



*Board of Governors*

**Pierpont Community & Technical College Board of Governors**  
**Meeting of June 23, 2009**

**Call to Order**

1. Opening Comment
2. Last Call for Public Comment Sign Up
3. Approval of Minutes (*May 12, 2009*)

*Tab 1 – Action Item*

**Operation Reports**

1. Faculty Assembly Report (*Tom Stose*)
2. Classified Staff Report (*Mary Jo Rutherford*)
3. Student Government Report (*Emily Miller*)
4. Foundation Report (*Keith Foster*)
5. Alumni Association Report (*Devanna Corley*)
6. Athletic Association Report (*Rusty Elliott*)
7. President's Report (*Blair Montgomery*)

**Committee Reports**

1. Finance Committee (*Kyle Hamilton*)
2. Off Campus Facilities Committee (*Leslie Lovett*)
3. Marketing Committee (*Dixie Copley*)  
Update – Pierpont Ad Campaign

**Committee of the Whole**

1. Financial Report (*Dale Bradley*)
2. Approval of the FY 2010 Chargeback Agreement (*Dale Bradley*)
3. Approval of the FY 2010 Budget (*Dale Bradley*)
4. Approval of the FY 2010 Capital Projects (*Dale Bradley*)

*Tab 2 - Informational*

*Tab 3 – Action Item*

*Tab 4 – Action Item*

*Tab 5 – Action Item*

**New Business**

**Old Business**

**Public Comment**

**Possible Executive Session**

\_\_\_\_\_ moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go in to Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person.

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

**Next Meeting date is Tuesday, September 15, 2009 at the Falcon Center Board Room.**

# Schedule

## Meeting of the Pierpont Community & Technical College Board of Governors

June 23, 2009

Falcon Center Conference Center  
Fairmont, WV

1:00 P.M.	Pierpont Finance Committee	Board Room
	Members: Kyle Hamilton ( <i>Chair</i> ) John P. Jones Linda Aman Dixie Copley James E. Griffin	Staff Resource: Dale Bradley

*2:00 P.M.	Full Board Meeting	Board Room
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\*Time approximate, depending on the length of committee meeting.

**Pierpont Community & Technical College**  
**BOARD OF GOVERNORS**  
**MINUTES**  
May 12, 2009

**Call to Order**

A meeting of the Pierpont Community & Technical College Board of Governors was held on May 12, 2009 beginning at 2:00 p.m. in the Falcon Center Board Room. Present at the meeting were Board Members: Earl McConnell, Leslie Lovett, Beverly Jones, Eugene Weaver, James Griffin, John P. Jones, Dixie Copley, and Kyle Hamilton. Absent were Linda Aman, Jeff Tucker, Deborah Chipps and Rick Pruitte.

Chair James Griffin called the meeting to order.

**Blair Montgomery introduced Ryan Houser the new Student Representative and announced that Rick Pruitte will be replacing Larry Mazza on the Board.**

**Approval of Minutes**

Earl McConnell offered corrections to the minutes of the April 14, 2009 meeting. Chair Jim Griffin moved the minutes of the April 14, 2009 meeting be approved as corrected. Motion carried.

**Constituent Reports**

Tom Stose presented the Faculty Assembly Report.  
Mary Jo Rutherford presented the Classified Staff Report.  
Emily Miller presented the Student Government Report.  
Keith Foster presented the Foundation Report.  
Devanna Corley presented the Alumni Association Report.  
Rusty Elliott presented the Athletic Association Report.

**Financial Report**

Dale Bradley reported on Pierpont Community & Technical College Unrestricted and Restricted Funds. He also reported that the Tuition and Fee increase of 3.6% for the 2009-2010 academic year was approved by the Community College Council.

**Finance Committee**

Kyle Hamilton reported on the 2010 budget.

**Off-Campus Facilities Committee**

Leslie Lovett, Chair reported that the off campus committee will be planning a site visit to Braxton County as they did for the Morgantown Campus. Details will be forthcoming.

## **Marketing Committee**

Jennifer Weist reported that the new Pierpont Community & Technical College logo would be unveiled as part of the spring Commencement ceremony. She provided an update on the Pierpont TV commercial/promotional DVD project and indicated that commercial spots would begin airing in early June. Jennifer reported that she was working closely with the publications teams to produce several stand alone publications for Pierpont, including a view book.

