

**Fairmont State
Board of Governor
RETREAT
Meeting of February 1, 2007**

AGENDA

Call to Order

1. Approval of Minutes (November 9, 2006)

Tab 1 Action Item

Financial Report (*Rick Porto*)

Tab 2

Committee of the Whole

1. Approval of BA in Music
2. Approval of Baccalaureate Program Review Recommendations
3. Approval of Deferring Engineering Related Technology Program Reviews

Tab 3 Action Item

Tab 4 Action Item

Tab 5 Action Item

Possible Executive Session

President's Report (*Dan Bradley*)

President's Report (*Blair Montgomery*)

Fairmont State
BOARD OF GOVERNORS
MINUTES
November 9, 2006

1. Call to Order

A meeting of the Fairmont State Board of Governors was held on November 9, 2006 beginning at 2:00 p.m. in the Falcon Center Board Room. Present at the meeting were Board Members: Michele Casteel, Janet Crescenzi, Carl Friebel, Jim Griffin, Robert Kittle, Andy Kniceley, Connie Moore, Michelle Nabers, Sandy Shriver and Skip Tarasuk. Absent were: Larry Mazza and Shirley Stanton. Also in attendance were: President Dan Bradley, President Blair Montgomery, Michael Belmear, Michael Bestul, Sarah Hensley, Anne Patterson, Rick Porto and Maria Rose. Robert Kittle called the meeting to order.

2. Approval of Minutes

Carl Friebel made an amendment to correct the minutes of both September 7th and September 27th to reflect a change in the WV section code to read §6-9A-4.4. Jim Griffin seconded. Motion carried.

3. Constituent Reports

- 1) Joe Riesen reported for Faculty Senate.
- 2) Les Boggess reported for Faculty Assembly.
- 3) Joyce Ross reported for Classified Staff Council.
- 4) Shane Livingston reported for Student Government.
- 5) No Foundation report given.
- 6) Rick Porto gave the Financial Report.

4. FSU Academic Affairs & FS Student Life Committee Items

Jim Griffin moved the following proposals be approved. Skip Tarasuk seconded. Motion carried.

1. Resolved, that the Fairmont State Board of Governors approve a request to change the name of the Department of Speech Communication and Theatre to the Department of Communication and Theatre Arts.
2. Resolved, that the Fairmont State Board of Governors approve a Master of Science Degree Program in Human Services: Human and Community Service Administration.
3. Resolved, that the Fairmont State Board of Governors approve the Reading Specialist Certificate Program under the Master of Education Degree.
4. Resolved, that the Fairmont State Board of Governors approve the program name change from Safety/Environmental Engineering Technology to Safety Engineering Technology.

5. Finance, Personnel, Facilities, External Relations Committee Items

Bob Kittle moved the following proposal be approved. Michele Casteel seconded. Motion carried.

1. Resolved, that the Fairmont State Board of Governors approve the revised Travel Policies and Procedures as presented.

6. FS Community & Technical College Program & Off-Campus Service Committee Items

Michele Casteel moved the following proposal be approved. Connie Moore seconded. Motion carried.

1. Resolved, that the Fairmont State Board of Governors accept the recommendation to separate the School of Health & Human Services into two schools; i.e., Health Careers and Human Services.

7. Committee of the Whole

1. Election of Board Secretary. Jim Griffin placed into nomination Andy Kniceley for the position of Board Secretary. Connie Moore seconded. Motion carried.
2. Approval of Meeting Dates for 2007. Andy Kniceley moved the meeting dates be approved with lunch beginning at NOON, committee meetings at 1 p.m. and the main meeting beginning at 2 p.m. Jim Griffin seconded. Motion carried.

8. Executive Session

Carl Friebel moved pursuant to §6-9A-4.4 of the WV Code that the Board go into Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person. Skip Tarasuk seconded. Motion carried.

At the end of executive session Carl Friebel moved that this Board adjourn executive session and reconvene in open session. Sandy Shriver seconded. Motion carried.


Skip Tarasuk made a motion that the Board of Governors approves the awarding of an honorary doctorate to Russell F. Bonasso at the fall 2006 commencement. Jim Griffin seconded. Motion carried.

Janet Crescenzi made a motion that the Board of Governors approves the naming of the soon-to-be restored and renovated Kennedy Barn in honor of a major donor, Frank and Jane Gabor. Jim Griffin seconded. Motion carried.

9. President's Report

President Bradley gave report to the Board.
President Montgomery gave report to the Board.

There being no further business, the meeting was adjourned.



Robert E. Kittle, Chair

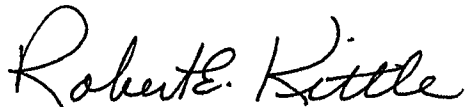
Fairmont State
BOARD OF GOVERNORS

Executive Session
MINUTES
November 9, 2006

1. Personnel Issue

The Board went into executive session to discuss a personnel issue.
Discussion followed.

2. Return to Regular Session



Robert E. Kittle
Chairman

Board of Governor's
Financial Report
for the Month Ending December 2006

Unrestricted and Auxiliary Fund:

Minor adjustments occurred to unrestricted budgets in the month of December. Attached please find the budget change analysis for this month along with the financial reports for the University, Community and Technical College, and the Board of Governor's support Unrestricted, and Auxiliary components.

Please note: In the month of November an \$800,000 fund transfer from the BOG Support Special Fee Fund (240900) to the University E&G Fund (800000) was transacted to replenish the cash balance, which was depleted due to the re-build of the network and the investment in the library system.

Overall the budgets for all components are currently in good shape taking into consideration planned expenditures from reserves and other transfers/labor savings.

We are reviewing our revenues compared to actual and the labor savings to determine if we will need to make adjustments to operating budgets for the remainder of the 2007 fiscal year.

Attached please also find the Restricted Fund Budget Change Analysis and Component Reports thru December 31, 2006.

CURRENT UNRESTRICTED FUNDS
Budget Change Analysis for December 2006

Fairmont State University:

- *Operating Costs Revenue* increased by \$13,019.17 due to the chargeback update process.
- *Support Services Revenue* decreased by \$(13,803.77) due to payroll budget update and sweep processes.
- *Salaries and Benefits* increased by \$37,064.00 due to the part time position added for Teaching Excellence in the amount of \$24,958.00.
- *Supplies and Other Services* increased \$28,436.00 due to the budget created for the Governor's Honor Academy for 2006.
- *Assessment for Support Services* decreased by \$(1,762.34) due to the payroll budget update and sweep processes.
- *Assessment for Operating Costs* went up by \$60,450.00 due to the chargeback update process.

Pierpont Community & Technical College:

- *Operating Costs Revenue* went up by \$60,450.00 due to the chargeback update process.
- *Support Services Revenue* decreased by \$(1,762.34) due to the payroll budget update and sweep processes.
- *Equipment Expense* went up by \$133,000.00 due to the one time increase for the Braxton County site – construction, furniture, equipment, renovation, wiring and advertising.
- *Assessment for Support Services* decreased by \$(13,803.77) due to the payroll budget update and sweep processes.
- *Assessment for Operating Costs* went up by \$13,019.17 due to the chargeback update process.
- *Exclude – Construction* increased by \$62,000.00 as a result of the one time adjustment made for the Braxton County site – construction, furniture, equipment, renovation, wiring and advertising.
- *Exclude – Transfers – Other* went up by \$142,916.90. This was the removal of cash for fund 352200-Economic Development Continuing Education. This fund needed to be reported as a C&TC fund for the FY2006 audit and the adjustment fund was used to make the transfer.

Fairmont State Board of Governor Support:

- *Exclude – Transfers – Other* increased by \$142,916.90. This was the removal of cash for fund 352200-Economic Development Continuing Education. This fund needed to be reported as a C&TC fund for the FY2006 audit and the adjustment fund was used to make the transfer.

