. In reaction to the budget impact of the decline in enrollments in the fall semester, the President and her council adjusted downward the Education and General revenue budget by \$1,170,383 and as well adjusted downward expenditure budgets of approximately \$1,105,000. Approximately \$65,000 of expense budget reductions is being discussed as we look at additional ways to address the FY 2015 current deficit and work on the FY 2016 budget plan. This continues to be a work in progress.

Since the budget adjustments the tuition and fee revenue is at 48.95% of budget. Student Activity Support Revenue is at 48.56% of budget. Non-operating revenues are at 40.70% of budget. Total operating revenue is at 39.01% of budget and total operating expense is at 37.84% of budget. The actual condition at the end of November is a surplus of \$69,679. Note: Through November, revenues for services provided to Pierpont could not be processed. In December, a chargeback agreement was approved by both boards. Transactions to pay for services are expected to result in service revenues to be posted in January.

Auxiliary Fund:

The Auxiliary Fund budgeted transfer to reserve increased by \$9,584 from \$1,497,090 to \$1,506,674 primarily due to PEIA budget reductions in housing and facilities funds.

Operating Revenue is at 45.53% of budget. Operating Expense is at 35.22% of budget. The actual condition at the end of November is a surplus of \$1,351,897.

Restricted Fund:

New and existing grant awards is as follows:

NASA Space Grant Scholarships	\$11,000
NASA Space Grant Faculty Research	6,000
IDEA WVINBRE	30,000
Vermont State Scholarship	350
NASA Educational Resources Center – year 2	288,566
TEP Partnership Wetzel County	3,000
Atlas for OSIX	<u>496</u>
TOTAL	\$339,412

Restricted revenues are at 42.47% of budget through the end of November. Non-operating revenues (Pell Grant) are at 39.08% of budget. Operating expenses is at 41.67% of budget. The actual condition at the end of November is a surplus condition of \$93,768.

Please find the attached financial reports for the month of November.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted
As of November 30, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Tuition and Fees	24,295,118	23,476,558	11,491,246	48.95
	Student Activity Support Revenue	523,847	478,242	232,250	48.56
	Faculty Services Revenue	1,272,439	1,272,439	0	0.00
	Operating Costs Revenue	2,023,643	1,889,237	0	0.00
	Support Services Revenue	2,863,717	2,746,714	0	0.00
	Other Operating Revenues	339,741	340,186	59,289	17.43
	Total:	31,318,505	30,203,377	11,782,785	39.01
OPERATING EXPENSE					
	Salaries	24,577,287	24,299,663	8,800,251	36.22
	Benefits	5,903,380	6,004,768	2,122,396	35.35
	Student financial aid-scholarships	2,597,916	2,437,242	1,424,590	58.45
	Utilities	1,417,676	1,417,676	451,942	31.88
	Supplies and Other Services	7,206,875	7,125,665	3,618,028	50.77
	Equipment Expense	1,189,886	1,119,456	143,031	12.78
	Fees retained by the Commission	185,560	185,560	89,938	48.47
	Assessment for Faculty Services	1,107,466	1,053,034	0	0.00
	Assessment for Support Services	184,200	365,223	1,720	0.47
	Assessment for Student Activity Costs	375,898	355,634	178,763	50.27
	Assessment for Operating Costs	160,976	118,414	0	0.00
	Total:	44,907,121	44,482,335	16,830,659	37.84
OPERATING INCOME / (LOSS)		(13,588,616)	(14,278,958)	(5,047,874)	35.35
NONOPERATING REVENUE (EXPENSE)					
	State Appropriations	15,850,298	15,842,394	6,653,806	42.00
	Gifts	500	4,013	2,435	60.68
	Investment Income	25,245	25,245	(1,607)	(6.37)
	Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,143,380)	(1,067,167)	49.79
	Total:	13,531,435	13,728,272	5,587,467	40.70
TRANSFERS & OTHER					
	Capital Expenditures	(163,219)	(119,338)	0	0.00
	Construction Expenditures	0	0	(437,430)	
	Transfers for Debt Service	(64,986)	(64,986)	(32,484)	49.99
	Transfers for Financial Aid Match	0	(81,239)	0	0.00
	Indirect Cost Recoveries	46,090	28,490	0	0.00
	Total:	(182,114)	(237,073)	(469,914)	198.22
BUDGET BALANCE		(239,295)	(787,759)	69,679	
* Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		13,368,943	13,368,943		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>13,129,648</u>	<u>12,581,184</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2013 in the amount of \$7,938,885