## **Meeting Schedule**

Kyle Hamilton moved that the date of June board meeting be changed to June 23, 2009. Dixie Copley seconded. Motion carried.

Kyle Hamilton moved that the Board of Governors meetings for the 2009-2010 year be held on the third Tuesday of each month excluding July 2009, August 2009, and January 2010. Dixie Copley seconded. Motion carried. A schedule will follow.

## **President's Report**

President Montgomery reported that Pierpont Community & Technical College has been working on 14 different training programs offered at CWE. He attended the Higher Learning Commission Annual Meeting held in April at Chicago, IL. Pierpont's next full accreditation visit with Higher Learning Commission will be held in April of 2013. He visited the Chinese Embassy in Washington, DC and meet with the four Vice Presidents from China that visited Pierpont and others participating in the VELT exchange program. We are currently conducting interviews for new faculty positions in Business and Mathematics. Planning has begun for an Advance Technology Center to be located in Marion County and operated by Pierpont.

## **New Business**

Rick Porto, Evie Brantmayer and Steve Leadman reported on Enrollment Services.

## **Executive Session**

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

At the end of executive session Chair Jim Griffin moved that this Board adjourn executive session. Dixie Copley seconded. Motion carried.

## **Adjournment**

There being no further business, the meeting was adjourned at 4:46 p.m.

Board of Governors  
Financial Report FY 2009  
Pierpont Community & Technical College  
Unrestricted Funds  
as of May 15, 2009

The projected effect on net assets at June 30, 2009 as of May 15, 2009 is an increase of \$132,531.95. This represents an increase from the April 15<sup>th</sup> budget report. Since the April 15<sup>th</sup> report the projected operating budget balance declined to (\$28,192), but this decline was off set by recognition of expense reductions in "Personnel Budget Savings" of \$160,723. The combined result is an expected increase to net assets at the end of the Fiscal Year. The primary changes are summarized as follows:

- There was an increase to overall projected "Operating Revenues" of \$10,025 since the April 15<sup>th</sup> report.
  - "Other Operating Revenue" in the President Controlled Funds increased from establishing a budget to manage the Chinese Delegation's visit to campus. The institution is anticipates receiving \$10,025 to reimburse expenses associated with this visit.
- There was an increase to the overall projected "Operating Expenses" of \$19,388 since the April 15<sup>th</sup> report.
  - Most of this increase was the \$10,025 of increased expenses anticipated related to hosting the Chinese Delegation. The remaining portion of the expense increases were divided across the following areas.
    - \$1,760 plus the associated fringe costs expense increase to the adjunct budget.
    - Due to the chargeback update process the budgeted expenses in "Assessment for Support Services" increased by \$4,918 while the "Assessment for Operating Costs" decreased by \$214. The result was a combined budgeted increase to expenses of \$4,704.
    - An expense increase to the C&TC Business Department of \$2,900. This was planned spending of Fund Manager Cash Reserves as approved under the Fund Manager Cash Reserves spending approval.

Of the projected effect on net assets of \$132,531 as of June 30, 2009; President's fund(s) are projected to have a budget surplus of \$124,044, Fund Manager's fund(s) are projected to have a budget deficit of -\$152,236, and "Personnel Budget Savings" of \$160,723 has been recognized year-to-date.

