



Board
of
Governors' Meeting

May 14, 2015

AGENDA
FSU BOARD OF GOVERNORS' MEETING
MAY 14, 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 APRIL 16, 2015**..... *Tab 1 Action Item*

- III. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)**
 - A. Approval for the Addition of an Optional Concentration in Multicategorical Education to the Existing Elementary (K-6) Bachelor of Arts in Education Program *Tab 2 Action Item*
 - B. Approval to Close the School of Education Online Learning... Graduate Program *Tab 3 Action Item*

- IV. CONSENT AGENDA**..... *Tab 4 Action Item*
 - A. Approval of Financial Reports (Periods Ending February 28, 2015, and March 31, 2015)
 - B. Capital Projects Update FY 2015

- V. FINANCE COMMITTEE (Mark Pallotta, Chair)**
 - A. Approval of Cost Update for One Room School House..... *Tab 5 Action Item*
 - B. Approval of Athletic 20-Year Master Plan Update and 2016 Budget Approval Auxiliary Enterprise..... *Tab 6 Action Item*
 - C. Approval of Facilities (Parking & Security) 20-Year Master Plan Update and 2016 Budget Approval (Auxiliary Enterprise)..... *Tab 7 Action Item*
 - D. Approval of Falcon Center (Student Activity Center) 20-Year Master Plan Update and 2016 Budget Approval (Auxiliary Enterprise)..... *Tab 8 Action Item*
 - E. Approval of Infrastructure 20-Year Master Plan..... *Tab 9 Action Item*
 - F. Approval of E & G Budget Approval FY 2016 *Tab 10 Action Item*
 - G. Approval of FY 2016 Chargeback Agreement *Tab 11 Action Item*
 - H. Approval of Tobacco Free Campus Policy..... *Tab 12 Action Item*
 - I. EADA Reporting and Supplemental Data *Tab 13 Info Only*

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

VII. ADJOURNMENT

*NEXT MEETING: JUNE 18, 2015, AT 9:00 A.M.,
LOCATION: BOARD ROOM, 3RD FLOOR FALCON CENTER, 1201 LOCUST AVENUE, FAIRMONT, WV*

Tab 1



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
APRIL 16, 2015
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 April 16, 2015, 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 Holly Fluharty, Aaron Hawkins, Kelly Humphreys, Bob Mild, John Myers, Mark Pallotta, John Schirripa, Bryan Towns, Ron Tucker, Frank Washenitz, and Dixie Yann. Chris Courtney was absent. Also in attendance were President Rose and President's Council members Christina Lavorata, Van Dempsey, Kaye Widney, Ann Booth, John Lympany, and Rick Porto. Athletic Director, Tim McNeely, Assistant Vice President for Facilities, Tom Tucker, and Construction Manager, Stephanie Slaubaugh.

B. Public Comment

Frank Washenitz reported no one signed up for public comment.

C. Approval of Agenda

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

II. APPROVAL OF MINUTES OF FEBRUARY 19, 2015

Bryan Towns made a motion to approve the minutes of February 19, 2015, and John Schirripa seconded. The motion passed.

III. CHAIRMAN'S REPORT

Chairman Tucker stated there will be many activities on campus as the semester draws to a close and he urged BOG members to take advantage of some of these events.

He also congratulated Kelly Humphreys for being elected by the Student Body to continue on as the BOG Student Representative for the upcoming year.

Chairman Tucker stated that Fairmont State University is hosting the National Acrobatics and Tumbling Championship at the Retton Arena from April 22-25, (2015). Teams from Baylor, University of Hawaii, University of Oregon, and others are participating.

He invited all in attendance to participate in the groundbreaking for the new residence hall following this Board of Governors' meeting.

- A. Chairman Tucker, on behalf of the Fairmont State Board of Governors, recognized the Bharti Family for their generous donation to the Lego Competition event.

IV. PRESIDENT'S REPORT

- A. President Rose thanked the Bharti family and commented on their generous support of the Lego Competition. She also thanked Don Trisel, Interim Dean for the School of Science and Technology, Dr. Deb Hemler, and Professor Todd Ensign also from the School of Science and Technology.
- B. President Rose informed those in attendance of the passing of former FSU Interim President, Dr. Charles McClain.
- C. She also reported that the Nursing Accreditation Team is about finished with their review of our nursing program and indicated that all is going well with the visit.
- D. President Rose said that new student and honors orientations have begun and individual sessions will continue throughout the summer. She also said that academic awards programs will be starting soon. These programs are held by each of the schools and departments to celebrate students' achievements and to present them with scholarships. Donors of the various scholarships are also in attendance.
- E. President Rose also received word from Dean Rick Harvey that one of the School of Business students is a regional finalist in an event that FSU hosted called the SBA (Small Business Association) InnovateHER. By winning the regional event, the student now goes to the national event with a chance to win \$30,000.

V. REPORTS AND PRESENTATIONS

A. Fairmont State Foundation (Will Armistead)

Will Armistead, President of the Fairmont State (FS) Foundation, was absent and provided the following written report.

- As of March 31, 2015, the total assets of the Fairmont State Foundation are \$22,180,793.07. This does not include \$1.1 million in outstanding pledges.
- The Foundation's Finance Committee accepted ten proposals from firms interested in managing the investment portfolio and has recommended BB&T Retirement and Investment Services as the vendor of choice for services, beginning July 1, 2015.
- Christa Kwiatkowski has joined the Foundation staff as Accountant, replacing Chris Morgan who retired in March. Having graduated from FSU with a Masters of Business Administration and a Major in Accounting, she worked in the FSU accounting department for seven (7) years serving her last role as Assistant Director of Accounting. She left the University for a brief period of time to join Pratt & Whitney Engine Services as their Senior Financial Analyst prior to joining the Foundation.
- The Foundation was notified by the Neighborhood Investment Program that no supplemental credits would be awarded to us. There was \$1,206,000 in requests for \$66,625 of available credits. The Foundation successfully awarded 100% of the initial tax credit offering, raising \$90,000 for scholarships.

- The Development Committee has several projects underway: reviewing and creating a new University annual fund program strategy to include 8 segmented mailings/year, establishing an effective communication plan to key segments of the alumni donor population, organizing prospect screening and identification with key volunteers and leaders, engaging Dean's in development process and creating online giving pages for each area, building a social media presence for Foundation, making changes to the Column Society giving levels, addressing software updates and issues, promoting 150th anniversary giving opportunities, and more.
- The Governance Committee has nominated new members for our Board who will be submitted for approval at the next Executive Committee meeting. On July 1, 2015, Craig Walker will become Chair of the Foundation Board, with Gary Bennett remaining on the Board as Past Chair.
- Foundation will have Board and/or staff representation at all University award ceremonies and receptions, and will invite donors to participate as appropriate.

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

Stephanie Slaubaugh, Construction Manager, gave an update on the various projects that are currently underway on campus and also the Locust Avenue Widening Project. Weekly updates are available online at: <http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

VI. CONSENT AGENDA

John Myers moved to accept the following Consent Agenda:

- A. Capital Projects Update 2015
- B. Approval of Financial Report (Month Ending (1/31/15))

Aaron Hawkins seconded. The motion passed.

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

John Myers moved to accept the following:

- A. Approval of the following Program Reviews: Bachelor of Science in Criminal Justice, Bachelor of Arts in English, Bachelor of Arts in Studio Art, and Regents Bachelor of Arts

Mark Pallotta seconded. The motion passed.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Mr. Frank Washenitz, Chair of the Athletic Affairs Committee, asked that Tim McNeely, Athletic Director, give a brief update concerning athletic affairs.

- A. Mr. McNeely stated that spring sports coming to an end and that the (National) Acrobatics and Tumbling Event begins next week.
- B. He also said that there will be a softball double header next Saturday (April 25, 2015) and that the Spring Athletic Banquet will also be on Saturday in the evening.
- C. Mr. McNeely said that the FSU Spring Golf Tournament sponsored by MVB Bank will be held May 15, 2015, at the Bridgeport Country Club.
- D. He reported that they have been working on the financials for the year and look forward to the 2016 budget year.

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

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 reviewed the following report which was also distributed to the Board:

FSU BOARD OF GOVERNORS ENROLLMENT/HOUSING/STUDENT LIFE
COMMITTEE SUMMARY REPORT

April 16, 2015

Enrollment Activity Summer/Fall 2015

- Enrollment for fall and summer terms started 3/30 for currently enrolled students.
- Retention Office will continue outreach to currently enrolled students who have not scheduled by 4/20
- New Student Orientation/course registration programs began this week with Honors Program hosting 53 students on 4/14. 4/18 will be the first of 2 larger weekend events; current reservations for both are 187. Admit Day event will be on 4/24 and 59 have registered as of 4/13. Major specific orientations will continue throughout summer.

Admissions/Recruitment Activities:

- Spring CVD was held on March 28, 2015, and 203 potential students attended along with 359 guests. This was the first spring event that was not combined with Pierpont CTC.
- Admissions counselors have attended 19 college fairs and conducted 121 campus visits since last full BOG meeting in February. We have hosted 6 Exploration Days in different departments.
- 3 recipients of the FSU McClain Scholarship have been selected. They are Kelsy Eaton from Parkersburg HS, Kirsten Hill from Parkersburg South HS and Anna Westfall from Weirton Madonna HS.
- Admissions counselors and alumni volunteers are presenting Fairmont State scholarships at high school award ceremonies starting in May.
- We continue to run ahead in admitted numbers of students for fall 2015- most recent report is 3.3% ahead of this time last year. The campus community is working collaboratively to turn those admitted students into enrolled students.

Financial Aid/Scholarship Activity:

- Entering freshmen have been receiving award letters since 3/20 and current students are being informed the week of 4/20. These notifications include all FSU and Foundation scholarships that have been awarded in addition to federal and state assistance programs.
- Students who are requesting financial aid for summer school are being reviewed and notified of eligibility as soon as they are registered in summer courses.

Career Development Center Activity:

- Job Fair was held in late February. 68 employers were represented and 230 students participated.
- Education Networking Event will be held 4/16 beginning at 2:00. 9 school districts are participating.
- "Student Employee Appreciation" event was held on 4/15 and over 90 students registered to participate.

Housing/Residence Life Update:

- Groundbreaking being held today for new facility.
- Fall Occupancy rate is currently at 64%.

Other Student Services related activities:

- FSU is a partner with American Progress and has produced our own "It's On Us" video. This is an initiative that works to shift the way we think about sexual assault.
- Admissions Office and Alumni Association are hosting "6 City Tour" providing an opportunity for alumni and newly admitted students to meet. Admissions counselors are present to answer any questions that our potential students may have. Registrations have been solid.

XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

- A. Aaron Hawkins, Chair of the Student Housing Committee (SHC), reported that since the last Board of Governors' meeting, the committee has continued to receive weekly reports from Stephanie (Slaubaugh, FSU Construction Manager) on various projects, including the new College Park Apartment project.

The committee was apprised of the bid results at the end of February and advised that the Letter of Recommendation from McKinley was to award the contract to Massaro.

- B. He said two items of concern have been addressed since the last BOG meeting. First was the process of change orders during the student housing construction. A multiple page process is in place for any change orders on this project and will require the approval of the President of the University, Chairman of the BOG, and the Student Housing Committee. Second were the plans for the Old School House Project. Stephanie Slaubaugh provided an update at the Finance Committee meeting and has also provided an update for this BOG meeting.
- D. Mr. Hawkins stated that on April 2, 2015, a pre-construction meeting was held with the State Fire Marshall and the construction team. He said that there was a meeting with the architect yesterday (April 15, 2015), and everything is ready to go. Next Monday they will begin to break ground.
- E. He said that Stephanie (Slaubaugh) will continue to give the SHC weekly updates on the progress of the housing project and advise of future meetings to address any change orders or any other issues.

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 March 24, 2015, meeting and approved the items as presented.

Dixie Yann moved to accept the following:

- A. Approval of 2015-2016 Tuition and Fee, Room and Board Fee

John Schrippa seconded. The motion passed.

Bob Mild moved to accept the following:

- B. Approval of Policy #60 – Email Established As An Official Form of Communication (Comment Period Over)

Aaron Hawkins seconded. The motion passed.

Tab 2

ITEM: Optional Multicategorical Special Education Concentration

COMMITTEE: Academic Affairs

RECOMMENDED RESOLUTION: Resolved, that the Fairmont State University Board of Governors approve the addition of an optional concentration in Multicategorical Education to the existing elementary (K-6) Bachelor of Arts in Education program.

STAFF MEMBERS: Christina Lavorata, Provost and Vice President for Academic Affairs, Carolyn Crislip-Tacy, Interim Dean of the School of Education.

BACKGROUND: This concentration allows teacher candidates to graduate with an Elementary Multi-Subject (K-6) degree and a Multicategorical Special Education (K-12) Concentration by taking three additional courses. The addition of this concentration has been approved by the Curriculum Committee and Faculty Senate of Fairmont State University and the Educational Personnel Preparation Advisory Committee (EPPAC).

Tab 3

ITEM: Program Closure in the School of Education

COMMITTEE: Academic Affairs

RECOMMENDED RESOLUTION: Resolved, that the Fairmont State University Board of Governors approve the closing of the School of Education graduate program, Master of Education, Online Learning.

STAFF MEMBERS: Christina Lavorata, Provost and Vice President for Academic Affairs, Carolyn Crislip-Tacy, Interim Dean of the School of Education.

BACKGROUND: The School of Education-Health and Human Performance (SOE-HHP) Faculty voted unanimously to close the Online Learning Graduate Program due to low enrollment. Fairmont State University's Graduate Council approved the closure on February 18, 2015. The SOE-HHP is in the process of embedding several courses from the Online Learning program into the Digital Media, New Literacies and Learning degree to strengthen that graduate program.

Tab 4

**Fairmont State University
Board of Governors
Financial Report
for the period ending February 28, 2015**

Unrestricted Fund:

At the end of February, the Unrestricted Fund budget deficit condition increased by \$5,373 from \$-1,292,694 to \$-1,298,067. The change is due to PEIA benefit expense increases due to employee coverage change.

At the end of February, tuition and fee revenue is at 91.91% of budget. Student Activity Support Revenue is at 87.40% of budget. Non-Operating Revenue is at 64.75% of budget. Total Operating Revenue is at 83.53% of budget. Operating Expenses is at 62.94% of budget and the actual condition at the end of February is a surplus of \$4,659,927.

As of this writing, we are working on finalizing with Athletic Department accounts receivable (Due To the E&G Fund) posting for the advance approved for the Feaster Center floor and bleacher project by the Board of Governors from the E&G Fund. Posting of this entry will be made in the month of March.

Auxiliary Fund:

The Auxiliary Fund budgeted transfer to reserve decreased by \$6,460 from \$1,499,490 to \$1,493,030 primarily due to PEIA benefit budget decrease in the facilities fund and an increase in PEIA cost in the Housing Fund.

Operating Revenue is at 85.23% of budget. Operating Expense is at 62.48% of budget. The actual condition at the end of February is a surplus of \$4,251,283.

Restricted Fund:

No new or existing grant awards occurred in the month of February.

Restricted revenue is at 78.66% of budget through the end of February. Non-operating revenue (Pell Grant) is at 74.38% of budget. Operating expenses is at 71.10% of budget. The actual condition at the end of February is a surplus condition of \$2,920,583.

Note: The surplus condition includes Promise funding and West Virginia Higher Education Grant received from the Higher Education Policy Commission to be disbursed to the student accounts as scholarships. The funding (because the funds are insufficient to cover the awards are being held until HEPC sends remaining amount due), is not being released to the students account. FSU student accounts currently are provided deferments for their tuition and fees to the value of tuition and fee costs (where possible) and other financial aid available is released to the student that exceeds their costs.

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

Fairmont State University
 Actual vs Budget Statement of Revenues and Expenses
 Current Unrestricted
 As of February 28, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	24,295,118	23,671,113	21,756,849	91.91
	Student Activity Support Revenue	523,847	478,242	417,970	87.40
	Faculty Services Revenue	1,272,439	1,272,439	274,040	21.54
	Operating Costs Revenue	2,023,643	1,815,678	1,014,162	55.86
	Support Services Revenue	2,863,717	2,573,315	1,431,108	55.61
	Other Operating Revenues	339,741	367,970	313,962	85.32
	Total:	31,318,505	30,178,758	25,208,091	83.53
OPERATING EXPENSE	Salaries	24,577,287	24,652,815	14,645,207	59.41
	Benefits	5,903,380	6,024,661	3,538,278	58.73
	Student financial aid-scholarships	2,597,916	2,438,200	2,774,853	113.81
	Utilities	1,417,676	1,417,676	882,270	62.23
	Supplies and Other Services	7,206,875	7,264,900	5,196,261	71.53
	Equipment Expense	1,189,886	1,127,456	200,665	17.80
	Fees retained by the Commission	185,560	185,560	134,906	72.70
	Assessment for Faculty Services	1,107,466	1,053,034	306,857	29.14
	Assessment for Support Services	184,200	366,656	277,501	75.68
	Assessment for Student Activity Costs	375,898	355,634	308,823	86.84
	Assessment for Operating Costs	160,976	100,486	50,348	50.10
	Total:	44,907,121	44,987,078	28,315,969	62.94
OPERATING INCOME / (LOSS)		(13,588,616)	(14,808,320)	(3,107,878)	20.99
NONOPERATING REVENUE (EXPENSE)	State Appropriations	15,850,298	15,842,394	10,614,404	67.00
	Gifts	500	4,013	3,299	82.20
	Investment Income	25,245	25,245	7,006	27.75
	Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,143,380)	(1,734,970)	80.95
	Total:	13,531,435	13,728,272	8,889,739	64.75
TRANSFERS & OTHER	Capital Expenditures	(163,219)	(119,338)	(35,169)	29.47
	Construction Expenditures	0	0	(1,054,280)	
	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	47,543	0	0.00
	Total:	(182,114)	(218,019)	(1,121,934)	514.60
BUDGET BALANCE		(239,295)	(1,298,067)	4,659,927	
Add: Estimated Unfilled Position Savings:			883,191		
ADJUSTED BUDGET BALANCE			(414,876)		
* 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>12,954,067</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of \$7,938,885.

Unrestricted Net Asset Balance is 29.72% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of February 28, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	7,353,554	7,299,816	6,163,339	84.43
	Auxiliary Fees & Debt Service Support Revenue	5,534,213	5,174,764	4,495,053	86.86
	Other Operating Revenues	259,438	235,339	174,167	74.01
	Total:	13,147,205	12,709,919	10,832,559	85.23
OPERATING EXPENSE	Salaries	2,870,495	2,475,839	1,593,854	64.38
	Benefits	642,596	580,267	309,390	53.32
	Student financial aid-scholarships	579,914	589,914	369,945	62.71
	Utilities	765,305	829,568	507,964	61.23
	Supplies and Other Services	2,967,296	3,211,973	1,972,164	61.40
	Equipment Expense	87,509	111,801	119,626	107.00
	Total:	7,913,115	7,799,361	4,872,942	62.48
OPERATING INCOME / (LOSS)		5,234,091	4,910,558	5,959,617	121.36
NONOPERATING REVENUE (EXPENSE)	Gifts	0	8,318	9,982	120.00
	Interest on capital asset related debt	(141,279)	(141,279)	(80,841)	57.22
	Total:	(141,279)	(132,961)	(70,859)	53.29
TRANSFERS & OTHER	Capital Expenditures	(135,936)	(119,027)	(57,386)	48.21
	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)	(1,637,474)	49.85
BUDGET BALANCE - Projected Transfer to Reserves		1,792,101	1,493,030	4,251,283	
* 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>11,273,354</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 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 February 28, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Federal Grants and Contracts	23,005,263	23,727,853	18,116,801	76.35
	State/Local Grants and Contracts	6,935,203	7,488,278	6,324,053	84.45
	Private Grants and Contracts	1,735,358	1,789,858	1,523,156	85.10
	Other Operating Revenue			81	
	Total:	31,675,824	33,005,989	25,964,091	78.66
OPERATING EXPENSE	Salaries	547,237	933,689	457,123	48.96
	Benefits	67,230	142,701	61,069	42.80
	Student financial aid - scholarships	40,219,650	40,230,785	29,502,462	73.33
	Utilities	0	0	0	0.00
	Supplies and Other Services	780,086	1,597,065	395,772	24.78
	Equipment Expense	68,593	75,584	142,653	188.73
	Total:	41,682,796	42,979,824	30,559,080	71.10
OPERATING INCOME / (LOSS)		(10,006,972)	(9,973,836)	(4,594,989)	46.07
NONOPERATING REVENUE (EXPENSE)	Federal Pell Grant Revenues	10,000,000	10,000,000	7,439,310	74.39
	Gifts	2,307	2,307	0	
	Investment Income	0	0	0	
	Total:	10,002,307	10,002,307	7,439,310	74.38
TRANSFERS & OTHER	Capital Expenditures	(17,403)	(8,402)	(8,402)	100.00
	Transfers for Fin Aid Match	84,663	84,663	84,664	100.00
	Indirect Cost Recoveries	(17,539)	(59,677)	0	0.00
	Transfers - Other				
	Total:	49,721	16,584	76,262	459.86
BUDGET BALANCE		45,056	45,056	2,920,583	
* 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 March 31, 2015**

Unrestricted Fund:

At the end of March, the Unrestricted Fund budget deficit condition increased by \$3,649 from \$-1,298,067 to \$-1,301,716. The change is due to PEIA benefit expense increases due to employee coverage change.

At the end of March, tuition and fee revenue is at 92.09% of budget. Student Activity Support Revenue is at 88.81% of budget. Non-Operating Revenue is at 64.33% of budget. Total Operating Revenue is at 86.50% of budget. Operating Expenses is at 70.21% of budget and the actual condition at the end of March is a surplus of \$3,289,072.

In March the accounting entries to record the Due To the E&G Unrestricted Fund and the Due From the Athletic Fund were posted to the financial system. These postings are explained in the attached document titled Feaster Center – Joe Retton Arena Renovations.

Auxiliary Fund:

The Auxiliary Fund budgeted transfer to reserve increased by \$7,740 from \$1,493,030 to \$1,500,770 primarily due to PEIA benefit budget increase in the Athletic Fund and a decrease in PEIA cost in the Housing Fund.

Operating Revenue is at 87.91% of budget. Operating Expense is at 75.81% of budget. The actual condition at the end of March is a surplus of \$3,558,363.

Restricted Fund:

Existing grant awards occurring in the month of March:

ATLAS	\$3,884.62
First Lego League	<u>\$1,469.50</u>
TOTAL	\$5,354.12

Restricted revenue is at 81.08% of budget through the end of March. Non-operating revenue (Pell Grant) is at 74.41% of budget. Operating expenses is at 76.01% of budget. The actual condition at the end of March is a surplus condition of \$1,604,517.

Note: The surplus condition includes Promise funding received from the Higher Education Policy Commission to be disbursed to the student accounts as scholarships. The funding (because the funds are insufficient to cover the awards are being held until HEPC sends remaining amount due), is not being released to the students account. FSU student accounts currently are provided deferments for their tuition and fees to the value of tuition and fee costs (where possible) and other financial aid available is released to the student that exceeds their costs. At this writing, Promise funds needed to release all fund were received early April and these funds are now disbursed.

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

Feaster Center – Joe Retton Arena Renovations

The purpose of this narrative is to provide an explanation of the accounting transactions for the Advance of funds from Unrestricted E&G to Athletics for the Joe Retton Arena renovations.

Upon approval by the Board of Governors to advance funds from Unrestricted E&G reserves to Athletics for the Joe Retton Arena renovations project, the following accounting decisions were made.

- Fund 8097XX, Athletic Facility Advancement, would be used to track expenditures for the project paid from Unrestricted funds. This fund would accumulate a negative cash position to be repaid by Athletics based on their fundraising plan.
- Fund 8092XX, Feaster Center Gym Floor & Bleachers, would be used pay for the Architect Fees. The Board of Governors agreed to provide \$100,000 in support for the project from E&G reserves. The funds were transferred from E&G Unrestricted reserves to fund 8092XX. These funds are not to be repaid.

Upon completion of the project, a total cost of the project was provided by Lenora Montgomery in the amount of \$1,142,056.81. The total cost includes the Fairmont State contribution of \$100,000 for Architect Fees. This results in a balance due from Athletic fundraising in the amount of \$1,042,056.81.

- *It should be noted that the Architect fees came in below budget at \$69,500. The remaining balance of \$30,500 was transferred to fund 8097XX, Athletic Facility Advancement to reduce the balance owed from Athletic fundraising.*

At the end of March, Accounting completed transactions to account for the following-

- Due From Other Funds (Athletics) to the Unrestricted fund in the amount of \$1,072,556.81 with reduction to expenditures – in fund 8097XX
- Due To Other Funds (Unrestricted) from the Athletics Auxiliary Reserve fund for \$1,072,556.81 with increase in expenditures – in Fund 9109XX
- Record Building Improvements in the Investment in Plant Fund for Auxiliaries in the amount of \$1,142,056.81 and a reduction to expenditures.
- Transfer remaining balance of \$30,500 from the Architect Fees fund to reduce the Due from Other Funds balance to \$1,042,056.81.

The transactions resulted in the following account balances at March 31, 2015:

Fund 8097XX – Athletic Facility Advancement (E&G Unrestricted Fund)

Cash	\$1,042,056.81	CREDIT (negative balance)
Due from Other Funds	\$1,042,056.81	DEBIT
Net Position (Fund Balance)	\$ 0.00	

Fund 9109XX – Athletics Auxiliary Reserve (Auxiliary Fund)

Cash	\$ 169,020.37	DEBIT
Due to Other Funds	\$1,042,056.81	CREDIT
Net Position (Fund Balance)	\$ 873,036.44	DEBIT (negative balance)

Fund 1300XX – Investment in Plant – Auxiliary – Feaster Center Retton Arena Values Only

Building Improvements	\$1,142,056.81
Net Position (Fund Balance)	\$1,142,056.81

Since these postings, Athletics has repaid the Unrestricted E&G funds \$112,500 from donations received through the Fairmont State Foundation from fundraising efforts for the project. The posting of these donations provided for the following outcomes to the Funds and Balance Sheet accounts.

Fund 8097XX – Athletic Facility Advancement (E&G Unrestricted Fund)

Cash	\$ 929,556.81	CREDIT (negative balance)
Due from Other Funds	\$ 929,556.81	DEBIT
Net Position (Fund Balance)	\$ 0.00	

Fund 9109XX – Athletics Auxiliary Reserve (Auxiliary Fund)

Cash	\$ 169,020.37	DEBIT
Due to Other Funds	\$ 929,556.81	CREDIT
Net Position (Fund Balance)	\$ 760,536.44	DEBIT (negative balance)

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

As of March 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	24,295,118	23,648,393	21,778,121	92.09
	Student Activity Support Revenue	523,847	478,242	429,487	89.81
	Faculty Services Revenue	1,272,439	1,272,439	274,040	21.54
	Operating Costs Revenue	2,023,643	1,822,322	1,014,162	55.65
	Support Services Revenue	2,863,717	2,550,625	1,431,108	56.11
	Other Operating Revenues	339,741	367,890	1,144,362	311.06
	Total:	31,318,505	30,139,912	26,071,281	86.50
OPERATING EXPENSE	Salaries	24,577,287	24,634,365	16,642,647	67.56
	Benefits	5,903,380	6,045,971	4,001,359	66.18
	Student financial aid-scholarships	2,597,916	2,438,200	2,775,549	113.84
	Utilities	1,417,676	1,417,676	1,041,209	73.44
	Supplies and Other Services	7,206,875	7,358,656	5,814,351	79.01
	Equipment Expense	1,189,886	1,027,456	224,063	21.81
	Fees retained by the Commission	185,560	185,560	134,906	72.70
	Assessment for Faculty Services	1,107,466	1,053,034	306,857	29.14
	Assessment for Support Services	184,200	366,656	277,501	75.68
	Assessment for Student Activity Costs	375,898	355,634	316,153	88.90
	Assessment for Operating Costs	160,976	100,486	50,348	50.10
	Total:	44,907,121	44,983,693	31,584,943	70.21
OPERATING INCOME / (LOSS)		(13,588,616)	(14,843,782)	(5,513,662)	37.14
NONOPERATING REVENUE (EXPENSE)	State Appropriations	15,850,298	15,842,394	10,614,404	67.00
	Gifts	500	4,013	3,299	82.20
	Investment Income	25,245	25,245	7,017	27.80
	Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,143,380)	(1,792,796)	83.64
	Total:	13,531,435	13,728,272	8,831,924	64.33
TRANSFERS & OTHER	Capital Expenditures	(163,219)	(119,338)	(34,354)	28.79
	Construction Expenditures	0	0	37,649	
	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	48,856	0	0.00
	Transfers - Other	0	30,500	0	0.00
	Total:	(182,114)	(186,207)	(29,190)	15.68
BUDGET BALANCE		(239,295)	(1,301,716)	3,289,072	
Add: Estimated Unfilled Position Savings:			938,136		
ADJUSTED BUDGET BALANCE			(363,580)		
* 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>13,005,363</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of \$7,938,885.

Unrestricted Net Asset Balance is 29.72% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of March 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	7,353,554	7,299,816	6,351,246	87.01
	Auxiliary Fees & Debt Service Support Revenue	5,534,213	5,174,764	4,637,388	89.62
	Other Operating Revenues	259,438	235,339	185,031	78.62
	Total:	13,147,205	12,709,919	11,173,664	87.91
OPERATING EXPENSE	Salaries	2,870,495	2,475,839	1,808,950	73.06
	Benefits	642,596	572,527	348,251	60.83
	Student financial aid-scholarships	579,914	627,914	377,818	60.17
	Utilities	765,305	829,568	621,984	74.98
	Supplies and Other Services	2,967,296	3,173,973	2,623,171	82.65
	Equipment Expense	87,509	111,801	126,794	113.41
	Total:	7,913,115	7,791,621	5,906,968	75.81
OPERATING INCOME / (LOSS)		5,234,091	4,918,298	5,266,696	107.08
NONOPERATING REVENUE (EXPENSE)	Gifts	0	8,318	9,982	120.00
	Interest on capital asset related debt	(141,279)	(141,279)	(80,841)	57.22
	Total:	(141,279)	(132,961)	(70,859)	53.29
TRANSFERS & OTHER	Capital Expenditures	(135,936)	(119,027)	(57,386)	48.21
	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)	(1,637,474)	49.85
BUDGET BALANCE - Projected Transfer to Reserves		1,792,101	1,500,770	3,558,363	
* 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>11,281,094</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 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 March 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Federal Grants and Contracts	23,005,263	23,727,853	18,809,649	79.27
	State/Local Grants and Contracts	6,935,203	7,492,163	6,403,414	85.47
	Private Grants and Contracts	1,735,358	1,791,328	1,551,982	86.64
	Other Operating Revenue			81	
	Total:	31,675,824	33,011,343	26,765,125	81.08
OPERATING EXPENSE					
	Salaries	547,237	940,467	510,508	54.28
	Benefits	67,230	141,064	68,304	48.42
	Student financial aid - scholarships	40,219,650	40,230,785	31,532,620	78.38
	Utilities	0	0	0	0.00
	Supplies and Other Services	780,086	1,597,278	412,971	25.85
	Equipment Expense	68,593	75,584	149,770	198.15
	Total:	41,682,796	42,985,179	32,674,174	76.01
OPERATING INCOME / (LOSS)		(10,006,972)	(9,973,836)	(5,909,048)	59.25
NONOPERATING REVENUE (EXPENSE)					
	Federal Pell Grant Revenues	10,000,000	10,000,000	7,442,402	74.42
	Gifts	2,307	2,307	0	
	Investment Income	0	0	0	
	Total:	10,002,307	10,002,307	7,442,402	74.41
TRANSFERS & OTHER					
	Capital Expenditures	(17,403)	(8,402)	(13,501)	160.69
	Transfers for Fin Aid Match	84,663	84,663	84,664	100.00
	Indirect Cost Recoveries	(17,539)	(59,677)	0	0.00
	Transfers - Other				
	Total:	49,721	16,584	71,163	429.11
BUDGET BALANCE		45,056	45,056	1,604,517	
* 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>		

CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Academic Fund	\$ 159,312.93	\$ 89,403.13	\$ 69,909.80	Various Academic Projects throughout the year. Carry-over encumbrances from FY 14
Landscaping	\$ 100,000.00	\$ 77,623.61	\$ 22,376.39	Various Projects for FY 15
Small Projects	\$ 306,805.27	\$ 117,525.78	\$ 189,279.49	Various Projects for FY 15, Carry-over from FY 14
Aerospace Gutter Repairs	\$ 44,420.00	\$ 44,420.00	\$ -	Complete.
Aerospace HVAC Replacement	\$ 51,843.48	\$ 36,200.00	\$ 15,643.48	Complete.
Campus - ADA Restrooms	\$ 50,000.00	\$ 39,921.10	\$ 10,078.90	On-going project
Caperton Boiler & Temperature Controls	\$ 400,000.00	\$ 400,000.00	\$ -	Complete.
Caperton Waterproofing	\$ 166,412.50	\$ 141,792.50	\$ 24,620.00	To begin May 18th, waiting on NTP.
Hazardous Waste Building	\$ 40,000.00	\$ 30,024.56	\$ 9,975.44	Complete.
Infrastructure - Paving	\$ 332,662.26	\$ 248,062.88	\$ 84,599.38	Working on bid packages.
Infrastructure - Merchant Street Retaining Wall	\$ 375,041.74	\$ 375,041.74	\$ -	Complete.
Physical Plant Expansion	\$ 160,000.00	\$ -	\$ 160,000.00	On Hold
School House Museum Repairs	\$ 70,000.00	\$ 16,000.00	\$ 54,000.00	Reviewing bids.