Unrestricted Net Asset Balance is 30.05% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of November 30, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	7,353,554	7,220,976	3,122,316	43.24
	Auxiliary Fees & Debt Service Support Revenue	5,534,213	5,244,475	2,553,530	48.69
	Other Operating Revenues	259,438	240,339	108,595	45.18
	Total:	13,147,205	12,705,790	5,784,441	45.53
OPERATING EXPENSE	Salaries	2,870,495	2,447,497	1,007,466	41.16
	Benefits	642,596	624,322	192,274	30.80
	Student financial aid-scholarships	579,914	589,914	218,464	37.03
	Utilities	765,305	835,305	265,960	31.84
	Supplies and Other Services	2,967,296	3,208,539	995,364	31.02
	Equipment Expense	87,509	73,239	59,967	81.88
	Total:	7,913,115	7,778,815	2,739,495	35.22
OPERATING INCOME / (LOSS)		5,234,091	4,926,975	3,044,946	61.80
NONOPERATING REVENUE (EXPENSE)	Gifts	0	5,545	5,545	100.00
	Interest on capital asset related debt	(141,279)	(141,279)	(67,239)	47.59
	Total:	(141,279)	(135,734)	(61,694)	45.45
TRANSFERS & OTHER	Capital Expenditures	(135,936)	(119,027)	(51,266)	43.07
	Transfers for Debt Service	(3,162,116)	(3,162,116)	(1,580,089)	49.97
	Transfers for Financial Aid Match	(3,425)	(3,425)	0	0.00
	Transfers - Other	766	0	0	
	Total:	(3,300,711)	(3,284,567)	(1,631,355)	49.67
BUDGET BALANCE - Projected Transfer to Reserves		1,792,101	1,506,674	1,351,897	
* Add: PROJECTED NET ASSETS - Beginning of Year		<u>9,780,324</u>	<u>9,780,324</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>11,572,425</u>	<u>11,286,998</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2013 in the amount of \$943,130

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

FAIRMONT STATE UNIVERSITY
Actual vs Budget Statement of Revenues and Expenses
Current Restricted
As of November 30, 2014

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Federal Grants and Contracts	23,005,263	23,744,853	9,665,791	40.71
	State/Local Grants and Contracts	6,935,203	7,094,677	3,425,833	48.29
	Private Grants and Contracts	1,735,358	1,784,858	762,476	42.72
	Other Operating Revenue				
	Total:	31,675,824	32,624,388	13,854,101	42.47
OPERATING EXPENSE					
	Salaries	547,237	964,625	314,837	32.64
	Benefits	67,230	158,488	39,141	24.70
	Student financial aid - scholarships	40,219,650	40,230,785	16,959,059	42.15
	Utilities	0	0	0	0.00
	Supplies and Other Services	780,086	1,141,999	294,322	25.77
	Equipment Expense	68,593	94,860	141,973	149.67
	Total:	41,682,796	42,590,757	17,749,333	41.67
OPERATING INCOME / (LOSS)		(10,006,972)	(9,966,370)	(3,895,232)	39.08
NONOPERATING REVENUE (EXPENSE)					
	Federal Pell Grant Revenues	10,000,000	10,000,000	3,970,401	39.70
	Gifts	2,307	2,307	0	
	Investment Income	0	0	0	
	Total:	10,002,307	10,002,307	3,970,401	39.69
TRANSFERS & OTHER					
	Capital Expenditures	(17,403)	(17,402)	(8,402)	48.28
	Transfers for Fin Aid Match	84,663	84,663	27,001	31.89
	Indirect Cost Recoveries	(17,539)	(58,143)	0	0.00
	Transfers - Other				
	Total:	49,721	9,118	18,599	203.98
BUDGET BALANCE		45,056	45,056	93,768	
* Add: RESTRICTED NET ASSETS - Beginning of Year		466,822	466,822		
** Equals: PROJECTED RESTRICTED NET ASSETS - End of Year		<u>511,878</u>	<u>511,878</u>		

Tab 3

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

Item: Temporary Parking Project to provide for additional parking spaces during the construction of the College Apartments.

Committee: Committee of the Whole

Recommended Resolution: Approve funding of \$110,000 from housing reserves to provide this temporary parking.

Staff Member: Rick Porto

Background: 245 parking spaces will come out of service while the construction of the new College Apartments & Suites Complex begins in March. It is necessary to provide additional parking for our students, faculty, and staff during the construction period. The \$110,000 will provide for 213 parking spaces (gravel lot) by the tennis courts. See attached description of the scope of work. This project is being bid out to obtain the best possible price to achieve this objective.