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

Current Year    2009    May    Current Unrestricted

LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
<b>OPERATING REVENUES</b>	Tuition & Fees	6,737,428.50	6,605,684.77	98.04
	Faculty Services Revenue	1,502,589.00	1,485,661.00	98.87
	Federal Grants and Contracts	0.00	0.00	-
	State/Local Grants and Contracts	0.00	0.00	-
	Auxiliary Enterprise Revenue	0.00	(600.00)	-
	Operating Costs Revenue	245,834.17	187,958.04	76.46
	Support Services Revenue	214,281.72	144,080.63	67.24
	Other Operating Revenue	199,659.80	133,557.34	66.89
<b>Sub Total</b>		<b>8,899,793.19</b>	<b>8,556,251.78</b>	<b>96.14</b>
<b>OPERATING EXPENSES</b>	Salaries	5,348,349.85	4,723,899.07	88.32
	Benefits	1,139,065.57	983,959.44	84.63
	OPEB Expense	0.00	329.36	-
	Student Financial Aid-Scholarships	423,752.00	408,521.00	96.41
	Utilities	0.00	2,599.05	-
	Supplies and Other Services	1,450,599.57	1,114,680.88	76.84
	Equipment Expense	223,074.38	183,953.16	82.46
	Loan Cancellations and write-off	0.00	0.00	-
	Fees retained by the Commission	96,143.00	96,143.00	100.00
	Assessment for Faculty Services	1,288,258.00	1,233,134.00	97.23
	Assessment for Support Services	3,594,818.12	2,414,958.31	67.18
	Assessment for Tuition, Aux, & Capital Costs	1,360,513.00	1,281,007.00	92.69
	Assessment for Operating Costs	2,457,204.88	1,822,553.68	74.17
<b>Sub Total</b>		<b>17,361,779.37</b>	<b>14,225,737.95</b>	<b>81.94</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>	State Appropriations	8,328,395.00	8,328,395.00	100.00
	Gifts	1,000.00	0.00	-
	Investment Income	97,194.00	48,874.71	50.29
	Interest on capital asset related debt	0.00	0.00	-
	Loss/Gain on Disposal of Fixed Assets	0.00	0.00	-
<b>Sub Total:</b>		<b>8,426,589.00</b>	<b>8,377,269.71</b>	<b>99.41</b>
<b>EXCLUDE OPERATING</b>	Exclude - Assets	0.00	0.00	-
	Exclude - Construction	0.00	0.00	-
	Exclude - Indirect Cost Recoveries	7,208.90	4,153.39	57.61
	Exclude - Transfers to Capital Projects	0.00	0.00	-
	Exclude - Transfers - Other	(3.72)	(3.72)	-
<b>Sub Total:</b>		<b>7,205.18</b>	<b>4,149.67</b>	<b>57.59</b>
<b>OPERATING INCOME/LOSS</b>		<b>(8,461,986.18)</b>	<b>(5,669,486.17)</b>	<b>67.00</b>
<b>BUDGET BALANCE</b> (Includes \$152,236 spend down of fund manager funds)		<b>(28,192.00)</b>	<b>2,711,933.21</b>	<b>(9,619.51)</b>
<b>PERSONNEL BUDGET SAVINGS</b>		<b>160,723.00</b>		
<b>PROJECTED EFFECT ON NET ASSETS AT JUNE 30</b>		<b>132,531.00</b>		
<b>NET ASSETS - Beginning of Year</b>		<b>2,790,145.00</b>		
<b>PROJECTED NET ASSETS - End of Year</b>		<b>2,922,676.00</b>		