AUXILIARY FUNDS
Budget Change Analysis for December 2006

- *Supplies* increased by \$2,565.00. This was a result of balancing revenues and expenses due to budget adjustments.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Current Unrestricted
LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPERATING REVENUES	Tuition & Fees	17,972,768.02	15,476,416.46	86.11	87.70
	Faculty Services Revenue	1,550,000.00	711,518.00	45.90	56.05
	Federal Grants and Contracts	0.00	75.15		
	Auxiliary enterprises revenue	0.00	0.00		0.00
	Operating Costs Revenue	2,477,614.55	880,981.58	35.56	32.55
	Support Services Revenue	3,383,607.03	1,074,565.44	31.76	47.87
	Other Operating Revenue	269,098.23	143,639.18	53.38	48.58
Sub Total		25,653,087.83	18,287,195.81	71.29	73.75
OPERATING EXPENSES	Salaries	19,284,131.07	8,347,773.47	43.29	42.97
	Benefits	5,229,975.06	2,143,518.87	40.99	39.16
	Student Financial Aid-Scholarships	807,610.00	770,911.16	95.46	91.64
	Utilities	1,138,239.00	499,849.88	43.91	37.95
	Supplies and Other Services	6,059,803.49	2,632,063.60	43.43	43.60
	Equipment Expense	988,185.60	741,189.50	75.01	19.17
	Loan Cancellations and write-off	0.00	0.00		0.00
	Fees retained by the Commission	155,431.00	91,933.50	59.15	50.00
	Assessment for Faculty Services	1,550,000.00	766,995.00	49.48	48.67
	Assessment for Support Services	145,337.32	40,797.32	28.07	50.31
	Assessment for Tuition, Aux, & Capital Costs	2,904,256.88	1,402,625.00	48.30	50.41
	Assessment for Operating Costs	223,916.69	136,985.55	61.18	40.94
Sub Total		38,486,886.11	17,574,642.85	45.66	43.22
NONOPERATING REVENUES (EXPENSES)	Gifts	11,746,694.00	4,942,007.00	42.07	43.40
	Investment Income	25,000.00	12,500.00	50.00	50.00
	Interest on capital asset related debt	388,981.80	119,839.54	30.81	28.18
		-55,788.00	-50,640.79	90.77	0.00
Sub Total:		12,104,887.80	5,023,705.75	41.50	42.30
EXCLUDE OPERATING	Exclude - Assets	-392,183.00	-11,274.00	2.87	1.26
	Exclude - Construction	0.00	-37,014.48		
	Exclude - Transfers for Debt Service	0.00	0.00		0.00
	Exclude - Transfers for Fin Aid Match	-149,991.00	-149,991.00	100.00	55.15
	Exclude - Indirect Cost Recoveries	846,493.25	348,756.62	41.20	46.74
	Exclude - Transfers - Other	782,867.66	782,867.66	100.00	103.07
Sub Total:		1,087,186.91	933,344.80	85.85	-23.35
OPERATING INCOME/LOSS		-12,833,798.28	712,552.96	-5.55	-13.31
BALANCE		358,276.43	6,669,603.51	1,861.58	-337.98
CURRENT NET LABOR SAVINGS		0.00			
Planned Expenditures from Reserves		320,404.11			
Transfer of Cash from BOG to Univ E&G Operating Fund		-800,000.00			
Anticipated Labor Savings		0.00			
Anticipated Year End Balance		-121,319.46			

Pierpont Community & Technical College
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Current Unrestricted
LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPERATING REVENUES	Tuition & Fees	6,771,079.99	5,517,765.00	81.49	82.89
	Faculty Services Revenue	1,550,000.00	766,995.00	49.48	48.67
	State/Local Grants and Contracts	0.00	0.00		100.00
	Auxiliary Enterprise Revenue	0.00	8,175.00		
	Operating Costs Revenue	223,916.69	136,985.55	61.18	40.94
	Support Services Revenue	145,337.32	40,797.32	28.07	48.60
	Other Operating Revenue	144,431.00	53,888.00	37.31	8.97
Sub Total		8,834,765.00	6,524,605.87	73.85	71.53
OPERATING EXPENSES	Salaries	4,729,104.00	2,292,056.02	48.47	42.53
	Benefits	1,085,823.00	460,607.17	42.42	39.93
	Student Financial Aid-Scholarships	396,750.00	379,022.83	95.53	88.60
	Utilities	0.00	1,023.86		22.58
	Supplies and Other Services	1,463,047.92	552,829.67	37.79	40.87
	Equipment Expense	220,096.23	144,220.17	65.53	67.94
	Loan Cancellations and write-off	0.00	0.00		0.00
	Fees retained by the Commission	96,787.00	45,817.00	47.34	50.00
	Assessment for Faculty Services	1,550,000.00	711,518.00	45.90	56.05
	Assessment for Support Services	3,383,607.03	1,074,565.44	31.76	46.91
	Assessment for Tuition, Aux, & Capital Costs	1,451,961.06	696,902.00	48.00	48.91
	Assessment for Operating Costs	2,477,614.55	880,981.58	35.56	32.55
Sub Total		16,854,790.79	7,239,543.74	42.95	44.51
NONOPERATING REVENUES (EXPENSES)	State Appropriations	7,892,952.00	3,324,511.00	42.12	43.14
	Gifts	1,000.00	0.00	0.00	
	Investment Income	152,638.95	87,801.75	57.52	33.41
	Interest on capital asset related debt	0.00	0.00		
	Loss/Gain on Disposal of Fixed Assets	0.00	0.00	0.00	
Sub Total:		8,046,590.95	3,412,312.75	42.41	42.78
EXCLUDE OPERATING	Exclude - Assets	-2,000.00	-5,497.89	274.89	0.00
	Exclude - Construction	-62,000.00	-61,254.27	98.80	0.00
	Exclude - Indirect Cost Recoveries	11,792.08	233.67	1.98	86.12
	Exclude - Transfers - Other	-142,616.90	-142,616.90	100.00	-8.52
Sub Total:		-194,824.82	-209,135.39	107.35	1.97
OPERATING INCOME/LOSS		-8,020,025.79	-714,937.87	8.91	12.77
BALANCE		-168,259.66	2,488,239.49	-1478.81	602.10
CURRENT NET LABOR SAVINGS		0.00			
Planned Expenditures from Reserves		228,469.00			
Anticipated Labor Savings			0.00	Already included in Labor Savings	
Anticipated Year End Balance		60,209.34			

Fairmont State BOG Support
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Current Unrestricted
LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPERATING REVENUES	Tuition & Fees	361,832.35	279,323.34	77.20	76.70
	Tuition and Fees Support Services Revenue	572,365.00	300,957.00	52.58	48.15
	Federal Grants and Contracts	0.00	6,934.44		
	Other Operating Revenue	394,870.10	150,586.41	38.14	62.00
Sub Total		1,329,067.45	737,801.19	55.51	60.01
OPERATING EXPENSES	Salaries	542,096.34	224,568.86	41.43	43.06
	Benefits	98,548.95	38,235.08	38.80	31.40
	Student Financial Aid-Scholarships	13,100.00	12,336.00	94.17	84.72
	Utilities	0.00	0.00	0.00	
	Supplies and Other Services	932,038.49	362,975.20	38.87	70.55
	Equipment Expense	27,366.20	18,667.39	68.21	76.15
	Loan Cancellations and write-offs	0.00	0.00		
	Assessment for Support Services	0.00	0.00		197.26
Sub Total		1,613,149.98	656,782.53	40.67	59.36
NONOPERATING REVENUES (EXPENSES)	Investment Income	69,905.59	65,666.82	93.94	117.72
Sub Total:		69,905.59	65,666.82	93.94	117.72
EXCLUDE OPERATING	Exclude - Assets	-1,837.00	0.00	0.00	100.42
	Exclude - Indirect Cost Recoveries	0.00	0.00		0.00
	Exclude - Transfers for Capital Projects	76,962.00	87,467.53	113.65	60.40
	Exclude - Transfers - Other	-657,083.10	-657,083.10	100.00	-27.05
Sub Total:		-581,958.10	-569,615.57	98.19	4855.64
OPERATING INCOME/LOSS		-284,082.53	81,018.66	-28.34	54.99
BALANCE		-796,135.04	-422,930.09	53.12	-51.48
CURRENT NET LABOR SAVINGS		47,962.00			
Planned Expenditures from Reserves		30,744.64			
Transfer of Cash to Univ E&G Operating Fund		800,000.00			
Anticipated Labor Savings		0.00			
Anticipated Year End Balance		82,571.60			

Fairmont State BOG Support
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Auxiliary