College Apartments Housing Project Temporary Parking Proposal

- Proposed Temporary Parking Location
Gravel Lot and Grass Area located in front of the Tennis Courts and beyond the Gazebo.
- Gross Area 3862 Sq Yds (+ or -)
Remove sod as needed and stock pile on site. Slope and grade lot for positive drainage. Place 6" crushed stone compacted.
- Existing Gravel Lot Area 3128 Sq. Yds (+ or -)
Shape and compact existing stone base. Place an additional 4" crushed stone compacted.
- **Proposed Budget** **\$110,000.00**

CAPITAL PROJECT PLAN FY 2015

HOUSING PRIORITY LIST

<i>Priority</i>	<i>Building</i>	<i>Project</i>	<i>Notes</i>	<i>Amount</i>
1	Residence Halls	Miscellaneous Projects	Already funded FY 15	\$ 59,000.00
2	College Apartments	A&E Services	Already funded FY 15	\$ 1,150,500.00
3	College Apartments	Temporary Parking		\$ 110,000.00
				\$ 1,319,500.00

Tab 4

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

Item: Tobacco Free Campus Policy Draft for thirty (30) day comment period.

Committee: Committee of the Whole

Recommended Resolution: Approve the attached tobacco free campus policy draft to be placed out for thirty (30) day comment period.

Staff Member: Rick Porto

Background: Fairmont State University has recently surveyed the employees and students about their feelings about moving to a tobacco free campus. The result of this survey is below. We are seeing a national trend of Colleges and Universities moving toward tobacco free campuses. This is our recommendation as well. If this policy is adopted after the 30-day comment period, the policy would be effective on August 1, 2015.

Survey Results through Monday, February 2, 2015:

	Tobacco Free			5 Designated Areas	
	Number	Percent		Number	Percent
Fairmont State:					
Faculty/Staff	123	63.08%		72	36.92%
Students	208	45.32%		251	54.68%
TOTAL	331	50.61%		323	49.39%

Fairmont State University
Board of Governors Policies and Procedures
POLICY # 61
TITLE: Tobacco Free Campus

Effective Date: August 1, 2015

Amended:

Repealed:

SECTION 1. PURPOSE

- 1.1 The purpose of this policy is to establish a policy that prohibits tobacco use in all forms at Fairmont State University (Fairmont State)

SECTION 2. DEFINITIONS

- 2.1 “Fairmont State Campuses” is defined as (1) property controlled by Fairmont State and under the jurisdiction of Fairmont State University Board of Governors, which includes any premises owned, operated, leased, or occupied by Fairmont State; or (2) any street, road, or thoroughfare passing through Fairmont State owned property. This definition includes regional campuses.

SECTION 3. POLICY

- 3.1 The use of tobacco and tobacco related products is prohibited on Fairmont State Campuses. Prohibited tobacco and tobacco related products include, but are not limited to, cigarettes, e-cigarettes, chewing tobacco, dip, pipes, cigars, cigarillos, hookah or water pipe smoking, snus and snuff. This policy applies to faculty, staff, students, contractors, vendors, and visitors. It applies to any and all indoor and outdoor events.
- 3.2 There shall be no advertising, sale, or free sampling of tobacco or tobacco related products on Fairmont State Campuses. Littering the campus with the remains of tobacco, tobacco related products or other related waste products are prohibited.

SECTION 4. COMPLIANCE

- 4.1 All members of the Fairmont State community and visitors must comply with this policy. Violation of the policy by employees, students, and visitors may be subject to fines and/or disciplinary sanctions. The President’s designees shall be responsible for enforcement of this policy.

Tab 5

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

Item: Dominion Gas Line Extension Agreement Approval

Committee: Committee of the Whole

Recommended Resolution: Approval of the Extension Agreement

Staff Member: Stephanie Slaubaugh

Background: This agreement provides that Dominion Hope Gas Company will provide the extension of their main gas line to the new College Park Apartment complex at the cost of \$1.00.

The agreement outlines that FSU is responsible for digging the ditch and backfilling. This work is included as part of the housing contract scope of work. Dominion Hope will tie into the existing gas line, extend gas line to FSU's new facility (approx. 750'), to accommodate a new gas service. Dominion Hope is willing to provide material and labor at \$1.00 due to the new gas service and potential future revenue.

The extension of the Dominion gas line is necessary to provide gas service to the new apartments for the designed Variable Refrigerant Flow HVAC system. By providing a gas service to the new facility we can provide more efficient building systems and ensure decreased utility costs.

Line Extension Agreement Dominion Hope

MADE AND ENTERED INTO this 7th day of January, 2015 (effective date), by and between Hope Gas Inc., d/b/a Dominion Hope, ("hereinafter "Dominion"), with its principal office at P. O. Box 2868, Clarksburg, West Virginia, 26301 AND John Cumpston (hereinafter "Applicant") located at 1201 Locust Avenue, Fairmont State University, Fairmont, West Virginia 26554.