AUXILIARY CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Falcon Center - Miscellaneous Projects	\$ 6,365.40	\$ 3,014.71	\$ 3,350.69	Various Projects for Falcon Center
Falcon Center - Fitness Equipment	\$ 34,931.15	\$ 13,856.89	\$ 21,074.26	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	\$ 41,198.91	\$ 24,282.09	Umbrella Tables Installed.
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	\$ 1,142,056.81	\$ 1,142,056.81	\$ -	Complete.
Feaster Center Athletics Hall of Fame	\$ 22,726.00	\$ 17,503.52	\$ 5,222.48	Complete.
Parking Garage Maintenance	\$ 50,055.00	\$ 9,250.00	\$ 40,805.00	Maintenance of lower level decks.
Residence Halls - Morrow Hall Pump Replacement	\$ 29,570.00	\$ 29,570.00	\$ -	Complete.
Residence Halls - College Park Replacement (Construction)	\$ 29,000,000.00	\$ 28,804,000.00	\$ 196,000.00	Construction began 4/20/15.
Residence Halls - College Park Replacement (A&E Misc)	\$ 2,185,142.18	\$ 2,185,142.18	\$ -	
Housing - Temporary Parking	\$ 110,000.00	\$ 96,081.00	\$ 13,919.00	Complete. Waiting on final payment.
Residence Halls - Morrow Hall Façade Repairs	\$ 24,500.00	\$ 24,500.00	\$ -	Complete.
Residence Halls - Miscellaneous Projects	\$ 59,000.00	\$ 36,012.88	\$ 22,987.12	Morrow Ceiling Tiles, Pence Blinds, & Morrow AC Units
Campus Police Vehicle	\$ 9,000.00	\$ 9,000.00	\$ -	2 Used Vehicles for Campus Police

Finance Committee Meeting

RE: College Park Programming Update

Date: 05/04/2015

- **RECAP:** A Mandatory Pre-Bid was held on 1/27/2015. A Notice of Intent to Award was issued to Massaro Corporation by FSU on 3/9/15.
- Pre-Construction meeting was held on 4/2/15, including the State Fire Marshal.
- Purchase Order/Signed Contract with Massaro Corporation was achieved on 4/9/15.
- A SHC (Student Housing Committee) meeting was held on 4/15/15 to review final construction documents, change order process, pay application process, and pre-construction meeting minutes. Also spent time reviewing the One Room Schoolhouse drawings.
- A Groundbreaking ceremony was held on 4/16/15 onsite. Shovels were provided by McKinley & Associates and Hard Hats were provided by Massaro Corporation.
- Beginning 4/20/15 the lower portion of the practice field parking lot was closed for construction to begin.
- The week of 4/20/15 primarily focused on the installation of erosion and sediment (E&S) control measures. Other items were removed including some trees, and small retaining wall block. The construction fence was installed. With construction limits extended to the practice field we are facing some difficulties maintaining access to the field. Working on coordinating use and access with contractor.
- On 4/22/15, the surveyors were onsite setting up control points to mark the building corners.
- The temporary parking lot was completed on 4/23/15 and opened for use on 4/24/15.
- The job trailer including several storage containers were set in place on 4/24/15.
- The practice field parking lot was completely closed for construction the morning of 4/27/15.
- The rest of the trees onsite were removed the morning of 4/27/15.
- The DEP NPDES (National Pollutant Discharge Elimination System) permit was approved on 4/27/15 and a permit number was issued on 4/28/15. With this permit soil can be disturbed. Inspections and water testing will begin.
- Rebar for the footings is scheduled for delivery on 5/5/15.
- First progress meeting will be held the week of 5/4/15. Still working on finalizing date.

Tab 5

**Fairmont State University
Board of Governors
May 14, 2015**

Item: One-Room Schoolhouse Repairs Budget Update

Committee: Committee of the Whole

Recommended Resolution: Approve funding the additional costs of the one-room schoolhouse totaling \$80,022.91.

Staff Member: Rick Porto

Background: After the bid of the one-room schoolhouse project the total project costs are now at \$80,022.91. We currently have \$76,061.00 available for this project. Please find attached budget summary document and bids submissions.

We will be short of covering the project costs by \$3,961.91.

We have some available unspent budget in the following project:

- Hazardous Waste Building Project (Complete) \$9,975.44

It is recommended to transfer \$3,961.91 to do this project from the Hazardous Waste Building Project and return the balance of \$6,013.53 to the E&G capital project reserves.

One Room Schoolhouse Repairs Budget Summary

Budget	
E&G	\$ 70,000.00
Foundation Fundraising	\$ 6,061.00
Total Budget	\$ 76,061.00
Expenses	
Omni Associates	\$ 16,000.00
Hartland Planing Mill (Quote)	\$ 6,232.91
Physical Plant Materials	\$ 3,000.00
Huffman Corp (Contractor)	\$ 54,790.00
Total Estimated Expenses	\$ 80,022.91
Estimated Budget Deficit	\$ (3,961.91)

SCOPE AND SEQUENCE

SEQUENCE NUMBER	DESCRIPTION OF WORK	CONTRACTOR RESPONSIBILITY	OWNER RESPONSIBILITY
1	Disconnect the front porch roof from the building and shore the porch roof as required	X	
2	Remove exterior siding and trim from top of long sides of building and dispose of properly.	X	
3	Attach a 2 x 6 along the top of the long exterior walls for the entire length and attached to each stud	X	
4	Maintain position of lower wall with shoring or counterweights to insure against accidental shifting of bottom of wall during cable tensioning process	X	
5	Remove trim from exterior and interior walls of long sides of building. Dispose of exterior siding properly. Store interior trim for re-use.	X	
6	Remove the interior and exterior siding and dispose of properly	X	
7	Remove existing windows and store for reinstallation	X	
8	Connect a cable to the 2 x 6 at the rear of the building. Connect the other end to a dead man such as a precast concrete block. Attach a "come-along" ratchet in the center of cable. Tension the cable until the building is back to 90° with ground. (+/- 1/2")	X	
9	Once the building is plumb install 2x blocking to match the existing stud depth between each wall stud to remove any bows in the studs.	X	
10	Contractor responsible for any structural repairs required. To include all materials.	X	
11	Install 4 x 8 sheets of 7/8" exterior grade plywood on the exterior wall with the 8 foot length horizontal. Start on the bottom of the wall. Stagger vertical seams 4 ft. Attach to studs, sill plate, and top plate with 2 1/2" 8P ring nails every 6".	X	
12	Remove the tension cables and the 2 x 6	X	
13	Complete the installation of the 4 x 8 plywood	X	
14	Repeat steps 2 thru 12 for the short sides of the building and pull the building from the West.	X	
15	Purchase and install new building wrap	X	
16	Purchase and paint the new exterior siding and trim		X
17	Prep, Re-plumb, Paint and re-caulk the existing windows. Contractor responsible for damage to windows during renovation. Replace broken glass with glass to match.	X	
18	Re-install the existing windows	X	
19	Construct new window shutters to match existing from owner supplied material	X	
20	Owner to purchase new window shutter hardware and install shutters.		X
21	Install the new owner supplied exterior siding and trim	X	
22	Re-attach the existing porch	X	
23	Final coat paint of exterior siding and trim		X
24	Purchase and install continuous batt insulation in stud walls		X
25	Re-install existing interior siding and trim. Contractor Responsible for Purchasing and Replacing Damaged Boards.	X	
26	Paint the interior of the building		X
27	Contractor is responsible for any repairs that are needed to the existing Cupola. Including any additional materials required.	X	
28	Prep and paint the existing cupola		X
29	Prep and Paint the existing metal roof		X
30	Remove the existing wood handicap ramp		X
31	Remove existing concrete sidewalk		X
32	Install new concrete sidewalk w/ curbcut		X
33	Install new fill material for shorter ramp		X
34	Install new handicap access sidewalk at less than 1:20 (5%) slope		X
35	Reseed all damaged areas to include contractor damaged areas		X
36	Replant existing shrubs and trees		X

Bid Opening

SCHOOLHOUSE REPAIRS

February 17, 2015 - 2:00 pm - Physical Plant

Vendor Name	Base Bid
City Construction Company Inc	\$ 142,349.00
Huffman Corporation	\$ 54,790.00
Lombardi Development Co	\$ 68,500.00
Marks Landau Construction LLC	\$ 70,400.00
Veritas Contracting LLC	\$ 69,700.00

FORM OF PROPOSAL

TO THE OWNER: Fairmont State University
1201 Locust Avenue
Fairmont, West Virginia 26554

PROJECT: Requisition No.: RFB 359
Fairmont State University – Schoolhouse Repairs
1201 Locust Avenue
Fairmont, West Virginia 26554

The undersigned, hereinafter called the Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the Project hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding Documents within the time set forth below for the sum of:

BASE BID:

\$ 142,349.00

One hundred forty two thousand three hundred forty nine dollars and no cents
(Amount to be shown in both numbers and words. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

RESPECTFULLY SUBMITTED:

SIGNATURE

NAME Beau Henderson

Signature in Ink
Please Type or Print

DATE: April 21, 2015

Corporate Seal if Applicable

TITLE: Vice President

FIRM NAME: City Construction Company, Inc

FIRM ADDRESS: 284 Factory Street, Suite 101

Clarksburg, WV 26301

TELEPHONE: 304-623-2573

CONTRACTOR'S
LICENSE NO: WV001801

CONTRACTOR'S LICENSE

West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code 21-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract. Please complete and attach EXHIBIT A to bid.

ADDENDA ACKNOWLEDGMENT

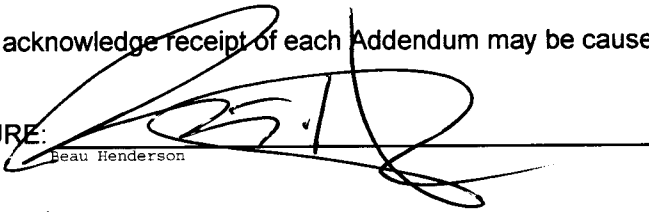
The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda No. 1 04/16/15

No. 2 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE:



Beau Henderson

DATE: April 21, 2015

Signature In Ink

END OF FORM OF PROPOSAL

DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

Request for Bid# RFB 359

STATE OF West Virginia

COUNTY OF Harrison, TO-WIT:

I, Nancy Pollock, after being first duly sworn, depose and state as follows:

1. I am an employee of City Construction Company, Inc., and,
(Company Name)
2. I do hereby attest that City construction Company, Inc.
(Company Name)

maintains a valid written drug free workplace policy an that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

City Construction Company, Inc
(Company Name)

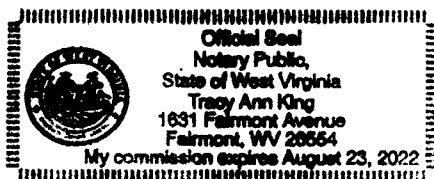
By: Nancy Pollock
Nancy Pollock
Title: Office Manager

Date: 04/21/15

Taken, subscribed and sworn before me this 21st day of April 2015.

By Commission expires August 23, 2022

(Seal)



Tracy Ann King
(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV001801

Classification:

ELECTRICAL	CONCRETE
GENERAL BUILDING	SIDING
GENERAL ENGINEERING	ROOFING
HEATING, VENTILATING & COOLING	PAINTING
MULTIFAMILY	WINDOW INSTALLATION
PIPING	
PLUMBING	
RESIDENTIAL	
MASONRY	

CITY CONSTRUCTION COMPANY INC
DBA CITY WINDOW & CONSTRUCTION
284 FACTORY STREET SUITE 101
CLARKSBURG, WV 26301-9637

Date Issued

AUGUST 19, 2014

Expiration Date

AUGUST 19, 2015



Authorized Company Signature



Chair, West Virginia Contractor
Licensing Board

**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, City Construction Company, Inc.
of Clarksburg, WV, as Principal, and Great American Insurance Company
of Cincinnati, OH, a corporation organized and existing under the laws of the State of
OH with its principal office in the City of Cincinnati, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
One Room Schoolhouse Renovations, 1201 Locust Avenue, Fairmont, WV 26554

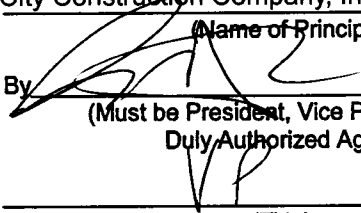
NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

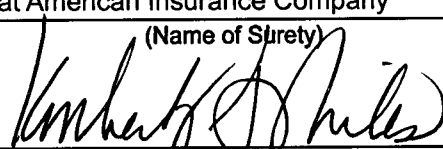
The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 21st day of April, 2015.

Principal Seal

City Construction Company, Inc.
(Name of Principal)
By: 
(Must be President, Vice President, or
Duly Authorized Agent)
(Title)

Surety Seal

Great American Insurance Company
(Name of Surety)
By: 
Kimberly L. Miles, Licensed WV Resident Agent Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**

GREAT AMERICAN INSURANCE COMPANY®

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than FIVE

No. 0 20409

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
ANDREW K. TEETER	KIMBERLY L. MILES ALL OF	ALL
DOUGLAS P. TAYLOR	KIMBERLY S. BURDETTE CHARLESTON, WEST VIRGINIA	\$100,000,000
PAMELA V. LANHAM		

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 6TH day of MARCH 2014

Attest

GREAT AMERICAN INSURANCE COMPANY



Atty L C B

Assistant Secretary

David C. Kitchin

Divisional Senior Vice President

DAVID C. KITCHIN (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this 6TH day of MARCH

, 2014, before me personally appeared DAVID C. KITCHIN, to me

known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



Shelle Clontz
Notary Public, State of Ohio
My Commission Expires 08-09-2015

Shelle Clontz

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 21st day of April

, 2015



Atty L C B

Assistant Secretary

FORM OF PROPOSAL

TO THE OWNER: Fairmont State University
1201 Locust Avenue
Fairmont, West Virginia 26554

PROJECT: Requisition No.: RFB 359
Fairmont State University – Schoolhouse Repairs
1201 Locust Avenue
Fairmont, West Virginia 26554

The undersigned, hereinafter called the Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the Project hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding Documents within the time set forth below for the sum of:

BASE BID: \$ 54,790.00

Fifty four thousand seven hundred ninety and 00/100 Dollars

(Amount to be shown in both numbers and words. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

RESPECTFULLY SUBMITTED:

SIGNATURE Wayne E. Huffman
Signature In Ink
NAME Wayne E. Huffman
Please Type or Print

DATE: April 21, 2015

Corporate Seal if Applicable

TITLE: President

FIRM NAME: Huffman Corporation

FIRM ADDRESS: 415A Benedum Drive
Bridgeport, WV 26330

TELEPHONE: (304) 842-8500

CONTRACTOR'S LICENSE NO: WV000646

CONTRACTOR'S LICENSE

West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code 21-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract. Please complete and attach EXHIBIT A to bid.

ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda No. 1 X dated 4/15/15

No. 2 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE: Wayne E. Huff

DATE: April 21, 2015
Signature In Ink

END OF FORM OF PROPOSAL



**State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5**

**STATE OF WEST VIRGINIA,
COUNTY OF Harrison, TO-WIT:**

I, Wayne E. Huffman, after being first duly sworn, depose and state as follows:

1. I am an employee of Huffman Corporation; and,
(Company Name)
2. I do hereby attest that Huffman Corporation
(Company Name)

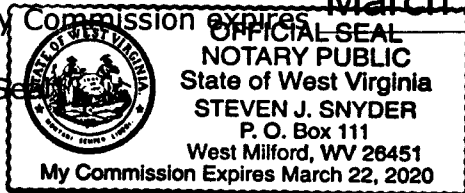
maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D**.

The above statements are sworn to under the penalty of perjury.

By: Wayne E. Huffman
 Title: President
 Company Name: Huffman Corporation
 Date: April 21, 2015

Taken, subscribed and sworn to before me this 21st day of April, 2015.

By Commission expires March 22, 2020



Steven J. Snyder
 (Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

Colonial Surety Company

Administrative Office
50 Chestnut Ridge Road
Montvale, NJ 07645
201-573-8788

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS,

that we, **Huffman Corporation, Bridgeport, WV**
as Principal, and the COLONIAL SURETY COMPANY, a corporation under the laws of the
Commonwealth of Pennsylvania, as Surety, are held and firmly bound unto

Fairmont State University, Fairmont, WV

as Obligee, in the sum of

5% of amount bid not to exceed \$2800

for the payment, whereof in lawful money of the United States, we bind ourselves, our heirs,
administrators, executors or successors, jointly and severally, firmly by these presents.

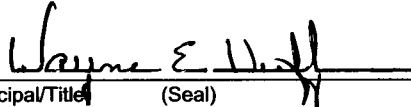
WHEREAS, the Principal has submitted the accompanying bid for
**Restoration of the one room schoolhouse at the Bryant Street entrance of Fairmont State
University. Work includes cable tensioning process to plumb building, install blocking
between studs, building wrap in exterior grade plywood, new exterior siding and trim,
restoring existing windows, restore and reinstall interior siding, re-attach existing porch.**

NOW, THEREFORE, if the said contract be awarded to the Principal and the Principal shall, within
such time as may be specified, enter into the contract in writing, then this obligation shall be void:
otherwise to remain in full force and effect. Provided, however, that if said contract is not awarded
within 60 days of the date of bid opening, this bond shall be void and of no force and effect.

Signed and sealed this 21st day of April 2015.

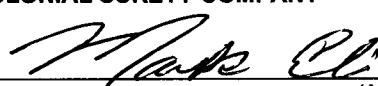
Huffman Corporation

Witness: 
Steve Snyder


(Principal/Title) (Seal)

COLONIAL SURETY COMPANY

Witness: 
Steve Snyder


Mark Eli (Attorney-in-fact) (Seal)

COLONIAL SURETY COMPANY

Duncannon, Pennsylvania

Administrative Office: 50 Chestnut Ridge Road, Montvale, New Jersey 07645

GENERAL POWER OF ATTORNEY

Know all Men by These Presents, That COLONIAL SURETY COMPANY, a corporation duly organized and existing under the laws of the Commonwealth of Pennsylvania and having an administrative office in Montvale, Bergen County, NJ does by these presents make, constitute and appoint Mark Eli of Bridgeport, WV its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver.

Bid Bonds and Consent of Surety Only

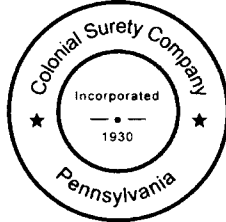
and to bind the Company thereby as fully and to the same extent as if such bids were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of the Colonial Surety Company at a meeting held on the 25th day of July, 1950.

"Be it Resolved, that the President, any Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

"Section 1. Attorney-in-Fact. Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, bid bonds and consent of surety only, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"In Witness Whereof, Colonial Surety Company has caused these presents to be signed by its President and its corporate seal to be hereto affixed the 10th day of October, A.D., 2014.

State of New Jersey }
County of Bergen } SS.



By Wayne Nunziata
Wayne Nunziata, President

On this 10th day of October, in the year 2014, before me Theresa Spinelli, a notary public, personally appeared Wayne Nunziata, personally known to me to be the person who executed the within instrument as President, on behalf of the corporation therein named and acknowledged to me that the corporation executed it.



THERESA SPINELLI
A Notary Public of New Jersey
My Commission Expires September 9, 2015

Theresa Spinelli
Theresa Spinelli Notary Public

I, the undersigned Secretary of Colonial Surety Company, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in force and effect.

And I do hereby further certify that the Certification of this Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Board of Directors of the Colonial Surety Company at a meeting duly called and held on the 30th of January 1968, and that said resolution has not been amended or repealed:

RESOLVED, that the signature of the Secretary or any Assistant Secretary of this Corporation, and the seal of Corporation, may be affixed or printed by facsimile to any certificate to a Power of Attorney of this Corporation, and that such printed facsimile signature and seal shall be valid and binding upon this Corporation."

GIVEN under my hand and the seal of said Company, at Montvale, New Jersey this 21st day of April, 2015.

Original printed with Blue and/or Black ink.
For verification of the authenticity of this Power of Attorney you may call (201) 573-8788 and ask for the Power of Attorney clerk. Please refer to the above named individual(s) and details of the bond to which the power is attached.

Audie B. Murphy
Audie B. Murphy, Secretary

State of West Virginia

County of Harrison

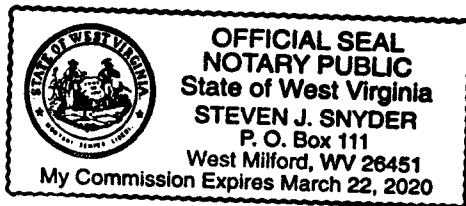
AND NOW, this 21st day of April, in the calendar year of 2015, before me, a duly appointed and commissioned notary public, came the identified subscriber to the within instrument or instruments, and/or the demonstrated attorney-in-fact for said signatory and subscriber on said instrument or instruments, **Mark Eli, attorney-in-fact of Colonial Surety Company**, an insurance company duly organized and existing under the laws of the Commonwealth of Pennsylvania and which is authorized to conduct business in this State, and that as such being authorized to do so, acknowledged that the within instrument or instruments were executed as the authorized act of his disclosed principal for the purposes therein contained, and declared to be a person executing said instrument or instruments as attorney-in-fact and with full capacity and competency, at the request of and on behalf of Colonial Surety Company therein named and acknowledged to me that the aforesaid Colonial Surety Company had authorized the execution by the aforesaid attorney-in-fact of said instrument or instruments with the intent to be legally bound as required by common and statutory law.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

A Notary Public of West Virginia
My Commission Expires on March 22, 2020

Notary Public in and for the

County of Harrison
State of West Virginia





NOTARY PUBLIC

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV000646

Classification:

GENERAL BUILDING
GENERAL ENGINEERING
MULTIFAMILY
RESIDENTIAL

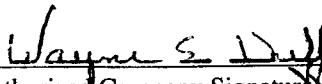
HUFFMAN CORPORATION
DBA HUFFMAN CORPORATION
415 BENEDUM DRIVE #A
BRIDGEPORT, WV 26330-1503

Date Issued

FEBRUARY 21, 2015

Expiration Date

FEBRUARY 21, 2016


Authorized Company Signature



Chair, West Virginia Contractor
Licensing Board

WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 13.

FORM OF PROPOSAL

TO THE OWNER: Fairmont State University
1201 Locust Avenue
Fairmont, West Virginia 26554

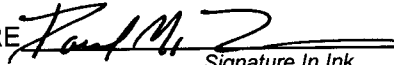
PROJECT: Requisition No.: RFB 359
Fairmont State University – Schoolhouse Repairs
1201 Locust Avenue
Fairmont, West Virginia 26554

The undersigned, hereinafter called the Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the Project hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding Documents within the time set forth below for the sum of:

BASE BID: \$ 68,500.00

Sixty Eight Thousand Five Hundred
(Amount to be shown in both numbers and words. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

RESPECTFULLY SUBMITTED:

SIGNATURE 
NAME Paul M. Lombardi II
Signature in Ink
Please Type or Print

DATE: April 21, 2015

Corporate Seal if Applicable

TITLE: President

FIRM NAME: Lombardi Development Co.

FIRM ADDRESS: 649 Virginia Avenue

Follansbee, WV 26037

TELEPHONE: 304-748-5920

CONTRACTOR'S
LICENSE NO: WV030137

CONTRACTOR'S LICENSE

West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code 21-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract. Please complete and attach EXHIBIT A to bid.

ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda No. 1 4-16-15
No. 2 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE: Paul M. Z

DATE: April 21, 2015
Signature In Ink

END OF FORM OF PROPOSAL

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Lombardi Development Company, Inc.
of Follansbee, WV, as Principal, and International Fidelity Insurance Company
of Newark, NJ, a corporation organized and existing under the laws of the State of
NJ with its principal office in the City of Newark, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
One Room Schoolhouse Renovations Phase 2

NOW THEREFORE,

(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 21st day of April, 2015.

Principal Seal

Lombardi Development Company, Inc.
(Name of Principal)

By: Paul M. Lombardi, II
(Must be President, Vice President, or
Duly Authorized Agent)

Paul M. Lombardi, II President
(Title)

Surety Seal

International Fidelity Insurance Company
(Name of Surety)

By: Nicholas A. Sparachane
Nicholas A. Sparachane Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**

POWER OF ATTORNEY

INTERNATIONAL FIDELITY INSURANCE COMPANY ALLEGHENY CASUALTY COMPANY

ONE NEWARK CENTER, 20TH FLOOR NEWARK, NEW JERSEY 07102-5207

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and ALLEGHENY CASUALTY COMPANY a corporation organized and existing under the laws of the State of Pennsylvania, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

SUSAN K BOORD, NICHOLAS A. SPARACHANE

Wheeling, WV.

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of ALLEGHENY CASUALTY COMPANY at a meeting duly held on the 15th day of August, 2000:

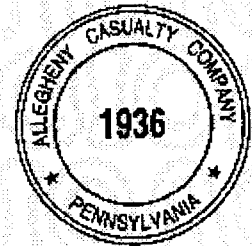
"RESOLVED, that (1) the President, Vice President, Executive Vice President or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY have each executed and attested these presents on this 12th day of March, 2012.



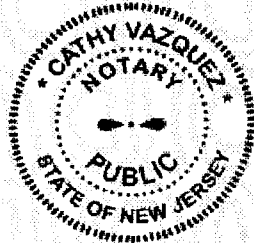
STATE OF NEW JERSEY
County of Essex

ROBERT W. MINSTER
Executive Vice President/Chief Operating Officer
(International Fidelity Insurance Company)
and President (Allegheny Casualty Company)



On this 12th day of March 2012, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.



A NOTARY PUBLIC OF NEW JERSEY
My Commission Expires April 16, 2019

CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 21st day of April 2015

MARIA BRANCO, Assistant Secretary

DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

Request for Bid# 359

STATE OF West Virginia

COUNTY OF Brooke, TO-WIT:

I, Paul M. Lombardi II, after being first duly sworn, depose and state as follows:

1. I am an employee of Lombardi Development, and,
(Company Name)
2. I do hereby attest that Lombardi Development
(Company Name)

maintains a valid written drug free workplace policy an that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

Lombardi Development Co.
(Company Name)

By: *Paul M. Lombardi II*

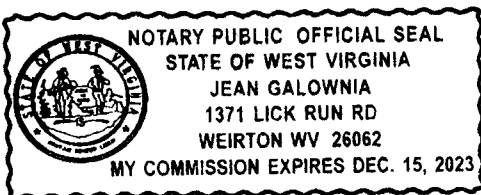
Title: President

Date: April 21, 2015

Taken, subscribed and sworn before me this 21st day of April 21, 2015.

By Commission expires December 15, 2023

(Seal)



Jean Galownia
(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Lombardi Development Co.

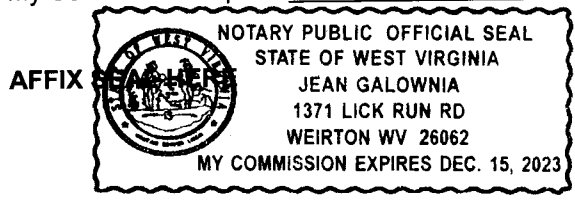
Authorized Signature: *Paul M. [Signature]* Date: April 21, 2015

State of West Virginia

County of Brooke, to-wit:

Taken, subscribed, and sworn to before me this 21 day of April, 2015.

My Commission expires December 15, 2023.



NOTARY PUBLIC *Jean Galownia*
Purchasing Affidavit (Revised 07/01/2012)

FORM OF PROPOSAL

TO THE OWNER: Fairmont State University
1201 Locust Avenue
Fairmont, West Virginia 26554

PROJECT: Requisition No.: RFB 359
Fairmont State University – Schoolhouse Repairs
1201 Locust Avenue
Fairmont, West Virginia 26554

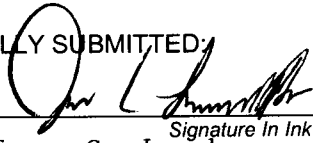
The undersigned, hereinafter called the Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the Project hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding Documents within the time set forth below for the sum of:

BASE BID: \$ 70,400.00

Seventy Thousand Four Hundred Dollars ^{and} 00/100
(Amount to be shown in both numbers and words. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

RESPECTFULLY SUBMITTED:

SIGNATURE



Signature in Ink

NAME Jeffrey C. Landau

Please Type or Print

DATE: April 21, 2015

TITLE: President

Corporate Seal if Applicable

FIRM NAME: Marks-Landau Construction, LLC

FIRM ADDRESS: 9855 Rinaman Road

Wexford, PA 15090

TELEPHONE: 724-935-8800

CONTRACTOR'S
LICENSE NO: WV40192

CONTRACTOR'S LICENSE

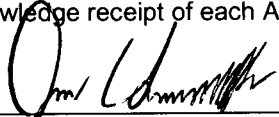
West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code 21-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract. Please complete and attach EXHIBIT A to bid.

ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda No. 1 04/16/2015
No. 2 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE: 
Jeffrey C. Landau, President

DATE: April 21, 2015
Signature In Ink

END OF FORM OF PROPOSAL

DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

Request for Bid# RFB 359

STATE OF Pennsylvania

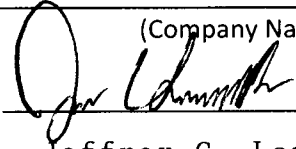
COUNTY OF Allegheny, TO-WIT:

I, Jeffrey C. Landau, after being first duly sworn, depose and state as follows:

1. I am an employee of Marks-Landau Construction, LLC, and,
(Company Name)
2. I do hereby attest that Marks-Landau Construction, LLC
(Company Name)

maintains a valid written drug free workplace policy an that such policy is in compliance with **West Virginia Code §21-1D-5**.

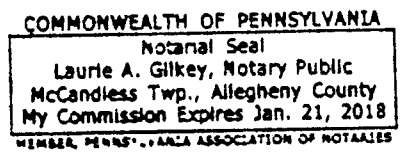
The above statements are sworn to under the penalty of perjury.

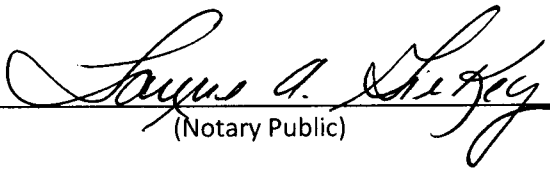
Marks-Landau Construction, LLC
(Company Name)
By: 
Title: Jeffrey C. Landau, President
Date: April 21, 2015

Taken, subscribed and sworn before me this 21st day of April, 2015

By Commission expires _____

(Seal)




(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

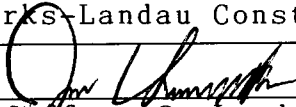
"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Marks-Landau Construction, LLC

Authorized Signature:  Date: April 21, 2015
Jeffrey C. Landau, President

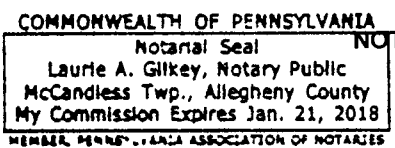
State of Pennsylvania

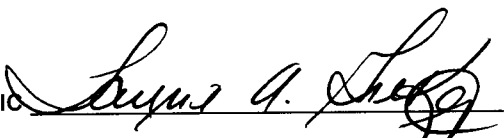
County of Allegheny, to-wit:

Taken, subscribed, and sworn to before me this 21st day of April, 2015.

My Commission expires _____, 20__.

AFFIX SEAL HERE




Purchasing Affidavit (Revised 07/01/2012)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

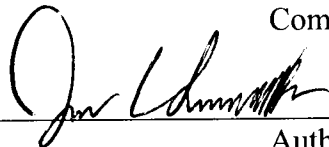
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Marks-Landau Construction, LLC

Company



Authorized Signature

Jeffrey C. Landau, President

April 21, 2015

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV040192

Classification:
GENERAL BUILDING

MARKS-LANDAU CONSTRUCTION LLC
DBA MARKS-LANDAU CONSTRUCTION LLC
9855 RINAMAN ROAD
WEXFORD, PA 15090

Date Issued

Expiration Date

MARCH 10, 2015

MARCH 10, 2016

Bob Markovich

Authorized Company Signature

Michael A. Carl

Chair, West Virginia Contractor
Licensing Board

**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.

Agency _____
REQ.P.O# _____

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Marks-Landau Construction, LLC
of Wexford PA, as Principal, and Berkley Insurance Company
of Radnor PA, a corporation organized and existing under the laws of the State of Delaware
with its principal office in the City of Greenwich, CT, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of FIVE PERCENT OF TOTAL BID (\$ 5%) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
Fairmont State University - One Room Schoolhouse Renovations - Bryant Street Entrance of Fairmont State
University Main Campus - 1201 Locust Avenue, Fairmont, WV 26554 - FSU Project No. 359

NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 21st day of April, 2015.

Principal Seal

Marks-Landau Construction, LLC
(Name of Principal)
By [Signature]
(Must be President, Vice President, or
Duly Authorized Agent)

Jeffrey C. Landau, President
(Title)

Surety Seal

Berkley Insurance Company
(Name of Surety)

[Signature]
Carole A. Skelly Attorney-in-Fact

**IMPORTANT - Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: **Peter B. Burke, Ryan V. Burke or Carole A. Skelly of Huntington Insurance, Inc. of Pittsburgh, PA** its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety Group, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 10 day of May, 2013.

Attest:

Berkley Insurance Company

(Seal)

By

Ira S. Lederman
Senior Vice President & Secretary

By

Jeffrey M. Hafter
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 10 day of May, 2013, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Senior Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

Kathleen Corey
Notary Public, State of Connecticut
**KATHLEEN COREY
NOTARY PUBLIC
CONNECTICUT
MY COMMISSION EXPIRES OCTOBER 31, 2017**

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 21st day of April, 2015.

(Seal)

Andrew M. Tuma

WARNING: Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and confirmation (on reverse) must be in blue ink.