Auxiliary - Bd. Of Governors

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPERATING REVENUES	Tuition and Fees	0.00	0.00		0.00
	Auxiliary enterprises revenue	6,748,793.07	6,167,388.55	91.39	80.77
	Auxiliary Support Services Revenue	4,732,301.86	2,377,756.00	50.25	51.47
	Other Operating Revenue	90,600.00	42,012.19	46.37	56.89
Sub Total		11,571,694.93	8,587,156.74	74.21	67.76
OPERATING EXPENSES	Salaries	1,638,697.00	856,741.42	52.28	49.95
	Benefits	505,767.00	183,289.39	36.24	69.82
	Student Financial Aid-Scholarships	227,000.00	122,750.00	54.07	17.89
	Utilities	702,050.00	270,484.04	38.53	43.05
	Supplies and Other Services	3,836,591.00	2,120,302.89	55.27	55.92
	Equipment Expense	52,168.00	49,756.16	95.38	52.04
	Loan Cancellations and write-off	2,101.00	0.00	0.00	0.00
	Assessment for Support Services	0.00	0.00		49.65
Sub Total		6,964,374.00	3,603,323.90	51.74	52.86
NONOPERATING REVENUES (EXPENSES)	Investment Income	0.00	0.00	0.00	35.15
	Interest on capital asset related debt	-500.00	0.00	0.00	
Sub Total:		-500.00	0.00	0.00	35.15
EXCLUDE OPERATING	Exclude - Assets	-65,000.00	0.00	0.00	43.47
	Exclude - Construction	0.00	-7,029.80		0.00
	Exclude - Transfers for Debt Service	-3,545,690.02	-1,753,522.94	49.46	46.21
	Exclude - Transfers for Fin Aid Match	-3,425.00	-3,425.00	100.00	100.00
	Exclude - Transfers to Plant Reserves	-974,452.91	0.00	0.00	0.00
	Exclude - Transfers - Other	0.00	0.00	0.00	106.04
Sub Total:		-4,588,567.93	-1,763,977.74	38.44	37.12
OPERATING INCOME/LOSS		4,607,320.93	4,983,832.84	108.17	89.67
BALANCE		18,253.00	3,219,855.10	17640.14	-220.16
CURRENT NET LABOR SAVINGS		76,768.00			
Planned Expenditures from Reserves		42,000.00			
Anticipated Labor Savings		0.00			
Anticipated Year End Balance		137,021.00			

RESTRICTED FUNDS
Budget Change Analysis for December 2006

University:

Revenues:

- Federal Grants & Contracts decreased **(\$73,036.48)** due primarily to a revenue account code correction in the work-study budget of (\$71,986.40). Also, the Appalachian Teaching Project for FY 2006 was closed with a decrease of (\$1,878.88). The Appalachian Teaching Project for FY 2007 was added with an increase of \$4,000. The work-study matching budget was re-allocated with updated percentage resulting in an additional decrease in the work-study revenue budget by (\$3,171.20).
- State and Local Grants and Contracts increased **\$137,836.40** due primarily to a revenue account code correction in the work-study budget of 71,986.40. Also, the University received two new grants. The new grants were the Math Symposium \$34,900 and PDS Partnership Grant \$27,750. Also, the initial budget for the Governor's Honor Academy 2007 was added for \$3,200.
- Private Grants & Contracts did not change.
- Other Operating Revenue did not change.

Expenditures:

- Salaries and Benefits increased **\$12,030.54**. This was due to the addition of the PDS Partnership Grant for \$9,000, the Math Symposium 2007 for \$3,773.85 and a P/R budget update to the GLOBE Grant for (\$743.31).
- Utilities did not change
- Student Financial Aid scholarships did not change.
- Supplies and Other Services increased **\$171,679.55**. This increase includes the Math Symposium 2007 for \$31,126.15, the PDS Partnership for \$18,750, Governor's Honor Academy 07 for \$3,200, Appalachian Teaching FY 2007 for \$4,000 and various grant budget closes for (\$1,878.88). Also, Gear-Up salaries and fringe budgets for the County Schools are now mapped to Contractual in the amount of \$112,130.12. The GLOBE grant had a budget change from Excludes-Assets in the amount of \$4,352.16.
- Equipment Expense did not change.
- Assessment did not change.
- Investment income decreased **(\$1,884.78)**. This was due to the move of FWS interest earnings to the BOG fund. The interest earned will not be allocated.
- Exclude-Assets decreased by **(\$4,352.16)** due to account code changes in the GLOBE grant.
- Exclude-Transfers for Fin Aid Match increased **\$3,171.20**. This was due to a re-allocation of work-study match with an updated percentage.
- Exclude – Indirect Cost did not change.
- Exclude –Transfers Other did not change.

Pierpont Community & Technical College:

Revenues:

- Federal Grants & Contracts decreased **(\$21,167.80)** due to an adjustment in the work-study revenue account code by (\$17,996.60) and to correct SEOG match budget for (\$3,171.20) to re-allocated match based on new percentage.
- State Grants & Contracts increased **\$147,918.60**. This was due to the addition of a new grant for Respiratory Care for \$60,000. Also, Tech Training revenues were increased by \$44,000 and \$25,922 of Tech Training revenue was moved to State Grants revenue from Other Operating revenue. Also, the work-study revenue account code change added \$17,996.60 to the State Grants revenue.
- Private Grants & Contracts did not change.
- Other Operating Revenue decreased **(\$25,922.00)** because Tech Training revenues were moved to State Grants and Contracts revenue.

Expenditures:

- Salaries and Fringes increased **\$58,629.04**. This includes Salaries and Fringes for the Respiratory Care Grant for \$60,000. Also, salaries and fringes were increased for Tech Training in the amount of \$13,045. Additionally, the vocation grant salaries and fringes were reduced by (\$13,824.96) and the SBDC Agriculture Grant was reduced by (\$591).
- Student Financial Aid did not change.
- Utilities did not change
- Supplies and Other Services decreased **(\$54,465.18)**. Supplies and Other for Tech Training increased by \$37,515.00. This was offset by a decrease in Supplies and Other in for the Vocational Grant (\$92,023.04) due mostly to account code changes to Excludes-Assets. Also, the SBDC Agriculture grant decreased by (\$157.14).
- Equipment Expense increased **\$2,300.00** for Tech Training.
- Assessment for Support Services did not change.
- Investment Income decreased by **(\$928.33)** due to the move of FWS interest to the BOG fund.
- Exclude – Assets increased by **(\$101,010.00)** due to account code changes in the Vocational Grant budget.
- Exclude- Construction decreased **(\$10,000.00)** in the Tech Training budget.
- Exclude- Transfers for Fin Aid Match increased **\$3,171.20** due to re-allocation of the SEOG match based on updated percentages.
- Exclude – Indirect Cost did not change.

Board of Governor Support:

Revenues:

- Federal Grants and Contracts Revenues decreased **(\$2,807)**. This was due to budget updates in the federal work-study fund.

Expenditures:

- Salaries and Benefits did not change.
- Student Financial Aid Scholarships did not change.
- Supplies and Other did not change.
- Equipment Expense decreased by **\$2,807**. This was due to a budget update in the federal work-study fund.
- Assessment for Supports Services did not change.
- Investment Income increased by **\$2,813.11**. This is due to the move of interest income budget to the BOG fund. This interest income will no longer be allocated.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Current Restricted
LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPEATING REVENUES	Federal Grants and Contracts	30,017,245.38	12,594,737.58	41.96%	41.67
	State/Local Grants and Contracts	5,501,368.15	3,054,034.86	55.51%	50.46
	Private Grants and Contracts	2,762,500.00	1,346,395.96	48.74%	47.73
	Other Operating Revenue	0.00	0.00		0.00
Sub Total		38,281,113.53	16,995,168.40	44.40%	43.66
OPERATING EXPENSES	Salaries	2,246,506.46	696,245.50	30.99%	40.97
	Benefits	317,124.37	125,239.16	39.49%	34.08
	Student Financial Aid-Scholarships	28,041,141.00	14,420,213.95	51.43%	48.82
	Utilities	4,753.00	9,498.00	199.83%	0.00
	Supplies and Other Services	4,658,892.02	1,452,849.50	31.18%	16.55
	Equipment Expense	2,068,294.62	921,386.04	44.55%	5.27
	Assessment for Support Services	27,879.14	0.00		39.85
Sub Total		37,364,590.61	17,625,432.15	47.17%	44.45
NONOPERATING REVENUES (EXPENSES)	Investment Income	0.00	0.00		59.75
Sub Total:		0.00	0.00	0.00%	47.07
EXCLUDE OPERATING	Exclude - Assets	-243,760.61	-28,355.66	11.63%	0.00
	Exclude - Transfers for Fin Aid Match	113,217.40	56,608.70	50.00%	82.04
	Exclude - Indirect Cost Recoveries	-812,215.13	-331,827.50	40.85%	30.73
	Exclude - Transfers - Other	0.00	0.00		159.77
Sub Total:		-942,758.34	-303,574.46	32.20%	95.84
OPERATING INCOME/LOSS		916,522.92	-630,263.75	-68.77%	-11.51
BALANCE		-26,235.42	-933,838.21	3559.46%	227.13
GRANT INCOME RECEIVED IN PRIOR FISCAL YEAR		535,216.58			
Adjusted Year End Balance		508,981.16			