WHEREAS, Applicant desires natural gas service for its project currently known as College Park Project (or University Park Project (hereinafter the "Project") situated in Fairmont District, Marion County, West Virginia. Said Project will consist of 2 dormitory units with an average annual usage of 406.25 mcf's per unit, with Project to be completed within 1 year from the effective date of this Agreement; and

WHEREAS, Dominion agrees to extend or have extended its main pipeline facilities consisting of 750 feet of 4 (inch) plastic pipe plus appurtenances (hereinafter "Scope of Work") deemed necessary by Dominion to accommodate the aforementioned Project; and

NOW, THEREFORE, in exchange for Dominion's exclusive right to transport the natural gas requirements of the current and future phases of this Project, transportation of natural gas service shall be provided by Dominion under the following terms and conditions:

Rights of Way

Applicant shall provide Dominion with any and all necessary private rights of way or easements necessary to complete the pipeline extension for One Dollar (\$1.00).

Such rights of way or easements shall be on a form satisfactory to Dominion and shall be acquired and approved by Dominion's Land Service Department. In the event that the extension contemplated hereunder requires the acquisition of right of way from adjacent landowners, such right of way must be obtained by Dominion for its usual and customary fee and on terms satisfactory to Dominion. Should Dominion be unable to obtain right of way from adjacent landowners upon the foregoing terms, this Agreement will terminate with no further obligation by either party, except as provided in the indemnity paragraph below.

Ditch, Dust and Backfill

Applicant agrees to provide open trenching for the necessary mainline and appurtenances deemed necessary by Dominion in accordance with a design previously agreed upon. Dominion agrees to provide necessary gas pipe for the mainline extension and appurtenances, install, fuse, examine, and test such pipe. Applicant shall provide and backfill the ditch with select materials as approved by Dominion, tamp, and be responsible for restoration of all such trenching.

Applicant agrees to pay a deposit in the amount of \$0.00 for estimated costs associated with the work performed by Dominion on the Project (the "Deposit"). This Deposit shall be payable to Dominion prior to the commencement of any work on the Project.

Applicant acknowledges and agrees that as the Project progresses; the Scope of Work as described herein may change, whether due to written request by Applicant or unforeseeable occurrences and/or geologic conditions, but in any case may result in a change in the amount of the Deposit (hereinafter the "Revised Deposit"). Dominion shall submit to Applicant an itemized invoice for actual Project costs not more often than monthly. Applicant shall pay the difference between the Deposit and Revised Deposit within thirty days of its receipt of such invoice.

Following the completion of this Project, Dominion shall make an accounting of final, unpaid, actual costs of the Project, when actual costs are known, and provide Applicant with a copy of said accounting and an itemized invoice therefore. Applicant shall pay the full invoice (less the Deposit or Revised Deposit) within thirty (30) days after receipt. Should Dominion's actual final costs be less than the Deposit or

Revised Deposit, any overpayment made by the Applicant shall be repaid by Dominion within thirty (30) days.

Miscellaneous Provisions:

If in the event the pipeline extension and number of units contemplated hereunder are not completed within the performance terms stated above, Applicant shall reimburse Dominion for any cost, including idle/standby time and/or material, incurred in connection with the proposed pipeline extension, as well as any and all operation and maintenance expenses related to the Project that are incurred by Dominion for the duration of Applicant's default, over and above the amount of Applicant's deposit.

Commission rules and regulations governing the State of West Virginia's mainline installation have been fully explained and the Applicant understands that this Agreement is an alternative arrangement in accordance with those rules and regulations.

Applicant shall keep Dominion free and harmless from and indemnify it against any and all claims for or in respect of injury (including death) or damage of any kind or nature to the property of the customer or to the person or property of any employee, representative, agent contractor, or subcontractor of customer or of any other person caused by or arising out of or occurring in the course of any of the work herein provided for, except for such injury or damage caused by the willful act or negligence of any employee, representative, agent, contractor, or subcontractor, Dominion.

Applicant agrees to provide a secure landing area for drop-shipped material.

Applicant agrees to execute any additional document necessary to effectuate the terms of this agreement. The failure of either party at any time to exercise any right or to require performance by either party of any provision herein shall in no way affect the right of such party thereafter to enforce the same, nor shall the waiver by either party hereto of any breach of any provision herein by the other party be a waiver of any other breach of such provision, or as a waiver of the provision itself.

This Agreement shall be governed and construed in accordance with the substantive laws of the State of West Virginia, without regard to the choice of law provisions thereof. This Agreement shall be deemed to have been executed in the State of West Virginia and the parties hereto agree that the courts of West Virginia shall have jurisdiction over any suit arising out of this Agreement.