**Pierpont Community & Technical College**  
**Actual Vs. Budget Statement of Revenues and Expenses**

		Current Year 09	Prior Year 08	Period May	Current Unrestricted Pierpont C and TC - President		
		Budgeted Current year	Actual Current Year	Actual To Budgeted Current Year	Prior Actual To Prior Year End		
<b>OPERATING REVENUES</b>	Tuition and Fees	6,101,158.00	6,038,945.60	98.98	99.79		
	Faculty Services Revenue	1,502,589.00	1,485,561.00	98.87	98.91		
	Auxiliary enterprise revenue	0.00	-800.00		184.65		
	Operating Costs Revenue	245,834.17	187,958.04	76.46	90.49		
	Support Services Revenue	214,281.72	144,090.63	67.24	82.10		
	Other Operating Revenues	116,694.80	82,052.49	70.31	50.25		
	<b>Subtotal:</b>	<b>8,180,557.69</b>	<b>7,938,007.76</b>	<b>97.04</b>	<b>98.64</b>		
<b>OPERATING EXPENSES</b>	Salaries	5,151,038.85	4,562,170.34	88.57	92.32		
	Benefits	1,103,705.00	938,792.40	85.06	134.08		
	OPEB Expense	0.00	329.36		0.06		
	Student financial aid - scholarships	423,752.00	408,521.00	96.41	100.42		
	Utilities	0.00	2,599.05		104.33		
	Supplies and Other Services	960,112.65	799,197.64	83.24	98.28		
	Equipment Expense	66,553.63	11,557.64	17.37	84.57		
	Loan cancellations and write-offs	0.00	0.00		0.00		
	Fees retained by the Commission	96,143.00	86,143.00	100.00	100.00		
	Assessment for Faculty Services	1,268,259.00	1,233,134.00	97.23	97.19		
	Assessment for Support Services	3,594,818.12	2,414,958.31	67.18	83.04		
	Assessment for Tuition, Aux. and Capital Costs	1,360,513.00	1,261,007.00	92.69	98.95		
	Assessment for Operating Costs	2,457,204.88	1,822,553.88	74.17	79.91		
	<b>Subtotal:</b>	<b>16,482,100.03</b>	<b>13,550,963.32</b>	<b>82.22</b>	<b>87.88</b>		
<b>NONOPERATING REVENUES (EXPENSES)</b>	State appropriations	8,328,395.00	8,328,395.00	100.00	100.00		
	Investment Income	97,194.00	48,874.71	50.29	81.15		
	Other nonoper rev - OPEB Liability	0.00	0.00		0.00		
	<b>Subtotal:</b>	<b>8,425,589.00</b>	<b>8,377,269.71</b>	<b>99.43</b>	<b>97.02</b>		
<b>OTHER CHANGES</b>	Cumulative Effect of Change in Accounting Policy	0.00	0.00		0.00		
	<b>Subtotal:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>EXCLUDE OPERATING ACCOUNT</b>	Exclude - Assets	0.00	0.00		135.26		
	Exclude - Transfers - Other	-2.20	-2.20	100.00	33.62		
	<b>Subtotal:</b>	<b>-2.20</b>	<b>-2.20</b>	<b>100.00</b>	<b>23.30</b>		
<b>OPERATING INCOME/LOSS</b>		<b>-8,301,542.34</b>	<b>-5,612,955.56</b>	<b>67.61</b>	<b>77.56</b>		
<b>BALANCE</b>		<b>124,044.46</b>	<b>2,764,311.95</b>	<b>2228.48</b>	<b>216.26</b>		

FZRPR03

Fund %

MAY-15-09

**Pierpont Community & Technical College**  
**Actual Vs. Budget Statement of Revenues and Expenses**

		Current Year 09	Prior Year 08	Period May	Current Unrestricted Pierpont C and TC Fund Managers		
		Budgeted Current year	Actual Current Year	Actual To Budgeted Current Year	Prior Actual To Prior Year End		
OPERATING REVENUES	Tuition and Fees	636,270.50	566,739.17	89.07	93.32		
	Other Operating Revenues	82,965.00	51,504.85	62.08	77.10		
	<b>Subtotal:</b>	<b>719,235.50</b>	<b>618,244.02</b>	<b>85.96</b>	<b>91.39</b>		
OPERATING EXPENSES	Salaries	197,311.00	161,728.73	81.97	89.61		
	Benefits	35,360.57	25,167.04	71.17	87.06		
	OPEB Expense	0.00	0.00				
	Utilities	0.00	0.00		0.00		
	Supplies and Other Services	490,487.02	315,483.34	64.32	86.70		
	Equipment Expense	156,520.75	172,395.52	110.14	90.28		
Loan cancellations and write-offs	0.00	0.00		0.00			
<b>Subtotal:</b>	<b>879,679.34</b>	<b>674,774.63</b>	<b>76.71</b>	<b>86.58</b>			
NONOPERATING REVENUES (EXPENSES)	Gifts	1,000.00	0.00	0.00			
	<b>Subtotal:</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
EXCLUDE OPERATING ACCOUNT	Exclude - Assets	0.00	0.00		100.00		
	Exclude - Indirect Cost Recoveries	7,208.90	4,153.39	57.61	100.00		
	Exclude - Transfers - Other	-1.52	-1.52	100.00	0.00		
<b>Subtotal:</b>	<b>7,207.38</b>	<b>4,151.87</b>	<b>57.61</b>	<b>-3.24</b>			
<b>OPERATING INCOME/LOSS</b>		<b>-160,443.84</b>	<b>-56,530.61</b>	<b>35.23</b>	<b>333.16</b>		
<b>BALANCE</b>		<b>-152,236.46</b>	<b>-52,378.74</b>	<b>34.41</b>	<b>30.84</b>		