FORM OF PROPOSAL

TO THE OWNER: Fairmont State University
1201 Locust Avenue
Fairmont, West Virginia 26554

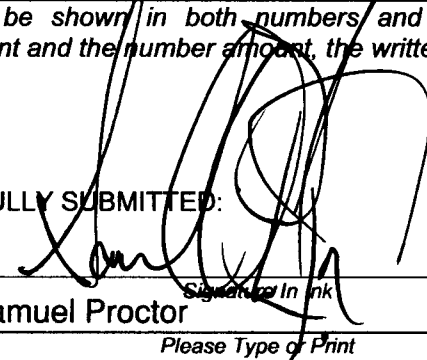
PROJECT: Requisition No.: RFB 359
Fairmont State University – Schoolhouse Repairs
1201 Locust Avenue
Fairmont, West Virginia 26554

The undersigned, hereinafter called the Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the Project hereby proposes to furnish all labor, material, equipment, supplies and transportation, and to perform all Work in accordance with the Bidding Documents within the time set forth below for the sum of:

BASE BID: \$ 69,700.00

SIXTY-NINE THOUSAND SEVEN HUNDRED DOLLARS AND ⁰⁰/₁₀₀
(Amount to be shown in both numbers and words. In the event of a difference between the written amount and the number amount, the written amount shall prevail.)

RESPECTFULLY SUBMITTED:

SIGNATURE 
NAME Samuel Proctor
Please Type or Print

DATE: 4/21/2015

Corporate Seal if Applicable

TITLE: Member

FIRM NAME : Veritas Contracting, LLC

FIRM ADDRESS: P.O. Box 1395
Morgantown, WV 26507

TELEPHONE: 304-598-2285

CONTRACTOR'S LICENSE NO: WV 037797

CONTRACTOR'S LICENSE

West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in West Virginia must be duly licensed. The West Virginia Contractor's Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Department of Labor, 1900 Kanawha Boulevard, East Charleston, West Virginia 25305. Telephone: (304) 558-7890. West Virginia Code 21-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract. Please complete and attach EXHIBIT A to bid.

ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt of the following Addenda and has taken the information contained therein into full consideration in the formulation of this Bid.

Addenda No. 1 4/16/15

No. 2 _____

Failure to acknowledge receipt of each Addendum may be cause for rejection of the Bid.

SIGNATURE:  _____

DATE: 4/21/15
Signature in Ink

END OF FORM OF PROPOSAL

DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

Request for Bid# 359

STATE OF WV

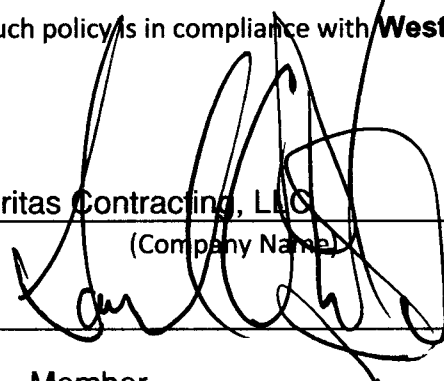
COUNTY OF Monon., TO-WIT:

I, Samuel Proctor, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Veritas Contracting, LLC, and,
(Company Name)
- 2. I do hereby attest that Veritas Contracting, LLC
(Company Name)

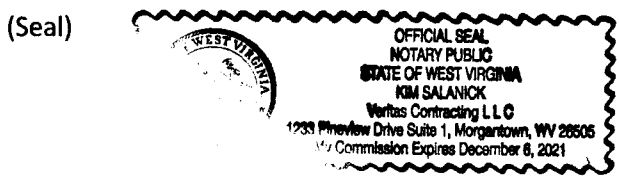
maintains a valid written drug free workplace policy an that such policy is in compliance with **West Virginia Code §21-1D-5**.

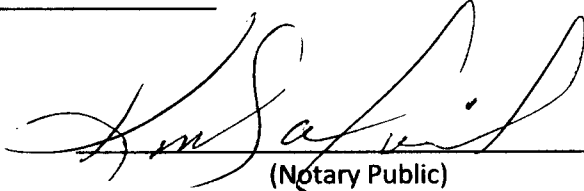
The above statements are sworn to under the penalty of perjury.

Veritas Contracting, LLC
(Company Name)
By: 
Title: Member
Date: 4/21/15

Taken, subscribed and sworn before me this 21 day of April, 2015.

By Commission expires 12/06/2021




(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Veritas Contracting, LLC
of Morgantown, WV, as Principal, and RLI Insurance Company
of Peoria, IL, a corporation organized and existing under the laws of the State of
IL with its principal office in the City of Peoria, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
One Room Schoolhouse Renovations RFB 359

NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 21st day of April, 2015.

Principal Seal

Veritas Contracting, LLC

(Name of Principal)

By Daniel McClean

(Must be President, Vice-President, or
Duly Authorized Agent)

Daniel McClean - member
(Title)

Surety Seal



RLI Insurance Company

(Name of Surety)

By: _____

Nicholas A. Sparachane Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**



P.O. Box 3967 Peoria IL 61612-3967
Phone: 309-692-1000 Fax: 309-683-1610

POWER OF ATTORNEY

RLI Insurance Company

Contractors Bonding and Insurance Company

Bond No. Bid Bond

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes, but may be detached by the approving officer if desired.

That this Power of Attorney may be effective and given to either or both of RLI Insurance Company and Contractors Bonding and Insurance Company, required for the applicable bond.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each Illinois corporations (as applicable), each authorized and licensed to do business in all states and the District of Columbia do hereby make, constitute and appoint: Nicholas A. Sparachane in the City of Wheeling, State of WV as Attorney in Fact, with full power and authority hereby conferred upon him/her to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds, undertakings, and recognizances in an amount not to exceed Ten Million Dollars (\$10,000,000) for any single obligation, and specifically for the following described bond.

Principal: Veritas Contracting, LLC
Obligee: Fairmont State University

RLI Insurance Company and Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the Corporation shall be executed in the corporate name of the Corporation by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Corporation. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the Corporation. The signature of any such officer and the corporate seal may be printed by facsimile or other electronic image."

IN WITNESS WHEREOF, RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Senior Vice President with its corporate seal affixed this 21st day of April, 2015.

ATTEST: Cynthia S. Dohm Assistant Secretary; Roy C. Die Senior Vice President. Includes corporate seals for RLI Insurance Company and Contractors Bonding and Insurance Company.

On this 21st day of April, 2015 before me, a Notary Public, personally appeared Roy C. Die and Cynthia S. Dohm, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as Senior Vice President and Assistant Secretary, respectively, of RLI Insurance Company and Contractors Bonding and Insurance Company, and acknowledged said instrument to be the voluntary act and deed of said corporation.

Signature of Jacqueline M. Bockler, Notary Public. Includes Notary Seal for Jacqueline M. Bockler, Commission Expires 01/14/18.

Tab 6

**Fairmont State University
Board of Governors
May 14, 2015**

Item: Athletic Department 2016 Budget and the 20-year Athletic Master Plan update.

Committee: Committee of the Whole

Recommended Resolution: Approval of the Athletics 2016 fiscal year budget plan and approval of the 20-year master plan update.

Staff Member: Tim McNeely

Background: The 2016 FY budget plan includes a balanced budget.

The 20-year plan update details the FY 2016 budget changes from FY 2015 which are shown on the attached narrative page in **BOLD** print.

The 20-year plan update provides information about the assumptions made to predict the future years' operating revenues and expenses.

See attached 20-year updated financial proforma.

The Athletics master plan was first approved by the Governing Board June 20, 2013.

This request seeks your approval for the following:

1. The 2016 operating budget plan
2. The Athletics 20-year master plan update.

Athletics 20 Year Budget Plan Update (Inclusive of FY16 Budget Proposal)

Assumptions for Athletics 20 Year Budget Projection – FY 16 Update (Bolded items reflect FY16 changes)

- Athletic Fee Revenue – 2-year remains at \$0 for FY16. Athletics will no longer receive student fees from Pierpont Community & Technical College students.
- Athletic Fee Revenue – 4-year will be left unchanged for FY16. This estimated student fee revenue is determined by enrollment.
- **Other Athletic Revenue has been decreased by \$12,097 for FY16.** This estimated decrease reflects conservative estimates for ticket sales next year.
- **Athletic Sponsorships and Fundraising has been decreased by \$29,748 for FY16.** This estimated decrease is due a conservative estimate in camp revenues and men’s basketball hospitality.
- **Athletic Labor has been increased by \$65,000 for FY16.** This estimated increase in accordance with the athletic master plan for additional staff. Although budgeted, we may only use a portion of these fund in FY16.
- Athletic Scholarships – student fees remains unchanged at \$155,400 for FY16.
- Transfer from Foundation – FSAA – scholarships is budgeted at \$0 for FY16. This line item of the pro-forma was initially listed as a transfer to be recorded as a reduction to expense.
- **Athletic Operating has been decreased by \$70,471 for FY16.** This estimated decrease is to allow for the conservative decline of revenue projections in the “Other Athletic Revenue” and “Athletic Sponsorship and Fundraising” categories. Additionally, \$25,000 was removed to account for the budgeted scoreboard repayment. The unused portion of these funds will be transferred to reserves at the fiscal year end.
- **Annual Lease Payment – Turf has been decreased by \$50,236 for FY16.** The final payment for the turf will occur on 5/15/15. Plans and timing for replacement of the turf have not yet been determined and are not reflected in the pro-forma.

- **Transfers to Fairmont E&G has been increased by \$25,000 for FY16.** Although this is not included in the current fiscal year budget, a \$25,000 repayment of the football scoreboard will occur and also will be budgeted for FY16.
- **Transfer to Reserve has been decreased by \$9,100 for FY16.** This estimated decrease is due to the allocation of budget to address immediate needs. The unused portion of “Athletic Operating” funds will be transferred to reserves at the fiscal year end.
- **Interest is projected at \$1,000 for FY16.** This \$500 decrease is included as a more accurate projection for the proforma.
- Athletic Special Equity Fee will be left unchanged for FY16. This estimated student fee revenue is determined by enrollment.
- Special Equity Athletic Labor remains unchanged for FY16.
- **Special Equity Athletic Scholarships – student fees has increased by \$76,000 for FY16.** This estimated increase is in accordance with the master plan to be used for women’s sports scholarships, including women’s soccer.
- Special Equity Athletic Operating remains unchanged for FY16.
- **Special Equity Transfer to Reserve has decreased by \$78,036.** This estimated decrease is due to the difference of special equity fee revenue minus the allocation of budget to cover women’s sports in accordance with the master plan.

Note: In FY 2019, a special equity fee increase is projected for the addition of Women’s Lacrosse.

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection - as of March 31, 2015

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection

	as of 6-30-2014		as of 03-31-15		2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
	2014-Actual	2015 - Budget	2015-Actual	2016									
Regular Athletic Fee and Other Revenues													
Athletic Fee Revenue - 2-year	52,858	0	0	0			0		0		0		0
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,223,845	1,476,573	1,323,185	1,476,573		0	1,550,402		1,596,914		1,660,790		1,727,222
Athletic Special Equity Fee													
Advertising Revenue - see note 1	-	0	0	0			0		0		0		0
Other Athletic Revenue (9100XX)	183,819	174,918	175,457	162,822			166,078		169,400		172,788		176,244
Athletic Sponsorships and Fundraising (9104XX, 9111XX, 9112XX)	45,335	94,404	69,383	64,656			65,949		67,268		68,613		69,986
Total Athletic Fee and Other Revenue	1,505,857	1,745,895	1,568,025	1,704,051			1,782,429		1,833,582		1,902,192		1,973,451
Athletic Labor (9100XX, 9104XX)	566,678	675,438	446,248	740,438	65,000		740,438		757,468		774,890		774,890
Athletic Scholarships - student fees (9103XX or 9100XX)	2,000	155,400	0	155,400			167,108		180,050		183,651	0	187,324
Transfer from Foundation - FSA - scholarships	-	0	0	0		0	0		0		0	0	0
Athletic Operating (9100XX, 9102XX, 9104XX, 9111XX, 9112XX)	748,597	853,684	721,636	783,213			798,877		814,855		831,152		847,775
Total Athletic Fee Expenses	1,317,275	1,684,522	1,167,884	1,679,051			1,706,423		1,752,373		1,789,693		1,809,989
Net Total Revenue	188,582	61,373	400,141	25,000			76,006		81,209		112,499		163,462
Annual Lease Payment - Turf	50,236	50,236	25,118	0			0		0		50,236		50,236
Transfers To Fairmont E&G	25,000	0	0	25,000			0		0		0		0
Transfers To Reserves	50,000	9,100	0	0		0	76,006		81,209		62,263	0	113,226
Net Revenue - after Transfers to Reserves	63,345	2,037	375,023	0			0		0		0		0
Reserves - Regular Athletic Fee (9109XX)													
Beginning Cash Balance	122,727	168,711	168,711	179,311			180,311		257,316		339,525		402,788
Interest	623	1,500	309	1,000			1,000		1,000		1,000		1,500
Transfers In - Reserves	50,000	9,100	0	0			76,006		81,209		62,263		113,226
Less - Projects	(4,639)												
Less - Transfers to Cover Project Fund Budgets	-												
Ending Cash Balance - Reserves	168,710.54	179,311	169,020	180,311			257,316		339,525		402,788		517,514
Current Cash Balances													
9100XX - 342500 Athletics	\$ 97,572		\$ 502,751										
9108XX - 342600 Athletics Sponsorships & Fundraising	\$ -		\$ -										
9111XX - 342700 Football Sponsorships	\$ 6,440		\$ 5,909										
9112XX - 342800 Men's Basketball Sponsorships	\$ -		\$ 24,030										
9104XX - 342000 Athletic Camps	\$ 3,599		\$ (546)										
9102XX - 340300 Athletic Cash Advance	\$ (6,084)		\$ 7,316										
	\$ 101,525		\$ 539,460										
Special Equity Fee													
Athletic-Special Equity Fee (9106XX)	591,719	872,593	753,544	872,593			872,593		872,593		1,159,088	286,495	1,159,088
Total Special Equity Revenue	591,719	872,593	753,544	872,593			872,593		872,593		1,159,088	286,495	1,159,088
Athletic Labor (9106XX)	163,720	261,887	156,151	261,887			296,887	35,000	343,715	40,000	351,621		351,621
Athletic Scholarships - student fees (9106XX-H172XX)	0	76,000	36,286	152,000	160,000		205,040	50,000	295,141	86,000	421,044	120,000	429,464
Transfer from Foundation - FSA - scholarships	0	0	0	0	0		0	0	0	0	0	0	(54,600)
Athletic Operating (9106XX less H172XX)	204,355	329,860	223,693	329,860			369,457	33,000	403,846	27,000	411,923		420,162
Total Special Equity Expenses	368,075	667,747	416,130	743,747			871,384		1,042,703		1,184,588		1,146,647
Net Total Revenue	223,644	204,846	337,414	128,846			1,209		(170,110)		(25,500)		12,441
Transfers to Athletic Fee Reserves - Special Equity Fee	200,686	206,882	0	128,846			1,209		(170,110)		(25,500)		12,441
Net Revenue - after Transfers to Reserves	22,957	(2,037)	337,414	0			0		0		0		0
Reserves - Athletics Special Equity Fee (9110XX)													
Beginning Cash Balance	-	200,686	200,686	405,532			534,378		535,587		365,477		339,977
Interest	-												
Transfers In - Reserves	200,686.44	204,846		128,846	0		1,209		(170,110)	0	(25,500)	0	12,441
Less - Projects	-												
Ending Cash Balance - Reserves	200,686.44	405,532	200,686	534,378			535,587		365,477		339,977		352,418
Current Cash Balances													
9106XX - 343000 -Athletics - Special Equity Fee	\$ 43,592		\$ 389,969										
Total E&G and Other Expenditures													
E&G - Labor (6001XX, 9000XX)	902,201.00	936,705	680,881	958,249			958,249		980,289		1,002,836		1,002,836
E&G Operating - Facilities (9000XX-3402XX)	305,182.13	397,954	274,498	405,913			414,031		422,312		430,758		439,373

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection - as of March 31, 2015

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection

E&G Operating -Scholarships (F452)	130,000.00	130,000	130,000	130,000	132,600	135,252	137,957	140,716
E&G Operating -Scholarships & Expenses (one-time)	113,104.00	-	-	-	-	-	-	-
Participant Enhancement Scholarships - Athletics (A301)	5,000.00	8,500	6,000	8,500	8,500	8,500	8,500	8,500
Auxiliary Operating -Scholarships (supported by Housing)(F691)	80,250.00	80,250	80,250	80,250	80,250	80,250	80,250	80,250
E&G Operating -Waivers - (W402)	754,515.00	816,989	817,827	857,757	874,912	892,410	910,259	928,464
FUS Athletic Football Scholarships -(W448)	20,000.00	21,656	21,656	22,737	23,192	23,656	24,129	24,611
Total E&G and Other Expenditures	2,310,252	2,392,054	2,011,112	2,463,406	2,491,734	2,542,668	2,594,688	2,624,750

	2014-Actual	2015	2015-Actual	2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
2-year Fee Revenue		n/a		1.00		1.00		1.00		1.00		1.00
4-year Fee Revenue		1,254.00		1.00		1.05		1.03		1.04		1.04
Special Equity Revenue Escalator		1,494.80		1.00		1.00		1.00		1.33		1.00
Labor Escalator		1,023.00		1.023		1		1.023		1.023		1
Other Revenue & Sponsorships -Operating Expense - Scholarship Escalator		1,02		1.02		1.02		1.02		1.02		1.02

	as of 4-30-14 2014-Actual	2015	as of 03-31-15 2015-Actual	2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
Beginning Balance (Foundation Report)	226,184	226,184	185,859	226,184		226,184		226,184		226,184		226,184
FSAA - Unrestricted Gifts and Income (Athletic Fundraising)	143,307	180,000	106,559	180,000	-	180,000	-	180,000	-	230,000	50,000	234,600
Total Foundation Revenue	143,307	180,000	106,559	180,000	-	180,000	-	180,000	-	230,000	50,000	234,600
FSAA - Scholarships	150,000	150,000	149,199	150,000	-	150,000	-	150,000	-	150,000	-	150,000
Transfer to University - scholarships	-	-	-	-	-	-	-	-	-	50,000	-	54,600
FSAA - Other Expenses	33,632	30,000	11,273	30,000	-	30,000	-	30,000	-	30,000	-	30,000
Total Foundation Operating	183,632	180,000	160,472	180,000	0	180,000	0	180,000	0	230,000	0	234,600
Net Revenue for Foundation	(40,325)	0	(53,913)	0	0	0	0	0	0	0	50,000	0
Ending Balance	185,859	226,184	131,946	226,184		226,184		226,184		226,184		226,184

	as of 6-30-2014 2014-Actual	2015	as of 03-31-15 2014-Actual	2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
Foundation - Gift - support for Capital Projects	0	0	0	0	0	0	0	0	0	0	0	0
E&G Athletic Capital Projects -see note 2	406,610	0	0	0	0	0	0	0	0	0	0	0
Total Capital Project Support - E&G and Foundation	406,610	0	0	0	0	0	0	0	0	0	0	0

	as of 6-30-2014 2014-Actual	2015	as of 03-31-15 2014-Actual	2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
2-year Athletics Fee - cap (annual fee)	40	-	-	-	-	-	-	-	-	-	-	-
2-year Athletics Fee - per credit hour	2	-	-	-	-	-	-	-	-	-	-	-
4-year Athletics Fee - cap (annual fee)	378	474	474	474	498	513	534	555				
4-year Athletics Fee - per credit hour	16	20	20	20	21	21	22	23				
4-year Special Equity Fee* (annual fee)	194	290	290	290	290	290	385	385				
Additional Equity Fee	-	-	-	-	-	-	-	-				
TOTAL ANNUAL FEE- 4 year	572	764	764	764	788	803	919	940				

*Special Equity Fee can only be assessed for full-time and is non-refundable after the drop/add period.

	as of 6-30-2014 2014-Actual	2015	as of 03-31-15 2014-Actual	2016	Add 2016	2017	Add 2017	2018	Add 2018	2019	Add 2019	2020
Income Breakdown												
Percentage of Student Fees	40.69%	45.26%	46.22%	45.00%		45.49%		45.49%		47.91%		48.17%
Percentage E & G	50.32%	46.08%	44.76%	47.19%		46.78%		46.84%		44.08%		43.81%
Percentage Athletics- other revenue	4.00%	3.37%	3.90%	3.12%		3.12%		3.12%		2.94%		2.94%
Percentage Athletics - fundraising - excluding capital	4.99%	5.29%	5.12%	4.69%		4.62%		4.55%		5.07%		5.08%
	100.00%	100.00%	100.00%	100.00%		100.00%		100.00%		100.00%		100.00%

Footnotes:

9100xx

Regular Athletic Fee and Other Revenues	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Athletic Fee Revenue - 2-year	0	0	0	0	0	0	0	0	0	0	0
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,796,311	1,868,163	1,905,526	1,943,637	1,982,510	2,022,160	2,062,603	2,103,855	2,145,932	2,188,851	2,232,628
Athletic Special Equity Fee	0	0	0	0	0	0	0	0	0	0	0
Advertising Revenue - see note 1	0	0	0	0	0	0	0	0	0	0	0
Other Athletic Revenue (9100XX)	179,769	183,364	187,031	190,772	194,587	198,479	202,449	206,498	210,628	214,840	219,137
Athletic Sponsorships and Fundraising (9104XX, 9111XX, 9112XX)	71,385	72,813	74,269	75,755	77,270	78,815	80,392	81,999	83,639	85,313	87,020
Total Athletic Fee and Other Revenue	2,047,465	2,124,340	2,166,827	2,210,164	2,254,367	2,299,454	2,345,443	2,392,352	2,440,199	2,489,004	2,538,784
Athletic Labor (9100XX, 9104XX)	792,712	810,945	810,945	829,596	848,677	848,677	868,197	888,165	888,165	908,593	929,491
Athletic Scholarships - student fees (9103XX or 9100XX)	191,071	194,892	198,790	202,766	206,821	210,957	215,177	219,480	223,870	228,347	232,914
Transfer from Foundation - FSA - scholarships	0	0	0	0	0	0	0	0	0	0	0
Athletic Operating (9100XX, 9102XX, 9104XX, 9111XX, 9112XX)	864,730	882,025	899,666	917,659	936,012	954,732	973,827	993,303	1,013,170	1,033,433	1,054,102
Total Athletic Fee Expenses	1,848,513	1,887,862	1,909,400	1,950,021	1,991,510	2,014,367	2,057,200	2,100,949	2,125,205	2,170,373	2,216,506
Net Total Revenue	198,951	236,479	257,427	260,143	262,857	285,087	288,243	291,403	314,995	318,631	322,278
Annual Lease Payment - Turf	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236
Transfers To Fairmont E&G	0	0	0	0	0	0	0	0	0	0	0
Transfers To Reserves	148,715	186,243	207,191	209,907	212,621	234,851	238,007	241,167	264,759	268,395	272,042
Net Revenue - after Transfers to Reserves	0	0	0	0	0	0	0	0	0	0	0

Reserves - Regular Athletic Fee (9109XX)	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Beginning Cash Balance	517,514	667,730	855,472	1,064,163	1,275,570	1,489,691	1,726,042	1,965,549	2,208,217	2,474,476	2,744,371
Interest	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Transfers In - Reserves	148,715	186,243	207,191	209,907	212,621	234,851	238,007	241,167	264,759	268,395	272,042
Less - Projects											
Less - Transfers to Cover Project Fund Budgets											
Ending Cash Balance - Reserves	667,730	855,472	1,064,163	1,275,570	1,489,691	1,726,042	1,965,549	2,208,217	2,474,476	2,744,371	3,017,913

Current Cash Balances
 9100XX - 342500 Athletics
 9108XX - 342600 Athletics Sponsorships & Fundraising
 9111XX - 342700 Football Sponsorships
 9112XX - 342800 Men's Basketball Sponsorships
 9104XX - 342000 Athletic Camps
 9102XX - 340300 Athletic Cash Advance

Special Equity Fee	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Athletic-Special Equity Fee (9106XX)	1,159,088	1,159,088	1,159,088	1,159,088	1,205,451	1,253,669	1,303,816	1,355,969	1,410,208	1,466,616	1,525,281
Total Special Equity Revenue	1,159,088	1,159,088	1,159,088	1,159,088	1,205,451	1,253,669	1,303,816	1,355,969	1,410,208	1,466,616	1,525,281
Athletic Labor (9106XX)	359,708	367,981	367,981	376,445	385,103	385,103	393,961	403,022	403,022	412,291	421,774
Athletic Scholarships - student fees (9106XX-H172XX)	438,054	446,815	455,751	464,866	474,163	483,647	493,320	503,186	513,250	523,515	533,985
Transfer from Foundation - FSA - scholarships	(59,292)	(64,078)	(68,959)	(73,939)	(79,017)	(84,198)	(89,482)	(94,871)	(100,369)	(105,976)	(111,696)
Athletic Operating (9106XX less H172XX)	428,565	437,136	445,879	454,797	463,893	473,170	482,634	492,286	502,132	512,175	522,418
Total Special Equity Expenses	1,167,035	1,187,855	1,200,652	1,222,169	1,244,142	1,257,723	1,280,432	1,303,623	1,318,035	1,342,005	1,366,482
Net Total Revenue	(7,947)	(28,767)	(41,564)	(63,081)	(38,690)	(4,053)	23,384	52,346	92,173	124,611	158,799
Transfers to Athletic Fee Reserves - Special Equity Fee	(7,947)	(28,767)	(41,564)	(63,081)	(38,690)	(4,053)	23,384	52,346	92,173	124,611	158,799
Net Revenue - after Transfers to Reserves	0	0	0	0	0	0	0	0	0	0	0

Reserves - Athletics Special Equity Fee (9110XX)	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Beginning Cash Balance	352,418	344,471	315,704	274,140	211,059	172,368	168,315	191,699	244,045	336,218	460,829
Interest											
Transfers In - Reserves	(7,947)	(28,767)	(41,564)	(63,081)	(38,690)	(4,053)	23,384	52,346	92,173	124,611	158,799
Less - Projects											
Ending Cash Balance - Reserves	344,471	315,704	274,140	211,059	172,368	168,315	191,699	244,045	336,218	460,829	619,628

Current Cash Balances
 9106XX - 343000 -Athletics - Special Equity Fee

Total E&G and Other Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E&G - Labor (6001XX, 9000XX)	1,025,901	1,049,497	1,049,497	1,073,635	1,098,329	1,098,329	1,123,590	1,149,433	1,149,433	1,175,870	1,202,915
E&G Operating - Facilities (9000XX-3402XX)	448,160	457,124	466,266	475,591	485,103	494,805	504,701	514,795	525,091	535,593	546,305

3,637,541

E&G Operating -Scholarships (F452)	143,531	146,401	149,329	152,316	155,362	158,469	161,639	164,871	168,169	171,532	174,963
E&G Operating -Scholarships & Expenses (one-time)	-	-	-	-	-	-	-	-	-	-	-
Participant Enhancement Scholarships - Athletics (A301)	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500
Auxiliary Operating -Scholarships (supported by Housing)(F691)	80,250	80,250	80,250	80,250	80,250	80,250	80,250	80,250	80,250	80,250	80,250
E&G Operating -Waivers - (W402)	947,033	965,974	985,293	1,004,999	1,025,099	1,045,601	1,066,513	1,087,843	1,109,600	1,131,792	1,154,428
FUS Athletic Football Scholarships -(W448)	25,103	25,606	26,118	26,640	27,173	27,716	28,271	28,836	29,413	30,001	30,601
Total E&G and Other Expenditures	2,678,478	2,733,351	2,765,253	2,821,931	2,879,816	2,913,670	2,973,464	3,034,529	3,070,456	3,133,538	3,197,962

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2-year Fee Revenue	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4-year Fee Revenue	1.04	1.04	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Special Equity Revenue Escalator	1.00	1.00	1.00	1.00	1.04	1.04	1.04	1.04	1.04	1.04	1.04
Labor Escalator	1.023	1.023	1	1.023	1.023	1	1.023	1.023	1	1.023	1.023
Other Revenue & Sponsorships -Operating Expense - Scholarship Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Beginning Balance (Foundation Report)	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184
FSAA - Unrestricted Gifts and Income (Athletic Fundraising)	239,292	244,078	248,959	253,939	259,017	264,198	269,482	274,871	280,369	285,976	291,696
Total Foundation Revenue	239,292	244,078	248,959	253,939	259,017	264,198	269,482	274,871	280,369	285,976	291,696
FSAA - Scholarships	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfer to University - scholarships	59,292	64,078	68,959	73,939	79,017	84,198	89,482	94,871	100,369	105,976	111,696
FSAA - Other Expenses	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Total Foundation Operating	239,292	244,078	248,959	253,939	259,017	264,198	269,482	274,871	280,369	285,976	291,696
Net Revenue for Foundation	0	0	0	0	0	0	0	0	0	0	0
Ending Balance	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184	226,184

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Foundation - Gift - support for Capital Projects	0	0	0	0	0	0	0	0	0	0	0
E&G Athletic Capital Projects -see note 2	0	0	0	0	0	0	0	0	0	0	0
Total Capital Project Support - E&G and Foundation	0	0	0	0	0	0	0	0	0	0	0

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2-year Athletics Fee - cap (annual fee)	-	-	-	-	-	-	-	-	-	-	-
2-year Athletics Fee - per credit hour	-	-	-	-	-	-	-	-	-	-	-
4-year Athletics Fee - cap (annual fee)	577	600	612	624	636	649	662	675	689	703	717
4-year Athletics Fee - per credit hour	24	25	26	26	27	27	28	28	29	29	30
4-year Special Equity Fee* (annual fee)	-	385	-	385	-	400	-	416	-	433	-
Additional Equity Fee	-	-	-	-	-	-	-	-	-	-	-
TOTAL ANNUAL FEE- 4 year	577	985	612	1,009	636	1,049	662	1,091	689	1,136	717
<i>*Special Equity Fee can only be assessed for full-time and is r</i>											

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Income Breakdown											
Percentage of Student Fees	48.26%	48.35%	48.34%	48.14%	48.31%	48.67%	48.84%	49.02%	49.38%	49.56%	49.75%
Percentage E & G	43.74%	43.66%	43.62%	43.78%	43.64%	43.29%	43.14%	43.00%	42.64%	42.49%	42.34%
Percentage Athletics- other revenue	2.94%	2.93%	2.95%	2.96%	2.95%	2.95%	2.94%	2.93%	2.92%	2.91%	2.90%
Percentage Athletics - fundraising - excluding capital	5.07%	5.06%	5.10%	5.12%	5.10%	5.10%	5.08%	5.06%	5.05%	5.03%	5.01%
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Footnotes:

Tab 7

**Fairmont State University
Board of Governors
May 14, 2015**

Item: Facilities (Parking & Safety) 20-year Master Plan Approval and 2016 Budget Approval (Auxiliary Enterprise)

Committee: Committee of the Whole

Recommended Resolution: Approval of the 2016 fiscal year budget plan for the Facilities (Parking and Safety) and Approval of the 20-year Master Plan.

Staff Member: Rick Porto

Background: The 2014 and 2015 fiscal year budgets were adjusted downward due to a loss of Student Fee Revenue due to enrollment declines occurring at both institutions (FSU and Pierpont).

The 2016 budget submission proposes:

- A 5% fee increase for this Auxiliary.
- Continuation of the Mercer Scale Step Movement and Increment salary adjustments required by the legislature.
- Operating budgets were adjusted to reduce operating costs by \$9,372.

All adjustments proposed for this budget will still allow for a transfer to reserve for future capital repair and replacement of \$32,466.

The request seeks your approval for the following:

1. The 2016 Operating Budget Plan.
2. The 2016 Capital Projects of \$105,000 as listed on the attached project list.
3. Approve the Facilities (Parking & Safety) 20-year Master Plan.

Note: This Master Plan currently requires a five percent (5%) fee increase every other year until 2032 in order to support the future projects and operating costs supported by the facilities fee collected from FSU and Pierpont students. This plan also projects declines in enrollments for both institutions through FY 2018 and enrollments flat after that. Enrollment increases for both institutions could prevent future fee increases.

MEMORANDUM

Date: April 14, 2015

Sub: FY 2016 Facilities Budget Plan – Safety & Security

Based on information and projections available at this time, the proposed FY 2016 Budget Plan for Safety & Security requests funding for all accounts at a reduced level as compared to FY2015 as noted below. This reflects a third year of continued reductions due to a loss of Student Fee Revenue as a result of enrollment declines at both FSU and Pierpont. The FY2016 budget does represent a 5% increase in this Auxiliary fee which has been approved by the Boards of both institutions.

Expenses by Account: The following are requests reflecting decreases and budget reduction strategies from the prior fiscal year allocations:

- Cost Reduction for Hiring/Training New Officers
 - We currently have three officers actively seeking employment in county and municipal agencies. Historically, we have hired pre-service police officers at the \$28,824 base salary for campus police officers. A pre-service officer is a person who, while hired as a police officer, cannot fully perform those duties until certified as a WV law enforcement officer following completion of the 16 week basic officer course offered at the WV State Police Academy. Rather than hiring pre-service officers at the full police officer salary, we will begin hiring new, untrained officers as “police officer candidates” in a lower pay classification (\$19,560). They will be compensated at that pay grade until graduation from the Academy. At that time, their salaries will be increased to the police officer classification. This action will result in a savings of approximately \$3,000 per officer during training as well as a savings of around \$400 per officer per pay period during the times they work prior to attending the Academy.