This Agreement shall inure to and be binding upon the successors and assigns of the parties hereto; provided, that neither party shall assign this Agreement and the rights hereunder without first having obtained the written approval of the other party, which approval shall not be unreasonably withheld.

If any provision of this Agreement shall be held invalid, illegal, or unenforceable to any extent and for any reason by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby and shall be enforceable to the full extent permitted by law.

This written Agreement contains the entire agreement between the parties and there are no other understandings or representations between the parties hereto. This Agreement may not be amended except by an instrument in writing signed by a duly authorized representative of both parties.

If you wish to accept the terms of this Agreement, please so indicate by signing and dating this document in the spaces provided below, and returning it to Dominion. The terms of this Agreement are null and void should any verbiage be changed without the mutual consent and initials of both parties. Dominion reserves the right to amend the Agreement if the Applicant does not execute the Agreement by signing and returning it within 60 days upon receipt.

FAIRMONT STATE UNIVERSITY
Customer Name

HOPE GAS, INC., dba DOMINION HOPE

By _____

By _____

Its _____
(Title)

Its _____
(Title)

Date _____

Date _____

Dominion Hope
48 Columbia Boulevard, Clarksburg, WV 26301
Mailing Address: P.O. Box 2868
Clarksburg, WV 26301
Web Address: www.dom.com



January 14, 2015

Fairmont State University
Stephanie Slaubaugh
1201 Locust Avenue
Fairmont, West Virginia 26554

RE: FSU Dormitories, Main Line Extension Agreements

Dear Stephanie:

Enclosed are two (2) original Main Line Extension Agreements for Fairmont State University dormitories. After reviewing, if agreeable please execute by signing, dating and returning both agreements. I will have signed and return one (1) agreement to you for your records.

If you should have any questions or concerns, please contact me; email: roben.r.randolph@dom.com or phone: 304-625-6380.

Sincerely,

A handwritten signature in blue ink that reads "Roben D. Randolph".

Roben D. Randolph
GAC

Tab 6

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

ITEM: FY 2015 & 16 Capital Projects

COMMITTEE: Finance Committee

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

STAFF MEMBER: Rick Porto

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

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

Infrastructure funds available to begin these projects once approved.

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

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

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

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

CAPITAL PROJECT PLAN FY 2015

E&G PRIORITY LIST

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

2015 Capital Projects Descriptions

E&G Projects

1 Small Projects

Addressing various office and classroom renovation/upgrades along with other miscellaneous projects. Provide drainage for lot 14, replace concrete, sidewalks, catch basins, and drains.

2 Academic Fund

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

3 Hazardous Waste Building Replacement

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

4 Caperton Center Boiler Replacement & Controls

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

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

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

6a Education HVAC Unit 1

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

6b Education HVAC Unit 2

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

6c Education HVAC Unit 3

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

7 Jaynes Hall HVAC Replacement

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

8a Colebank Hall HVAC AHU 4 & Control Panel

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

8b Colebank Hall HVAC AHU 2 & 3

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

8c Colebank Hall HVAC AHU 1

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

9 Turley Center Roof Renewal

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

10 Wallman Hall Roof Renewal

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

11 Education Building Elevator Upgrades

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

12 Colebank Hall Elevator Upgrades

The Colebank Hall rear elevator is functional but is due for upgrades. Propose a elevator modernization package: including controller, tank, pump, solid state starter, valve, fixtures, door operator, battery backup and fire service operation. With an alternate for a cab upgrade.

13 Musick Library Elevator Upgrades

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

14 Hardway Hall Roof Renewal & Waterproof

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

15 Musick Library MMA & MMB Chairs

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

16 Wallman Hall Painting - Classroom & Tower Room

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

17 Jaynes Hall - Interior Painting & Classroom

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

18 Hunt Haught Hall Window Replacement

The window systems are original to the building and are in poor condition. The existing are not energy efficient, some panels are loose, and gaskets have failed.

19 Jaynes Hall Window Replacement

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

20 Parking Garage Elevator Addition

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

CAPITAL PROJECT PLAN FY 2015

INFRASTRUCTURE PRIORITY LIST

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

2015 Capital Projects Descriptions

Infrastructure Projects

1 Landscaping

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

2 Small Projects

See #1 E&G Projects

3 Campus-wide Camera Security System

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

4 Infrastructure: Walks Around Hardway

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

5 Signage: Entrance Signage Update

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

6 Infrastructure - Paving Projects

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

7 Infrastructure - Road to Tennis Courts

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

8 Veterans Memorial Wall

9 Emergency Phone Upgrades

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

Tab 7

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

- Item:** Invoice for additional services from McKinley & Associates
- Committee:** Committee of the Whole
- Recommended Resolution:** Approve funding from Housing Reserves to pay for additional services requested by the Board of Governors from McKinley & Associates.
- Staff Member:** Rick Porto
- Background:** See attached letter and invoice from McKinley & Associates.