FZRPR03

Fund %

MAY-15-09

**Board of Governors  
Financial Report  
Pierpont Community and Technical College  
Restricted Fund  
For the period as of May 15, 2009**

**Revenues:**

Revenues increased	<b>\$27,662.50</b>
Center for Workforce Education	37,000.00
College Transition Project	(8,337.50)
Fiber Optics Training	(1,000.00)

**Expenditures:**

Expenditures increased	<b>\$23,162.50</b>
Center for Workforce Education	32,500.00
College Transition Project	(8,337.50)
Fiber Optics Training	(1,000.00)

The budget balance of \$-591,986.82 is covered by the restricted fund cash balance of \$728,328.00 on June 30, 2008.

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

Current Year 2009 Prior Year 2008 May Current Restricted  
**LEVEL 2**

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
<b>OPERATING REVENUES</b>	Tuition and Fees	184,855.97	135,473.41	73.29%
	Federal Grants and Contracts	13,631,117.26	12,222,579.71	89.67%
	State/Local Grants and Contracts	3,176,266.49	3,099,160.38	97.57%
	Private Grants and Contracts	1,133,325.00	638,788.19	56.36%
	Other Operating Revenues	221,247.00	174,292.50	78.78%
<b>Sub Total</b>		<b>18,346,811.72</b>	<b>16,270,294.19</b>	<b>88.68%</b>
<b>OPERATING EXPENSES</b>	Salaries	931,716.06	410,908.62	44.10%
	Benefits	179,421.87	76,749.34	42.78%
	Student Financial Aid-Scholarships	16,018,281.00	14,126,575.64	88.19%
	Utilities	500.00	329.66	65.93%
	Supplies and Other Services	1,404,216.68	270,720.47	19.28%
	Equipment Expense	157,200.57	124,157.99	78.98%
	Loan Cancellation and write-offs	-59.30	0.00	0.00%
<b>Sub Total</b>		<b>18,691,276.88</b>	<b>15,009,441.72</b>	<b>80.30%</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>	Investment income	0.00	0.00	0.00%
<b>Sub Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>EXCLUDE OPERATING</b>	Exclude - Assets	-295,229.00	-302,110.75	102.33%
	Exclude-Construction			0.00%
	Exclude - Transfers for Fin Aid Match	54,888.00	54,888.00	100.00%
	Exclude - Indirect Cost Recoveries	-7,208.93	-3,462.06	48.02%
	Exclude - Transfers - Other	28.27	28.27	100.00%
<b>Sub Total:</b>		<b>-247,521.66</b>	<b>-250,656.54</b>	<b>101.27%</b>
<b>OPERATING INCOME/LOSS</b>		<b>-344,465.16</b>	<b>1,260,852.47</b>	<b>-366.03%</b>
<b>BUDGET BALANCE</b>		<b>-591,986.82</b>	<b>1,010,195.93</b>	<b>-170.65%</b>
<b>NET ASSETS - Beginning of Year</b>		<b>728,328.00</b>		
<b>PROJECTED NET ASSETS - End of Year</b>		<b>136,341.18</b>		

Pierpont Community & Technical College Board of Governors  
June 23, 2009

ITEM: Chargeback Agreement for Fiscal Year 2010

COMMITTEE: Committee of the Whole

RECOMMENDED POLICY: Resolved, that the Pierpont Community & Technical College Board of Governors approve the chargeback agreement change for fiscal year 2010 and the estimated chargeback budget for same. Attached is the updated chargeback agreement and system generated budgets for same.

STAFF MEMBER: Dale Bradley

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

(a) *Intent and purposes.* --

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

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

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

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

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

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

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

(B) The fee schedule shall be based upon the reasonable and

customary fee for any service, shall bear a rational relationship to the cost of providing the service.