- Reductions to Operating Budget by Account – Total Reductions \$9,372
 - 3406XX Subscriptions – eliminated (\$300)
 - H122XX Contractual Service – Reduced by \$2,729
 - H142XX Supplies Educational – Reduced by \$323
 - H156XX Misc. Expense – Reduced by \$710
 - H157XX Training & Development – Reduced by \$495
 - H161XX Supplies Computer – Reduced by \$1,240
 - H167XX Misc. Equipment – Reduced by \$4,200
 - H246XX Vehicles Asset – eliminated (\$9,000)
 - H258XX Farm & Const. Equip. Repairs – Reduced by \$372
 - H259XX Office Repairs & Alterations – Reduced by \$1,500

Facilities Fund (Parking and Security) 20 Year Budget Plan Update (Inclusive of FY16 Budget Proposal)

Assumptions for Facilities Fund 20 Year Budget Projection – FY16 Update (Bolded items reflect FY16 budget changes)

- **Fairmont Student fees are projected to decline in FY16 due to projected enrollment decline.** The proforma has been adjusted to project declines in enrollment through 2018 and remain flat in the out years.
- **Pierpont Student fees are projected to decline in FY16 due to enrollment decline.** The proforma has been adjusted to project declines in enrollment through 2018 and remain flat in the out years.
- **Labor has been adjusted by \$20,717 for FY16, which is attributed to Mercer step raise projections and removing a negative reserve for personnel services established in 2015 to allow the Director to make planned changes to hire new police officers.** Labor has a projected increase of 2.3% for two out of every three years, beginning in 2017.
- Operating Expenses are projected to increase 2% each year. **FY16 shows a decrease of \$9,372 primarily because vehicle replacements will not occur in 2016.**
- Debt Service payments have been updated according to the debt schedules. **FY16 shows no change.**
- **With requested updates, the transfer to reserves value is projected to be \$32,466.**
- Project cost estimates are listed based on projections of the parking garage maintenance that will need to occur. (See attached)
- Both Fairmont State and Pierpont students pay fees (same rates) and all increases to these fees. An increase of 5% in student fees is reflected in this projection to occur every other year until 2032 when the 2012 bonds are paid off.

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015 (WIP)

FACILITIES FEE		2012 Actual	2013 Actual (YTD)	2014 Actual (YTD)	2015 Budget	2015 Actual (YTD)	2016 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	780,084.00	751,483.00	714,768.00	678,974.39	612,592.00	673,518.39
	Fairmont Fee Increase						0.00
	Facilities/Parking Fees - Pierpont (370002/3421XX)	383,401.00	357,159.00	306,316.00	258,881.50	242,902.00	258,881.50
	Pierpont Fee Increase						0.00
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	166,118.91	164,009.99	199,778.17	168,304.00	117,624.95	168,304.00
	Total Facilities Revenue	1,329,603.91	1,272,651.99	1,220,862.17	1,106,159.89	973,118.95	1,100,703.89
<i>Operating:</i>	Facilities/Parking Labor	610,951.44	649,167.10	611,206.98	542,505.00	407,370.82	563,222.00
	Total Facilities Labor	610,951.44	649,167.10	611,206.98	542,505.00	407,370.82	563,222.00
	Facilities/Parking Operating	88,008.81	82,475.32	105,539.36	91,477.89	54,761.89	82,105.89
	Total Facilities Operating	88,008.81	82,475.32	105,539.36	91,477.89	54,761.89	82,105.89
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	0.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	0.00	22,000.00
	Net Total Revenue	608,643.66	519,009.57	482,115.83	450,177.00	510,986.24	433,376.00
	Debt Service Payment	484,359.68	398,421.36	400,510.22	400,910.09	200,320.96	400,910.09
	Transfer to Reserves	119,279.00	120,000.00	15,000.00	49,266.91	0.00	32,465.91
	Net Revenue, after Debt Payment & Transfer to Reserves	5,004.98	588.21	66,605.61	0.00	310,665.28	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,329,603.91	1,272,651.99	1,220,862.17	1,106,159.89	973,118.95	1,100,703.89
	Maximum Debt Service (as per Bond Indentures) (B)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	3.32	3.17	3.05	2.76	2.43	2.75
	<i>required = 1.00</i>						
		2012	2013	2014	2015	2015	2016
	2 year Facilities Fee - Full Time	110.00	110.00	110.00	110.00	110.00	115.50
	2 year Facilities Fee - per credit hour	10.00	10.00	10.00	10.00	10.00	10.50
	4 year Facilities Fee - Full Time	110.00	110.00	110.00	110.00	110.00	115.50
	4 year Facilities Fee - per credit hour	10.00	10.00	10.00	10.00	10.00	10.50
	<i>FUND 370190/9129XX</i>	2012 Actual	2013 Actual (YTD)	2014 Actual (YTD)	2015 Budget	2015 Actual (YTD)	2016 Budget
	Beginning Cash Balance - Auxiliary Reserves	868,803.29	939,269.27	1,011,238.52	1,005,043.72	1,005,043.72	996,610.63
	Interest	1,186.98	1,969.25	1,835.19	1,300.00	711.85	1,300.00
	Transfers In - Reserves	119,279.00	120,000.00	15,000.00	49,266.91	-	32,465.91
	Less - Projects	-	(50,000.00)	(23,029.99)	(59,055.00)	-	(105,000.00)
	Less - Cash transferred for project budgets	(50,000.00)	-	-	55.00	(59,000.00)	
	Ending Cash Balance - Reserve Funds	939,269.27	1,011,238.52	1,005,043.72	996,610.63	946,755.57	925,376.54

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015 (WIP)

FACILITIES FEE		2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	649,364.39	625,210.39	656,470.91	656,470.91	689,294.45	689,294.45	723,759.18
	Fairmont Fee Increase	0.00	31,260.52	0.00	32,823.55	0.00	34,464.72	0.00
	Facilities/Parking Fees - Pierpont (370002/3421XX)	233,178.50	207,475.50	217,849.28	217,849.28	228,741.74	228,741.74	240,178.83
	Pierpont Fee Increase	0.00	10,373.78	0.00	10,892.46	0.00	11,437.09	0.00
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,050,846.89	1,042,624.18	1,042,624.18	1,086,340.19	1,086,340.19	1,132,242.00	1,132,242.00
<i>Operating:</i>	Facilities/Parking Labor	563,222.00	576,176.11	589,428.16	589,428.16	602,985.00	616,853.66	616,853.66
	Total Facilities Labor	563,222.00	576,176.11	589,428.16	589,428.16	602,985.00	616,853.66	616,853.66
	Facilities/Parking Operating	83,748.01	85,422.97	87,131.43	88,874.06	90,651.54	92,464.57	94,313.86
	Total Facilities Operating	83,748.01	85,422.97	87,131.43	88,874.06	90,651.54	92,464.57	94,313.86
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	381,876.88	359,025.11	344,064.60	386,037.98	370,703.65	400,923.78	399,074.49
	Debt Service Payment	400,748.02	400,153.76	400,585.95	400,639.97	399,802.61	400,666.98	399,856.63
	Transfer to Reserves	(18,871.14)	(41,128.65)	(56,521.35)	(14,601.99)	(29,098.96)	256.80	(782.14)
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,050,846.89	1,042,624.18	1,042,624.18	1,086,340.19	1,086,340.19	1,132,242.00	1,132,242.00
	Maximum Debt Service (as per Bond Indentures) (B)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	2.62	2.60	2.60	2.71	2.71	2.82	2.82
	<i>required = 1.00</i>							
		2017	2018	2019	2020	2021	2022	2023
	2 year Facilities Fee - Full Time	115.50	121.28	121.28	127.34	127.34	133.71	133.71
	2 year Facilities Fee - per credit hour	10.50	11.03	11.03	11.58	11.58	12.16	12.16
	4 year Facilities Fee - Full Time	115.50	121.28	121.28	127.34	127.34	133.71	133.71
	4 year Facilities Fee - per credit hour	10.50	11.03	11.03	11.58	11.58	12.16	12.16
	<i>FUND 370190/9129XX</i>	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
	Beginning Cash Balance - Auxiliary Reserves	925,376.54	854,760.40	760,295.40	648,798.61	577,532.92	490,031.35	430,094.45
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Transfers In - Reserves	(18,871.14)	(41,128.65)	(56,521.35)	(14,601.99)	(29,098.96)	256.80	(782.14)
	Less - Projects	(53,045.00)	(54,636.35)	(56,275.44)	(57,963.70)	(59,702.61)	(61,493.69)	(63,338.50)
	Less - Cash transferred for project budgets							
	Ending Cash Balance - Reserve Funds	854,760.40	760,295.40	648,798.61	577,532.92	490,031.35	430,094.45	367,273.80

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015 (WIP)

FACILITIES FEE		2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	723,759.18	759,947.14	759,947.14	797,944.49	797,944.49	837,841.72	837,841.72
	Fairmont Fee Increase	36,187.96	0.00	37,997.36	0.00	39,897.22	0.00	41,892.09
	Facilities/Parking Fees - Pierpont (370002/3421XX)	240,178.83	252,187.77	252,187.77	264,797.16	264,797.16	278,037.01	278,037.01
	Pierpont Fee Increase	12,008.94	0.00	12,609.39	0.00	13,239.86	0.00	13,901.85
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,180,438.90	1,180,438.90	1,231,045.65	1,231,045.65	1,284,182.73	1,284,182.73	1,339,976.67
<i>Operating:</i>	Facilities/Parking Labor	631,041.29	645,555.24	645,555.24	660,403.01	675,592.28	675,592.28	691,130.91
	Total Facilities Labor	631,041.29	645,555.24	645,555.24	660,403.01	675,592.28	675,592.28	691,130.91
	Facilities/Parking Operating	96,200.14	98,124.14	100,086.62	102,088.35	104,130.12	106,212.72	108,336.98
	Total Facilities Operating	96,200.14	98,124.14	100,086.62	102,088.35	104,130.12	106,212.72	108,336.98
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	431,197.47	414,759.52	463,403.78	446,554.28	482,460.33	480,377.72	518,508.78
	Debt Service Payment	399,789.10	400,693.99	399,670.25	399,594.62	400,259.78	399,766.81	400,246.27
	Transfer to Reserves	31,408.37	14,065.53	63,733.53	46,959.66	82,200.55	80,610.91	118,262.51
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,180,438.90	1,180,438.90	1,231,045.65	1,231,045.65	1,284,182.73	1,284,182.73	1,339,976.67
	Maximum Debt Service (as per Bond Indentures)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	2.94	2.94	3.07	3.07	3.20	3.20	3.34
	<i>required = 1.00</i>							
		2024	2025	2026	2027	2028	2029	2030
	2 year Facilities Fee - Full Time	140.39	140.39	147.41	147.41	154.78	154.78	162.52
	2 year Facilities Fee - per credit hour	12.76	12.76	13.40	13.40	14.07	14.07	14.77
	4 year Facilities Fee - Full Time	140.39	140.39	147.41	147.41	154.78	154.78	162.52
	4 year Facilities Fee - per credit hour	12.76	12.76	13.40	13.40	14.07	14.07	14.77
	<i>FUND 370190/9129XX</i>	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	Beginning Cash Balance - Auxiliary Reserves	367,273.80	334,743.52	282,913.23	278,735.07	255,706.69	265,780.55	272,061.98
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Transfers In - Reserves	31,408.37	14,065.53	63,733.53	46,959.66	82,200.55	80,610.91	118,262.51
	Less - Projects	(65,238.66)	(67,195.82)	(69,211.69)	(71,288.04)	(73,426.69)	(75,629.49)	(77,898.37)
	Less - Cash transferred for project budgets							
	Ending Cash Balance - Reserve Funds	334,743.52	282,913.23	278,735.07	255,706.69	265,780.55	272,061.98	313,726.12

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015 (WIP)

FACILITIES FEE		2031 Budget	2032 Budget	2033 Budget	2034 Budget	2035 Budget	2036 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	879,733.80	879,733.80	923,720.49	923,720.49	945,752.52	921,598.52
	Fairmont Fee Increase	0.00	43,986.69	0.00	46,186.02	0.00	46,079.93
	Facilities/Parking Fees - Pierpont (370002/3421XX)	291,938.86	291,938.86	306,535.81	306,535.81	296,159.60	270,456.60
	Pierpont Fee Increase	0.00	14,596.94	0.00	15,326.79	0.00	13,522.83
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,339,976.67	1,398,560.30	1,398,560.30	1,460,073.12	1,410,216.12	1,419,961.87
<i>Operating:</i>	Facilities/Parking Labor	707,026.92	707,026.92	723,288.54	739,924.17	753,271.82	767,074.81
	Total Facilities Labor	707,026.92	707,026.92	723,288.54	739,924.17	753,271.82	767,074.81
	Facilities/Parking Operating	110,503.72	112,713.79	114,968.07	117,267.43	119,612.78	122,005.03
	Total Facilities Operating	110,503.72	112,713.79	114,968.07	117,267.43	119,612.78	122,005.03
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	500,446.03	556,819.59	538,303.70	580,881.52	515,331.51	508,882.03
	Debt Service Payment	400,516.39	399,908.63	0.00	0.00	229,960.90	216,723.45
	Transfer to Reserves	99,929.64	156,910.96	538,303.70	580,881.52	285,370.62	292,158.58
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,339,976.67	1,398,560.30	1,398,560.30	1,460,073.12	1,410,216.12	1,419,961.87
	Maximum Debt Service (as per Bond Indentures) (B)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	3.34	3.49	3.49	3.64	3.52	3.54
	<i>required = 1.00</i>						
		2031	2032	2033	2034	2035	2036
	2 year Facilities Fee - Full Time	162.52	170.65	170.65	179.18	179.18	188.14
	2 year Facilities Fee - per credit hour	14.77	15.51	15.51	16.29	16.29	17.10
	4 year Facilities Fee - Full Time	162.52	170.65	170.65	179.18	179.18	188.14
	4 year Facilities Fee - per credit hour	14.77	15.51	15.51	16.29	16.29	17.10
	<i>FUND 370190/9129XX</i>	2031 Budget	2032 Budget	2033 Budget	2034 Budget	2035 Budget	2036 Budget
	Beginning Cash Balance - Auxiliary Reserves	313,726.12	334,720.44	410,289.02	864,771.07	1,359,277.28	1,555,642.34
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Transfers In - Reserves	99,929.64	156,910.96	538,303.70	580,881.52	285,370.62	292,158.58
	Less - Projects	(80,235.32)	(82,642.38)	(85,121.65)	(87,675.30)	(90,305.56)	(93,014.73)
	Less - Cash transferred for project budgets						
	Ending Cash Balance - Reserve Funds	334,720.44	410,289.02	864,771.07	1,359,277.28	1,555,642.34	1,756,086.18

CAPITAL PROJECTS - FY 2016

Building	Project	Notes	Estimated Budget
1 Parking Garage	Maintenance		\$ 50,000
2 Parking Garage	Lighting Upgrade		\$ 55,000
\$			105,000

1 Parking Garage - Maintenance

The Parking Garage requires continuous caulking of floors in garage and upkeep including: pressure washing and painting.

2 Parking Garage - Lighting Upgrade

Upgrade Lighting to increase lighting levels

Fairmont State University
 FACILITIES-INFRASTRUCTURE Financial Analysis
 Capital Projects and Cash Balances
 As of March 31, 2015

Inflation Rate 3%

			<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Actual (YTD)</u>	<u>2014 Actual (YTD)</u>	<u>2015 Budget</u>	<u>2015 Actual (YTD)</u>	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>2019 Budget</u>
Fund Type Facilities Projects:												
9151XX	91	Campus Police Vehicle			-	-	9,000.00	9,000.00				
9189XX	91	370115 Parking Garage Maintenance FY 13				49,929.80						
9180XX	91	370122 Parking Garage Maintenance		-	99,945.00	-	50,055.00					
		Parking Garage Maintenance		-	-	-	-	-	50,000.00	53,045.00	54,636.35	56,275.44
		Parking Garage Lighting							55,000.00			
		Total for Facilities Projects		-	99,945.00	49,929.80	59,055.00	9,000.00	105,000.00	53,045.00	54,636.35	56,275.44
Auxiliary Reserve and Plant Reserve Balances:					6/30/2013	6/30/2014		Current				
					Fund Balance	Fund Balance		Fund Balance				
9129XX	38	370190 Facilities Fee Auxiliary Reserve			\$1,011,297.46	\$1,005,043.72		\$946,755.57				
Revenue Fund Current Balance:												
9120XX	31	370000 Facilities Fee			\$31,827.86	\$98,333.42		\$407,033.70				
9151XX	91	Campus Police Vehicle						\$ -				
9189XX	91	370115 Parking Garage Maintenance FY 13						\$ -				
9180XX	91	370122 Parking Garage Maintenance						\$ 50,055.00				

Fairmont State University
 FACILITIES-INFRASTRUCTURE Financial Analysis
 Capital Projects and Cash Balances
 As of March 31, 2015

			<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Budget</u>	<u>2023 Budget</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>2026 Budget</u>	<u>2027 Budget</u>	<u>2028 Budget</u>	<u>2029 Budget</u>	<u>2030 Budget</u>	<u>2031 Budget</u>
	Fund Type	Facilities Projects:												
9151XX	91	Campus Police Vehicle												
9189XX	91	370115 Parking Garage Maintenance FY 13												
9180XX	91	370122 Parking Garage Maintenance												
		Parking Garage Maintenance	57,963.70	59,702.61	61,493.69	63,338.50	65,238.66	67,195.82	69,211.69	71,288.04	73,426.69	75,629.49	77,898.37	80,235.32
		Parking Garage Lighting												
		Total for Facilities Projects	<u>57,963.70</u>	<u>59,702.61</u>	<u>61,493.69</u>	<u>63,338.50</u>	<u>65,238.66</u>	<u>67,195.82</u>	<u>69,211.69</u>	<u>71,288.04</u>	<u>73,426.69</u>	<u>75,629.49</u>	<u>77,898.37</u>	<u>80,235.32</u>
		Auxiliary Reserve and Plant Reserve Balances:												
9129XX	38	370190 Facilities Fee Auxiliary Reserve												
		Revenue Fund Current Balance:												
9120XX	31	370000 Facilities Fee												
9151XX	91	Campus Police Vehicle												
9189XX	91	370115 Parking Garage Maintenance FY 13												
9180XX	91	370122 Parking Garage Maintenance												

Fairmont State University
 FACILITIES-INFRASTRUCTURE Financial Analysis
 Capital Projects and Cash Balances
 As of March 31, 2015

			<u>2032 Budget</u>	<u>2033 Budget</u>	<u>2034 Budget</u>	<u>2035 Budget</u>	<u>2036 Budget</u>
	Fund Type	Facilities Projects:					
9151XX	91	Campus Police Vehicle					
9189XX	91	370115 Parking Garage Maintenance FY 13					
9180XX	91	370122 Parking Garage Maintenance					
		Parking Garage Maintenance	82,642.38	85,121.65	87,675.30	90,305.56	93,014.73
		Parking Garage Lighting					
		Total for Facilities Projects	<u>82,642.38</u>	<u>85,121.65</u>	<u>87,675.30</u>	<u>90,305.56</u>	<u>93,014.73</u>
		Auxiliary Reserve and Plant Reserve Balances:					
9129XX	38	370190 Facilities Fee Auxiliary Reserve					
		Revenue Fund Current Balance:					
9120XX	31	370000 Facilities Fee					
9151XX	91	Campus Police Vehicle					
9189XX	91	370115 Parking Garage Maintenance FY 13					
9180XX	91	370122 Parking Garage Maintenance					

Tab 8

**Fairmont State University
Board of Governors
May 14, 2015**

Item: Falcon Center (Student Activity Center) 20-year Master Plan Update and 2016 Budget Approval (Auxiliary Enterprise)

Committee: Committee of the Whole

Recommended Resolution: Approval of the Falcon Center 2016 fiscal year budget plan and approval of the 20-year Master Plan Update

Staff Member: Rick Porto

Background: The 2016 FY budget plan includes a balanced budget with a transfer to reserve for future capital repair and replacement of \$237,031.

The attached 20-year Operating and Capital repair and replacement plan proposes how the Falcon Center will be maintained and operated over the next twenty years and pay off bond debt.

This 20-year plan update details the FY 2016 budget changes from FY 2015 which are shown on the attached narrative page in **BOLD** print.

The 20-year plan update provides information about the assumptions made to predict the future years' operating revenues and expenses, major equipment replacements, and major capital repairs and replacements.

See attached 20-year updated financial proforma, updated equipment replacement plan, and updated capital repair and replacement plan.

The Falcon Center 20-year Master Plan was first approved by the Governing Board on October 20, 2011.

This request seeks your approval for the following:

1. The 2016 Operating Budget Plan
2. The 2016 Equipment Replacement and Capital Project Plan in the amount of \$183,276 funded by reserves (see attached).
3. The Falcon Center 20-year Master Plan Update.

Note: This Master Plan currently requires a \$10.00 increase in fiscal years 2018, 2019, 2020, 2027, 2028, and 2029, in order to support the future projects and operating costs supported by the Falcon Center Fees collected from FSU and Pierpont students. This plan also projects declines in enrollments for both institutions through FY 2018 and enrollments are projected to be flat after that. Enrollment increases for both institutions could prevent future fee increases.

Falcon Center's Budget for FY 16

The goal of this proposal is to explain Falcon Center's budgetary adjustments for FY 2016. These changes were made while continuing to plan for transfer to reserves budget; continuing quality wellness and recreational programs; repairing and upgrading the facility; and supporting the many activities that take place in the facility including student events, campus visitation days, and many conferencing events.

Similarly, the Falcon Center has supported many departments. During FY 2014-15 the Falcon Center has made accommodations for the Athletics Department to utilize space in the Falcon Center while the Feaster Center facility was being renovated or unavailable due to cross scheduling, and campus events. Also, we have a collaborative agreement with the School of Education to provide spaces in the Falcon Center for academic classes. Additionally, Campus Visitation Days, Welcome Weekend, Family Weekend, Alumni Homecoming activities and many other campus events and activities take place in the Falcon Center.

The Falcon Center is an integral part of campus and assists and works as a partnership with other departments for the advancement of student retention. The Falcon Center also has strong liaisons to the community and offers a summer day camp, outside band camps, use of the facility for basketball tournaments and leagues, up- all-night events and many birthday parties which include pool, bounce and basketball style parties. Wedding receptions, Robotic competitions, Miss West Virginia Pageant and other large venue events are also held in the Falcon Center, which not only brings in revenue, but increased public awareness of our schools.

The Falcon Center developed a 20 year Capital and Maintenance master plan for long term necessary improvements and building upkeep and has continued to transfer to the reserve fund to support this master plan. Improvements which have occurred in FY 15 include purchasing of fitness equipment, furniture for the dining hall, a new shed for intramurals, fitness room flooring and other projects. A project to repair and update the pool is in the bid process. The 20 year master plan was reduced due decreased enrollment lead to large cuts in FY 15 operating budget; repairs and replacements were delayed to future years in order to preserve the transfer to plant funding for upcoming years.

The future of the Falcon Center master plan is contingent upon enrollment of both FSU and Pierpont. If enrollment were to hold and or grow, the master plan could still survive with minor adjustments. This intent of the master plan was to provide for repair and replacement during the life of the bonds. Serious enrollment declines which have occurred in the past two years will impact the future of the master plan.

Past Reductions to Revenue

Revenue areas for the Falcon Center include Memberships, Locker Rental, Guest Fees, Camps, Pay-for-Print (student print costs) Conference Services, Xerox, Bookstore and Dining revenue. With declining enrollments for FY 14, a reduction of \$169,905 occurred and a continued enrollment decline in FY 15 for Fairmont State University of 6%, and Pierpont Community of 16%,

included reductions to Xerox, Bookstore and Aladdin revenue showing an overall loss of \$281,817.50 to Falcon Center revenue.

FY 16 Decreases to Revenue

The following projected reductions will also adversely affect FY 16 Falcon Center revenue:

Projected Bookstore reductions: **\$12,487.**

Projected Auxiliary Fees based on 2.5% FSU and 7% Pierpont enrollment decline: **\$111,915.**

FY 16 Increases to Revenue

Aladdin Commissions-Meal Plan is budgeted to increase **\$33,776.00**

FY 16 Increases to Expenditures

The Falcon Center budget, fund 91400 consists of several sub organizational budgets: Falcon Center (3600), ID Card Services (3620), Xerox Center (3145), Intramurals (1050), Club Sports (3640), Retention Services (6165) and Conference Services (3630). Several expense budget reductions have occurred over the past eight years, including \$169,905 for fiscal 2013-14 and \$281,817.50 for fiscal 2014-15. Reductions occurred in all areas of the Falcon Center budget to help offset the reduction in revenue from Aladdin, Xerox Center and the Bookstore.

Due to announced increased costs for electricity and water as well as an accurate Carrier HVAC contract cost, the following operational increases to the FY 16 have been estimated and recommended:

Electricity:	\$24,000
Water:	\$ 6,000
Carrier:	<u>\$12,253</u>
Total:	<u>\$42,253</u>

Increases to Labor and Benefits

Increases for Merit and Mercer scale salaries and student minimum wage increases equaled **\$30,280.77**

Transfers

It is imperative to maintain a significant transfer to reserves. Falcon Center will be in constant need of repairs and improvements as it is currently 10 years old and usage continues to grow yearly. The Falcon Center is considered the hub of campus and activities take place 7 days a week; student events, campus dining, intramurals and club sports, community events, recreational and social interactions. All the events enhance campus life and retention of students for both Fairmont State University and Pierpont Community and Technical College. Based on the increased expenses and revenue projections listed below, **\$237,031.41** would be transferred to reserves for FY 16.

Summary of budget adjustments:

Revenue:

Increase Aladdin Revenue	\$ 33,776.00
Reduction to Bookstore revenue	\$(12,487.00)
Reduction in Student Fees	<u>\$(111,915.00)</u>
Subtotal of Revenue	<u>\$(90,626.00)</u>

Expenses:

Increase to Labor Expenses	\$(30,280.77)
Increase to Operating Expenses	<u>\$(42,253.00)</u>
Subtotal of Expenses	<u>\$(72,533.77)</u>

**Total Negative Impact on
2016 Budget Transfer to Reserve \$(163,159.77)**

The 2016 planned Transfer to Reserves is projected to be **\$237,031.41**. The planned projects for FY 2016 total **\$183,275.36**. The new projects are:

Fabric Ducts	\$ 90,000.27
Fitness Room Equipment	\$ 20,000.00
New Spin Bikes	\$ 3,824.54
Replacement of folding chairs	\$ 4,370.91
Replacement of folding racks	\$ 1,092.73
Replacement of tables	\$ 874.18
Replace ID printers	\$ 12,112.72
Security Cameras	<u>\$ 50,000.00</u>
Total	<u>\$183,275.36</u>

Fund 9140XX - Falcon Center
(As of April 09, 2015)

			Total All				
Account Code	Account Type	Account Name	FY 2015 Budget	YTD Activity	Available		FY 2016 Budget
					Balance	Change Value	
H504XX	R	HE Other Coll/Fees/Lic & Incm	195,035.00	146,530.45	48,504.55	0.00	195,035.00
H507XX	R	HE Auxiliary Enterprise Revenue	293,658.00	179,403.22	114,254.78	0.00	293,658.00
R007XX	R	Auxiliary Sales	101,100.00	73,031.03	28,068.97	0.00	101,100.00
R008XX	R	Auxiliary Commissions	304,000.00	261,392.48	42,607.52	(12,487.00)	291,513.00
R009XX	R	Auxiliary Fees	22,000.00	5,473.53	16,526.47	0.00	22,000.00
R011XX	R	Auxiliary Space Rental	161,723.00	106,778.26	54,944.74	0.00	161,723.00
R012XX	R	Auxiliary Membership/Season Sales	103,000.00	66,143.32	36,856.68	0.00	103,000.00
R015XX	R	Aladdin Commission-Meal Plan	915,179.00	431,384.54	483,794.46	33,776.00	948,955.00
R022XX	R	Auxiliary Support Service Revenue	1,887,742.50	1,649,247.00	238,495.50	(111,915.00)	1,775,827.50
			3,983,437.50	2,919,383.83	1,064,053.67	(90,626.00)	3,892,811.50
H108XX	L	Social Security Matching	32,223.00	22,282.84	9,940.16	447.37	32,670.37
H109XX	L	Public Employees Insurance	44,220.00	29,598.47	14,621.53	0.00	44,220.00
H111XX	L	Workers Compensation	1,580.00	1,041.42	538.58	72.12	1,652.12
H113XX	L	Pension and Retirement	27,784.00	18,308.18	9,475.82	356.28	28,140.28
H285XX	L	Non-Classified Staff	86,315.00	57,158.08	29,156.92	24.00	86,339.00
H286XX	L	Faculty	0.00	0.00	0.00	0.00	0.00
H287XX	L	Classified Staff	304,044.00	195,582.31	108,461.69	5,824.00	309,868.00
H288XX	L	Graduate Assistants	6,000.00	4,125.00	1,875.00	0.00	6,000.00
H290XX	L	Student Labor	214,221.00	153,006.19	61,214.81	23,557.00	237,778.00
H291XX	L	Stipends	24,838.00	12,716.05	12,121.95	0.00	24,838.00
			741,225.00	493,818.54	247,406.46	30,280.77	771,505.77
3406XX	E	Subscriptions		477.29	(477.29)	0.00	0.00
3426XX	E	Water and Sewage	21,231.58	25,054.32	(3,822.74)	6,000.00	27,231.58
3663XX	E	Electricity	233,173.18	134,535.78	98,637.40	24,000.00	257,173.18
3665XX	E	Gas	55,000.00	25,843.40	29,156.60	0.00	55,000.00
H106XX	E	PEIA Fees	25.00	50.00	(25.00)	0.00	25.00
H114XX	E	WV OPEB Contribution	9,551.00	5,759.60	3,791.40	0.00	9,551.00
H116XX	E	Office Expenses	61,298.00	53,683.46	7,614.54	0.00	61,298.00
H117XX	E	Printing and Binding	19,833.00	12,218.02	7,614.98	0.00	19,833.00
H118XX	E	Rent Exp (Real Prop) Buildings	1,000.00	2,100.00	(1,100.00)	0.00	1,000.00
H119XX	E	Utilites	0.00	39.75	(39.75)	0.00	0.00
H120XX	E	Telecommunications	1,817.64	978.96	838.68	0.00	1,817.64
H122XX	E	Contractual Services	640,655.72	434,793.33	205,862.39	0.00	640,655.72
H123XX	E	Professional Services	1,000.00	13,050.00	(12,050.00)	0.00	1,000.00
H127XX	E	Travel - Employee	0.34	3,789.22	(3,788.88)	0.00	0.34
H129XX	E	Computer Services Internal	2,358.00	0.00	2,358.00	0.00	2,358.00
H132XX	E	Vehicle Rental	0.00	0.00	0.00	0.00	0.00
H133XX	E	Rental - Machine and Miscellaneous	3,403.70	5,192.59	(1,788.89)	0.00	3,403.70
H134XX	E	Assoc Dues & Prof Members	1,918.00	1,330.00	588.00	0.00	1,918.00
H135XX	E	Insurance -Fire/Auto/Bond & Other	25,361.13	19,029.99	6,331.14	0.00	25,361.13
H137XX	E	Supplies- Clothing	0.00	1,503.88	(1,503.88)	0.00	0.00
H138XX	E	Supplies - Household	33,559.00	19,426.55	14,132.45	0.00	33,559.00
H139XX	E	Advertising and Promotional	5,500.00	5,563.49	(63.49)	0.00	5,500.00
H142XX	E	Supplies - Educational	500.00	28.77	471.23	0.00	500.00
H144XX	E	Routine Maint Contracts	52,344.66	67,171.86	(14,827.20)	12,253.00	64,597.66
H148XX	E	Hospitality	7,060.61	6,837.86	222.75	0.00	7,060.61
H156XX	E	Miscellaneous Expense	42,782.04	4,801.00	37,981.04	0.00	42,782.04
H157XX	E	Training and Development - In State	3,284.90	369.00	2,915.90	0.00	3,284.90
H158XX	E	Training and Dev - Out of State	0.00	324.00	(324.00)	0.00	0.00
H159XX	E	Postal	451.78	56.73	395.05	0.00	451.78
H160XX	E	Freight	0.00	139.06	(139.06)	0.00	0.00
H161XX	E	Supplies - Computer	7,893.12	5,117.02	2,776.10	0.00	7,893.12
H162XX	E	Software Licenses	0.00	10,967.88	(10,967.88)	0.00	0.00
H163XX	E	Computer Equipment - (<\$5,000)	0.00	3,082.28	(3,082.28)	0.00	0.00
H167XX	E	Miscellaneous Equip Pur (<\$5,000)	2,897.96	1,057.37	1,840.59	0.00	2,897.96
H168XX	E	Student Activities	4,957.00	5,488.30	(531.30)	0.00	4,957.00
H169XX	E	Remittance of Taxes	1,224.00	1,799.30	(575.30)	0.00	1,224.00
H172XX	E	Awards & Scholarships	192,507.00	128,038.11	64,468.89	0.00	192,507.00
H178XX	E	Bank costs	1,530.00	687.03	842.97	0.00	1,530.00
H205XX	E	Debt Service (Lease Prin.)	48,850.80	48,850.80	0.00	0.00	48,850.80
H206XX	E	Debt Service (Lease Interest)	1,385.52	1,385.52	0.00	0.00	1,385.52
H251XX	E	Office Repairs	0.00	0.00	0.00	0.00	0.00
H255XX	E	Routine Maintenance of Buildings	29,586.11	27,768.95	1,817.16	0.00	29,586.11
H259XX	E	Other Repairs and Alterations	1,906.38	807.00	1,099.38	0.00	1,906.38
H270XX	E	Computer Software - Asset	0.00	6,600.40	(6,600.40)	0.00	0.00