Pierpont Community and Technical College
Actual vs Budget Statement of Revenues and Expenses

Current Year 2007 Prior Year 2006 December Current Restricted
LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPERATING REVENUES	Tuition and Fees	187,063.60	79,096.19	42.28%	22.61
	Federal Grants and Contracts	11,636,614.88	4,545,288.22	39.06%	48.69
	State/Local Grants and Contracts	1,670,558.11	825,406.56	49.41%	59.31
	Private Grants and Contracts	819,500.00	375,181.16	45.78%	46.50
	Other Operating Revenues	172,080.42	70,017.04	40.69%	34.43
Sub Total		14,485,817.01	5,894,989.17	40.69%	49.18
OPERATING EXPENSES	Salaries	503,783.34	189,459.34	37.61%	40.43
	Benefits	99,296.55	41,501.68	41.80%	38.47
	Student Financial Aid-Scholarships	13,519,448.00	5,538,623.74	40.97%	47.69
	Supplies and Other Services	406,232.63	178,784.66	44.01%	35.30
	Equipment Expense	134,478.24	52,670.13	39.17%	45.64
	Assessment for Support Services	0.00	0.00		60.41
Sub Total		14,663,238.76	6,001,039.55	40.93%	47.17
NONOPERATING REVENUES (EXPENSES)	Investment Income	0.00	0.00		28.98
Sub Total:		0.00	0.00	0.00%	22.88
EXCLUDE OPERATING	Exclude - Assets	-119,950.00	-19,450.00	16.22%	40.25
	Exclude-Construction	0.00	0.00		0.00
	Exclude - Transfers for Fin Aid Match	46,541.00	20,099.30	43.19%	74.43
	Exclude - Indirect Cost Recoveries	-19,292.08	-233.67	1.21%	86.12
	Exclude - Transfers - Other	-300.00	-300.00	100.00%	-17.61
Sub Total:		-93,001.08	115.63	-0.12%	-20.86
OPERATING INCOME/LOSS		-177,421.75	-106,050.38	59.77%	-59.42
BALANCE		-270,422.83	-105,934.75	39.17%	246.51
WORKFORCE DEVELOPMENT REVENUES RECEIVED IN PRIOR FISCAL YEAR		155,405.84			
GRANT INCOME RECEIVED IN PRIOR FISCAL YEAR		258,052.04			
Adjusted Year End Balance		143,035.05			

Fairmont State BOG Support
Actual vs Budget Statement of Revenues and Expenses
 Current Year 2007 Prior Year 2006 December Current Restricted
 LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year	Prior Actual to Prior Year End
OPEATING REVENUES	Tuition and Fees	0.00	0.00		0.00
	Federal Grants and Contracts	246,286.06	164,674.47	66.86%	75.03
	State/Local Grants and Contracts	0.00	1,016,357.10		0.00
	Private Grants and Contracts	0.00	224,022.98		100.00
	Other Operating Revenues	0.00	0.00	0.00%	100.00
Sub Total		246,286.06	1,405,054.55	570.50%	74.94
OPERATING EXPENSES	Salaries	36,709.66	14,889.61	40.56%	56.78
	Benefits	5,344.99	3,921.49	73.37%	107.68
	Student Financial Aid-Scholarships	1,664.00	750.00	45.07%	45.41
	Utilities	0.00	0.00		100.00
	Supplies and Other Services	184,232.04	108,885.04	59.10%	68.90
	Equipment Expense	23,622.25	23,622.25	100.00%	74.92
	Assessment for Support Services	0.00	0.00		60.15
Sub Total		251,572.94	152,068.39	60.45%	66.21
NONOPERATING REVENUES (EXPENSES)	Investment Income	2,813.11	1,866.66	0.00	-151.71
Sub Total:		2,813.11	1,866.66	0.00	-151.71
EXCLUDE OPERATING	Exclude - Assets	0.00	0.00		0.00
	Exclude - Transfers for Fin Aid Match	0.00	44,991.50		0.00
	Exclude - Indirect Cost Recoveries	-26,778.12	-16,929.12	63.22%	88.01
	Exclude - Transfers - Other	0.00	0.00		365.00
Sub Total:		-26,778.12	28,062.38	-104.80%	838.95
OPERATING INCOME/LOSS		-5,286.88	1,252,986.16	-23699.92%	118.05
BALANCE		-29,251.89	1,282,915.20	-4385.75%	352.94
GRANT INCOME RECEIVED IN PRIOR FISCAL YEAR		79,862.44			
Adjusted Year End Balance		50,610.55			

**Fairmont State Board of Governors
Meeting of February 1, 2007**

ITEM: BA in Music

COMMITTEE: Academic Affairs

RECOMMENDED POLICY: Approval of BA in Music

STAFF MEMBER: Anne Patterson, Provost
Peter Lach, School of Fine Arts Dean

BACKGROUND: The Fairmont State Board of Governors approved an Intent to Plan a BA in Music at its meeting of May 3, 2006. The HEPC approved the Intent to Plan in its letter of May 17, 2006. The proposed degree program is now before the BOG for approval prior to submission to the HEPC.

FAIRMONT STATE UNIVERSITY

NOVEMBER, 2006

NEW PROGRAM PROPOSAL

BACHELOR OF ARTS IN MUSIC

FAIRMONT, WEST VIRGINIA

EFFECTIVE DATE: FALL 2007

Brief Summary Statement: This document proposes a Bachelor of Arts degree in Music. The degree is in addition to the Bachelor of Arts in Education, Comprehensive PreK-Adult degree currently offered by the Fairmont State University Department of Music. The Bachelor of Arts degree in Music consists of a minimum of 128 hours, which include liberal studies requirements. The proposed program of study offers the individual student choices to pursue course work in the music content area as well as a complementary course of study determined by the student's career goals.

§133-11-3. Submission Procedures.

3.9. Program Description

3.9.1. Program Objectives: State the program objectives so that they can be related to the criteria in the evaluations plans (See Section 7).

- The Bachelor of Arts in Music (B.A.) program will provide a focused study in the major content area supplemented by interdisciplinary free electives and liberal studies requirements prescribed by the University.
- The program will be an alternative to the Bachelor of Arts in Education, Comprehensive PreK-Adult degree.
- The program will offer the individual student choices to pursue course work in the music content area as well as a complementary course of study determined by the student's career goals.
- The program will enable students to pursue graduate degrees in music and other disciplines, including the Master of Arts in Teaching degree (M.A.T.).

3.9.2. Program Identification: Each proposal shall include an appropriate program identification as provided in the Classification of Instructional Programs (CIP) developed and published by the U.S. Department of Education Center for Education Statistics.

50.0901 Music, General

3.9.3. Program Features: Summarize the important features of the program and include a full catalog description. This section should contain:

3.9.3.1. Admissions and Performance Standards: Describe admissions and performance standards and their relationship to the program objective.

The Music Department maintains an open enrollment policy in line with the Fairmont State University admissions policy. Students who apply for a music scholarship are required to audition for merit-based financial aid from the Music Department. Criteria for scholarships include a performance audition for faculty members, skills testing in rhythm reading and sight singing, a faculty interview, and ACT/SAT scores. Students who receive music scholarships must have a 3.0 GPA and participate in two performing ensembles each semester.

Every semester students are evaluated on their applied instrument performance by a faculty jury. These juries are convened in Voice, Piano, Woodwinds, Brass, Strings, and Percussion instruments with their respective instructors. After four semesters of study in the degree program, students are required to perform a Sophomore Evaluation Jury before the entire music faculty. This jury assesses

performing ability that demonstrates sufficient progress for advanced study, keyboard proficiency requirements, satisfactory classroom progress and ensemble participation, and minimum 2.75 GPA in music courses and overall. In the final year of course work, the B.A. in Music student will perform a senior recital as the capstone experience. The senior recital is a public performance which serves as the culminating assessment tool by the faculty. Performance standards are established by the faculty based upon universally accepted norms for undergraduate music students.

3.9.3.2. Program Requirements: Describe course requirements (indicating new courses with asterisks), majors and specializations, credit-hour requirements, research-tool requirements, examination procedures and requirements for a research paper, thesis, or dissertation. Also include field work or similar requirements and any other information that helps to describe the program of study.

Catalog Description

The Bachelor of Arts in Music degree program offers substantial academic and performance course work in music content areas, supplemented with interdisciplinary options selected by individual students based on their career goals. Some examples of career goals and related elective courses include: music industry careers with business, accounting and marketing courses; music critic or journalism careers with English, journalism, and other writing intensive courses; music therapy careers with psychology, sociology, and allied health courses. The degree provides ample background for students to pursue graduate studies in various music disciplines, such as Music Theory, Music History, Conducting, and Performance, as well as the Master of Arts in Teaching degree. The B.A. in Music degree requires a minimum 128 credit hours for graduation.