January 12, 2015

Mr. Rick Porto, Vice President
Administrative and Fiscal Affairs
Fairmont State University
319 B Hardway Building
Fairmont, West Virginia 26554

Reference: Fairmont State University
College Apartment
Additional Services – Soccer Field
MKA Project No. 13019.01

Mr. Porto,

Enclosed please find McKinley & Associates' invoice for the additional services pertaining to the investigation of placing a soccer field on the existing practice field and the inclusion of a walkway from the parking lot on Garden Lane to the Feaster Center.

In addition to the hourly services of our employees, this invoice also includes consulting fees, reimbursable expenses for the renderings of the proposed soccer field; and travel to and from additional meetings.

I am providing this invoice for your review. Please advise how we should proceed with the submission of it for payment.

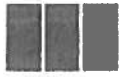
Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Thomas R. Worlledge/DMS

Thomas R. Worlledge, AIA

Enclosure



January 9, 2015

Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554-2470

SUBJECT: Fairmont State University College
Soccer Field
PROJECT: 13019.01
INVOICE: 13019.01-AS1

Professional A/E Services from October 16, 2014 through December 5, 2014

Additional Services – Soccer Field:

	Hours	Rate	Amount
<u>Principal</u>			
Dellatorre, Ernest	13.50	175.00	2,362.50
<u>Senior Architect</u>			
Worledge, Thomas	110.00	112.50	12,375.00
<u>Senior Architectural Designer</u>			
Simms, William	7.50	82.50	618.75
<u>Drafter</u>			
Carenbauer, David	9.50	65.00	617.50
Totals	140.50		15,973.75
Total A/E Fees this Invoice			15,973.75

Additional Services Consultant – Site Civil Scope:

Triad Engineering Services			1,500.00
Total Reimbursables	1.15 times	1,500.00	1,725.00

Reimbursable Expenses:

Prints-Reimbursable			498.70
Mileage-Reimbursable			834.72
Total Reimbursables	1.15 times	1,333.42	1,533.43

Total this Invoice \$19,232.18

Billing Summary	Current	Prior	Total	Payments	Balance Due
PreDesign/Programming	0.00	135,000.00	135,000.00	135,000.00	0.00
Basic Services	0.00	1,391,600.00	1,391,600.00	1,078,000.00	313,600.00
Additional Services	15,973.75	0.00	15,973.75	0.00	15,973.75
Additional Services-Consultant	1,725.00	0.00	1,725.00	0.00	1,725.00
Allowance	0.00	28,500.00	28,500.00	28,500.00	0.00
Reimbursable Expenses	1,533.43	0.00	1,533.43	0.00	1,533.43
Totals:	\$19,232.18	\$1,555,100.00	\$1,574,332.18	\$1,241,500.00	\$332,832.18

Billing Backup

MCKINLEY & ASSOCIATES INC.

Dated 1/9/2015

Additional Services – Soccer Field:

			Hours	Rate	Amount
<u>Principal</u>					
394	T.000 - 11 - Dellatorre, Ernest	10/30/2014	5.50	175.00	962.50
394	Board of Governor's Meeting T.000 - 11 - Dellatorre, Ernest	11/13/2014	8.00	175.00	1,400.00
	7:00 a.m.-3:00p.m. BOG meeting				

Senior Architect

341	A.000 - 2 - Worledge, Thomas	10/21/2014	2.00	112.50	225.00
	2 hours Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/22/2014	7.00	112.50	787.50
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/23/2014	7.00	112.50	787.50
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/24/2014	6.00	112.50	675.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/29/2014	8.00	112.50	900.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/30/2014	4.00	112.50	450.00
	Soccer Field				
341	T.000 - 2 - Worledge, Thomas	10/30/2014	6.00	112.50	675.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	10/31/2014	2.00	112.50	225.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	11/3/2014	4.00	112.50	450.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	11/4/2014	2.00	112.50	225.00
	Soccer Field				
341	T.000 - 2 - Worledge, Thomas	11/5/2014	10.00	112.50	1,125.00
	Soccer Field				
341	T.000 - 2 - Worledge, Thomas	11/6/2014	10.00	112.50	1,125.00
	Soccer Field				
341	A.000 - 2 - Worledge, Thomas	11/7/2014	3.00	112.50	337.50
	Soccer Field				