			Total All				
Account Code	Account Type	Account Name	FY 2015 Budget	YTD Activity	Available Balance	Change Value	FY 2016 Budget
			1,515,847.17	1,085,797.87	430,049.30	42,253.00	1,558,100.17
9100XX	T	Mandatory Tran Out-Prin and Intr	1,375,174.15	687,207.48	687,966.67	0.00	1,375,174.15
9220XX	T	Non-Mandatory Trans Out-Other	36,728.10	0.00	36,728.10	0.00	36,728.10
9223XX	T	Non-Mand. Trans Out-Reserves	400,191.18	0.00	400,191.18	(163,159.77)	237,031.41
9708XX	T	Non-Man Tsf In-Other	(85,728.10)	0.00	(85,728.10)	0.00	(85,728.10)
			1,726,365.33	687,207.48	1,039,157.85	(163,159.77)	1,563,205.56
			Revenue	3,983,437.50		(90,626.00)	3,892,811.50
			Labor	741,225.00		30,280.77	771,505.77
			Operating	1,515,847.17		42,253.00	1,558,100.17
			Transfers	1,726,365.33		(163,159.77)	1,563,205.56
				0.00		(0.00)	(0.00)

Fairmont State University
Falcon Center Financial Analysis
20 Year Budget and Actual Report

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2014 Actual</u>	<u>2015 Budget</u> As of 3-31-2015	<u>2015 YTD Actual</u> As of 3-31-2015
Food Service/Dining	843,723.00	838,395.00	841,751.01	866,822.00	874,495.05	915,179.00	431,384.54
Bookstore	426,577.93	400,000.00	401,835.25	328,452.00	303,931.75	304,000.00	261,392.48
Bookstore Rental - Moved to Other	65,000.00	60,000.00	60,000.00	60,000.00	60,000.00		
Subtotal	1,335,300.93	1,298,395.00	1,303,586.26	1,255,274.00	1,238,426.80	1,219,179.00	692,777.02
Falcon Center Student Fees - Fairmont	1,594,080.00	1,586,402.00	1,539,014.00	1,495,469.00	1,467,902.00	1,887,742.50	1,705,165.00
Falcon Center Student Fees - Pierpont - Combined	705,326.00	707,191.00	681,717.00	582,299.00	573,774.00		
Fee Increase (0.04% in FY 18-20 and FY 27-29)							
Other Operating Revenue	577,964.62	461,754.00	561,654.44	541,957.00	530,727.09	876,516.00	597,017.25
Falcon Center Revenue Total	2,877,370.62	2,755,347.00	2,782,385.44	2,619,725.00	2,572,403.09	2,764,258.50	2,302,182.25
Total Revenue	4,212,671.55	4,053,742.00	4,085,971.70	3,874,999.00	3,810,829.89	3,983,437.50	2,994,959.27
Falcon Center	724,116.57	925,565.00	851,593.68	878,450.00	842,124.86	741,225.00	522,750.43
Falcon Center Labor Total	724,116.57	925,565.00	851,593.68	878,450.00	842,124.86	741,225.00	522,750.43
Total Labor	724,116.57	925,565.00	851,593.68	878,450.00	842,124.86	741,225.00	522,750.43
Falcon Center	1,046,716.43	1,256,740.19	1,072,341.58	1,132,148.98	1,120,831.62	1,416,610.85	1,052,569.00
Falcon Center Operating Total	1,046,716.43	1,256,740.19	1,072,341.58	1,132,148.98	1,120,831.62	1,416,610.85	1,052,569.00
Total Operating	1,046,716.43	1,256,740.19	1,072,341.58	1,132,148.98	1,120,831.62	1,416,610.85	1,052,569.00
Total Expenses	1,770,833.00	2,182,305.19	1,923,935.26	2,010,598.98	1,962,956.48	2,157,835.85	1,575,319.43
Net Total Revenue	2,441,838.55	1,871,436.81	2,162,036.44	1,864,400.02	1,847,873.41	1,825,601.65	1,419,639.84
Debt Service Payment	1,548,020.64	1,376,118.52	1,374,429.61	1,374,035.89	1,373,115.31	1,375,174.15	687,207.48
Annual Lease Payment - Turf	50,236.30	50,236.32	50,236.30	50,236.32	50,236.30	50,236.32	25,118.16
Transfers To Reserves	852,887.00	445,081.97	700,000.00	440,127.81	350,000.00	400,191.18	0.00
Net Revenue - after Debt Payment & Transfers to Reserves	(9,305.39)	0.00	37,370.53	0.00	74,521.80	0.00	707,314.20

Bookstore Escalator
Revenue Escalator - Operations Fee
Labor Escalator
Operating Escalator

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2014 YTD Actual</u>	<u>2015 Budget</u>	<u>2015 YTD Actual</u>
Beginning Cash Balance - Reserves	2,324,046.96	3,022,862.75	3,022,862.75	3,359,079.13	3,359,079.13	3,511,563.52	3,511,563.52
Interest	3,571.78	3,000.00	5,870.56	3,000.00	5,745.28	3,000.00	-
Transfers In - Reserves/ Bookstore Rental (FY10&11)	861,887.00	445,081.97	700,000.00	440,127.81	350,000.00	400,191.18	-
Less - Projects	(131,642.99)	(404,654.18)	(130,767.32)	(457,207.75)	(402,328.70)	(117,566.05)	46,125.51
Adjustment for Projects (Unspent and Carryover)	(35,000.00)	35,000.00	(238,886.86)	253,946.86	199,067.81	28,932.73	-
Ending Cash Balance - Reserves	3,022,862.75	3,101,290.54	3,359,079.13	3,598,946.05	3,511,563.52	3,826,121.38	3,557,689.03

	Period 09	
	Cash Balance	Fund Balance
Current Balance - Operating	878,687.39	1,016,111.57

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00
Student Activity Operations - Full Time	113.00	113.00	113.00	113.00
Student Activity Operations - per credit hour	10.00	10.00	10.00	10.00
Meal Plan Escalator	1.03	1.03	1.02	1.03
15 meals per week (+65 points)	1,593.00	1,640.00	1,673.00	1,723.00
19 meals per week (+75 points)	1,744.00	1,796.00	1,832.00	1,886.00
15 meals per week (+150 points)	1,676.00	1,726.00	1,761.00	1,813.00
12 meals per week (+225 points)	1,616.00	1,664.00	1,698.00	1,748.00

Fairmont State University
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	<u>2016 Projection</u>	<u>2017 Projection</u>	<u>2018 Projection</u>	<u>2019 Projection</u>	<u>2020 Projection</u>	<u>2021 Projection</u>
Food Service/Dining	948,955.00	1,033,997.00	1,111,431.00	1,177,610.00	1,178,570.00	1,169,822.00
Bookstore	291,513.00	285,682.74	279,969.35	282,769.00	285,597.00	288,453.00
Bookstore Rental - Moved to Other						
Subtotal	1,240,468.00	1,319,679.74	1,391,400.35	1,460,379.00	1,464,167.00	1,458,275.00
Falcon Center Student Fees - Fairmont	1,775,827.50	1,682,157.50	1,588,487.50	1,652,027.00	1,718,108.08	1,786,832.40
Falcon Center Student Fees - Pierpont - Combined		0.00	0.00	0.00	0.00	0.00
Fee Increase (0.04% in FY 18-20 and FY 27-29)			63,539.50	66,081.08	68,724.32	0.00
Other Operating Revenue	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00
Falcon Center Revenue Total	2,652,343.50	2,558,673.50	2,528,543.00	2,594,624.08	2,663,348.40	2,663,348.40
Total Revenue	3,892,811.50	3,878,353.24	3,919,943.35	4,055,003.08	4,127,515.40	4,121,623.40
Falcon Center	771,505.77	789,250.40	807,403.16	807,403.16	825,973.43	844,970.82
Falcon Center Labor Total	771,505.77	789,250.40	807,403.16	807,403.16	825,973.43	844,970.82
Total Labor	771,505.77	789,250.40	807,403.16	807,403.16	825,973.43	844,970.82
Falcon Center	1,458,863.85	1,488,041.13	1,517,801.95	1,548,157.99	1,579,121.15	1,610,703.57
Falcon Center Operating Total	1,458,863.85	1,488,041.13	1,517,801.95	1,548,157.99	1,579,121.15	1,610,703.57
Total Operating	1,458,863.85	1,488,041.13	1,517,801.95	1,548,157.99	1,579,121.15	1,610,703.57
Total Expenses	2,230,369.62	2,277,291.53	2,325,205.11	2,355,561.15	2,405,094.58	2,455,674.39
Net Total Revenue	1,662,441.88	1,601,061.71	1,594,738.23	1,699,441.93	1,722,420.82	1,665,949.01
Debt Service Payment	1,375,174.15	1,374,035.89	1,374,921.20	1,374,541.78	1,376,059.46	1,374,541.78
Annual Lease Payment - Turf	50,236.32	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00
Transfers To Reserves	237,031.41	176,789.82	169,581.03	274,664.15	296,125.36	241,171.23
Net Revenue - after Debt Payment & Transfers to Reserves	0.00	0.00	0.00	0.00	0.00	0.00
Bookstore Escalator	1	1	1	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1
Labor Escalator	1	1.023	1.023	1	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02
Beginning Cash Balance - Reserves	3,826,121.38	3,882,876.79	3,940,914.99	3,910,910.35	3,800,209.37	3,912,779.06
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves/ Bookstore Rental (FY10&11)	237,031.41	176,789.82	169,581.03	274,664.15	296,125.36	241,171.23
Less - Projects	(183,276.00)	(121,751.62)	(202,585.67)	(388,365.13)	(186,555.67)	(232,023.72)
Adjustment for Projects (Unspent and Carryover)						
Ending Cash Balance - Reserves	3,882,876.79	3,940,914.99	3,910,910.35	3,800,209.37	3,912,779.06	3,924,926.57
Current Balance - Operating						
2016	2017	2018	2019	2020	2021	
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00
Student Activity Operations - Full Time	113.00	113.00	123.00	133.00	143.00	143.00
Student Activity Operations - per credit hour	10.00	10.00	10	11	12	12
2016	2017	2018	2019	2020	2021	
Meal Plan Escalator	1.03	1.02	1.03	1.03	1.02	1.03
15 meals per week (+65 points)	1,774.00	1,809.00	1,863.00	1,918.00	1,956.00	2,014.00
19 meals per week (+75 points)	1,942.00	1,980.00	2,039.00	2,100.00	2,142.00	2,206.00
15 meals per week (+150 points)	1,867.00	1,904.00	1,961.00	2,019.00	2,059.00	2,120.00
12 meals per week (+225 points)	1,800.00	1,836.00	1,891.00	1,947.00	1,985.00	2,044.00

Fairmont State University
Falcon Center Financial Analysis
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	<u>2022 Projection</u>	<u>2023 Projection</u>	<u>2024 Projection</u>	<u>2025 Projection</u>	<u>2026 Projection</u>	<u>2027 Projection</u>	<u>2028 Projection</u>
Food Service/Dining	1,248,284.00	1,278,033.00	1,333,782.00	1,402,658.00	1,341,559.00	1,426,478.00	1,401,289.00
Bookstore	291,338.00	294,251.00	297,194.00	300,166.00	303,168.00	306,200.00	309,262.00
Bookstore Rental - Moved to Other							
Subtotal	1,539,622.00	1,572,284.00	1,630,976.00	1,702,824.00	1,644,727.00	1,732,678.00	1,710,551.00
Falcon Center Student Fees - Fairmont	1,786,832.40	1,786,832.40	1,786,832.40	1,786,832.40	1,786,832.40	1,786,832.40	1,858,305.70
Falcon Center Student Fees - Pierpont - Combined	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fee Increase (0.04% in FY 18-20 and FY 27-29)	0.00	0.00	0.00	0.00	0.00	71,473.30	74,332.23
Other Operating Revenue	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00
Falcon Center Revenue Total	2,663,348.40	2,663,348.40	2,663,348.40	2,663,348.40	2,663,348.40	2,734,821.70	2,809,153.93
Total Revenue	4,202,970.40	4,235,632.40	4,294,324.40	4,366,172.40	4,308,075.40	4,467,499.70	4,519,704.93
Falcon Center	844,970.82	864,405.15	884,286.47	884,286.47	904,625.06	925,431.44	925,431.44
Falcon Center Labor Total	844,970.82	864,405.15	884,286.47	884,286.47	904,625.06	925,431.44	925,431.44
Total Labor	844,970.82	864,405.15	884,286.47	884,286.47	904,625.06	925,431.44	925,431.44
Falcon Center	1,642,917.64	1,675,776.00	1,709,291.52	1,743,477.35	1,778,346.89	1,813,913.83	1,850,192.11
Falcon Center Operating Total	1,642,917.64	1,675,776.00	1,709,291.52	1,743,477.35	1,778,346.89	1,813,913.83	1,850,192.11
Total Operating	1,642,917.64	1,675,776.00	1,709,291.52	1,743,477.35	1,778,346.89	1,813,913.83	1,850,192.11
Total Expenses	2,487,888.47	2,540,181.15	2,593,577.99	2,627,763.82	2,682,971.95	2,739,345.27	2,775,623.54
Net Total Revenue	1,715,081.94	1,695,451.26	1,700,746.42	1,738,408.59	1,625,103.45	1,728,154.43	1,744,081.38
Debt Service Payment	1,374,546.53	1,373,756.07	1,373,914.16	1,375,748.02	1,375,608.90	1,373,433.56	1,376,026.26
Annual Lease Payment - Turf	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00
Transfers To Reserves	290,299.41	271,459.19	276,596.26	312,424.57	199,258.55	304,484.87	317,819.12
Net Revenue - after Debt Payment & Transfers to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bookstore Escalator	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1	1
Labor Escalator	1	1.023	1.023	1	1.023	1.023	1
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02

	<u>2022 Projection</u>	<u>2023 Projection</u>	<u>2024 Projection</u>	<u>2025 Projection</u>	<u>2026 Projection</u>	<u>2027 Projection</u>	<u>2028 Projection</u>
Beginning Cash Balance - Reserves	3,924,926.57	3,944,447.60	3,622,769.83	3,054,732.66	2,657,237.44	1,725,429.60	1,000,235.65
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves/ Bookstore Rental (FY10&11)	290,299.41	271,459.19	276,596.26	312,424.57	199,258.55	304,484.87	317,819.12
Less - Projects	(273,778.38)	(596,136.95)	(847,633.43)	(712,919.79)	(1,134,066.39)	(1,032,678.82)	(556,408.18)
Adjustment for Projects (Unspent and Carryover)							
Ending Cash Balance - Reserves	3,944,447.60	3,622,769.83	3,054,732.66	2,657,237.44	1,725,429.60	1,000,235.65	764,646.59

Current Balance - Operating

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Student Activity Operations - Full Time	143.00	143.00	143.00	143.00	143.00	153.00	163.00
Student Activity Operations - per credit hour	12	12	12	12	12	13	14
Meal Plan Escalator	1.03	1.02	1.03	1.03	1.02	1.03	1.03
15 meals per week (+65 points)	2,074.00	2,115.00	2,178.00	2,243.00	2,287.00	2,355.00	2,425.00
19 meals per week (+75 points)	2,272.00	2,317.00	2,386.00	2,457.00	2,506.00	2,581.00	2,658.00
15 meals per week (+150 points)	2,183.00	2,226.00	2,292.00	2,360.00	2,407.00	2,479.00	2,553.00
12 meals per week (+225 points)	2,105.00	2,147.00	2,211.00	2,277.00	2,322.00	2,391.00	2,462.00

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	<u>2029 Projection</u>	<u>2030 Projection</u>	<u>2031 Projection</u>	<u>2032 Projection</u>	<u>2033 Projection</u>	<u>2034 Projection</u>	<u>2035 Projection</u>	<u>2036 Projection</u>
Food Service/Dining	1,451,831.00	1,482,285.00	1,533,644.00	1,508,601.00	1,543,203.00	1,537,505.00	1,516,111.00	1,535,941.00
Bookstore	312,355.00	315,479.00	318,634.00	321,820.00	325,038.00	328,288.00	331,571.00	334,887.00
Bookstore Rental - Moved to Other								
Subtotal	1,764,186.00	1,797,764.00	1,852,278.00	1,830,421.00	1,868,241.00	1,865,793.00	1,847,682.00	1,870,828.00
Falcon Center Student Fees - Fairmont	1,932,637.93	2,009,943.44	2,009,943.44	2,009,943.44	2,009,943.44	2,009,943.44	2,009,943.44	2,009,943.44
Falcon Center Student Fees - Pierpont - Combined	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fee Increase (0.04% in FY 18-20 and FY 27-29)	77,305.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Operating Revenue	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00	876,516.00
Falcon Center Revenue Total	2,886,459.44	2,886,459.44	2,886,459.44	2,886,459.44	2,886,459.44	2,886,459.44	2,886,459.44	2,886,459.44
Total Revenue	4,650,645.44	4,684,223.44	4,738,737.44	4,716,880.44	4,754,700.44	4,752,252.44	4,734,141.44	4,757,287.44
Falcon Center	946,716.36	968,490.84	968,490.84	990,766.12	1,013,553.75	1,013,553.75	1,036,865.48	1,060,713.39
Falcon Center Labor Total	946,716.36	968,490.84	968,490.84	990,766.12	1,013,553.75	1,013,553.75	1,036,865.48	1,060,713.39
Total Labor	946,716.36	968,490.84	968,490.84	990,766.12	1,013,553.75	1,013,553.75	1,036,865.48	1,060,713.39
Falcon Center	1,887,195.95	1,924,939.87	1,963,438.67	2,002,707.44	2,042,761.59	2,083,616.82	2,125,289.16	2,167,794.94
Falcon Center Operating Total	1,887,195.95	1,924,939.87	1,963,438.67	2,002,707.44	2,042,761.59	2,083,616.82	2,125,289.16	2,167,794.94
Total Operating	1,887,195.95	1,924,939.87	1,963,438.67	2,002,707.44	2,042,761.59	2,083,616.82	2,125,289.16	2,167,794.94
Total Expenses	2,833,912.31	2,893,430.70	2,931,929.50	2,993,473.56	3,056,315.33	3,097,170.57	3,162,154.64	3,228,508.33
Net Total Revenue	1,816,733.14	1,790,792.74	1,806,807.94	1,723,406.88	1,698,385.11	1,655,081.88	1,571,986.81	1,528,779.12
Debt Service Payment	1,374,002.69	1,373,370.33	1,374,002.69	1,375,773.31				
Annual Lease Payment - Turf	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00
Transfers To Reserves	392,494.45	367,186.41	382,569.25	297,397.57	1,648,149.11	1,604,845.88	1,521,750.81	1,478,543.12
Net Revenue - after Debt Payment & Transfers to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bookstore Escalator	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1	1	1
Labor Escalator	1.023	1.023	1	1.023	1.023	1	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Beginning Cash Balance - Reserves	764,646.59	577,210.02	825,746.30	1,006,987.20	1,230,527.34	2,132,910.57	2,795,386.41	3,834,687.07
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves/ Bookstore Rental (FY10&11)	392,494.45	367,186.41	382,569.25	297,397.57	1,648,149.11	1,604,845.88	1,521,750.81	1,478,543.12
Less - Projects	(582,931.02)	(121,650.13)	(204,328.35)	(76,857.43)	(748,765.88)	(945,370.04)	(485,450.15)	(335,010.95)
Adjustment for Projects (Unspent and Carryover)								
Ending Cash Balance - Reserves	577,210.02	825,746.30	1,006,987.20	1,230,527.34	2,132,910.57	2,795,386.41	3,834,687.07	4,981,219.24
Current Balance - Operating								
	2029	2030	2031	2032	2033	2034	2035	2036
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Student Activity Operations - Full Time	173.00	173.00	173.00	173.00	173.00	173.00	173.00	173.00
Student Activity Operations - per credit hour	14	14	14	14	14	14	14	14
	2029	2030	2031	2032	2033	2034	2035	2036
Meal Plan Escalator	1.02	1.03	1.03	1.02	1.03	1.03	1.02	1.02
15 meals per week (+65 points)	2,473.00	2,547.00	2,623.00	2,675.00	2,755.00	2,837.00	2,893.00	2,950.00
19 meals per week (+75 points)	2,711.00	2,792.00	2,875.00	2,932.00	3,019.00	3,109.00	3,171.00	3,234.00
15 meals per week (+150 points)	2,604.00	2,682.00	2,762.00	2,817.00	2,901.00	2,988.00	3,047.00	3,107.00
12 meals per week (+225 points)	2,511.00	2,586.00	2,663.00	2,716.00	2,797.00	2,880.00	2,937.00	2,995.00

Falcon Center Project Cost Estimates														
	Inflation Rate	3%												
Building & Work Item	2013 Estimated Cost of Work	2013	2014 1	2015 2	2016 3	2017 4	2018 5	2019 6	2020 7	2021 8	2022 9	2023 10	2024 11	2025 12
Falcon Center Capital Projects														
Roof	600,000.00													
Patio water Sealant	75,000.00							44,776.96		47,503.88				
Pool Equipment	75,000.00										97,857.99			
Pool Resurface	15,000.00							17,910.78						
HVAC Equipment	250,000.00											335,979.09	346,058.47	356,440.22
Fabric Ducts	90,176.50	80,000.00												
Lighting Upgrades	73,700.00		73,700.00											
Hood Exhaust Fans	50,000.00											67,195.82	69,211.69	71,288.04
Rubber Flooring	156,000.00								95,930.16		101,772.31			
Sound System	50,000.00													71,288.04
Carpet - Dining Area	50,000.00									63,338.50				
Carpet - Other Areas	30,000.00		20,000.00								39,143.20			
Bookstore Carpet	10,000.00							11,940.52						14,257.61
Rubber Fitness Flooring	40,000.00		30,000.00										55,369.35	
Elevator Upgrade	100,000.00												138,423.39	
2nd Passenger Elevator	150,000.00							179,107.84						
Painting of Colebank	50,000.00											0.00		
Accoustical Walls	59,705.00					67,198.50						0.00		
Starbucks Renovation	130,000.00	130,000.00	130,000.00											
Pool Wall				40,000.00										
Fabric Ducts	82,363.00				90,000.27									
Painting of Building - Per Gym	100,000.00													
Total	2,236,944.50	210,000.00	253,700.00	40,000.00	90,000.27	67,198.50	0.00	253,736.11	95,930.16	110,842.38	238,773.49	403,174.91	609,062.90	513,273.92
Ongoing Repair and Replacement														
Cleaning of Glass windows	15,000.00								17,910.78					
9 Flat screen TV's for fitness room (each)	900.00	13,431.87								10,260.84				
New Fitness room equipment	400,000.00	34,382.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
New Spin bikes (each)	3,500.00		10,815.00	3,713.15	3,824.54	3,939.28	4,057.46	4,179.18	4,304.56	4,433.70	4,566.71	4,703.71	4,844.82	4,990.16
Replace BB hoops (each)	10,000.00			11,218.00		22,510.18		23,881.05		25,335.40		26,878.33		28,515.22
Replace lifeguard stands (each)	3,500.00	4,169.90					8,114.92					9,407.41		
Replace pool furniture	12,000.00											16,127.00		
*Replacement of folding chairs (each)	40.00	6,327.08	4,120.00	4,243.60	4,370.91	4,502.04	4,637.10	4,776.21	4,919.50	5,067.08	5,219.09	5,375.67	5,536.94	5,703.04
*Replacement of folding rack for chairs (each)	500.00		1,030.00		1,092.73		1,159.27		1,229.87		1,304.77		1,384.23	
*Replacement of folding tables (each)	80.00		824.00	848.72	874.18	900.41	927.42	955.24	983.90	1,013.42	1,043.82	1,075.13	1,107.39	1,140.61
*Replacement of staging/stairs	77,600.00												107,416.55	
Replace Wash/Dryer	6,500.00	4,420.00						7,761.34						9,267.45
Replace 6 POS systems (each)	3,000.00	24,358.96	9,270.00				31,300.40					36,285.74		
Replace 5 DCT readers (each)	1,785.00		9,192.75						10,976.62					
Relace 3 ID camera's (each)	400.00		1,236.00			1,350.61			1,475.85			1,612.70		
Replace 3 ID printers (each)	6,000.00				13,112.72				14,758.49			16,127.00		
Replace 3 ID system computers (each)	1,200.00			1,273.08		1,350.61	1,391.13	1,432.86		1,520.12	1,565.73	1,612.70		1,710.91
Replace 10 Vending machine readers (each)	1,000.00		2,060.00		(0.00)	1,159.27			1,229.87		1,304.77		1,384.23	
Patio Furniture	40,000.00		30,000.00									53,756.66		
Replace Gym Floor covers (tiles w/cart)-CB	20,000.00									25,335.40				
Replace Gym Floor covers (tiles w/cart)-Gym 1	22,273.48									28,215.38				
Purchase Gym Floor covers (tiles w/cart)-Gym 2	23,000.00	18,040.00	4,960.00											
Nickel Area Furniture	90,000.00			65,481.00										128,318.48
Conference Area Furniture	62,000.00						71,874.99							
Board Room Furniture	20,000.00							23,881.05						
Dining Room Furniture (150 tables/600 chairs)	70,000.00		60,000.00										96,896.37	
Security Cameras for Building	50,000.00	42,644.58	50,000.00		50,000.00		57,963.70							
Student Lounge Furniture	25,000.00							29,851.31						
Custodial Equipment	25,000.00								30,746.85					
Stairwell Refinish		3,180.29												
Colebank Hall Painting and Signage		38,739.50												
Total	990,278.48	189,694.18	203,507.75	106,777.55	93,275.08	54,553.12	202,585.67	134,629.02	90,625.51	121,181.33	35,004.89	192,962.04	238,570.53	199,645.87
Grand Total	3,227,222.98	399,694.18	457,207.75	146,777.55	183,275.36	121,751.62	202,585.67	388,365.13	186,555.67	232,023.72	273,778.38	596,136.95	847,633.43	712,919.79
* Current # of folding chairs = @1000 (72 per rack)														
* Current # of folding tables = 100														
* Current number of racks =														
* Current pieces of staging = 36														

Falcon Center Project Cost Estimates											
Inflation Rate											
Building & Work Item	2026 13	2027 14	2028 15	2029 16	2030 17	2031 18	2032 19	2033 20	2034 21	2035 22	2036 23
Falcon Center Capital Projects											
Roof	440,560.11	453,776.92									
Patio water Sealant									69,761.05		
Pool Equipment							-		139,522.09		
Pool Resurface								27,091.67			
HVAC Equipment	367,133.43	378,147.43	389,491.85	401,176.61	-			451,527.81			
Fabric Ducts											
Lighting Upgrades											
Hood Exhaust Fans	73,426.69	75,629.49	77,898.37	80,235.32	82,642.38						
Rubber Flooring											
Sound System										95,805.17	
Carpet - Dining Area					-			90,305.56			
Carpet - Other Areas						51,072.99					
Bookstore Carpet											19,735.87
Rubber Fitness Flooring									74,411.78		
Elevator Upgrade	146,853.37									191,610.34	
2nd Passenger Elevator											
Painting of Colebank									93,014.73		
Accoustical Walls									111,068.89		
Starbucks Renovation											
Pool Wall											
Fabric Ducts											162,550.51
Painting of Building - Per Gym											
Total	1,027,973.60	907,553.83	467,390.22	481,411.93	82,642.38	51,072.99	0.00	568,925.04	487,778.54	287,415.51	182,286.37
Ongoing Repair and Replacement											
Cleaning of Glass windows		22,688.85									
9 Flat screen TV's for fitness room (each)				12,998.12							
New Fitness room equipment	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
New Spin bikes (each)	5,139.87	5,294.06	5,452.89	5,616.47	5,784.97	5,958.52	6,137.27	6,321.39	6,511.03	6,706.36	6,907.55
Replace BB hoops (each)		30,251.79		32,094.13		34,048.66		36,122.22			
Replace lifeguard stands (each)			10,905.77					12,642.78			
Replace pool furniture									30,000.96		
*Replacement of folding chairs (each)	5,874.13	6,050.36	6,231.87	6,418.83	6,611.39	6,809.73	7,014.02	7,224.44	7,441.18	7,664.41	7,894.35
*Replacement of folding rack for chairs (each)	1,468.53		1,557.97		1,652.85		1,753.51		1,860.29		1,973.59
*Replacement of folding tables (each)	1,174.83	1,210.07	1,246.37	1,283.77	1,322.28	1,361.95	1,402.80	1,444.89	1,488.24	1,532.88	1,578.87
*Replacement of staging/stairs						-		-	144,358.86		
Replace Wash/Dryer						11,065.81					
Replace 6 POS systems (each)			42,065.12					48,765.00			
Replace 5 DCT readers (each)	13,106.66						15,650.04				17,614.26
Relace 3 ID camera's (each)	1,762.24			1,925.65			2,104.21			2,299.32	
Replace 3 ID printers (each)	17,622.40			19,256.48			21,042.07			22,993.24	
Replace 3 ID system computers (each)	1,762.24	1,815.11		1,925.65	1,983.42	2,042.92		2,167.33	2,232.35		
Replace 10 Vending machine readers (each)	1,468.53		1,557.97		1,652.85		1,753.51		1,860.29		1,973.59
Patio Furniture							-		74,411.78		
Replace Gym Floor covers (tiles w/cart)-CB						34,048.66					
Replace Gym Floor covers (tiles w/cart)-Gym 1						37,919.11					
Purchase Gym Floor covers (tiles w/cart)-Gym 2										18,040.00	4,960.00
Nickel Area Furniture											
Conference Area Furniture										118,798.41	
Board Room Furniture									37,205.89		
Dining Room Furniture (150 tables/600 chairs)									130,220.62		
Security Cameras for Building											
Student Lounge Furniture	36,713.34							45,152.78			
Custodial Equipment		37,814.74									47,902.59
Stairwell Refinish											3,180.29
Colebank Hall Painting and Signage											38,739.50
Total	106,092.79	125,124.99	89,017.96	101,519.09	39,007.75	153,255.36	76,857.43	179,840.84	457,591.50	198,034.63	152,724.58
Grand Total	1,134,066.39	1,032,678.82	556,408.18	582,931.02	121,650.13	204,328.35	76,857.43	748,765.88	945,370.04	485,450.15	335,010.95
											10,972,222.55
* Current # of folding chairs = @1000 (72 per rack)											
* Current # of folding tables = 100											
* Current number of racks =											
* Current piecies of staging = 36											

Tab 9

**Fairmont State University
Board of Governors
May 14, 2015**

Item: Infrastructure 20-year Master Plan

Committee: Committee of the Whole

Recommended Resolution: Approval of the Infrastructure 20-year Master Plan

Staff Member: Rick Porto

Background: The University and Pierpont Governing Boards approved the use of infrastructure reserves at their February meetings. This approval demonstrated both board's commitment to continuing to support the infrastructure needs of the co-owned campuses. This joint commitment is guided by the 2012A & B bonds which are paid off in 2032. This commitment can go beyond 2032 if both institutions boards desire.

Note: The future success of this current year and future year projects and financial plans for same require the commitment of both Boards.

Continued support for this plan annually each year through at least 2032 is needed.

Note: The Infrastructure fund supports both debt service and on-going Infrastructure Repair and Replacement from student fees from both institutions student enrollments. The recent declines of enrollments will require future fee increases in the infrastructure fee. Note: Future enrollment increases for both institutions will reduce the need for future fee increases.

Please find attached the approved 2015 and 2016 plan for the infrastructure fee and the recommended 20-year Master Plan.

**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

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.