Required Music Curriculum (53 credit hours)

Course Number and Title	Credit Hours
Comprehensive Theory	18
MUSI 1109, 1110, 2209, 2210.....	16
MUSI 3311 Form and Analysis.....	2
History and Appreciation	9
MUSI 1101 Concerts, Recitals.....	0
MUSI 2206 Music Appreciation for Majors.....	3
MUSI 3313, 3314 Music History.....	6
Conducting	2
MUSI 2245 Fundamentals of Conducting.....	2

Ensemble Participation	8
MUSI 1167 Collegiate Singers, Music 1168 Marching Band, MUSI 1169 Concert Band, Music 1172 Orchestra.....8 semesters	
Applied Music	13
Major Instrument or Voice.....8	
Class Piano (Proficiency).....4	
MUSI 1104 Functional Piano I, MUSI 1105 Functional Piano II, MUSI 2204 Functional Piano III, MUSI 2205 Functional Piano IV	
MUSI 4440 Senior Recital.....1	
Technology	3
MUSI 1111 Introduction to Music Technology.....3	

Elective Courses (34 credit hours)

Music:

MUSI 1100 Introduction to Music Education
 MUSI 1139 Voice Class
 MUSI 2211 Strings Class
 MUSI 2213 Brass Class
 MUSI 2215 Woodwinds Class
 MUSI 2217 Percussion Class
 MUSI 2219 Guitar Class
 MUSI 2251 Instrument Repair and Maintenance
 MUSI 3309 Orchestration
 MUSI 3310 Counterpoint
 MUSI 3312 Composition
 MUSI 3320 Techniques of Keyboard Accompanying
 MUSI 3347 Advanced Conducting
 MUSI 4425 Marching Band Techniques
 MUSI 4432 Choral Workshop
 MUSI 4433 Instrumental Workshop
 MUSI 4434 Composition Workshop
 MUSI 4435 Music Production Workshop
 MUSI 4437 Area Studies in Music Literature
 MUSI 4442 Theory Pedagogy Workshop
 MUSI 4444 Elementary Music Workshop

Interdisciplinary:

ACCT 2201/2210 Principles of Accounting I & II
 ALLH 3301 Health Care Organization
 ALLH 3372 Legal & Medical Ethics
 BUSN 3310 Business and Economic Statistics

BUSN 4415 Strategic Management and Policy
 EDUC 2202 Human Growth & Development
 EDUC 3352 Educational Psychology
 ENGL 3320 Literary Criticism
 ENGL 3330 Semantics and Pragmatics
 ENGL 3331 Study of the English Language
 ENGL 3332 Narrative and Descriptive Writing
 FINC 2201 Intro to Financial Management
 INTR 1120 Experiencing the Arts
 JOUR 2240 Reporting I
 JOUR 2270 Communications in Society
 JOUR 2280 History of American Journalism
 JOUR 3312 Publications Process
 JOUR 3341 Journalism Practice
 MGMT 2209 Principles of Management
 MGMT 3390 Organizational Behavior
 MKTG 2204 Principles of Marketing
 PHED 2211 Anatomy & Physiology
 PHED 3320 Lifespan Motor Development
 PSYC 1101 Intro to Psychology
 PSYC 2230 Social Psychology
 PSYC 3300 Abnormal Psychology
 SOCY 1110 Intro to Sociology
 SOCY 2200 Social Problems
 SOCY 4430 Community Organization

Other elective courses are possible, including independent study courses arranged with individual faculty. Consult with your faculty advisor to discuss these options.

Liberal Studies Requirements (41 credit hours)

These credit hours will follow the University curriculum for all other Bachelor of Arts degrees, and may be adapted as needed. The degree requirements in Liberal Studies will include four semesters (12 credit hours) of foreign language study, or comparable course work as determined by the University.

128 Credit Hours required for graduation.

3.9.4. Program Outcomes: Indicate the expected results of the program and, if this is a proposal for an expanded or modified program, specify how the proposed change may achieve results different from those produced by the current program.

Fairmont State University's Music Department currently has several students who are interested in a B.A. in Music degree. These students typically fall into two groups. In the first group are those students who are not desirous of a

teaching degree. In the second group are those who have difficulty obtaining the necessary preliminary requirements to complete the recently revised standards for the B.A. in Music Education degree (i.e. PPST, GPA, etc.). Students from both groups will find that this new program will enable them to develop a more in-depth focus to their musical studies which will prepare them to enter graduate schools in musical areas such as applied music, composition, theory, musicology, and conducting. Upon graduation, students receiving this degree may also become professional musicians.

3.9.5. Program Delivery: Describe any instructional delivery methodologies to be employed, such as compressed video, World Wide Web, etc. Indicate costs associated with distance education or technology-based activities.

Since this program will be created from the existing curriculum, delivery methods employed for the B.A. in Music will be consistent with those currently. This would not eliminate the option of specialized directed studies courses, cooperative classes, or on-line courses offered at FSU and/or by other accredited institutions of higher education. Should student numbers increase significantly as a result of this new program, additional space, equipment and teaching staff could be required.

§133-11-4. Program Need and Justification.

4.1. Relationship to Institutional Goals/Objectives: Relate this program to the institution's goals and objectives and the statewide master plan.

Fairmont State University's vision statement focuses on "comprehensive education and excellent teaching, flexible learning environments, and superior services." The Bachelor of Arts in Music degree will provide a more comprehensive education and at the same time a more flexible learning environment allowing students to choose the focus of their degree.

Fairmont State University's mission statement is "to provide opportunities for individuals to achieve their professional and personal goals and discover roles for responsible citizenship that promote the common good." The only music degree we currently offer is a Bachelor of Arts in Music Education. This is a very marketable degree and our graduate job placement rate is high; however, not all music students have an interest in becoming educators. We have had many talented music students opt to receive Regents Bachelor of Arts degrees because they were not interested in pursuing a career in education. If we are to truly help all individuals achieve their professional and personal goals, we must offer the Bachelor of Arts in Music degree.

The core values of Fairmont State University are Scholarship, Opportunity, Achievement, and Responsibility. We seek to offer students opportunities to

achieve in scholarship through responsibility with this degree.

Goal one of Fairmont State University's strategic plan seeks to "integrate the development of...communication, critical analysis, problem solving, decision making, social interaction, global perspective, effective citizenship, and aesthetic engagement." The Bachelor of Arts in Music degree would offer a balanced load of coursework which would give students multiple opportunities to develop all of these abilities prior to graduation.

Goal two of Fairmont State University's strategic plan seeks to "enhance and capitalize upon the intellectual and cultural environment of the region." Attracting more music students through this degree program would increase our capacity for performances and outreach to the community and the state.

4.2. Existing Programs: List similar programs (and their locations) offered by other institutions (public or private) in West Virginia. State why additional programs or locations are desirable.

Currently, Alderson-Broaddus College, Bethany College, Davis and Elkins College, West Virginia Wesleyan College, Shepherd University and West Virginia University offer a B.A. degree in music. Shepherd University's degree has specific concentrations in performance, composition or piano pedagogy. West Virginia University's degree is described on their website as "a broader, liberal arts-oriented, non-professional program... offered jointly with the Eberly College of Arts and Sciences." Marshall University offers a B. F. A. degree in music with preparation for performance, composition, jazz studies, or graduate school. Our B.A. in Music would be a unique offering by a **public** institution in West Virginia because it is a degree program with options for individual student design.

Music students have requested this option for several years. The School of Fine Arts Music Department loses potential students who choose to attend other schools which offer degrees other than music education. We also have many students who begin the Bachelor of Arts in Music Education degree and choose not to remain at Fairmont State because they wish to pursue areas in music other than education.

Additionally, the M.A.T. program at Fairmont State requires a Bachelor of Arts in the student's content area. Without a program in place, students who desire to obtain the M.A.T. at Fairmont State would currently have to complete a B.A. elsewhere prior to admission.

4.3. Program Planning and Development: Indicate the history to date of the development and submission of this program proposal. What resources (e.g., personnel, financial, equipment) have already been invested in this program? What planning activities have supported this proposal?

The Bachelor of Arts in Music degree has been discussed by the music faculty

since 2004 when the M.A.T. program was instituted. Several students who are currently enrolled in the Bachelor of Arts in Music Education degree have expressed their interest in changing to a Bachelor of Arts in Music should such a degree program be offered during their tenure at Fairmont State.