Project 13019.01		Fairmont State University College Apartments			Invoice 13019.01-AS1
341	A.000 - 2 - Worledge, Thomas Soccer Field	11/10/2014	4.00	112.50	450.00
341	A.000 - 2 - Worledge, Thomas Soccer Field	11/11/2014	5.00	112.50	562.50
341	A.000 - 2 - Worledge, Thomas Soccer Field	11/12/2014	4.00	112.50	450.00
341	A.000 - 2 - Worledge, Thomas Soccer Field	11/13/2014	4.00	112.50	450.00
341	T.000 - 2 - Worledge, Thomas Soccer Field	11/13/2014	5.00	112.50	562.50
341	A.000 - 2 - Worledge, Thomas Soccer Field	11/14/2014	3.00	112.50	337.50
341	A.000 - 2 - Worledge, Thomas Soccer Field	12/3/2014	1.00	112.50	112.50
341	A.000 - 2 - Worledge, Thomas Soccer Field	12/3/2014	2.00	112.50	225.00
341	A.000 - 2 - Worledge, Thomas Soccer Field	12/4/2014	5.00	112.50	562.50
341	T.000 - 2 - Worledge, Thomas Soccer Field Meeting @ FSU	12/5/2014	6.00	112.50	675.00
<u>Senior Architectural Designer</u>					
340	A.000 - 9 - Simms, William 1.5 hours on Soccer Field Layout	10/27/2014	1.50	82.50	123.75
340	A.000 - 9 - Simms, William Soccer Field and Drawing Setup	10/29/2014	6.00	82.50	495.00
<u>Drafter</u>					
380	K.000 - 11 - Carenbauer, David Soccer Field	10/29/2014	3.00	65.00	195.00
380	K.000 - 11 - Carenbauer, David soccer field	11/11/2014	3.50	65.00	227.50
380	K.000 - 11 - Carenbauer, David Soccer Field	11/12/2014	3.00	65.00	195.00
Totals			140.50		15,973.75

Additional Services Consultant – Site Civil Scope:Triad Engineering, Inc.

1,500.00

Total Additional Services Consultants**1.15 times****1,500.00****1,725.00****Reimbursable Expenses:**Prints-Reimbursable

JE 0192372	10/15/2014	Charleston Blueprint #192372 of 10.15.14 / Prints-Soccer Field Meeting-Gaston Caperton	184.35
JE 0192945	10/29/2014	Charleston Blueprint #192945 of 10.29.14 / Prints-Soccer Field Meeting-FSU 10.30.14	179.45
JE 0192961	10/30/2014	Charleston Blueprint # 192961 of 10.30.1 / Prints-Soccer Field Meeting-FSU 10.30.14	60.17
JE 0194268	12/4/2014	Charleston Blueprint # 194268 of 12.4.14 / Prints-Soccer Field Meeting-FSU 12.5.14	74.73

Mileage-Reimbursable

JE 0103014	10/30/2014	T. Worledge Fairmont State University / Fairmont 280 miles Round Trip @ .555/mi	155.40
JE 0103014	10/30/2014	E. Dellatorre Fairmont State University / Fairmont 192 miles Round Trip @ .555	106.56
JE 0110514	11/5/2014	T. Worledge Fairmont State University / Fairmont 280 Round Trip @ .555	155.40
JE 0110614	11/6/2014	T. Worledge Fairmont State University / Fairmont 280 miles Round Trip @ .555	155.40
JE 0111314	11/13/2014	T. Worledge Fairmont State University / Fairmont 280 miles Round Trip @ .555	155.40
JE 0111314	11/13/2014	E. Dellatorre Fairmont State University / Fairmont 192 miles Round Trip @ .555	106.56

Total Reimbursables**1.15 times****1,333.42****1,533.43**

Tab 8

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

Item: On Campus Student Housing Agreement between Fairmont State University and Pierpont Community & Technical College.

Committee: Committee of the Whole

Recommended Resolution: Approve the On Campus Housing Agreement

Staff Member: Rick Porto

Background: The attached agreement has been reviewed and recommended by bond counsel to replace the prior agreement signed by the Presidents (also attached). Bond Counsel suggested a change in the prior agreement to assure compliance with the 2012 bond covenants.

On Campus Student Housing Agreement
Between
Fairmont State University
and
Pierpont Community and Technical College
Effective from date of signatures of the Governing Boards

Pierpont Community and Technical College (Pierpont) and Fairmont State University (FSU) recognize and adhere to the 2012 Bond Covenants (attached) and requirements of pledged revenues as detailed in the Fairmont State University/Pierpont Community and Technical College Separation of Assets and Liabilities Agreement dated December 8, 2009, (also attached).