Fairmont State University
INFRASTRUCTURE - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015

INFRASTRUCTURE		2012 Actual	2013 Actual (YTD)	2014 Actual (YTD)	2015 Budget	2015 Actual (YTD)	2016 Budget	2017 Budget
<i>Revenue:</i>	Infrastructure Fee - Fairmont (449400/9201XX)	738,533.00	704,681.28	670,487.16	635,488.11	523,059.00	612,033.11	588,578.11
	Infrastructure Fee - Pierpont (449500/3501XX)	433,152.00	415,547.00	367,699.05	305,692.00	282,545.00	275,178.00	244,664.00
	Total Revenue	1,171,685.00	1,120,228.28	1,038,186.21	941,180.11	805,604.00	887,211.11	833,242.11
<i>Operating:</i>	Infrastructure Plant Fund	8,546.99	7,495.01	6,690.73	7,496.00	920.43	7,496.00	7,645.92
	Total Operating	8,546.99	7,495.01	6,690.73	7,496.00	920.43	7,496.00	7,645.92
1	Net Total Revenue	1,163,138.01	1,112,733.27	1,031,495.48	933,684.11	804,683.57	879,715.11	825,596.19
	Debt Service Payment	593,080.12	494,912.38	496,274.67	496,744.23	248,231.86	496,744.23	496,543.42
	Transfer to (from) Plant Reserves	570,057.89	617,820.89	316,526.81	436,939.88	218,694.00	382,970.88	329,052.77
	Net Revenue, after Debt Payment & Transfers to Plant	0.00	0.00	218,694.00	0.00	337,757.71	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,171,685.00	1,120,228.28	1,038,186.21	941,180.11	805,604.00	887,211.11	833,242.11
	Maximum Debt Service (as per Bond Indentures) (B)	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23
	Debt Covenant Ratio (A) divided by (B)	2.36	2.26	2.09	1.89	1.62	1.79	1.68
	<i>required = 1.00</i>							
		2012	2013	2014	2015	2014	2016	2017
	2 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	2 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	4 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	4 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	<i>449000/9229XX-Infrastructure Reserve (9236XX \$200,000)</i>	2012 Actual	2013 Actual (YTD)	2014 Actual (YTD)	2015 Budget	2015 Actual (YTD)	2016 Budget	2017 Budget
	Beginning Cash Balance - Plant Funds	905,142.76	923,415.89	818,939.26	1,019,105.36	1,019,105.36	1,725,845.10	1,532,915.36
	Add - Interest	1,746.52	1,865.94	1,687.75	1,500.00	986.84	1,500.00	1,500.00
	Transfers In - Plant Reserves	570,057.89	617,820.89	316,526.81	436,939.88	218,694.00	382,970.88	329,052.77
	Less - Projects	(1,057,960.11)	(1,528,964.01)	(310,787.90)	(122,000.00)	(352,302.40)	(662,000.00)	(348,000.00)
	Adjust for Cash transferred for project budgets	504,428.83	804,800.55	192,739.44	390,299.86	159,997.46	84,599.38	-
	Ending Cash Balance - Plant Funds	923,415.89	818,939.26	1,019,105.36	1,725,845.10	1,046,481.26	1,532,915.36	1,515,468.13

Fairmont State University
INFRASTRUCTURE - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015

INFRASTRUCTURE		2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
<i>Revenue:</i>	Infrastructure Fee - Fairmont (449400/9201XX)	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11
	Infrastructure Fee - Pierpont (449500/3501XX)	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00
	Total Revenue	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11
<i>Operating:</i>	Infrastructure Plant Fund	7,798.84	7,954.82	8,113.91	8,276.19	8,441.71	8,610.55	8,782.76	8,958.41
	Total Operating	7,798.84	7,954.82	8,113.91	8,276.19	8,441.71	8,610.55	8,782.76	8,958.41
1	Net Total Revenue	771,474.27	771,318.29	771,159.20	770,996.92	770,831.40	770,662.56	770,490.35	770,314.70
	Debt Service Payment	495,807.11	496,342.61	496,409.55	495,372.02	496,443.02	495,438.96	495,355.28	496,476.48
	Transfer to (from) Plant Reserves	275,667.16	274,975.68	274,749.65	275,624.90	274,388.38	275,223.60	275,135.07	273,838.22
	Net Revenue, after Debt Payment & Transfers to Plant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11
	Maximum Debt Service (as per Bond Indentures) (B)	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23
	Debt Covenant Ratio (A) divided by (B)	1.57	1.57	1.57	1.57	1.57	1.57	1.57	1.57
	<i>required = 1.00</i>								
		2018	2019	2020	2021	2022	2023	2024	2025
	2 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	2 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	4 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	4 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	<i>449000/9229XX-Infrastructure Reserve (9236XX \$200,000)</i>	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
	Beginning Cash Balance - Plant Funds	1,515,468.13	1,351,635.29	1,296,749.77	1,117,570.05	1,048,038.15	860,926.52	536,626.78	552,077.19
	Add - Interest	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
	Transfers In - Plant Reserves	275,667.16	274,975.68	274,749.65	275,624.90	274,388.38	275,223.60	275,135.07	273,838.22
	Less - Projects	(441,000.00)	(331,361.21)	(455,429.37)	(346,656.80)	(463,000.00)	(601,023.35)	(261,184.66)	(318,000.00)
	Adjust for Cash transferred for project budgets	-	-	-	-	-	-	-	-
	Ending Cash Balance - Plant Funds	1,351,635.29	1,296,749.77	1,117,570.05	1,048,038.15	860,926.52	536,626.78	552,077.19	509,415.41

Fairmont State University
INFRASTRUCTURE - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015

INFRASTRUCTURE		2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget
<i>Revenue:</i>	Infrastructure Fee - Fairmont (449400/9201XX)	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11	565,123.11
	Infrastructure Fee - Pierpont (449500/3501XX)	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00	214,150.00
	Total Revenue	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11
<i>Operating:</i>	Infrastructure Plant Fund	9,137.58	9,320.33	9,506.74	9,696.88	9,890.81	10,088.63	10,290.40
	Total Operating	9,137.58	9,320.33	9,506.74	9,696.88	9,890.81	10,088.63	10,290.40
1	Net Total Revenue	770,135.53	769,952.78	769,766.37	769,576.23	769,382.30	769,184.48	768,982.71
	Debt Service Payment	495,208.02	495,114.31	495,938.48	495,327.67	495,921.74	496,256.43	495,503.38
	Transfer to (from) Plant Reserves	274,927.51	274,838.47	273,827.89	274,248.56	273,460.56	272,928.05	273,479.33
	Net Revenue, after Debt Payment & Transfers to Plant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11	779,273.11
	Maximum Debt Service (as per Bond Indentures) (B)	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23	496,744.23
	Debt Covenant Ratio (A) divided by (B)	1.57	1.57	1.57	1.57	1.57	1.57	1.57
	<i>required = 1.00</i>							
		2026	2027	2028	2029	2030	2031	2032
	2 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	2 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	4 year Infrastructure Fee - cap	85.00	85.00	85.00	85.00	85.00	85.00	85.00
	4 year Infrastructure Fee - per credit hour	8.00	8.00	8.00	8.00	8.00	8.00	8.00
	<i>449000/9229XX-Infrastructure Reserve (9236XX \$200,000)</i>	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget
	Beginning Cash Balance - Plant Funds	509,415.41	569,842.92	630,181.38	592,509.27	427,257.84	449,218.40	377,646.45
	Add - Interest	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
	Transfers In - Plant Reserves	274,927.51	274,838.47	273,827.89	274,248.56	273,460.56	272,928.05	273,479.33
	Less - Projects	(216,000.00)	(216,000.00)	(313,000.00)	(441,000.00)	(253,000.00)	(346,000.00)	(321,000.00)
	Adjust for Cash transferred for project budgets	-	-	-	-	-	-	-
	Ending Cash Balance - Plant Funds	569,842.92	630,181.38	592,509.27	427,257.84	449,218.40	377,646.45	331,625.77

Fairmont State University
INFRASTRUCTURE - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of March 31, 2015

INFRASTRUCTURE		2033 Budget	2034 Budget
<i>Revenue:</i>	Infrastructure Fee - Fairmont (449400/9201XX)	565,123.11	565,123.11
	Infrastructure Fee - Pierpont (449500/3501XX)	214,150.00	214,150.00
	Total Revenue	779,273.11	779,273.11
<i>Operating:</i>	Infrastructure Plant Fund	10,496.21	10,706.13
	Total Operating	10,496.21	10,706.13
1	Net Total Revenue	768,776.90	768,566.98
	Debt Service Payment	0.00	0.00
	Transfer to (from) Plant Reserves	768,776.90	768,566.98
	Net Revenue, after Debt Payment & Transfers to Plant	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	779,273.11	779,273.11
	Maximum Debt Service (as per Bond Indentures) (B)	496,744.23	496,744.23
	Debt Covenant Ratio (A) divided by (B)	1.57	1.57
	<i>required = 1.00</i>		
		2033	2034
	2 year Infrastructure Fee - cap	85.00	85.00
	2 year Infrastructure Fee - per credit hour	8.00	8.00
	4 year Infrastructure Fee - cap	85.00	85.00
	4 year Infrastructure Fee - per credit hour	8.00	8.00
	449000/9229XX-Infrastructure Reserve (9236XX \$200,000)	2033 Budget	2034 Budget
	Beginning Cash Balance - Plant Funds	331,625.77	777,902.67
	Add - Interest	1,500.00	1,500.00
	Transfers In - Plant Reserves	768,776.90	768,566.98
	Less - Projects	(324,000.00)	(324,000.00)
	Adjust for Cash transferred for project budgets	-	-
	Ending Cash Balance - Plant Funds	777,902.67	1,223,969.65

Fairmont State University
INFRASTRUCTURE Financial Analysis
Future Parking Lot and Roadways Capital Project Estimations

Inflation Rate 4%

	Square Footage	Cost of Paving	Cost of Sealing	2012	2013	2014	2015	2016	2017	2018	2019
Parking Lots											
	Parking Lots										
2	Aerospace Center - Lot 2	29959.00	\$ 49,931.67	\$ 10,785.24	\$ 47,740.50						
3	Aerospace Center - Lot 3	15316.00	\$ 25,526.67	\$ 5,513.76	\$ 23,870.25						
1	Aerospace Center - Main Lot	4950.00	\$ 8,250.00	\$ 1,782.00	\$ 7,956.75						
35	Bryant Parking	28666.78	\$ 47,777.97	\$ 10,320.04							
52	Caperton (2 Overflow Park Lots)	29222.00	\$ 48,703.33	\$ 10,519.92					\$ 65,000.00		
51	Caperton Center Parking Lot	28237.00	\$ 47,061.67	\$ 10,165.32					\$ 65,000.00		
3	College Apartments Parking	51701.1	\$ 86,168.50	\$ 18,612.40							
33	East Campus to Bryant	17461.62	\$ 29,102.70	\$ 6,286.18			\$ 60,000.00				
6	Feaster Center - Back Lot	14349.27	\$ 23,915.45	\$ 5,165.74					\$ 42,000.00		
4	Folklife Parking	10399.69	\$ 17,332.82	\$ 3,743.89							
5	Folklife Parking (Small Lot)	2989.86	\$ 4,983.10	\$ 1,076.35							
7	Football Field Parking Lot	40471.36	\$ 67,452.27	\$ 14,569.69							
2	Hardway Hall Parking Lot	16282.04	\$ 27,136.73	\$ 5,861.53							
10	Hunt Haught Hall - Lot	22395.57	\$ 37,325.95	\$ 8,062.41							\$ 55,000.00
23	Hunt Haught Hall - Lower Lot Locust Avenue	28468.03	\$ 47,446.72	\$ 10,248.49			\$ 69,330.00				
53	Merchant Street	17562.00	\$ 29,270.00	\$ 6,322.32			\$ 6,309.40				
14	Parking Lot (Above Library & West Campus Dr)	19253.49	\$ 32,089.15	\$ 6,931.26			\$ 86,426.00				
19&20	Parking Lot - Education to Falcon	16005.86	\$ 26,676.43	\$ 5,762.11						\$ 55,000.00	
15	Pence Hall Lot	63217.67	\$ 105,362.78	\$ 22,758.36	\$ 131,688.00		\$ 70,906.88				
29	Physical Plant	52959.98	\$ 88,266.63	\$ 19,065.59				\$ 95,000.00			
15A	Pool Parking Lot	11485.31	\$ 19,142.18	\$ 4,134.71			\$ 24,599.38				
8&9	Practice Field Parking Lots	78508.61	\$ 130,847.68	\$ 28,263.10							
22	President House Parking	7935.94	\$ 13,226.57	\$ 2,856.94							
30	Tennis Count Parking Lot	7236.1	\$ 12,060.17	\$ 2,605.00							
	Lot Striping / Sealing (Miscellaneous)		\$ 22,000.00	\$ 10,899.72	\$ 36,621.28		\$ -		\$ 45,000.00	\$ 30,000.00	\$ 40,000.00
	Subtotal Parking Areas			\$ 90,467.22	\$ 168,309.28	\$ -	\$ 317,571.66	\$ 95,000.00	\$ 87,000.00	\$ 215,000.00	\$ 95,000.00
Roadways											
	Roadways										
34	Bryant Street	70700.48	\$ 153,184.37								
24	Falcon Center Access Road	11679.89	\$ 25,306.43							\$ 34,633.59	
13	Hardway Entrance	32393.97	\$ 70,186.94								
28	Physical Plant Road	21974	\$ 47,610.33					\$ 55,000.00			
21	Road to President's House	8001.94	\$ 17,337.54							\$ 23,727.62	
1	Squibb Wilson Boulevard	102632.83	\$ 222,371.13								
16	West Campus Drive	14876.21	\$ 24,793.68								
4	Tennis Court Access Road			\$ 9,162.20	\$ 125,604.00						
	Hunt Haught Access Road								\$ 35,000.00		
	Speed Humps					\$ 21,400.00					
	Parking Garage Elevator Install										
	Merchant St Retaining Wall					\$ 363,466.84					
	Locust Ave Infrastructure					\$ 40,000.00					
	Campus Lighting Upgrades					\$ 181,607.20					
	IT Emergency Back-Up			\$ 181,053.00							
	Signage							\$ 40,000.00			
	Camera Security System	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00
	Main Loop Striping	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00
	Landscaping		\$ 81,565.06	\$ 91,425.03	\$ 66,911.29	\$ 140,635.90	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
	Small Projects		\$ 13,635.06	\$ 25,874.46	\$ 9,094.80	\$ 34,905.20	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
	Infrastructure & Utility Mtce & Upgrades	\$ 25,000.00						\$ 150,000.00	\$ 25,000.00	\$ 25,000.00	25000
	Subtotal Roadways			\$ 285,415.32	\$ 242,903.49	\$ 682,480.13	\$ 175,541.10	\$ 567,000.00	\$ 261,000.00	\$ 226,000.00	\$ 236,361.21
	Total Parking Lots & Roadways			\$ 375,882.54	\$ 411,212.77	\$ 682,480.13	\$ 493,112.76	\$ 662,000.00	\$ 348,000.00	\$ 441,000.00	\$ 331,361.21

Fairmont State University
INFRASTRUCTURE Financial Analysis
Future Parking Lot and Roadways Capital Project

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Parking Lots											
2 Aerospace Center - Lot 2											
3 Aerospace Center - Lot 3											
1 Aerospace Center - Main Lot											
35 Bryant Parking	\$ 67,000.00										
52 Caperton (2 Overflow Park Lots)											
51 Caperton Center Parking Lot											
3 College Apartments Parking											
33 East Campus to Bryant											
6 Feaster Center - Back Lot											
4 Folklife Parking		\$ 25,656.80									
5 Folklife Parking (Small Lot)											
7 Football Field Parking Lot						\$ 105,000.00					
2 Hardway Hall Parking Lot					\$ 45,184.66						
10 Hunt Haught Hall - Lot											
23 Hunt Haught Hall - Lower Lot Locust Avenue	\$ 67,531.47										
53 Merchant Street											
14 Parking Lot (Above Library & West Campus Dr)											
19&20 Parking Lot - Education to Falcon											
15 Pence Hall Lot										\$ 225,000.00	
29 Physical Plant											
15A Pool Parking Lot											\$ 40,000.00
8&9 Practice Field Parking Lots											
22 President House Parking				\$ 34,000.00							
30 Tennis Count Parking Lot											
Lot Striping / Sealing (Miscellaneous)	\$ 45,000.00	\$ 35,000.00	\$ 45,000.00	\$ 35,000.00	\$ 40,000.00	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	\$ 40,000.00	\$ 35,000.00
Subtotal Parking Areas	\$ 179,531.47	\$ 60,656.80	\$ 45,000.00	\$ 69,000.00	\$ 85,184.66	\$ 140,000.00	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	\$ 265,000.00	\$ 75,000.00
Roadways											
34 Bryant Street			\$ 240,000.00								
24 Falcon Center Access Road											
13 Hardway Entrance	\$ 99,897.89										
28 Physical Plant Road									\$ 68,000.00		
21 Road to President's House											
1 Squibb Wilson Boulevard				\$ 356,023.35							
16 West Campus Drive		\$ 85,000.00									
4 Tennis Court Access Road											
Hunt Haught Access Road											
Spead Humps		\$ 25,000.00							\$ 32,000.00		
Parking Garage Elevator Install											
Merchant St Retaining Wall											
Locust Ave Infrastructure											
Campus Lighting Upgrades											
IT Emergency Back-Up											
Signage											
Camera Security System	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Main Loop Striping	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 4,000.00	\$ 6,000.00
Landscaping	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Small Projects	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
Infrastructure & Utility Mtce & Upgrades	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Subtotal Roadways	\$ 275,897.89	\$ 286,000.00	\$ 418,000.00	\$ 532,023.35	\$ 176,000.00	\$ 178,000.00	\$ 176,000.00	\$ 176,000.00	\$ 278,000.00	\$ 176,000.00	\$ 178,000.00
Total Parking Lots & Roadways	\$ 455,429.37	\$ 346,656.80	\$ 463,000.00	\$ 601,023.35	\$ 261,184.66	\$ 318,000.00	\$ 216,000.00	\$ 216,000.00	\$ 313,000.00	\$ 441,000.00	\$ 253,000.00

Fairmont State University
INFRASTRUCTURE Financial Analysis
Future Parking Lot and Roadways Capital Project

	2031	2032	2033	2034
Parking Lots				
2 Aerospace Center - Lot 2		\$ 65,000.00		
3 Aerospace Center - Lot 3		\$ 32,000.00		
1 Aerospace Center - Main Lot		\$ 13,000.00		
35 Bryant Parking				
52 Caperton (2 Overflow Park Lots)				
51 Caperton Center Parking Lot				
3 College Apartments Parking				
33 East Campus to Bryant				
6 Feaster Center - Back Lot				
4 Folklife Parking				
5 Folklife Parking (Small Lot)				
7 Football Field Parking Lot				
2 Hardway Hall Parking Lot				
10 Hunt Haught Hall - Lot				
23 Hunt Haught Hall - Lower Lot				
Locust Avenue				
53 Merchant Street			\$ 29,000.00	\$ 29,000.00
14 Parking Lot (Above Library & West Campus Dr)	\$ 135,000.00			
19&20 Parking Lot - Education to Falcon				
15 Pence Hall Lot				
29 Physical Plant				
15A Pool Parking Lot				
8&9 Practice Field Parking Lots				
22 President House Parking				
30 Tennis Count Parking Lot				
Lot Striping / Sealing (Miscellaneous)	\$ 35,000.00	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00
Subtotal Parking Areas	\$ 170,000.00	\$ 145,000.00	\$ 69,000.00	\$ 69,000.00
Roadways				
34 Bryant Street				
24 Falcon Center Access Road			\$ 45,000.00	\$ 45,000.00
13 Hardway Entrance				
28 Physical Plant Road				
21 Road to President's House			\$ 32,000.00	\$ 32,000.00
1 Squibb Wilson Boulevard				
16 West Campus Drive				
4 Tennis Court Access Road				
Hunt Haught Access Road				
Spead Humps				
Parking Garage Elevator Install				
Merchant St Retaining Wall				
Locust Ave Infrastructure				
Campus Lighting Upgrades				
IT Emergency Back-Up				
Signage				
Camera Security System	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Main Loop Striping	\$ 4,000.00	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00
Landscaping	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Small Projects	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
Infrastructure & Utility Mtce & Upgrades	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Subtotal Roadways	\$ 176,000.00	\$ 176,000.00	\$ 255,000.00	\$ 255,000.00
Total Parking Lots & Roadways	\$ 346,000.00	\$ 321,000.00	\$ 324,000.00	\$ 324,000.00

Tab 10

**Fairmont State University
Board of Governors
May 14, 2015**

Item: 2016 Education and General (E&G) Budget Approval

Committee: Committee of the Whole

Recommended Resolution: Resolved, that the Fairmont State University Board of Governor's approve the Unrestricted E&G Fund Budgets for the 2016 fiscal year.

Staff Member: Rick Porto

Background: The E&G Fund Budget Plan for the 2016 fiscal year shows a plan to spend against reserves of \$677,722.

This spend against reserves is broken down into Central E&G Fund of \$303,703, and Fund Manager Fund of \$374,019. We recommend the Fund Manager Fund(s) be reported to the Board separately in future monthly reports because of an increased revenue and expense budget authority approved for the Deans to manage with the addition of Program Fees.

Please see the attached FY 2016 Budget Planning documents for the Central E&G and Fund Manager Funds that was reviewed and approved by the President's Council and the Finance Committee.

Please also see the attached FY 2016 Budgeted Statement of Revenues and Expenses comparing the FY 2015 budget plan thru March 31 to FY 2016 beginning budget plan, for both Central E&G and Fund Manager E&G Fund(s).

Next please find attached the Unrestricted Fund OPEB Liability and Net Assets Report that demonstrates our net asset position for both fund groups. The projected net assets for Central E&G Fund (after adding back the projected OPEB Liability) at the end of fiscal year 2015 is estimated to be \$10,199,025 and is 23.55% of the 2016 planned operating budget for the Central E&G Fund.

Also, please find the projected net assets for the Fund Manager Fund(s) at the end of fiscal year 2015 is estimated to be \$721,145 and is 29.77% of the planned operating budget for the Fund Manager Fund(s).

Finally, approving this budget plan for 2016 fiscal year will allow for mandatory pay raises for minimum wage requirement, faculty promotions, and Mercer step requirement. Attached is a letter required

to be sent to the State Budget Office approving the above mentioned pay raises.

The Central E&G Fund Planning Document approved by the President's Council and the Finance Committee commits to a continued monitoring of vacant and vacated positions to save \$1,000,000 by delaying the filling of these positions. If needed the President's Council will implement other spending restrictions in the new-year to assure a minimal impact on the spending of reserves.

The Fund Manager E&G Fund Planning Document is intentionally spending reserves to do classroom renovations, equipment upgrades, provide for supervision over clinical experiences, additional support to the academic programs of a database funded by the Library, and to offset cuts in central E&G operating budgets that were needed to deal with declining state appropriations, and student E&G operating fee revenues.

When the Board of Governors approved the addition of certain program fees for the Academic Schools, these requests indicated need to replace computer labs, Nursing simulation equipment, and other equipment to facilitate the education of the students in their programs. Since these equipment needs are not annual events it is recognized that reserves will grow in some years and be spent in others. It is the intent of the Provost and the Deans to provide annually their plans to the President's Council (through the budget office) to save (or spend) by Academic Dean.

Please find attached the following:

- 1) The FY 2016 Budget Planning Document for the Education & General Central Fund Report.
- 2) The FY 2016 Statement of Revenues and Expenses Budget Comparison for the current Central E&G Unrestricted Fund Report.
- 3) The FY 2016 Budget Planning Document for the Education & General Fund Manager Fund Report.
- 4) The FY 2016 Statement of Revenues and Expenses Budget Comparison for the current Fund Manager Unrestricted Fund Report.
- 5) The overall Unrestricted Funds OPEB Liability and Net Assets Report.

FY 2016 BUDGET PLANNING DOCUMENT
 FAIRMONT STATE UNIVERSITY
 PRESIDENT'S CONTROL EDUCATION & GENERAL FUNDS
 State Appropriation Reduction
 7% Fee Increase

FY 2015 Assumes as of March 31, 2015 A President's Control Budget Condition of	(1,150,602)					
		Yes/No Decision	Time Frame	Budget Effect	Running Total	Comments
FY 15 ONE-TIME BUDGETS REMOVED:						
Governor's Honor Academy	89,000	Yes	FY 2016	89,000		
Title III Classroom Renovation Costs	<u>0</u>	No	FY 2016	<u>0</u>		
One-time FY 2015 Budgets Sub-total:	89,000			89,000	(1,061,602)	
FY 2015 ONE-TIME BUDGETS REMOVED SECTION SUB-TOTAL: 89,000 89,000 (1,061,602)						
PERMANENT BUDGET ADJUSTMENTS:						
Revenue Adjustments:						
State Appropriation Reduction	(174,192)	Yes	FY 2016	(174,192)		
State Appropriation Allocated for Pay Raises	0	Yes	FY 2016	0		
State Appropriation Allocated for Oasis Billing	0	Yes	FY 2016	0		
State Appropriation Allocated for PEIA Increase	0	Yes	FY 2016	0		
Fee Increase 7%	<u>1,210,798</u>	Yes	FY 2016	<u>1,210,798</u>		
Revenue Adjustments Sub-total:	1,036,607			1,036,607	(24,995)	
Other Revenue Updates:						
E&G	0	Yes	FY 2016	0		
Central Fees	0	Yes	FY 2016	0		
Student Programs	0	Yes	FY 2016	0		
Adjustments to Correct Negative Revenue Budgets	<u>0</u>	Yes	FY 2016	<u>0</u>		
Other Revenue Reductions Sub-total:	0			0	(24,995)	
Enrollment Growth/Decline:						
Fairmont:						
Education & General	(208,012)	Yes	FY 2016	(208,012)		
Graduate Programs	(869)	Yes	FY 2016	(869)		
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	(4,325)	Yes	FY 2016	(4,325)		
Central Fees (Health Services)	<u>(1,545)</u>	Yes	FY 2016	<u>(1,545)</u>		
<i>Fairmont Sub-total:</i>	(214,751)			(214,751)		
Pierpont:						
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	(447)	Yes	FY 2016	(447)		
Central Fees (Health Services)	<u>(160)</u>	Yes	FY 2016	<u>(160)</u>		
<i>Pierpont Sub-total:</i>	(607)			(607)		
Enrollment Growth Sub-total:	(215,358)			(215,358)	(240,353)	
Chargeback Percentage Shift:						
-Chargeback Revenue - Chargeback Percentage Shift	(421,839)	Yes	FY 2016	(421,839)		
-Chargeback Expense - Chargeback Percentage Shift	<u>(13,545)</u>	Yes	FY 2016	<u>(13,545)</u>		
Chargeback Percentage Shift Sub-total:	(435,384)			(435,384)	(675,737)	
Fiscal Year Budget Increase Requests from Schools/Departments:						
Fiscal Year Budget Increase Requests from Schools/Departments Sub-total:	0	Yes	FY 2016	0	(675,737)	
Pay Raises (xx%):						
-Chargeback Revenue - Pay Raises	0	No	FY 2016	0		
-Chargeback Expense - Pay Raises	<u>0</u>	No	FY 2016	<u>0</u>		
Pay Raises Sub-total:	0			0	(675,737)	

	Yes/No Decision	Time Frame	Budget Effect	Running Total	Comments
Mandatory Pay Raise Costs:					
Mercer Scale Cost for Step Movement/Mandated \$504 Increase (whichever is greater)	Yes	FY 2016	(89,241)		<i>Depends on Legislation</i>
- Chargeback Revenue - Mandatory Pay Raise Costs-Mercer Scale/Mandated Raise	Yes	FY 2016	15,894		<i>Depends on Legislation</i>
- Chargeback Expense - Mandatory Pay Raise Costs-Mercer Scale/Mandated Raise	Yes	FY 2016	(1,519)		<i>Depends on Legislation</i>
Oasis Billing (fee increase)	Yes	FY 2016	(10,000)		
State Minimum Wage Increase	Yes	FY 2016	(43,809)		
- Chargeback Revenue - State Minimum Wage Increase	Yes	FY 2016	5,151		
- Chargeback Expense - State Minimum Wage Increase	Yes	FY 2016	(1,993)		
Faculty Promotions	Yes	FY 2016	(66,402)		
Salary Adjustments	No	FY 2016	0		<i>Depends on Legislation</i>
Mandatory Pay Raise Costs Sub-total:			(191,919)	(867,656)	
PEIA Rate Increase (xx%):					
Rate increase to Employer Paid Premiums	Yes	FY 2016	0		
- Chargeback Revenue - Active Employee PEIA Rate Increase	Yes	FY 2016	0		
- Chargeback Expense - Active Employee PEIA Rate Increase	Yes	FY 2016	0		
PEIA Rate Increase Sub-total:			0	(867,656)	
Annual Increment:					
Increment Increase	Yes	FY 2016	(35,505)		
-Chargeback Revenue - Annual Increment	Yes	FY 2016	260		
-Chargeback Expense - Annual Increment	Yes	FY 2016	(693)		
Annual Increment Sub-total:			(35,938)	(903,594)	
Phased Retirement:					
Phased Retirement Cost Estimate (Savings)	Yes	FY 2016	0		
- Chargeback Revenue - Phased Retirees (Loss of Revenue)	Yes	FY 2016	0		
- Chargeback Expense - Phased Retirees	Yes	FY 2016	0		
Phased Retirement Sub-total:			0	(903,594)	
Assessment for Instructional Costs: (Cost associated with the separation of teaching)					
Reduction to Expense for Instructional Costs	Yes	FY 2016	0		
Assessment for Instructional Costs Sub-total:			0	(903,594)	
New Costs:					
Title III Grant:					
Learning Coordinator - Business (Position 917)	Yes	FY 2016	(19,606)		
STEM Learning Coordinator (Position 918)	Yes	FY 2016	(18,892)		
Peer Mentors - Business	Yes	FY 2016	(4,073)		
Peer Mentors - STEM	Yes	FY 2016	(4,562)		
Title III Grant Sub-total:			(47,133)	(950,727)	
Byrd Center:					
Byrd Center Student Fee (\$200 per student/semester)	Yes	FY 2016	28,000		
Faculty (2 new positions each at \$50,000 wage)	Yes	FY 2016	(133,517)		
-Chargeback Expense - Reduction to PCTC faculty cost (instructional chargeback) with establishment of University positions	Yes	FY 2016	65,816		
Staff (1 new position at \$30,000 wage)	Yes	FY 2016	(43,974)		
-Chargeback Expense - Reduction to PCTC administrative position costs with establishment of University positions	Yes	FY 2016	122,740		
Byrd Center Sub-total:			39,065	(911,662)	
Athletic Contract Support:					
Men's Basketball Coach Stipend	Yes	FY 2016	(33,270)		
Athletic Contract Support Sub-total:			(33,270)	(944,932)	
Utility Fee Increases/Decreases:					
Natural Gas	No	FY 2016	0		
Electric	Yes	FY 2016	(38,000)		
Water & Sewage	No	FY 2016	0		
Garbage	No	FY 2016	0		
Other - HVAC Maintenance	No	FY 2016	0		
-Chargeback Revenue - Utilities	Yes	FY 2016	11,613		
Utility Fee Increases Sub-total:			(26,387)	(971,319)	

	Yes/No Decision	Time Frame	Budget Effect	Running Total	Comments
Custodial Costs:					
Increase to Custodial Personnel	0	Yes	FY 2016	0	
-Chargeback Revenue - Increase to Personnel	0	Yes	FY 2016	0	
State Minimum Wage Increase	0	Yes	FY 2016	0	
-Chargeback Revenue - State Minimum Wage Increase	0	Yes	FY 2016	0	
Custodial Costs Sub-total:	0			0	(971,319)
Audit Contract Costs:					
Increase to Financial Statement Audit Costs	0	Yes	FY 2016	0	
Audit Contract Costs Sub-total:	0			0	(971,319)
Annual BRIM Premium					
Annual BRIM Premium	(9,821)	Yes	FY 2016	(9,821)	
-Chargeback Revenue - Brim Premium	2,242	Yes	FY 2016	2,242	
Annual BRIM Premium Sub-total:	(7,579)			(7,579)	(978,898)
HERA Assessment:					
Annual HERA Assessment	0	Yes	FY 2016	0	
HERA Assessment Sub-total:	0			0	(978,898)
Lease Costs:					
Alumni Association Lease Increase	(330)	Yes	FY 2016	(330)	
Lease Expense Sub-total:	(330)			(330)	(979,228)
Degree Works:					
Degree Works Sub-total:	(153)	Yes	FY 2016	(153)	(979,381)
Tuition Waiver Costs (xx% Increase) :					
Full Ride Scholarships (McClain)	(6,467)	Yes	FY 2016	(6,467)	
McClain Runner-Up Scholarships	0	Yes	FY 2016	0	
Combined Ability Scholarship	0	Yes	FY 2016	0	
Waivers Due to Increase of Fee	0	Yes	FY 2016	0	Only if fee increase is allowed
Employee/Employee Dependent School/Tuition Waiver	0	Yes	FY 2016	0	
Promise Beyond Scholarships	(80,000)	Yes	FY 2016	(80,000)	
Presidential Promise Beyond Scholarships	(20,000)	Yes	FY 2016	(20,000)	
Graduate Asst. School Waivers	(8,863)	Yes	FY 2016	(8,863)	
Athletic Waivers	(74,911)	Yes	FY 2016	(74,911)	
Athletic Scholarships - Football	(1,081)	Yes	FY 2016	(1,081)	
Tuition Waiver Costs Sub-total:	(191,322)			(191,322)	(1,170,703)
SEOG & Federal Work Study:					
SEOG Matching Contributions	0	Yes	FY 2016	0	
FWS Matching Contributions	0	Yes	FY 2016	0	
SEOG & Federal Work Study Sub-total:	0			0	(1,170,703)
PERMANENT BUDGET ADJUSTMENTS SECTION SUB-TOTAL:			(109,102)	(109,102)	(1,170,703)
PROPOSED CHANGES RELATED TO PIERPONT DECISIONS:					
Pierpont's Proposed Agreement Updates:					
Proposed Separation of the Assessed New Student Fee (Fund 240900)	0	No	FY 2016	0	
Proposed Service Reduction Requests	0	No	FY 2016	0	
Pierpont's Central Fees	(74,000)	Yes	FY 2016	(74,000)	
Fairmont States Reduction to Expense in loss of PCTC Central Fees	74,000	Yes	FY 2016	74,000	
Pierpont's Proposed Agreement Updates Sub-total:	0			0	(1,170,703)
PROPOSED CHANGES RELATED TO PIERPONT DECISIONS SECTION SUB-TOTAL:			0	0	(1,170,703)

FY 2016 ONE-TIME BUDGETS:

		Yes/No Decision	Time Frame	Budget Effect	Running Total	Comments
Governor's Honor Academy		Yes	FY 2016	(92,000)		
Additional FY 16 funding due to unused FY 15 budget		Yes	FY 2016	<u>(41,000)</u>		
Governor's Honor Academy Sub-total:				(133,000)	(1,303,703)	
FY 2016 ONE-TIME BUDGETS SUB-TOTAL:				(133,000)	(1,303,703)	
BALANCE AFTER PRESIDENT CONTROL FUND ADJUSTMENTS:				(1,644,480)	(1,303,703)	
ESTIMATED UNFILLED POSITION SAVINGS:				1,000,000	1,000,000	
PROJECTED USE OF RESERVES:				(644,480)	(303,703)	
ESTIMATED BEGINNING FUND BALANCE FOR FY 2016				10,199,025	10,199,025	
ESTIMATED ENDING FUND BALANCE FOR FY 2016				9,554,545	9,895,322	