Approximately thirty years ago, Fairmont State College offered a B.A. of Music degree. Because many of the music electives in the catalog remain the same from those years, a Bachelor of Arts in Music degree would not require offering many new courses.

Although our department currently offers only an education degree, our focus has always been on developing the artist-scholar-teacher. All of our music majors perform on a regular basis, most in multiple ensembles, and give a required senior recital. All of our majors and minors are expected to enroll in private applied lessons every semester. All of our students take four semesters of music theory, three semesters of music history, and an orchestration class. We offer upper-level electives in composition, history, education, and performance areas. We also recently added Introduction to Music Education and Introduction to Music Technology courses to our freshman music major experience.

The music department is striving to increase opportunities for our students to perform. We have instituted new chamber ensembles such as flute ensemble, saxophone quartet, guitar ensemble and digital piano ensemble in the past three years. We have worked to increase visibility of our larger ensembles, taking the stage band and brass groups to perform in schools around the state. Our department always brings in guest artists every year to perform and give master classes to our students.

The music department has made strides to repair and maintain our instrument inventory as well as update our technology. We have implemented Smart Music software (built-in accompaniment) for our students to practice with and perform with in applied lessons. We are in the process of updating our piano laboratory instruments. We have continued to upgrade our notation software program in the computer lab (Finale 2007.) We have installed Practica Musica music theory software in the computer lab, as well as numerous other music software and sequencer programs in the Smart Music Lab for students' use.

4.4. Clientele and Need: Describe the clientele to be served and state which of their specific needs will be met by the program. Indicate any special characteristics, such as age, vocation, or academic background. Indicate manpower needs, interest on the part of industry, research and other institutions, government agencies, or other indicators justifying the need for the program.

The student population at Fairmont State University is comprised primarily of West Virginians. Traditionally, students who enter the music program here are average college-age, with a few non-traditional older students or students who

have come to college after serving in the military. Many students we have are transfer students who have started their music degrees at other West Virginia institutions and have come to Fairmont State for various reasons including academic pressures and financial concerns. Several of our students try to hold down full-time or almost full-time jobs in order to fund their educations themselves.

This B.A. in music degree would serve Fairmont State University's student population well (because most B.A. in music degrees at other West Virginia institutions are specifically performance degrees.) Offering a degree with more flexibility and more job market potential will be attractive to students who have financial concerns.

The B.A. in music degree serves to foster quality of life in the state on a broader scope as well as to supply a workforce in other areas of music. (See section 4.5.)

4.5. Employment Opportunities: Present a factual assessment of the employment opportunities that are likely to be available to program graduates. Include data and references supporting this assessment. Indicate the types and number of jobs for which such a curriculum is appropriate.

Graduates with a B.A. in music have many employment and career opportunities. The U.S. Department of Labor gives these statistics on their Occupational Outlook Handbook 2006-2007 website (<http://www.bls.gov/oco/ocos095.htm#employ>):

Musicians, singers, and related workers held about 249,000 jobs in 2004. Around 40 percent worked part time; almost half were self-employed. Many found jobs in cities in which entertainment and recording activities are concentrated, such as New York, Los Angeles, Las Vegas, Chicago, and Nashville.

Musicians, singers, and related workers are employed in a variety of settings. Of those who earn a wage or salary, almost two-thirds were employed by religious organizations and almost one-fourth by performing arts companies such as professional orchestras, small chamber music groups, opera companies, musical theater companies, and ballet troupes. Musicians and singers also perform in nightclubs and restaurants and for weddings and other events. Well-known musicians and groups may perform in concerts, appear on radio and television broadcasts, and make recordings and music videos. The Armed Forces also offer careers in their bands and smaller musical groups.

Overall employment of musicians, singers, and related workers is expected to grow about as fast as the average for all occupations through 2014. Most new wage and salary jobs for musicians will come from religious organizations. Slower-than-average growth is expected for self-employed musicians, who

generally perform in nightclubs, concert tours, and other venues. Growth in demand for musicians will generate a number of job opportunities, and many openings also will arise from the need to replace those who leave the field each year because they are unable to make a living solely as musicians or for other reasons.

Many musicians go into related occupational fields, such as:

- Studio/private teaching
- Church musician
- Studio musician
- Conductor/director
- Composer/arranger/orchestrator
- Staged musical/theatre
- Music librarian
- Musicologist
- Music editing & publishing
- Computer software industry
- Instrument repair & design
- Retail music sales
- Attorney (music business)
- Television, movie and radio industries
- Entertainment industry
- Military bands & choruses
- Film score composer/editor
- Ethnomusicology
- Library arts
- Piano tuning
- Disc jockeys and announcers
- Music programming (radio)
- Arts management/administration

- Community development specialist
- Music reporter or critic
- Sound & recording engineering
- Audio/visual equipment technician
- Producer
- Music promoter
- Advertising
- Government agencies such as U. S. State Department - Cultural Affairs

(List compiled by Southeastern Louisiana University, taken from their website:
http://www.selu.edu/future_students/degree_prog/degrees/coll_arts_hum_ss/dept_mus_drama/bm_mus.html)

Students with a Bachelor's degree in music tend to go to graduate school to prepare for professions not only in music, but in many different fields, from physics to theology, from medicine to marketing. The career possibilities for those who hold the B.A. degree in music are truly limitless.

4.6. Program Impact: Describe the impact of this program on other programs that it will support or that will be supported by it.

The first two years of study in this program are nearly identical with the first two years of study in the music education degree program at FSU. Therefore, with the exception of larger classes, little impact will occur as no new music classes will need to be added to our current class schedule of course offerings. In addition to the selection of courses offered in the current class schedule, numerous other music courses which are listed in our catalog could be available to all junior and senior level music students. Offering these courses that have not been scheduled in recent years will help to support our current music education degree by diversifying the number of course offerings that these students may take as electives in their junior and senior years of study. This B.A. degree in Music is congruent with established degree offerings at many universities.

This program will impact other courses of study at the university as well. Currently, the music department offers a minor in music for students interested in a bachelor's degree in business, psychology, and theatre. Offering a B.A. degree in music will be of interest to students in these areas who are interested in a focus to their careers that would be more appropriate in preparing them to become a music merchant, music therapist, performer in musical theatre, or professional musician.

4.7. Cooperative Arrangements: Describe any cooperative arrangements (including clinical affiliations, internship opportunities, personnel exchanges, and equipment sharing) that have been explored.

The music faculty has discussed the possibility of student internships in the business community, and the need to do clinical observations for those students interested in music therapy careers. The department currently sponsors master classes, artists-in-residency, and student tours for enriching the educational experiences of our students.

4.8. Alternatives to Program Development: Describe any alternatives to the development of this program that have been considered and why they were rejected.

An alternative to this program is the Regents Bachelor of Arts degree, where the student has considerable latitude to count previous work experience and to select courses of interest to his/her career objectives. Offering a B.A. degree in Music would be a more substantive option that would better prepare the student for graduate study as well as a more successful career in an area of interest. This degree would offer a prescribed curriculum of study that would be flexible enough to prepare students for several different career objectives.

Another alternative to this program is the Interdisciplinary Studies degree, which is a program selected by a faculty coordinating committee in consultation with a student. Unlike the Interdisciplinary Studies degree, the B.A. in Music degree has a predetermined structure in the major area of study and an established list of free elective options.

§133-11-5. Program Implementation and Projected Resource Requirements.

5.1. Program Administration: Describe the administrative organization for the program and explain what changes, if any, will be required in the institutional administrative organization.

The B.A. in Music will follow the same administrative structure and organization that is currently in place in the School of Fine Arts. The school Dean will be the head of the administration, followed by the Department Coordinator, full-time music faculty, and adjunct professors. The Dean will answer to the Provost and the President of Fairmont State University in the upper-level administration. The new programs will be housed in the School of Fine Arts in the Music Department.

5.2. Program Projections: Indicate the planned enrollment growth and development of the new program during the first five years (FORM 1). If the program will not be fully developed within five years, indicate the planned size of the program in terms of degrees and majors or clients served over the years to reach full development of the program.

See FORM 1 at the end of this document.

5.3. Faculty Instructional Requirements: Indicate the number, probable rank, experience, and cost of faculty required over the five year period.

Currently, the Music Department has five full-time faculty members (2 Professors, 3 Assistant Professors), and eight adjunct faculty members. In order to facilitate the increased demand for specialized courses (applied lessons) taught by experienced faculty, there would be a need to increase the number of full-time faculty by at least one member at the minimum of the Assistant Professor rank with comparable salary and benefits.

5.4. Library Resources and Instructional Materials: Evaluate the adequacy of existing library resources and instructional materials for the proposed program. Estimate the nature and probably cost of additional resources necessary to bring the proposed program to an accreditable level.