Whereas; the 2012 bonds states on page 24 of the Bond Indenture “With respect to the Auxiliary Facilities of the University and Pierpont, the University and Pierpont house 1,060 students in three traditional residence halls, one suite style residence hall, and one apartment complex (the Residence Halls)” and this statement shows a commitment by both institutions to fill to capacity these 1,060 beds, and

Whereas; the 2012 bonds states on page 24 of the Bond Indenture and on page 3 of Appendix A of the Separation of Assets and Liabilities Agreement, “The issuer and the Pierpont Board of Governors covenant in the Indenture that the Issuer and the Pierpont Board of Governors shall require freshmen and sophomore students who live outside a 50-mile radius of the campus to live in the University’s residence halls, apartment complex, and other available housing facilities; provided that the Issuer and Pierpont may except a student on whom this requirement places undue hardship or if the University’s residence hall, apartment complex and other available housing facilities are filled to capacity” shows a commitment by both institutions to fill the beds to capacity, and

Whereas; capacity is defined as 100% of the 1,060 beds;

It is recognized by both Fairmont State and Pierpont that the 1,060 beds must be filled to capacity (100%) by both institutions students (be it graduate level, seniors, juniors, sophomores, and freshmen) before it can release sophomores and freshmen from its “outside 50-mile radius of campus to live in the University’s residence hall” covented rule.

Given these Bond Covenants requirements and a willingness of the University to support Pierpont’s desire to allow Pierpont students who live outside the 50-mile radius and do not meet the undue hardship or automatic exemption policies of housing, the University is willing to follow the below listed priority approach to filling to capacity, it’s beds:

- 1) Recruit and accept from all students (graduate, seniors, juniors, sophomores, and freshmen) applications from housing on a voluntary basis. This recruiting will begin with the recruiting and admissions cycle of both institutions fall terms.

- 2) For students who are required by Bond Covenant mentioned in this agreement, the University will reach out to the entering freshmen and returning freshmen/sophomore class and indicate the policy required by bond covenant and will ask these students to volunteer for a bed for the following fall term. This will be done beginning in the prior fall semester for returning students and upon acceptance to the institutions for new students.

- 3) All students who appeal the residency policy will have their appeal heard and the housing staff will look at occupancy numbers and progress to 100% of capacity for the 1,060 beds and establish the priority of releasing students appealing the residency policy in the following order;
 - A) All Pierpont sophomores first
 - B) All Pierpont freshmen second
 - C) All Fairmont sophomores third
 - D) All Fairmont freshmen fourth

In witness whereof, the parties hereto have executed this agreement.

For: Fairmont State University

Ron Tucker
Chair – Board of Governors

Date

For: Pierpont Community and Technical College

James Griffin
Chair – Board of Governors

Date

ON CAMPUS STUDENT HOUSING AGREEMENT

BETWEEN

FAIRMONT STATE UNIVERSITY

AND

PIERPONT COMMUNITY & TECHNICAL COLLEGE

EFFECTIVE FOR FALL 2013 ENROLLMENTS

Pierpont Community and Technical College (Pierpont) and Fairmont State University (FSU) recognize and adhere to the bond covenants and requirements of pledged revenues as detailed in Fairmont State University/Pierpont Community and Technical College Separation of Assets and Liabilities Agreement dated 12/8/2009.

Pierpont and FSU also acknowledge an institutional responsibility to review and adjust student services in response to changes in student demographics, institutional enrollments, and institutional priorities.

Therefore, FSU and Pierpont agree to annually review and adjust the on campus housing requirements for Pierpont students in order to support the mission of educational access for Pierpont while providing flexibility for FSU to fulfill its Housing Master Plan as adopted on August 16, 2012 by the FSU Board of Governors.

The agreed to approach to this annual review is as follows:

- Beginning in fall 2013, Pierpont sophomores will not be required to live in on-campus housing.
- The target number for the housing census review is 95% occupancy of student housing constructed via the FSU/Pierpont shared bond funds.
- Based upon a census review of housing for 2012/2013, beginning in fall 2014, no Pierpont student would be required to live in on-campus housing if occupancy targets have been achieved.
- All Pierpont students would retain the option to purchase on-campus housing within the timelines and procedures approved by the President of FSU.
- This MOU would be revised annually based upon a review of the previous academic year housing census with the stated goal of maintaining 95% occupancy. The first annual census review will occur in the spring 2013 semester for the recruiting cycle for the 2014-2015 academic year.

- Annually by February 15th of each year the average occupancy for the Fall and Spring terms will be calculated and a determination of meeting the 95% occupancy (for beds tied to the shared bonds) and also review and adjust accordingly the on campus housing requirements for Pierpont students for the following academic year.

In witness whereof, the parties hereto have executed this Agreement.

FOR: Fairmont State University



Maria C. Rose, Ph.D.
President, Fairmont State University

10-29-2012

Date

FOR: Pierpont Community & Technical College



Doreen M. Larson, Ph.D.
President, Pierpont Community & Technical College

10-29-2012

Date