FY 2016 BUDGET PLANNING DOCUMENT
 FAIRMONT STATE UNIVERSITY
 FUND MANAGER'S CONTROL EDUCATION & GENERAL FUNDS

FUND MANAGER FY 2016 ESTIMATES:		Yes/No Decision	Time Frame	Budget Effect	Running Total	Comments
Revenue Plan for FY 2016	2,048,571	Yes	FY 2016	2,048,571		
Expense Plan for FY 2016	<u>(2,422,590)</u>	Yes	FY 2016	<u>(2,422,590)</u>		
Planned Spend of Reserves:	(374,019)			(374,019)		
BALANCE AFTER FUND MANAGER BUDGETS:	<u>(374,019)</u>			<u>(374,019)</u>		
ESTIMATED BEGINNING FUND BALANCE FOR FY 2016	721,145			721,145		
ESTIMATED ENDING FUND BALANCE FOR FY 2016	347,126			347,126		

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

	Approved FY 2015 Budget	Current FY 2015 Budget as of March 31, 2015	Proposed FY 2016 Budget	Difference Current FY 15 to Proposed FY 16
OPERATING REVENUE				
Tuition and Fees	23,336,797	22,166,414	23,116,461	950,047
Student Activity Support Revenue	523,847	478,242	471,765	(6,477)
Faculty Services Revenue	1,272,439	1,272,439	1,272,439	0
Operating Costs Revenue	2,023,643	1,822,322	1,597,901	(224,422)
Support Services Revenue	2,863,717	2,550,625	2,035,390	(515,236)
Other Operating Revenues	225,293	225,293	225,293	0
Total:	30,245,736	28,515,335	28,719,248	203,913
OPERATING EXPENSE				
Salaries	24,182,136	24,072,656	24,572,578	499,922
Benefits	5,874,558	5,999,662	5,923,148	(76,514)
Student financial aid-scholarships	2,590,806	2,421,764	2,613,428	191,664
Utilities	1,413,176	1,413,176	1,451,176	38,000
Supplies and Other Services	6,556,455	6,349,524	6,029,871	(319,653)
Equipment Expense	974,053	803,623	837,331	33,709
Fees retained by the Commission	185,560	185,560	185,560	0
Assessment for Faculty Services	1,107,466	1,053,034	987,218	(65,816)
Assessment for Support Services	184,200	366,656	256,737	(109,919)
Assessment for Student Activity Costs	375,898	355,634	349,764	(5,870)
Assessment for Operating Costs	160,976	100,486	100,134	(353)
Total:	43,605,283	43,121,775	43,306,945	185,171
OPERATING INCOME / (LOSS)	(13,359,548)	(14,606,440)	(14,587,698)	18,742
NONOPERATING REVENUE (EXPENSE)				
State Appropriations	15,850,298	15,842,394	15,668,202	(174,192)
Gifts	0	2,000	0	(2,000)
Investment Income	25,245	25,245	25,245	0
Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,143,380)	(2,143,380)	0
Total:	13,530,935	13,726,259	13,550,067	(176,192)
TRANSFERS & OTHER				
Capital Expenditures	(163,219)	(119,338)	(84,438)	34,900
Transfers for Debt Service	(64,986)	(64,986)	(64,986)	0
Transfers for Financial Aid Match	0	(81,239)	(81,239)	0
Indirect Cost Recoveries	3,240	1,791	1,740	(51)
Transfers - Other	(37,150)	(6,650)	(37,150)	(30,500)
Total:	(262,115)	(270,421)	(266,073)	4,349
BUDGET BALANCE	(90,727)	(1,150,602)	(1,303,703)	(153,101)
Add: Estimated Unfilled Position Savings:		938,101	1,000,000	61,899
ADJUSTED BUDGET BALANCE		(212,501)	(303,703)	(91,202)
Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year	12,496,684	12,496,684	10,199,025	
Less: USE OF RESERVE	0	0	0	
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year	<u>12,405,957</u>	<u>12,284,183</u>	<u>9,895,322</u>	

Fairmont State University
 Budget Statement of Revenues and Expenses
 Current Fund Manager E&G Unrestricted

		Approved FY 2015 Budget	Current FY 2015 Budget as of March 31, 2015	Proposed FY 2016 Budget	Difference Current FY 15 to Proposed FY 16
OPERATING REVENUE	Tuition and Fees	958,321	1,481,979	1,839,169	357,190
	Other Operating Revenues	114,448	142,597	143,252	655
	Total:	1,072,769	1,624,577	1,982,421	357,844
OPERATING EXPENSE	Salaries	395,151	561,709	617,482	55,774
	Benefits	28,822	46,309	63,007	16,699
	Student financial aid-scholarships	7,110	16,436	16,436	0
	Utilities	4,500	4,500	4,500	0
	Supplies and Other Services	650,421	1,009,132	1,497,332	488,200
	Equipment Expense	215,834	223,834	223,834	0
	Total:	1,301,837	1,861,919	2,422,590	560,672
OPERATING INCOME / (LOSS)		(229,068)	(237,342)	(440,169)	(202,827)
NONOPERATING REVENUE (EXPENSE)	Gifts	500	2,013	1,000	(1,013)
	Total:	500	2,013	1,000	(1,013)
TRANSFERS & OTHER	Indirect Cost Recoveries	42,850	47,065	28,000	(19,065)
	Transfers - Other	37,150	37,150	37,150	0
	Total:	80,000	84,215	65,150	(19,065)
BUDGET BALANCE		(148,568)	(151,114)	(374,019)	(222,905)
Add: Estimated Unfilled Position Savings:			35	0	(35)
ADJUSTED BUDGET BALANCE			(151,079)	(374,019)	(222,940)
Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		872,259	872,259	721,145	
Less: USE OF RESERVE		0	0	0	
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>723,691</u>	<u>721,180</u>	<u>347,126</u>	

**Fairmont State University
Unrestricted Funds
OPEB Liability and Net Assets
Fiscal Years 2010 through 2014, Projected 2015**

Net Assets vs OPEB Liability

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015 Projected
Unrestricted Net Assets, as of June 30	5,898,192	5,838,762	6,308,912	6,109,111	5,430,066	2,677,578
PLUS: OPEB Liability, as of June 30	3,105,397	5,356,126	7,643,321	7,781,862	7,938,884	8,242,592
Total Unrestricted E&G Net Assets, June 30	9,003,589	11,194,888	13,952,233	13,890,973	13,368,950	10,920,170
OPEB Liability - % of Total Net Assets	34.49%	47.84%	54.78%	56.02%	59.38%	75.48%

The WV State Legislature passed a bill in 2012 that provides a funding plan to cover the Other Post Employment Benefits (OPEB) liability costs over 20 years. The OPEB liability will be gradually reduced on the financial statements without cost to the Institution.

Calculation of Net Asset Reserves

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015 Projected
Total Unrestricted E&G Net Assets, June 30	9,003,589	11,194,888	13,952,233	13,890,973	13,368,950	10,920,170
Less: 15% Reserve of Unrestricted Operating Budget	6,061,092	7,049,991	6,909,522	7,026,768	6,736,068	6,859,430
Calculated: Excess Reserves as of June 30	2,942,496.7	4,144,897	7,042,711	6,864,204.55	6,632,881.85	4,060,739.64
Less: Current Deficit Budget Condition (FY 2016)						(677,722)
Potential Excess Reserves as of Current Operating Budget						3,383,018

Total Unrestricted Net Assets as % of FY 2016 Operating Budget (\$45,729,536) 23.88%

NOTES:

Fiscal Year 2015 Total Unrestricted E&G Net Assets is projected as of June 30, 2015.

The 15% Reserve of Unrestricted Operating Budget is based on the operating budget established for the coming year. For fiscal year 2015, the reserve is calculated as 15% of the FY 2016 Operating Budget.

*Unrestricted Net Assets before OPEB liability, projected as of June 30, 2015 in the amount of **\$10,920,170**, is comprised of Unrestricted E&G funds of **\$10,199,025** and Unrestricted Fund Manager Funds of **\$721,145**.*

Includes fund types 11, 12, 13 and 1A.

Board of Governors

*1201 Locust Avenue
Fairmont, West Virginia 26554
Phone: (304)367-4151
Fax: (304)367-4580
www.fairmontstate.edu*

April 30, 2015

Board Members:

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Chairman

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Secretary

Mr. Robert Mild
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Dr. Chris Courtney

Ms. Kelly Humphreys
Student Representative

Ms. Holly Fluharty
Classified Staff Representative

Mr. John Myers

Mr. Mark Pallotta
Vice Chair

Mr. John Schirripa

Mr. Bryan Towns

Mr. Frank Washenitz

Mr. Aaron Hawkins

Mr. Mike McKown
Budget Director
WV State Budget Office
Building 1, Room 310-W
1900 Kanawha Blvd. E
Charleston, WV 25305

Dear Mr. McKown:

The Fairmont State University Board of Governors approved the Mercer Step funding for classified staff with less than 15 years of service (full and part-time) for FY 2016 and is to be effective July 1, 2015. Faculty promotions have also been submitted and approved for the 2015-2016 academic year.

Sincerely,

Ron Tucker
Chairman

Tab 11

**Fairmont State University
Board of Governors
May 14, 2015**

ITEM: FY 2016 Chargeback Agreement

COMMITTEE: Finance Committee

RECOMMENDED RESOLUTION: Be it resolved, that the FSU Board of Governors approve the chargeback agreement for fiscal year 2016 and the estimated chargeback budget for same.

STAFF MEMBER: Rick Porto

BACKGROUND: Changes in chargeback services and budget values for each institution due to adjustments to the agreement and a change in the FTE enrollment allocation percentage assigned to both institutions are included in the 2016 agreement attached.

Note: Agreements were made to adjust chargeback in the following areas:

- Information Technology (primarily reduction to services in the Teaching and Learning Commons Services).
- Enrollment Services
 - Reductions to services in Admissions Processing, Counseling and Disability Services, Customer Service, Financial Aid, and Registrars Systems Support.
- Aviation Teaching Services
- Administrative Staff Support from Pierpont at the Robert C. Byrd Center is being reduced due to FSU contracting out the flight training program. FSU is agreeable to provide approximately \$40,000 for testing services and support for the director of the center.
- Central Fees budget support is being reduced due to Pierpont taking over more responsibility for their own student services. Pierpont will be processing their own student applications. Fee support from the Central Fee Fund will continue for Welcome

Weekend, Student Health Services, and the Registrar. Approximately \$74,000 of the budgeted collections is requested by Pierpont for its budget need.

Legal authority for Chargeback Agreement:

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

(a) *Intent and purposes.* --

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

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

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

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

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

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

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

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

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

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

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

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

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

(1) Personnel management;

(2) Recordkeeping;

(3) Payroll;

(4) Accounting;

(5) Legal services;

(6) Registration;

(7) Student aid;

(8) Student records; and

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

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

(1) The matters in dispute shall be summarized in

writing and submitted to the chancellors jointly for resolution;

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

(3) If the Commission and Council jointly cannot reach a resolution following their first regularly scheduled meeting or within sixty days, whichever is sooner, the chairpersons of the Commission and Council respectively shall establish a three-person panel to hear the matters and issue a decision within thirty days:

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

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

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

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

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

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

technical college shall consider the following:

- (1) The cost of the academic services;**
- (2) The quality of the academic services;**
- (3) The availability, both as to time and place, of the academic services; and**
- (4) Such other considerations as the community and technical college finds appropriate taking into account the best interests of the students to be served, the community and technical college, and the former sponsoring institution. Nothing in this article prohibits any state institution of higher education from purchasing or brokering remedial or developmental courses from a community and technical college.**

Chargeback Agreement for Fiscal Year 2016

Fairmont State University (FSU)
Pierpont Community & Technical College (PIERPONT)

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

Revenues:

- R.1.0.** All tuition revenues will be posted to the institution in which the student is enrolled.
- R.1.1.** Required Auxiliary, Capital, and Student Activity Fee revenues will be recorded as revenues to the institution in which the student is enrolled. Under this contract agreement all (100%) of these revenues will be transferred as an expense to the Capital, Auxiliary, and Student Activity Funds from which the Operating, Capital, and Debt Service Expenditures are paid. Most of these fees are pledged on revenue bonds and must be transferred to maintain compliance with bond covenants.
- R.1.2.** User (Housing Rents/Meal Plans) Fees collected from students of either institution will be deposited directly to the appropriate auxiliary revenue account, and not recorded as revenues by separate institution; however a report shall be shared with each institution at the conclusion of each semester identifying the fees paid by fee type by the students of each institution. A detailed list of the fee types for which a report shall be prepared will be identified each semester.

Central Fees (fees assessed for services such as New Student Fees and Late Fees) are in a transition year in 2016. It has been agreed to that Pierpont will take responsibility for the collection of their program application fees and those revenues will be deposited to a Pierpont fund.

The New Student Fee and Late Fee collected from University and Pierpont students will continue to be deposited into a University fund until Pierpont establishes their own student database (scheduled for fall 2016 term 201710). Pierpont has agreed to

support the Welcome Weekend (4135XX), Student Health Services (4140XX), and Registrars (5160XX) budgets funded by the New Student Fee and Late Fee until the database split and they begin to provide for their own services funded by these fees.

- R.1.3.** Grant revenues will be deposited in the institutions fund to which the grant was awarded.
- R.1.4.** Student payments made via lockbox, web, etc. will be deposited to the four-year clearing fund and will be moved daily to the appropriate operating state fund for each institution.
- R.1.5** Interest income will be allocated by HEPC to both institutions based on current allocation methods.

Expenditures:

- E. 1.0.** Direct expenditures will be assigned directly to either FSU or PIERPONT.
- E. 1.1** Full and part-time faculty personnel services and fringe benefit expenditures will be paid from the institution where they are employed.
- E. 1.1a.** Teaching service expenses will be charged back from one institution to the other based on the number of credit hours taught, except in the case of the National Aerospace Education Center (NAEC). This chargeback process has been automated for instructional salary and benefit costs and is based on the teaching chargeback formula utilizing a faculty load of 21 credit hours per semester for UNIVERSITY and PIERPONT faculty as outlined in each institution's Board of Governors Policy # 37, except in the case of the faculty at the NAEC where faculty full load per semester is based on a 19 contact hours per semester model instead of 21 credit hours. This contact hour model shall be used in the teaching chargeback formula in determining teaching service expenses at the NAEC. The teaching chargeback formula process reviews the faculty member, their salary and benefit costs, courses taught, the student being taught, and the number of student credit hours being taught. The result is a report on each faculty member (full or part-time) indicating the charge and chargeback values allocated to each institution for the credit hours taught to both PIERPONT and FSU students. The teaching chargeback services calculation will be performed once each semester. If required by the State Auditor this teaching services chargeback report will be provided to substantiate the values being charged by each institution to the other.

Note: Beginning in the 2016 FY, FSU will begin teaching all of their four-year aviation programs. There is support from both institutions to have a two-plus-two program to allow students to make academic progression from the technical program to the University programs if the student desires.

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

The salary and benefit chargeback services from each institution to the other for Support Services will be based on the percentage of total credit hours (FTE enrollment) calculated for the PIERPONT and FSU students. When appropriate certain services may be negotiated at a different chargeback rate than the percentage of total credit hours. This is reflected on the attached chargeback table. The total credit hour enrollment percentages will be determined based on enrollments from the prior academic year's fall and spring terms at census dates.

E.1.2a. Support service charge back for staff located in the academic schools or departments will not be charged back to the other institution in FY 2016, except in the case where one institution is responsible for the delivery of academic programs for the other institution. In these instances a negotiated chargeback rate will be established for those specific areas and reflected on the attached chargeback table.

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

E.1.4. Academic operating costs are funded directly by E&G revenues received by each institution and will not be charged back to the other institution in FY 2016, except in the case where one institution is responsible for the delivery of academic programs for the other institution. In these instances a negotiated chargeback rate will be established for those specific areas and reflected on the attached chargeback table.

E.1.5. Support staff actual liability costs.

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

E.1.6. Support staff accrued liabilities.

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

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

Payout of PEIA retiree and severance costs incurred during the year will be allocated to the institutions based on percentage of total credit hours calculated for the PIERPONT and FSU students for the prior academic year's fall and spring terms at census dates unless a specific area is negotiated at another rate.

E.1.7. Expenditure supporting documentation.

Specific expenditure details shall be made available to each institution as support for any chargeback invoices presented for payment. The method by which this information is made available shall be mutually agreed to by both institutions.

E.1.8. Chargeback Table

The attached chargeback table will be utilized for FY 2016.

Chairperson
Fairmont State
Board of Governors

Chairperson
Pierpont Community & Technical College
Board of Governors

President
Fairmont State University

President
Pierpont Community & Technical College

FY 2016 CHARGEBACK ORGANIZATIONS

April 30, 2015

FY	COA	ORG	ORG TITLE	OWNER	FUND	FSU %	PCTC %	% TOTAL
16	1	3130XX	Mailroom	U	9000XX	69.44	30.56	100.00
16	1	3158XX	Institutional Administrative Costs	U	6001XX	69.44	30.56	100.00
16	1	3158XX	Institutional Administrative Costs	U	9000XX	69.44	30.56	100.00
16	1	3165XX	General Institutional	U	6001XX	69.44	30.56	100.00
16	1	3165XX	General Institutional	U	9000XX	69.44	30.56	100.00
16	1	3400XX	Physical Plant Administration	U	6001XX	69.44	30.56	100.00
16	1	3400XX	Physical Plant Administration	U	9000XX	69.44	30.56	100.00
16	1	3401XX	Recycling	U	6001XX	69.44	30.56	100.00
16	1	3401XX	Recycling	U	9000XX	69.44	30.56	100.00
16	1	3405XX	Custodial Services	U	6001XX	69.44	30.56	100.00
16	1	3405XX	Custodial Services	U	9000XX	69.44	30.56	100.00
16	1	3407XX	Operations and Maintenance-MATEC	U	6001XX	69.44	30.56	100.00
16	1	3407XX	Operations and Maintenance-MATEC	U	9000XX	69.44	30.56	100.00
16	1	3412XX	Utilities	U	6001XX	69.44	30.56	100.00
16	1	3412XX	Utilities	U	9000XX	69.44	30.56	100.00
16	1	3425XX	Receiving and Storage	U	6001XX	69.44	30.56	100.00
16	1	3425XX	Receiving and Storage	U	9000XX	69.44	30.56	100.00
16	1	5008XX	Enrollment Services-10%CB	U	6001XX	90.00	10.00	100.00
16	1	5008XX	Enrollment Services-10%CB	U	9000XX	90.00	10.00	100.00
16	1	5010XX	Enrollment Services	U	6001XX	69.44	30.56	100.00
16	1	5010XX	Enrollment Services	U	9000XX	69.44	30.56	100.00
16	1	6130XX	CIO - Telephone	U	6001XX	69.44	30.56	100.00
16	1	6130XX	CIO - Telephone	U	9000XX	69.44	30.56	100.00
16	1	6150XX	Library	U	6001XX	69.44	30.56	100.00
16	1	6150XX	Library	U	9000XX	69.44	30.56	100.00
16	1	6170XX	CIO - Information Technology	U	6001XX	69.44	30.56	100.00
16	1	6170XX	CIO - Information Technology	U	9000XX	69.44	30.56	100.00
16	1	6171XX	Business Applications	U	6001XX	69.44	30.56	100.00
16	1	6171XX	Business Applications	U	9000XX	69.44	30.56	100.00
16	1	6173XX	Teaching & Learning Commons	U	6001XX	69.44	30.56	100.00
16	1	6173XX	Teaching & Learning Commons	U	9000XX	69.44	30.56	100.00
16	1	6174XX	Networks	U	6001XX	69.44	30.56	100.00
16	1	6174XX	Networks	U	9000XX	69.44	30.56	100.00
16	1	6209XX	Business Office - Computer Charges	U	6001XX	69.44	30.56	100.00
16	1	6209XX	Business Office - Computer Charges	U	9000XX	69.44	30.56	100.00
16	1	7225XX	Tutoring	C	3100XX	69.44	30.56	100.00
16	1	7225XX	Tutoring	C	3103XX	69.44	30.56	100.00
16	1	7225XX	Tutoring	C	5971XX	69.44	30.56	100.00
16	1	7410XX	C&TC General Administration	C	3100XX	69.44	30.56	100.00
16	1	7410XX	C&TC General Administration	C	3103XX	69.44	30.56	100.00
16	1	7410XX	C&TC General Administration	C	5971XX	69.44	30.56	100.00
16	1	7420XX	Off-Campus Credit Programs	C	3100XX	69.44	30.56	100.00
16	1	7420XX	Off-Campus Credit Programs	C	3103XX	69.44	30.56	100.00
16	1	7420XX	Off-Campus Credit Programs	C	5971XX	69.44	30.56	100.00
16	1	7452XX	Off Campus Courses - North	C	3100XX	69.44	30.56	100.00
16	1	7452XX	Off Campus Courses - North	C	3103XX	69.44	30.56	100.00
16	1	7452XX	Off Campus Courses - North	C	5971XX	69.44	30.56	100.00
16	1	7454XX	Off-Campus Courses - South	C	3100XX	69.44	30.56	100.00
16	1	7454XX	Off-Campus Courses - South	C	3103XX	69.44	30.56	100.00
16	1	7454XX	Off-Campus Courses - South	C	5971XX	69.44	30.56	100.00
16	1	7470XX	Dual-Credit Programs	C	3100XX	69.44	30.56	100.00
16	1	7470XX	Dual-Credit Programs	C	3103XX	69.44	30.56	100.00
16	1	7470XX	Dual-Credit Programs	C	5971XX	69.44	30.56	100.00
16	1	1211XX	Public Relations - Labor	U	6001XX	95.00	5.00	100.00
16	1	1211XX	Public Relations - Labor	U	9000XX	95.00	5.00	100.00

FY	COA	ORG	ORG TITLE	OWNER	FUND	FSU %	PCTC %	% TOTAL
16	1	2390XX	Caperton Center-Administration	U	6001XX	69.44	30.56	100.00
16	1	2390XX	Caperton Center-Administration	U	9000XX	69.44	30.56	100.00
16	1	2391XX	Caperton Center - Instruction	U	6001XX	69.44	30.56	100.00
16	1	2391XX	Caperton Center - Instruction	U	9000XX	69.44	30.56	100.00
16	1	3110XX	Business Office	U	6001XX	69.44	30.56	100.00
16	1	3110XX	Business Office	U	9000XX	69.44	30.56	100.00
16	1	3130XX	Mailroom	U	6001XX	69.44	30.56	100.00
16	1	6370XX	CIO - Information Technology CB 20%	U	6001XX	80.00	20.00	100.00
16	1	6370XX	CIO - Information Technology CB 20%	U	9000XX	80.00	20.00	100.00
16	1	6373XX	Teaching & Learning Commons CB 20%	U	6001XX	80.00	20.00	100.00
16	1	6373XX	Teaching & Learning Commons CB 20%	U	9000XX	80.00	20.00	100.00
16	1	6473XX	Teaching & Learning Commons CB 50%	U	6001XX	50.00	50.00	100.00
16	1	6473XX	Teaching & Learning Commons CB 50%	U	9000XX	50.00	50.00	100.00
16	1	5007XX	Enrollment Services 20% CB	U	6001XX	80.00	20.00	100.00
16	1	5007XX	Enrollment Services 20% CB	U	9000xx	80.00	20.00	100.00
16	1	5006XX	Enrollment Services 5% CB	U	6001XX	95.00	5.00	100.00
16	1	5006XX	Enrollment Services 5% CB	U	9000XX	95.00	5.00	100.00
16	1	5142XX	ADA Administration 10% CB	U	6001XX	90.00	10.00	100.00
16	1	5142XX	ADA Administration 10% CB	U	9000XX	90.00	10.00	100.00

Institutional Chargeback Allocation Detail

for: Fairmont State University and Pierpont C&TC

<u>FY 2016</u>	<u>Chargeback C&TC</u>	<u>Chargeback University</u>
Chargeback Allocation (From) to:		
Revenue:		
Capital Fees	1,088,220	2,143,380
Required Auxiliary Fees	739,480	4,435,284
Student Services	122,001	349,764
Other (list):	0	0
Total Chargeback Revenue	1,949,701	6,928,428
 Teaching Chargeback		
Instruction:		
Total Teaching Chargeback	810,000	987,218

Fairmont State
Operating and Support Services
Chargeback Budgets

Year: 16 July
Component: Fairmont State
Fund Type: All Fund Types
Fund Type 2: All Fund Type 2

Owner COMMUNITY & TECHNICAL

E00 Instruction

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
7225XX	Tutoring	126,788.00	126,200.00	588.00	126,788.00	.6944	88,041.59
7420XX	Off-Campus Credit Programs	64,976.00	0.00	64,976.00	64,976.00	.6944	45,119.33
7452XX	Off Campus Courses - North	24,674.00	2,662.00	22,012.00	24,674.00	.6944	17,133.63
7470XX	Dual-Credit Programs	40,261.00	373.00	39,888.00	40,261.00	.6944	27,957.24
Functional Total:		256,699.00	129,235.00	127,464.00	256,699.00		178,251.79

E03 Academic Support

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
7454XX	Off-Campus Courses - South	253,369.40	240,490.00	12,879.40	253,369.40	.6944	175,939.71
Functional Total:		253,369.40	240,490.00	12,879.40	253,369.40		175,939.71

E05 Institutional Support

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
7410XX	C&TC General Administration	3,858.55	0.00	3,858.55	3,858.55	.6944	2,679.38
Functional Total:		3,858.55	0.00	3,858.55	3,858.55		2,679.38
Owner Total:		513,926.95	369,725.00	144,201.95	513,926.95		356,870.87

Fairmont State
Operating and Support Services
Chargeback Budgets

Year: 16 July
Component: Fairmont State
Fund Type: All Fund Types
Fund Type 2: All Fund Type 2

Owner UNIVERSITY

E00 Instruction

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
2391XX	Caperton Center - Instruction	31,363.90	28,950.00	2,413.90	31,363.90	.3056	9,584.81
Functional Total:		31,363.90	28,950.00	2,413.90	31,363.90		9,584.81

E03 Academic Support

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
2390XX	Caperton Center-Administration	283,347.40	259,623.00	23,724.40	283,347.40	.3056	86,590.97
6150XX	Library	1,417,028.00	763,016.00	654,012.00	1,417,028.00	.3056	433,043.76
Functional Total:		1,700,375.40	1,022,639.00	677,736.40	1,700,375.40		519,634.72

E04 Student Services

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
5006XX	Enrollment Services 5% CB	58,826.00	58,826.00	0.00	58,826.00	.05	2,941.30
5007XX	Enrollment Services 20% CB	119,552.00	119,552.00	0.00	119,552.00	.2	23,910.40
5010XX	Enrollment Services	753,822.00	730,107.00	23,715.00	753,822.00	.3056	230,368.00
5120XX	Student Fin Aid Administration	25,568.00	0.00	25,568.00	25,568.00	0	.00
5125XX	Guidance and Counseling	9,288.50	6,726.00	2,562.50	9,288.50	0	.00
5140XX	ADA Administration	76,760.60	55,357.00	21,403.60	76,760.60	0	.00

Fairmont State
Operating and Support Services
Chargeback Budgets

Year: 16 July
Component: Fairmont State
Fund Type: All Fund Types
Fund Type 2: All Fund Type 2

Owner UNIVERSITY

E04 Student Services

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
5142XX	ADA Administration 10% CB	70,769.00	70,769.00	0.00	70,769.00	.1	7,076.90
Functional Total:		1,114,586.10	1,041,337.00	73,249.10	1,114,586.10		264,296.60

E05 Institutional Support

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
1211XX	Public Relations - Labor	74,566.00	74,566.00	0.00	74,566.00	.05	3,728.30
3110XX	Business Office	1,609,498.30	1,484,832.00	124,666.30	1,609,498.30	.3056	491,862.68
3130XX	Mailroom	19,440.00	0.00	19,440.00	19,440.00	.3056	5,940.86
3158XX	Institutional Administrative Costs	408,767.63	0.00	408,767.63	408,767.63	.3056	124,919.39
3165XX	General Institutional	158,163.58	0.00	158,163.58	158,163.58	.3056	48,334.79
6130XX	CIO - Telephone	179,163.90	0.00	179,163.90	179,163.90	.3056	54,752.49
6170XX	CIO - Information Technology	147,827.20	13,017.00	134,810.20	147,827.20	.3056	45,175.99
6171XX	Business Applications	873,791.07	486,233.00	387,558.07	873,791.07	.3056	267,030.55
6173XX	Teaching & Learning Commons	263,333.50	44,760.00	218,573.50	263,333.50	.3056	80,474.72
6174XX	Networks	732,268.00	406,575.00	325,693.00	732,268.00	.3056	223,781.10
6176XX	Web Services	138,126.00	138,126.00	0.00	138,126.00	0	.00
6209XX	Business Office - Computer Charges	20,309.00	0.00	20,309.00	20,309.00	.3056	6,206.43
6273XX	Teaching & Learning Commons NCB	566,905.16	449,366.00	117,539.16	566,905.16	0	.00
6370XX	CIO - Information Technology CB 20%	49,616.00	49,616.00	0.00	49,616.00	.2	9,923.20
6373XX	Teaching & Learning Commons CB 20%	75,469.00	75,469.00	0.00	75,469.00	.2	15,093.80

Fairmont State
Operating and Support Services
Chargeback Budgets

Year: 16 July
Component: Fairmont State
Fund Type: All Fund Types
Fund Type 2: All Fund Type 2

Owner UNIVERSITY

E05 Institutional Support

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
6473XX	Teaching & Learning Commons CB 50%	62,362.00	62,362.00	0.00	62,362.00	.5	31,181.00
Functional Total:		5,379,606.34	3,284,922.00	2,094,684.34	5,379,606.34		1,408,405.30

E07 Operations and Maintenance of Plant

Orgn	Orgn Title	All Budgets	Labor Budget Charged Back	Operating Bud Charged Back	Total Budget Charged Back	Chg Percent	Planned Chgbk
3400XX	Physical Plant Administration	2,104,118.82	1,386,474.00	717,644.82	2,104,118.82	.3056	643,018.71
3401XX	Recycling	5,000.00	0.00	5,000.00	5,000.00	.3056	1,528.00
3405XX	Custodial Services	1,035,576.07	447,607.00	587,969.07	1,035,576.07	.3056	316,472.05
3407XX	Operations and Maintenance-MATEC	117,661.70	89,056.00	28,605.70	117,661.70	.3056	35,957.42
3412XX	Utilities	1,207,602.25	0.00	1,207,602.25	1,207,602.25	.3056	369,043.25
3425XX	Receiving and Storage	900.00	0.00	900.00	900.00	.3056	275.04
Functional Total:		4,470,858.84	1,923,137.00	2,547,721.84	4,470,858.84		1,366,294.46
Owner Total:		12,696,790.58	7,300,985.00	5,395,805.58	12,696,790.58		3,568,215.90

Tab 12

**Fairmont State University
Board of Governors
April 16, 2015**

Item: Tobacco Free Campus Policy

Committee: Committee of the Whole

Recommended Resolution: Approve the attached tobacco free campus policy.

Staff Member: Rick Porto

Background: Attached are the comments received during the comment period through March 21, 2015.

We are seeing a national trend of Colleges and Universities moving to tobacco free campuses.

Administration recommends the attached policy be adopted.

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.

Comments received for 30 day comment period of Policy #61

	NAME	SMOKE FREE	DESIGNATED AREA	Faculty/Staff/Student	NOTES
1	Kim Murphy	X		faculty	
2	Tia Como		X	faculty	
3	Jeremy Price	X		faculty	
4	Nancy McClure	X		staff	
5	Rosetta Kolar		X	staff	
6	Bev Jones	X		staff	
7	Tom Hill	X		staff	
8	Douglas Furr		X	staff	
9	Ann Booth	X		staff	
10	David Cox		X	student	
11	Thomas Cosner			student	Thinks a paper survey should be sent
12	James Anderson		X	student	
13	Kerensa Larew		X	student	
14	Casey Clutter		X	student	
15	Sharon Jones Shaffer			student	question (see email)
16	Joshua Riffle		X		
17	Sissy Stubbs	X		student	
18	Christie Viltrakis	X		student	
19	John Dennis		X	student	
20	Don Trisel	X		faculty	
21					
22					
23					
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30					

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:49 AM
To: Winston, Tami
Subject: FW: Tobacco Free Campus

From: Murphy, Kimberly
Sent: Friday, February 20, 2015 8:24 AM
To: Porto, Enrico
Subject: Tobacco Free Campus

Rick:

I strongly support Policy #61. Tobacco use is a leading cause of illness and deaths in this state. As an institution of higher learning, it is incumbent upon us to establish policies that positively impact the students, faculty, and staff. I know that this will meet resistance by those who have a tobacco dependency; however, it will benefit all in the long run. Productivity should increase (fewer "smoke" breaks), absenteeism due to illness should decrease, and fewer non-smokers will be exposed to second-hand smoke.

Kim-

Kimberly Murphy, CSP, MS
Interim Chair, Department of Technology
Program Coordinator, Occupational Safety
Associate Professor
Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554
kmurphy@fairmontstate.edu
304-367-4636

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 7:24 AM
To: Winston, Tami
Subject: FW: smoke free campus

From: Como, Tia
Sent: Thursday, February 19, 2015 7:02 PM
To: Porto, Enrico
Subject: smoke free campus

Rick
It is my understanding that this was controlled by student government and not the faculty or staff.

We had a committee, which I served on, regarding this subject and recommendations were made by this committee. I feel like the hard work we did in devising a plan was ignored, even though the recommendations were clear.

I did not respond to the survey, so that part is my fault. The Spring semester is VERY demanding for me personally. **However, I was under the impression it WAS already addressed and didn't worry about it so much.**

Looking at the numbers, I am not the only one, and the agenda was forced on by a select few who support it. These numbers shown are not even a fraction of our campus. I am not real happy with this, as I am certain many others are not either.

I wish I didn't smoke, but I do, and so do many other faculty, staff and students. There are many designated areas on campus that many go to already and there is PLENTY OF AIR!

I agree 100% with banning smoking inside of any facility, but outside.....??????