The current level of resources housed in the library is inadequate for the new degree. There would be a need to upgrade with periodicals, recordings, and texts that would be used for the training of musicians who will not necessarily be music educators, but possibly musicologists, performers, conductors, music theorists, music merchants, and music therapists. The majority of the holdings in the library that pertain to music are primarily (but not exclusively) for music education majors and would not necessarily apply to the B.A. in Music majors.

5.5. Support Service Requirements: Indicate the nature of any additional support services (e.g., laboratories, computer facilities, equipment, etc.) likely to be required by the proposed program. Include the expected costs, and describe how such expansions will be incorporated into the institutional budget.

It is requested that a computer/MIDI lab workstations be added to our support services. Currently, the School of Fine Arts shares a regular computer laboratory with the GEAR-UP program. The music department would need a secure computer/MIDI laboratory that would be exclusively used by the music majors. This laboratory would require a minimum of twenty computers with monitors, CPUs, one laboratory proxima projector system, and twenty piano keyboard synthesizers. With this laboratory, we would also require software programs that would be used in Computer Aided Instruction for the students. The anticipated costs will be a minimum of \$1000.00 per computer system, \$300.00 per keyboard synthesizer, \$1500.00 for the proxima projector system, and a minimum of \$2000.00 for software programs. These expansions could be incorporated in the School of Fine Arts Technology budget which is a part of the University/Fine Arts institutional budget.

5.6. Facilities Requirements: Indicate whether the program will require the addition of new space or facilities or the remodeling or renovation of existing space. If so, provide a statement detailing such plans and space needs and their estimated funding requirements.

Describe the impact of this new program on space utilization requirements.

With the impact of higher enrollments, additional practice rooms will be necessary. An additional classroom that could be transformed into a computer laboratory will also be needed. A new performance facility is also desired (with probable implementation as part of the Campus Master Facilities Plan) for concerts and recitals in which ensembles and individual students will perform. The additional practice rooms and laboratory classroom could be included in the areas that will be gained by Fine Arts as part of the reallocation of space in the Technology Wing of Wallman Hall.

5.7. Operating Resource Requirements: Using FORM 2, provide a summary of operating resource requirements of object of expenditure.

See Form 2 at the end of this document.

5.8. Source of Operating Resources: Indicate the source of operating resource requirements if the service levels are to reach those projected in FORM 1. Describe any institutional plans to reallocate resources to the program in each year of the five-year period. Describe the supplementary resource needs that are beyond the usual or expected institutional allocations that are derived through the regular budget request process.

The School of Fine Arts operating budget and course fees constitute the funding for music classes. Increasing student enrollment will bring additional funds to the department.

§133-11-6. Offering Existing Programs at New Locations.

This section does not apply.

§133-11-7. Program Evaluation.

7.1. Evaluation Procedures: Indicate the evaluation or review guidelines, procedures, schedule, and assessment measures that will be used for this program. Criteria and standards for program evaluation will vary according to the level and purpose of the program. The evaluation should address the viability, adequacy, and necessity of the program in relation to the mission of the institution. Both qualitative and quantitative indicators are important. Among the measures may also be the value of the program to the State and its people, its roles in contributing to human development, and its social utility in contributing to the further development of West Virginia.

The Bachelor of Arts in Music program will be evaluated in the same manner as other programs offered by the Fairmont State University School of Fine Arts. These periodic reviews will occur at least every five years. The criteria for program evaluation will be based upon the National Association of Schools of Music standards which are currently in use to assess the Bachelor of Arts in

Education, Comprehensive Music Pre K-Adult degree.

The necessity of the Bachelor of Arts in Music program in relation to the mission of Fairmont State University has been addressed previously in this document as such: “. . . [the] B.A. in Music would be a unique offering by a public institution in West Virginia because it is a degree program with options for individual student design.” This degree program would also fulfill Goal Two of Fairmont State University’s Strategic Plan: “Enhance and capitalize upon the intellectual and cultural environment of the region.” Drawing music students interested in careers in music business, performance and church music, to name a few, would increase cultural performances, outreach and other music-related activities throughout West Virginia.

Internally, students in the Bachelor of Arts in Music program will be evaluated according to similar criteria set forth for the Bachelor of Arts in Education, Comprehensive Music Pre K-Adult degree. Semester progress of students enrolled in private studio lessons is assessed through an end-of-the-semester performance jury adjudicated by a panel of faculty members. At the completion of four semesters of coursework, music students are evaluated by the music faculty through a comprehensive assessment of the student’s progress. This assessment examines progress in 1000-2000 level music courses, education courses, and piano proficiency, as well as reviewing GPA, departmental performances and the studio teacher’s recommendation. A performance jury is also required of students completing their sophomore evaluation. Prior to the senior recital, students prepare an audition for the full-time faculty one month prior to the recital date in order to demonstrate their preparedness for this capstone project.

7.2. Accreditation Status: Indicate the accrediting agency for the proposed program, the schedule for initiating and receiving accreditation, and the costs of each stage of the process. Attach to the proposal the statement of standards used by the accrediting agency for such a program.

NASM, the National Association of Schools of Music, is the accrediting body appropriate for this program. While Fairmont State University is not currently accredited by NASM, both the current offering of the Bachelor of Arts in Education, Comprehensive Music Pre K-Adult, and the future offering of the Bachelor of Arts in Music degree are based on the curriculum guidelines recommended by NASM. The program will also be reviewed according to the North Central Association of Colleges and Schools guidelines.

Regarding the statement of standards, page 193 in the NASM Handbook 2005-2006, reads:

“Baccalaureate degrees meeting ‘liberal arts’ degree standards normally requiring between 30% and 45% music content are listed as Bachelor of Arts in Music or Bachelor of Science in Music regardless of specific

options for emphasis offered by the institutions in the context of the liberal arts format. The music content shall include performance, musicianship and elective studies in music.”

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Form 1
Page 1 of 1FIVE-YEAR PROJECTION OF
PROGRAM SIZE

	First Year (2007)	Second Year (2008)	Third Year (2009)	Fourth Year (2010)	Fifth Year (2011)
Number of Students Served through Course Offerings of the Program:					
Headcount	<u>4</u>	<u>6</u>	<u>9</u>	<u>13</u>	<u>14</u>
FTE	<u>2</u>	<u>3</u>	<u>6</u>	<u>6</u>	<u>6</u>
Number of student credit hours generated by courses within the program (entire academic year):	<u>24</u>	<u>36</u>	<u>72</u>	<u>72</u>	<u>84</u>
Number of Majors:					
Headcount	<u>2</u>	<u>3</u>	<u>4</u>	<u>7</u>	<u>7</u>
FTE majors	<u>1</u>	<u>2</u>	<u>3</u>	<u>3</u>	<u>3</u>
Number of student credit hours generated by majors in the program (entire academic year):	<u>12</u>	<u>18</u>	<u>36</u>	<u>36</u>	<u>42</u>
Number of degrees to be granted (annual total):	<u> </u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>3</u>

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Form 2
Page 1 of 2

**FIVE-YEAR PROJECTION OF
TOTAL OPERATING RESOURCES REQUIREMENTS***

	First Year (2007)	Second Year (2008)	Third Year (2009)	Fourth Year (2010)	Fifth Year (2011)
A. FTE POSITIONS					
1. Administrators	<u>.33</u>	<u>.33</u>	<u>.33</u>	<u>.33</u>	<u>.33</u>
2. Full-time Faculty	<u>5.5</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6.5</u>
3. Adjunct Faculty	<u>4.22</u>	<u>3.7</u>	<u>3.9</u>	<u>4.2</u>	<u>3.8</u>
4. Graduate Assistants	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
5. Other Personnel					
a. Clerical Workers	<u>.67</u>	<u>.67</u>	<u>.67</u>	<u>.67</u>	<u>.67</u>
b. Professionals	<u>.33</u>	<u>.33</u>	<u>.33</u>	<u>.33</u>	<u>.33</u>