I DISAGREE WITH THIS POLICY!!!!!!!!!!!!
Students are stressed enough with exams, etc., why take away a stress relief???

Tia

Winston, Tami

From: Porto, Enrico
Sent: Thursday, February 19, 2015 3:34 PM
To: Winston, Tami
Subject: FW: In Support of FSU BOG Policy #61

From: Price, Jeremy
Sent: Thursday, February 19, 2015 3:23 PM
To: Porto, Enrico
Subject: In Support of FSU BOG Policy #61

Dear Rick,

I just wanted to write in support of Board of Governors Policy #61. I think that this policy will help promote healthier and more mindful students who will be more likely to succeed academically. In addition, this policy will promote a much more pleasant and cleaner campus.

I applaud the Board of Governors for considering this policy, and I hope that they move forward and institute Policy #61.

Sincerely,
Jeremy Price

Jeremy Forest Price, PhD
Assistant Professor
Digital Learning & Technology
School of Education, Health & Human Performance
jeremy.price@fairmontstate.edu

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 11:39 AM
To: Winston, Tami
Subject: FW: 30-Day Comment Period for FSU BOG Policy #61

From: McClure, Nancy
Sent: Friday, February 20, 2015 11:16 AM
To: Porto, Enrico
Subject: FW: 30-Day Comment Period for FSU BOG Policy #61

Rick,

I would like to add my support of Policy 61. As we don't condone other substance abuse on campus, we should not condone tobacco use. In addition, the cost in man-hours of cleaning up after smokers, including replacing windows and shrubbery destroyed by a cigarette fire, is prohibitive. In these days of budget cuts, we can't afford needless expense.

Thank you for your time.

Nancy

Nancy C. McClure, Ed.D.
Asst. VP of Academic Services, Fairmont State University
Director of the Gaston Caperton Center of FSU and Pierpont C&TC
501 West Main Street
Clarksburg, WV 26301
Phone: (304) 367-4037
Fax: (304) 367-4028
Nancy.McClure@fairmontstate.edu



From: Biafore, Judith
Sent: Thursday, February 19, 2015 3:09 PM
To: Biafore, Judith
Subject: 30-Day Comment Period for FSU BOG Policy #61

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:49 AM
To: Winston, Tami
Subject: FW: Please, do not approve Policy #61

From: Kolar, Rosetta
Sent: Friday, February 20, 2015 8:23 AM
To: Porto, Enrico
Subject: Please, do not approve Policy #61

This is unfair to the staff (who are on this campus 8 hrs/day) and faculty of FSU.

While we are understaffed and underpaid, there is so much **stress** on this campus. Not to mention the stress of the two entities, Pierpont and FSU, butting heads. It is getting uglier every day! Faculty against Faculty and Faculty against Administration. You all (Board of Governors) need to look what is **really** going on out here on this campus!!! Get out here and talk to us "little people" and you will get the picture.

Some of us are carrying the load of 3 people and the little break we get is duly warranted. Many positions on this campus have only one task to perform, while the rest of us have multiple tasks and serve MULTIPLE CUSTOMERS.

Please do not take away this right!

Give us the designated areas on campus. PLEASE!

If you look at WVU – their neighbors are not happy that everyone comes off the campus onto their streets or property to smoke.

Please, do not adopt this Policy!

Rosetta Kolar
Administrative Associate
College of Science and Technology
Engineering Technology Building
ET 302
Phone: 304-367-4869

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:48 AM
To: Winston, Tami
Subject: FW: Tobacco Free

From: Jones, Beverly [<mailto:beverly.jones@pierpont.edu>]
Sent: Friday, February 20, 2015 8:49 AM
To: Porto, Enrico
Subject: Tobacco Free

H Rick,

About the Tobacco-free policy, all I can say is 'It's about time' and 'finally.' I've been after this one with PCTC's BOG for a while. Several other Higher Ed. Institutions are already tobacco-free, we have no tobacco in public schools and it is a city ordinance.

Glad to see this policy.

Bev

--

Beverly Jones
School of Business, Aviation & Technology
Pierpont Community & Technical College
1201 Locust Avenue
Fairmont, WV 26554
304-367-4221 phone
304-367-4050 fax
Beverly.Jones@pierpont.edu
BOG Representative
ACCE Representative

Our Mission is to provide opportunities for learning, training, and further education that enrich the lives of individuals and promote the economic growth of our service region and state. Pierpont Community & Technical College strives to enhance the quality of life for people in North Central West Virginia through accessible, affordable, comprehensive, responsive, work-force related training, and quality higher education opportunities

Disclaimer: The information contained in this electronic mail may be confidential or legally privileged. It is for the intended recipient (s) only. Unauthorized use of the contents is strictly prohibited.

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:47 AM
To: Winston, Tami
Subject: FW: Re: 30-Day Comment Period for FSU BOG Policy #61

From: Hill, Thomas
Sent: Friday, February 20, 2015 9:04 AM
To: Porto, Enrico
Subject: Re: 30-Day Comment Period for FSU BOG Policy #61

Hi Rick,

I think a smoking ban is acceptable. I cannot tell you how many times I have been walking through campus, which we pay thousands of dollars to maintain, only to gag on someone's cigarette smoke. Nothing ruins the appreciation of the campus's beauty more. In this day and age, people have the right to not breath second-hand smoke.

Good luck in your decision process!

Tom Hill, MA, LPC, NCC, ALPS, CTT
Mental Health Therapist
Phone: (304) 367-4792
Email: thomas.hill@fairmontstate.edu



Office of Counseling and Disability Services

Office Phone: (304) 333-3661
1201 Locust Avenue
Turley Center, Suite 316
Fairmont, WV 26554

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Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:46 AM
To: Winston, Tami
Cc: Dale Bradley (dale.bradley@pierpont.edu)
Subject: FW: Smoking Policy

From: Furr, Douglas [<mailto:dfurr1@pierpont.edu>]
Sent: Friday, February 20, 2015 9:21 AM
To: Porto, Enrico
Subject: Smoking Policy

I have reviewed the survey results and the policy. There seems to be a significant disconnect between the survey results and the policy statement given that there is only 1.28% difference between "no smoking" and "5 designated areas" votes. That represents about 8 votes difference in the polling numbers provided. With this insignificant amount of difference in the opinions of the polled student and faculty, it is quite unreasonable to institute such a one sided policy.

It would seem more reasonable to institute a policy that was more representative of the opinion poll, which would be to institute a policy of No smoking outside designated areas. Can we be so bold as to set the right example of compromise where all the peoples' opinions are respected? After all, if one chooses not to smoke, surely they will not enter the designated smoking areas.

I believe that a designated smoking area policy is a more reasonable, fair and tolerant position to take.

I am requesting feedback on your justification for proposing such a policy when the polling numbers suggest that a compromise position is a more appropriate policy position to take.

Thank You.

--

Doug Furr
Power Plant Technology Program Coordinator
WVCTCS Energy Sector Leader
Pierpont Community and Technical College
304-367-4911 (Office)
304-816-1995 (Cell)

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:45 AM
To: Winston, Tami
Subject: FW: official comment

-----Original Message-----

From: Booth, Ann
Sent: Friday, February 20, 2015 9:11 AM
To: Porto, Enrico
Subject: official comment

Here's my official comment for smoking policy:

BAN ALL TOBACCO ON CAMPUS.

Put that in your pipe and smoke it.

Winston, Tami

From: Porto, Enrico
Sent: Saturday, February 21, 2015 11:24 AM
To: Winston, Tami
Cc: Lympany, John; Rose, Maria
Subject: Fwd: Comments on the smoking policy proposal

FYI

Sent from my iPhone

Begin forwarded message:

From: "Cox, David (Student)" <dcox5@students.fairmontstate.edu>
Date: February 20, 2015, 8:02:52 PM EST
To: "Porto, Enrico" <Rick.Porto@fairmontstate.edu>
Subject: **Comments on the smoking policy proposal**

Sir,

First, thank you for taking time out to sit down with Cole and I when we stopped by your office. I know that you are a busy person and I appreciate that you were able and willing to take time to talk to us today.

Second, to reiterate my opposition to the proposed ban, I am not a tobacco user but I am a fan of the designated smoking areas. The majority opposition point to smoking on campus I have heard is that non-smokers are forced to walk through smoke when entering and exiting buildings. This is a result of a failure of the current rule to be enforced. Who would enforce the new regulation? I'm assuming that would fall to the same people who are not enforcing the current rule. I am not a fan of imposing new more severe restrictions because people are not obeying the current rules. Enforcement of existing rules seems to be a more direct solution to all but those who believe that tobacco should be illegal. Implementing a limited number of campus smoking areas moves the smokers to locations that would be easier to police.

Third, I have experience with "attempted" tobacco bans in the military. For those who are addicted, they will find a place and a way to get their dose. Many smokers turn to smokeless tobacco which is virtually impossible

to police. Others will find locations to smoke. I have seen many unapproved locations chosen because they are out of the way and well ventilated. The very things that make them ideal unapproved smoking areas also make them ideal locations to have a fire.

The other option that many will choose is going to a vehicle between classes to smoke. This will lead to significant lost time for these individuals. While this may not be significant for the 50 minute classes, many longer classes allow short smoke and bathroom breaks that could eat up much class time if they became longer. Approved smoking areas as proposed by the administration plan are reasonably located to allow students and staff access to smoke between classes and during these short breaks.

Finally, I have an issue with the survey. I understand that [surveymonkey.com](https://www.surveymonkey.com) is an accepted tool on campus and I have used it for data collection for our highway design capstone project. I would never dream of using it as a final voting tool for an official decision. There is no control of who or even how often a person responded. It was the second (that I know of) survey about smoking on campus. I thought it was the same survey until I opened it. I certainly did not know that I was selecting the campus smoking policy, I thought I was being asked my opinion. If I remember correctly, it only had two questions. One was to audience (Student or Staff) and the other was smokefree or smoking areas. I am suspicious of the results because of the short time it was available, the limited number of responses and the way the survey was presented. I believe that voting should be advertised and the purpose clearly stated then conducted via Felix as it is for official school elections.

V/R,

David Cox

Senior, Civil Engineering Tech

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 11:33 AM
To: Winston, Tami
Subject: FW: Policy #61 FSU

From: Thomas Cosner [mailto:tcosner25@gmail.com]
Sent: Friday, February 20, 2015 10:15 AM
To: Porto, Enrico
Subject: Policy #61 FSU

Dear Mr. Porto,

Although I cannot argue with the results of the survey I am concerned that you are basing this policy on the limited number of students who actually participated. I believe there should be a paper survey also administered to students perhaps with the class evaluations or even in the falcon center.

I only discovered the survey because I was looking through notices in My Campus. I have even talked to a few professors who didn't even know this survey existed. According to <http://colleges.usnews.rankingsandreviews.com/best-colleges/fairmont-state-3812> there are 3958 undergraduate students enrolled at FSU this survey only got responses from 459 students that is only about 12% of the enrolled students.

If there is any assistance needed in communicating to the student body about the importance of completing the official FSU surveys I would be happy to assist. I do not believe you can implement a policy that not even 1/4th of students weighed their opinion on.

Sincerely,

Thomas M. Cosner III

Winston, Tami

From: Porto, Enrico
Sent: Friday, February 20, 2015 9:50 AM
To: Winston, Tami
Subject: FW: Tobacco Free Policy

From: Anderson, James [<mailto:janderson24@students.fairmontstate.edu>]
Sent: Friday, February 20, 2015 8:08 AM
To: Porto, Enrico
Subject: Tobacco Free Policy

I believe that the tobacco free policy is too strict. While I understand that some non-tobacco users don't like to see or smell tobacco, I don't think it is a good idea to completely ban it. I understand that it's not healthy nor a good feeling to walk through a smoke cloud to get into a building, because it disgusts myself as well because I don't smoke, but to completely ban it seems like extreme overkill and unfair to those that use tobacco. I think that the designated smoking areas approach is a much better solution that takes both parties into consideration. That way non-smokers don't have to walk through smoke or smell it, but smokers can unwind and get a cigarette in. As for smokeless tobacco I think it is highly biased and unfair to ban it from campus. In no way can smokeless tobacco harm people around the user such as secondhand smoke can, therefore it is an extremely one-sided decision that will anger many users.

I believe an actually **FAIR** decision to satisfy both parties would be to still allow smokeless tobacco and to have designated smoking areas. That way tobacco users and non-tobacco users are both happy. We have discussed it in a few of my classes and both sides had agreed that this would be a better rule. College can be a very stressful experience for most people, why introduce a rule that just increases stress and extreme frustration for all tobacco users, and potential resent against the people that agreed upon and enforce the rule. I hope that my personal opinion actually helps and can help to fix this very flawed rule.

Thank you for your time,
James C. Anderson

Winston, Tami

From: Porto, Enrico
Sent: Monday, February 23, 2015 11:51 AM
To: Winston, Tami
Subject: FW: Commemts

-----Original Message-----

From: Larew, Kerensa [<mailto:klarew5@students.fairmontstate.edu>]
Sent: Monday, February 23, 2015 9:22 AM
To: Porto, Enrico
Subject: Commemts

Hello,

I am writing in response to the new 30 day tobacco free policy for FSU. I don't agree with this policy at all. I viewed the polling results and between the two options, having designated areas was the majority choice for students. The only reason that the other option of being completely tobacco free prevailed is because of the votes of the staff, and even that was by a minute percentage. This school is here for STUDENTS. So that STUDENTS, not STAFF, can obtain an education. Yes, we need the staff for that, however I feel that students' opinions should have MUCH more weight than that off the staff. I don't see how it is fair that the slight percentage of the vote by the teachers should override what the students want.

I just thought I would share this comment with you.
Thanks,
Kerensa Larew

Sent from my iPhone

Winston, Tami

From: Porto, Enrico
Sent: Monday, February 23, 2015 11:50 AM
To: Winston, Tami
Subject: FW: Tobacco free campus comments

From: Clutter, Casey [<mailto:cclutter1@students.fairmontstate.edu>]
Sent: Monday, February 23, 2015 9:53 AM
To: Rick.Porto@fairmontstate.edu
Subject: Tobacco free campus comments

Dear Mr. Porto,

My name is Casey and I wanted to make some comments about this proposed policy. I am not a user of tobacco in any form but this policy troubles me. I understand the issue of second hand smoke in confined spaces but when people smoke outside they pose little to no risk to other people as the carcinogens and other harmful byproducts are dispersed in the air. I want to make something very clear, I don't think anyone should smoke or rub. It is extremely harmful to an individuals health and the addiction that comes with it can effect ones financial situation. This being said I do not think it is my place to tell people they aren't allowed to do it. Although I don't agree with it, they have every right to do with their own bodies and lives what they please. This policy is more about control than it is about the welfare of the students and faculty at this university. It is easy to get the majority of people to ban something that they find offensive or don't like, but since when does the fear of offending a group of people trump the liberty and freedoms of the other group. What if next year the majority of the population at this university says that no one should wear flip flops or a tank top to class, will a policy be enacted to enforce a particular dress code? It amazes me how readily people are to take away the freedoms of others just because they don't utilizes those particular freedoms themselves. I hate the smell of smoke and seeing an individual use a spitter is not an appetizing sight, but neither of those things gives me the right to prohibit individuals from doing those things. Liberty is being lost across this country at an incredible rate and college campuses are particularly bad about taking away peoples freedoms. Liberty should never be sacrificed for fear of offending a person or group and those who put safety before liberty will end up with neither. I appreciate you taking comments on this issue and thank you for reading them.

Sincerely, Casey Clutter.

Winston, Tami

From: Porto, Enrico
Sent: Monday, February 23, 2015 5:54 AM
To: Winston, Tami
Subject: FW: 30-Day Comment Period for FSU BOG Policy #61

From: Shaffer, Sharon [<mailto:sshaffer9@studentsfairmontstate.onmicrosoft.com>]
Sent: Sunday, February 22, 2015 8:31 PM
To: Porto, Enrico
Cc: Biafore, Judith
Subject: Re: 30-Day Comment Period for FSU BOG Policy #61

Would you happen to know what the total number of faculty, staff, and students for FSU is? Just curious is the approximately 325 surveys is a representative sample.

Thank you,
Sharon Jones Shaffer

From: Biafore, Judith <Judy.Biafore@fairmontstate.edu>
Sent: Thursday, February 19, 2015 3:08 PM
To: Biafore, Judith
Subject: 30-Day Comment Period for FSU BOG Policy #61

I apologize for having to send another email but the correct email for Mr. Porto is eporto@fairmontstate.edu. Thank you.

From: Biafore, Judith
Sent: Thursday, February 19, 2015 2:08 PM
To: Biafore, Judith
Subject: 30-Day Comment Period for FSU BOG Policy #61

Chairman Tucker asked that I inform you of the attached draft policy (Policy #61 Tobacco Free Campus) that the Fairmont State University Board of Governors approved for a 30-Day Comment Period at its February 19, 2015, meeting. The policy may also be viewed on our website at <http://www.fairmontstate.edu/aboutfsu/board-governors/policies-public-comment>.

If you have comments to offer regarding the attached policy, please submit them in writing to the attention of Mr. Rick Porto, Vice President for Administrative and Fiscal Affairs at 1201 Locust Avenue, Fairmont, WV 26554 or by email to Rick.Porto@fairmontstate.edu no later than **12:00 p.m., Sunday, March 22, 2015**.

Comments received regarding the proposed policies will be reviewed at the conclusion of the 30-Day Public Comment Period.

Winston, Tami

From: Porto, Enrico
Sent: Sunday, March 01, 2015 6:53 AM
To: Winston, Tami; Rose, Maria
Subject: Fwd: regarding smoking ban

Sent from my iPhone

Begin forwarded message:

From: "Riffle, Joshua" <jriffle5@pierpont.edu>
Date: February 28, 2015, 8:34:51 PM EST
To: <cyndee.sensibaugh@pierpont.edu>, Enrico Porto <eport@fairmontstate.edu>
Subject: regarding smoking ban

This policy is outrageous. The margin of "banners" over the "smoking sectioners" was so small, yet deemed actionable. This makes it look like the administration waited for the results they wanted, and closed the survey when it suited their desires. What's next? Are you going to ban blue jeans on campus? Maybe you should ban Nike sneakers too. We smokers aren't sitting there asking you to smoke, and we usually congregate in certain areas to smoke anyway. It is much more fair to require smoking in certain sections and levy fines outside of those lines. If and when this policy passes, underhanded as it is, you will be fulfilling the wisdom within the following words, "Absolute power corrupts, absolutely." State law says 20 ft from an entrance, if that isn't good enough, you should at least concede to allowing smokers to smoke...in a smoking area on campus. you should not be imposing your will. If you don't wanna smoke, don't. If you do want to though, you should be able to. The argument may be posed that you don't want to follow behind a smoker. That smoker has a right to smoke, and you have a right to pass or move. quit being arrogant.

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Winston, Tami

From: Porto, Enrico
Sent: Tuesday, March 03, 2015 5:50 AM
To: Winston, Tami
Cc: Rose, Maria
Subject: FW: Tobacco Policy

From: Stubbs, Sissy [<mailto:Sstubbs@students.fairmontstate.edu>]
Sent: Monday, March 02, 2015 9:52 PM
To: Porto, Enrico
Cc: Sidwell, Amy
Subject: Tobacco Policy

To whom it may concern,

First, I would like to thank everyone and their hard work for trying to change the tobacco policy. I personally am advocating for the tobacco free campus. Growing up I have struggled with breathing problems, and the smoking on campus does not help. In one of my classes I was told smokers have to smoke at least 20 feet away from the door entrance, and if anyone were to stand in front of the education building they would see the cloud of smoke a person must walk through just to enter the building. If people cannot follow this simple policy then I do not think anyone would report to the designated areas where it was okay for them to smoke. Worst case scenario I think the 5 designated is better than the policy we have right now, but I would strongly like to see Fairmont State a tobacco free campus.

Again, thank you for your time and hard work for trying to change this policy. It is greatly appreciated.

Sincerely,
Sissy Stubbs

Winston, Tami

From: Porto, Enrico
Sent: Tuesday, March 03, 2015 5:49 AM
To: Winston, Tami
Cc: Rose, Maria
Subject: FW: Policy 61 Comment

From: Christie Viltrakis [<mailto:chviltrakis@gmail.com>]
Sent: Monday, March 02, 2015 8:33 PM
To: Porto, Enrico
Subject: Policy 61 Comment

To whom it may concern,

I am writing as a current sophomore of Fairmont State University's campus. My major is in Community Health Education with a minor in Nutrition, and throughout my studies provided by FSU, I have come to the conclusion that there is nothing more detrimental to our health than smoking. I am in full support of this policy being put into place.

It is extremely frustrating to see our beautiful campus and environment being littered with the harmful toxins and carcinogens of tobacco smoking. Just about every time I have to walk to class, I have to pass through some secondhand cloud of smoke somehow, therefore exposing myself to cigarettes without even choosing too, which is harmful to myself as well. It's not fair as a student to have to be exposed without my choice, as well as have to change my routes to class for it.

If a student chooses to smoke, they still have options to smoke off campus, however those that want to enter a building do not have that choice, nor should we as a population have to change for those that choose to smoke and harm themselves.

If we will pass this policy and prohibit smoking from all campus property, I would like to see the presence of Tobacco-Free Falcons more on campus, and offer more ways to help students and faculty quit smoking.

Overall, I am in full support of this policy being passed, and I look forward to a day where I will not have to inhale the disgusting smoke of others.

Sincerely,
Christie Viltrakis

Winston, Tami

From: Porto, Enrico
Sent: Thursday, March 05, 2015 4:17 AM
To: Winston, Tami
Subject: Fwd: Comment on Tobacco Free Policy

Sent from my iPhone

Begin forwarded message:

From: "Dennis, John T. (Student)" <jdennis1@students.fairmontstate.edu>
Date: March 4, 2015, 11:24:40 PM EST
To: "Porto, Enrico" <Rick.Porto@fairmontstate.edu>
Subject: **Comment on Tobacco Free Policy**

I personally believe that this policy is an extremely bad idea. There are a number of students whom I talk to that say they would transfer if this policy were to be implemented. Secondly, I don't think it's fair, or correct for that matter, to include e-cigarettes in the list of prohibited products because it is not a tobacco product. I have owned several e-cigs and still use them today, and not once have I put dry leaf tobacco in it. The e-liquid that they use is comprised of three things: vegetable glycerin, propylene glycol, and nicotine. The first two substances, commonly referred to as VG and PG, metabolize in the body. The third, being nicotine, does not, but studies have shown that the exhaled vapor has about 10 times fewer nicotine particles than that of actual cigarette smoke. It's obvious you did little research on e-cigs before you made your decision, and if you did you're probably only going off of what the mainstream media has produced instead of actually digging around to find something that holds merit.

Winston, Tami

From: Porto, Enrico
Sent: Thursday, March 12, 2015 4:40 PM
To: Winston, Tami
Subject: Fwd: 30-Day Comment Period for FSU BOG Policy #61

Sent from my iPhone

Begin forwarded message:

From: "Trisel, Donald" <Donald.Trisel@fairmontstate.edu>
Date: March 12, 2015, 3:42:54 PM EDT
To: "Porto, Enrico" <Rick.Porto@fairmontstate.edu>
Subject: FW: 30-Day Comment Period for FSU BOG Policy #61

Rick,

I fully support the tobacco free campus policy.

Don

Donald E. Trisel, Ph.D.
Interim Dean, College of Science and Technology

Professor of Biology and Curator of the FWVA Herbarium
Fairmont State University
1201 Locust Avenue, Fairmont WV 26554
Email: Donald.Trisel@FairmontState.edu
Phone: 304-367-4156
<image003.jpg>

From: Trisel, Donald
Sent: Wednesday, March 11, 2015 9:19 PM
To: Trisel, Donald
Subject: Fwd: 30-Day Comment Period for FSU BOG Policy #61

D & K Trisel

Begin forwarded message:

From: "Biafore, Judith" <Judy.Biafore@fairmontstate.edu>
Date: February 19, 2015 2:07:15 PM EST
To: "Biafore, Judith" <Judy.Biafore@fairmontstate.edu>
Subject: 30-Day Comment Period for FSU BOG Policy #61

Tab 13

**Fairmont State University
Board of Governors
May 15, 2014**

Item: Recap of EADA Reporting and Supplemental Data.

Committee: Committee of the Whole

Informational Only: Provide a recap of 2013-14 EADA Reporting and Supplemental Data.

Staff Member: Tim McNeely

Background: The EADA Report is due annually in October. The NCAA Financial Report is due annually in January. This recap is intended to provide a brief summary of the information.

See attached is the 2013-14 EADA Report.

This item is for informational purposes only.

General Information

1201 Locust Ave
 Fairmont, WV 26554-2470
 Phone: 304-367-4000

Athletic Department Information

Director: Tim McNeely
 1201 Locust Avenue
 Fairmont, WV 26554

Number of Full-time Undergraduates: 3,411
Men: 1,587
Women: 1,824

Reporting Year: 7/1/2013 - 6/30/2014
Reporting Official: Tim McNeely
Title: Director of Athletics
Phone: 304-367-4220
Sanctioning Body: NCAA Division II (with football)

[Participants](#) | [Coaching Staff and Salaries](#) | [Revenues and Expenses](#) | [Supplemental Info](#)

Athletics Participation

Varsity Teams	Number of participants as of the day of the first scheduled contest	
	Men's Teams	Women's Teams
Baseball	32	
Basketball	15	13
Football	89	
Golf	11	4
Gymnastics		23
Softball		22
Swimming	8	6
Tennis	7	10
Track and Field, X-Country	7	9
Volleyball		19
Total Participants Men's and Women's Teams	169	106
Unduplicated Count of Participants (Number of individuals who participated on at least one varsity team.)	169	105

CAVEAT

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Head Coaches - Men's Teams

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	
Baseball		1	1						1
Basketball	1		1						1
Football	1		1						1
Golf		1		1					1
Swimming		1	1						1
Tennis		1		1					1
Track and Field, X-Country						1		1	1
Coaching Position Totals	2	4	4	2	0	1	0	1	7

CAVEAT

Head Coaches - Women's Teams

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	
Basketball	1		1						1
Golf		1		1					1
Gymnastics						1	1		1
Softball		1		1					1
Swimming		1	1						1
Tennis						1		1	1
Track and Field, X-Country						1		1	1
Volleyball	1		1						1

Coaching Position Totals	2	3	3	2	0	3	1	2	8
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CAVEAT

Head Coaches' Salaries

	Men's Teams	Women's Teams
Average Annual Institutional Salary per Head Coach	\$35,703	\$19,691
Number of Head Coaches Included in Average	7	8
Average Annual Institutional Salary per FTE	\$41,863	\$34,023
Number of FTEs Included in Average	5.97	4.63

CAVEAT

Assistant Coaches - Men's Teams

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	
Baseball		3		3					3
Basketball	1	2	1	2					3
Football	5	2	5	2					7
Golf									0
Swimming		2		2	1	1	1	1	4
Tennis									0
Track and Field,X-Country						1		1	1
Coaching Position Totals	6	9	6	9	1	2	1	2	18

CAVEAT

Assistant Coaches - Women's Teams

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	Assigned to Team on a Full-Time Basis	Assigned to Team on a Part-Time Basis	Full-Time Institution Employee	Part-Time Institution Employee or Volunteer	
Basketball					1	1	1	1	2
Golf									0
Gymnastics						2		2	2
Softball		1		1					1
Swimming		2		2	1	1	1	1	4
Tennis									0
Track and Field,X-Country						1		1	1

Volleyball		1		1		1		1	2
Coaching Position	0	4	0	4	2	6	2	6	12
Totals									
CAVEAT									

Assistant Coaches' Salaries

	Men's Teams	Women's Teams
Average Annual Institutional Salary per Assistant Coach	\$17,859	\$12,329
Number of Assistant Coaches Included in Average	15	8
Average Annual Institutional Salary per FTE	\$20,686	\$21,442
Number of FTEs Included in Average	12.95	4.60
CAVEAT		

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Athletically Related Student Aid

	Men's Teams	Women's Teams	Total
Total	\$771,013	\$468,465	\$1,239,478
Ratio (percent)	62	38	100%
CAVEAT			

Recruiting Expenses

	Men's Teams	Women's Teams	Total
Total	\$27,634	\$15,525	\$43,159
CAVEAT			

Operating (Game-Day) Expenses by Team

Varsity Teams	Men's Teams			Women's Teams			Total Operating Expenses
	Participants	Operating Expenses per Participant	By Team	Participants	Operating Expenses per Participant	By Team	
Basketball	15	\$4,722	\$70,824	13	\$4,106	\$53,384	\$124,208
Football	89	\$1,294	\$115,197				\$115,197
Baseball	32	\$1,296	\$41,461				\$41,461
Golf	11	\$952	\$10,470	4	\$1,474	\$5,895	\$16,365
Gymnastics				23	\$2,062	\$47,431	\$47,431
Softball				22	\$1,592	\$35,019	\$35,019
Swimming	8	\$2,325	\$18,596	6	\$2,868	\$17,208	\$35,804
Tennis	7	\$1,432	\$10,027	10	\$840	\$8,403	\$18,430
Track and Field, X-Country	7	\$893	\$6,252	9	\$745	\$6,709	\$12,961
Volleyball				19	\$1,919	\$36,459	\$36,459
Total Operating Expenses Men's and Women's Teams	169		\$272,827	106		\$210,508	\$483,335
CAVEAT							

Total Expenses by Team

Varsity Teams	Men's Teams	Women's Teams	Total
Basketball	\$670,343	\$447,356	\$1,117,699
Football	\$1,053,517		\$1,053,517
Total Expenses of all Sports, Except Football and Basketball, Combined	\$268,059	\$600,993	\$869,052
Total Expenses Men's and Women's Teams	\$1,991,919	\$1,048,349	\$3,040,268
Not Allocated by Gender/Sport			\$1,161,226
Grand Total Expenses			\$4,201,494
CAVEAT			

Total Revenues by Team

Varsity Teams	Men's Teams	Women's Teams	Total
Basketball	\$670,343	\$456,937	\$1,127,280
Football	\$1,053,517		\$1,053,517
Total Revenues of all Sports, Except Football and Basketball, Combined	\$272,003	\$626,827	\$898,830
Total Revenues Men's and Women's Teams	\$1,995,863	\$1,083,764	\$3,079,627
Not Allocated by Gender/Sport			\$1,597,000
Grand Total for all Teams (includes by team and not allocated by gender/sport)			\$4,676,627
CAVEAT			

Revenues and Expenses Summary

		Men's Teams	Women's Teams	Total
1	Total of Head Coaches' Salaries	\$249,921	\$157,528	\$407,449
2	Total of Assistant Coaches' Salaries	\$267,885	\$98,632	\$366,517
3	Total Salaries (Lines 1+2)	\$517,806	\$256,160	\$773,966
4	Athletically Related Student Aid	\$771,013	\$468,465	\$1,239,478
5	Recruiting Expenses	\$27,634	\$15,525	\$43,159
6	Operating (Game-Day) Expenses	\$272,827	\$210,508	\$483,335
7	Summary of Subset Expenses (Lines 3+4+5+6)	\$1,589,280	\$950,658	\$2,539,938
8	Total Expenses for Teams	\$1,991,919	\$1,048,349	\$3,040,268
9	Total Expenses for Teams Minus Subset Expenses (Line 8 - Line 7)	\$402,639	\$97,691	\$500,330
10	Not Allocated Expenses			\$1,161,226
11	Grand Total Expenses (Lines 8+10)			\$4,201,494
12	Total Revenues for Teams	\$1,995,863	\$1,083,764	\$3,079,627
13	Not Allocated Revenues			\$1,597,000
14	Grand Total Revenues (Lines 12+13)			\$4,676,627
15	Total Revenues for Teams minus Total Expenses for Teams (Line 12-Line 8)	\$3,944	\$35,415	\$39,359

16	Grand Total Revenues Minus Grand Total Expenses (Line 14- Line 11)	\$475,133
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**Summary of Intercollegiate Athletics Activities
Recap of EADA Reporting & Supplemental Data**

Institution Name: FAIRMONT STATE UNIVERSITY

Prepared By: Clark Riley

FY 2014

Expenses and Revenue Summary

Total Intercollegiate Athletics Expenses	\$ 4,201,494
Total Intercollegiate Athletics Revenue	\$ 4,676,627

Breakdown of Revenue Sources:

Student Activity Fees	\$ 1,868,422
Direct State Government Support	\$ -
¹ Institutional Support	\$ 2,067,673
All Other	\$ 1,121,694
Total from NCAA Report	\$ 5,057,789

Financial Aid Summary

Total Athletically Related Financial Aid	\$ 1,242,428
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Breakdown of Athletic Financial Aid Dollars by Funding Source:

Amount Funded by Waivers	\$ 774,515
Amount Funded by Direct State Government Funds	\$ -
Amount Funded by E&G Institutional Funds	\$ 130,000
Amount Funded by Other Institutional Funds	\$ 85,250
Amount Funded by Athletics or 3rd Parties	\$ 252,663

Number of Students Provided Athletic Financial Aid

Funded by E&G Waivers	
Headcount	150
² FTE	40.47
Funded by Auxiliary Waivers	
Headcount	27
² FTE	4.30
Funded by Direct State Government Funds	
Headcount	0
² FTE	0
Funded by Institutional Funds	
Headcount	14
² FTE	6.55
Funded by Athletics, 3rd Parties, or Other	
Headcount	86
² FTE	14.35
Total	
Headcount	277
³ FTE (Total Number of NCAA Equivalents)	65.66
Total Number of Athletes on Rosters	274

NOTE - Attached is a copy of the institution's FY 2013 EADA report.

¹ Includes waivers, salaries and benefits, and work study payments.

² Some student-athletes receive waivers and other funds.

³ 1.0 FTE is defined as 1.0 NCAA equivalent.