Note: Include percentage of tie of current personnel

B. OPERATING COSTS (Appropriated Funds Only)

1. Personal Services:					
a. Administrators	<u>\$32,872.67</u>	<u>\$32,872.67</u>	<u>\$32,872.67</u>	<u>\$32,872.67</u>	<u>\$32,872.67</u>
b. Full-time Faculty	<u>\$386,762.00</u>	<u>\$426,762.00</u>	<u>\$426,762.00</u>	<u>\$426,762.00</u>	<u>\$466,762.00</u>
c. Adjunct Faculty	<u>\$78,516.80</u>	<u>\$68,820.00</u>	<u>\$72,520.00</u>	<u>\$78,120.00</u>	<u>\$70,680.00</u>
d. Graduate Assistants					
e. Non-Academic Personnel					
Clerical Workers	<u>\$34,328.32</u>	<u>\$34,328.32</u>	<u>\$34,328.32</u>	<u>\$34,328.32</u>	<u>\$34,328.32</u>
Professionals	<u>\$12,734.67</u>	<u>\$12,734.67</u>	<u>\$12,734.67</u>	<u>\$12,734.67</u>	<u>\$12,734.67</u>
Total Salaries	<u>\$545,224.46</u>	<u>\$575,517.00</u>	<u>\$579,217.66</u>	<u>\$584,817.66</u>	<u>\$617,377.66</u>

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Form 2
Page 2 of 2

**FIVE-YEAR PROJECTION OF
TOTAL OPERATING RESOURCES REQUIREMENTS***

	First Year (2007)	Second Year (2008)	Third Year (2009)	Fourth Year (2010)	Fifth Year (2011)
2. Current Expenses	<u>\$148,264.00</u>	<u>\$148,064.00</u>	<u>\$148,064.00</u>	<u>\$147,864.00</u>	<u>\$147,864.00</u>
3. Repairs and Alterations	<u>\$1,500.00</u>	<u>\$1,700.00</u>	<u>\$1,700.00</u>	<u>\$1,900.00</u>	<u>\$1,900.00</u>
4. Equipment					
Educational Equip.	<u>\$889.00</u>	<u>\$1,245.00</u>	<u>\$1,367.00</u>	<u>\$1,425.00</u>	<u>\$1,524.00</u>
Library Books	<u>\$6,700.00</u>	<u>\$7,700.00</u>	<u>\$8,700.00</u>	<u>\$9,700.00</u>	<u>\$9,700.00</u>
5. Nonrecurring Expense (specify)					
Total Costs	<u>\$702,577.46</u>	<u>\$734,229.00</u>	<u>\$739,048.66</u>	<u>\$745,706.66</u>	<u>\$778,365.66</u>
C. SOURCES					
1. General Fund Appropriations (Appropriated Funds Only) <input checked="" type="checkbox"/> Reallocation <input type="checkbox"/> New funds (Check one)	<u>\$687,383.46</u>	<u>\$718,584.00</u>	<u>\$723,355.66</u>	<u>\$729,623.66</u>	<u>\$762,282.66</u>
2. Federal Government (Non-appropriated Funds Only)	<u>\$12,654.00</u>	<u>\$12,654.00</u>	<u>\$12,654.00</u>	<u>\$12,654.00</u>	<u>\$12,654.00</u>
3. Private and Other (Student & Course Fees)	<u>\$2,540.00</u>	<u>\$2,988.00</u>	<u>\$3,039.00</u>	<u>\$3,429.00</u>	<u>\$3,429.00</u>
Total All Sources	<u>\$702,577.46</u>	<u>\$734,229.00</u>	<u>\$739,048.66</u>	<u>\$745,706.66</u>	<u>\$778,365.66</u>

NOTE: Total costs should be equal to total sources of funding

*Explain your Method for Predicting the Numbers (**Use additional sheet if necessary**)
Raises for Administrators, Faculty or Staff are not predicted. Costs are based on current budgeted amounts. Increases are based on course fee income assuming increased credit hour enrollments.

Fairmont State University Board of Governors

February 1, 2007

ITEM: Approval of Program Review Recommendations,
Fairmont State University (Baccalaureate Programs)

COMMITTEE: Academic Affairs and Student Life

**RECOMMENDED
RESOLUTION:**

Resolved, That the Fairmont State Board of Governors approve the degree program reviews for the Bachelor of Arts in Education, the Bachelor of Science in Exercise Science, the Bachelor of Science in Health Sciences, the Bachelor of Science in Family and Consumer Science, the Bachelor of Science in Allied Health Administration, and the Bachelor of Science in Nursing.

STAFF MEMBERS: Anne L. Patterson, Provost and Vice President for Academic Affairs; Van Dempsey, Dean, School of Education; Sharon Boni, Dean, School of Nursing.

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

We submit here the following reviews:

Education/HHP

Bachelor of Arts in Education
Bachelor of Science in Exercise Science
Bachelor of Science in Health Sciences
Bachelor of Science in Family and Consumer Science

Nursing

Bachelor of Science in Allied Health Administration
Bachelor of Science in Nursing

The recommendation for each of these programs is that they continue at the current level of activity, *with special emphasis upon* the on-going revision of curricula in these areas and the strengthening of the assessment portion of each of these programs.

The full text of the program reviews, including executive summaries, is available at the Board of Governors web site, <http://www.fairmontstate.edu/admin/ProgramReviews/>

Fairmont State University Board of Governors
Meeting of February 1, 2007

- INFORMATION ITEM:** Deferment of Program Reviews for Engineering Related Technologies (Fairmont State University)
- COMMITTEE:** Academic Affairs and Student Life
- STAFF MEMBERS:** Anne L. Patterson, Provost and Vice President for Academic Affairs; Steven Roof, Interim Dean, College of Science and Technology
- BACKGROUND:** HEPC Title 133, Series 10, "Policy Regarding Program Review" requires each Governing Board to review at least every five years all programs offered at the institution(s) of higher education under its jurisdiction and in the review to address the viability, adequacy, necessity, and consistency with the mission of the programs at the institution.

Fairmont State University's Program Review Schedule calls for the following programs to be reviewed in 2007, Engineering Related Technologies (CIP #15):

The program formerly entitled Bachelor of Science in Architectural Engineering Technology¹
Civil Engineering Technology
Electronic Engineering Technology
Manufacturing Engineering Technology
Safety Engineering Technology²
Aviation Technology
Mechanical Engineering Technology

All of these are programs for which ABET accreditation (Accreditation Board for Engineering and Technology) is being sought. Extensive documentation for the accreditation application is in process now. This application will provide comprehensive information on the status of each of these programs.

Rather than divert the efforts of faculty members and administrators who are preparing the accreditation review, Dean Roof and I have agreed to use the ABET review as the Board of Governors review in 2007-08, when the application for ABET accreditation is complete.

¹ The name of this program was changed to Bachelor of Science in Architecture by approval of the HEPC, and notification of this change was received on August 29, 2006. Please see attached document.

² The name of this program was changed to Bachelor of Science in Safety Engineering Technology by approval of the HEPC, and notification of this change was received on December 20, 2006. Please see attached document.



**WEST VIRGINIA
H I G H E R
E D U C A T I O N
P O L I C Y
C O M M I S S I O N**

MICHAEL GARRISON
CHAIR

BRIAN NOLAND
CHANCELLOR

August 23, 2006

AUG 29 2006

Dr. Daniel Bradley
President
Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554

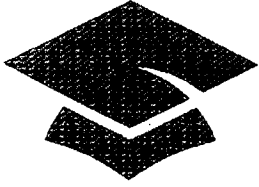
Dear Dr. Bradley:

The request of Fairmont State University to change the name of the B.S.E.T program in Architectural Engineering Technology to a B.S. in Architecture is approved. The change will be reflected in the statewide degree inventory.

Sincerely,

Bruce C. Flack
Director of Academic Affairs

c: Anne Patterson
Mark Stotler



**WEST VIRGINIA
H I G H E R
E D U C A T I O N
P O L I C Y
C O M M I S S I O N**

MICHAEL GARRISON
CHAIR

BRIAN NOLAND
CHANCELLOR

December 15, 2006

DEC 20 2006

Ms. Sarah L. Hensley
Assistant to the President
and Director of Communications
Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554

Dear Ms. Hensley:

This letter is to acknowledge the action of the Fairmont State Board of Governors regarding a program name change. The B.S. program in Safety/Environmental Engineering Technology has been changed to Safety Engineering Technology. This action will be reflected in the statewide program inventory. Please feel free to contact me if you have any questions.

Sincerely,

Mark W. Stotler
Assistant Director of Academic Affairs

Notes

**Fairmont State
Board of Governor
RETREAT
Meeting of February 1, 2007**

AGENDA

Call to Order

1. Approval of Minutes (November 9, 2006)

Tab 1 Action Item

Financial Report (*Rick Porto*)

Tab 2

Committee of the Whole

1. Approval of BA in Music
2. Approval of Baccalaureate Program Review Recommendations
3. Approval of Deferring Engineering Related Technology Program Reviews

Tab 3 Action Item

Tab 4 Action Item

Tab 5 Action Item

Possible Executive Session

President's Report (*Dan Bradley*)

President's Report (*Blair Montgomery*)