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

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

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

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

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

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

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

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

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

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

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

chairpersons of the Commission and Council respectively shall establish a three-person panel to hear the matters and issue a decision within thirty days:

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

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

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

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

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

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

(1) The cost of the academic services;

(2) The quality of the academic services;

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

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

## Chargeback Agreement for Fiscal Year 2010

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

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

### Revenues:

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

### Expenditures:

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

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

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

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

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

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

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

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

E.1.5. Support staff actual liability costs.

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

E.1.6. Support staff accrued liabilities.

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

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

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

E.1.7. Chargeback Table

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

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Chairperson  
Fairmont State  
Board of Governors

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Chairperson  
Pierpont Community & Technical College  
Board of Governors

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President  
Fairmont State University

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President  
Pierpont Community & Technical College

**CHARGEBACK TABLE**

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

FY	COA	ORG	ORG TITLE	OWNER	FUND	UNIV %	C&TC %	TOTAL
2010	1	241000	Nursing	U	800000	100.00	0.00	100.00
2010	1	271000	Caperton Center-Administration	U	600009	67.89	32.11	100.00
2010	1	271000	Caperton Center-Administration	U	800000	67.89	32.11	100.00
2010	1	272000	Caperton Center - Instruction	U	600009	67.89	32.11	100.00
2010	1	272000	Caperton Center - Instruction	U	800000	67.89	32.11	100.00
2010	1	301000	Enrollment Services	U	600009	67.89	32.11	100.00
2010	1	301000	Enrollment Services	U	800000	67.89	32.11	100.00
2010	1	311000	Business Office	U	600009	67.89	32.11	100.00
2010	1	311000	Business Office	U	800000	67.89	32.11	100.00
2010	1	313000	Mailroom	U	600009	67.89	32.11	100.00
2010	1	313000	Mailroom	U	800000	67.89	32.11	100.00
2010	1	315000	Student Accounts	U	600009	67.89	32.11	100.00
2010	1	315000	Student Accounts	U	800000	67.89	32.11	100.00
2010	1	315500	General Institutional	U	600009	67.89	32.11	100.00
2010	1	315500	General Institutional	U	800000	67.89	32.11	100.00
2010	1	315800	Institutional Administrative Costs	U	600009	67.89	32.11	100.00
2010	1	315800	Institutional Administrative Costs	U	800000	67.89	32.11	100.00
2010	1	315900	Financial Aid Matching	U	600009	67.89	32.11	100.00
2010	1	315900	Financial Aid Matching	U	800000	67.89	32.11	100.00
2010	1	340000	Physical Plant Administration	U	600009	67.89	32.11	100.00
2010	1	340000	Physical Plant Administration	U	800000	67.89	32.11	100.00
2010	1	340008	Recycling	U	600009	67.89	32.11	100.00
2010	1	340008	Recycling	U	800000	67.89	32.11	100.00
2010	1	340500	Custodial Services	U	600009	67.89	32.11	100.00
2010	1	340500	Custodial Services	U	800000	67.89	32.11	100.00
2010	1	341200	Utilities	U	600009	67.89	32.11	100.00
2010	1	341200	Utilities	U	800000	67.89	32.11	100.00
2010	1	342500	Receiving and Storage	U	600009	67.89	32.11	100.00
2010	1	342500	Receiving and Storage	U	800000	67.89	32.11	100.00
2010	1	400000	Vice President Student Affairs	U	600009	67.89	32.11	100.00
2010	1	400000	Vice President Student Affairs	U	800000	67.89	32.11	100.00
2010	1	410000	Student Administration	U	600009	67.89	32.11	100.00
2010	1	410000	Student Administration	U	800000	67.89	32.11	100.00
2010	1	411000	Office of Admissions	U	600009	67.89	32.11	100.00
2010	1	411000	Office of Admissions	U	800000	67.89	32.11	100.00
2010	1	411006	Admissions - Orientation	U	600009	67.89	32.11	100.00
2010	1	411006	Admissions - Orientation	U	800000	67.89	32.11	100.00
2010	1	411007	College Summit	U	600009	67.89	32.11	100.00
2010	1	411007	College Summit	U	800000	67.89	32.11	100.00
2010	1	412000	Student Fin Aid Administration	U	600009	67.89	32.11	100.00
2010	1	412000	Student Fin Aid Administration	U	800000	67.89	32.11	100.00
2010	1	412500	Guidance and Counseling	U	600009	67.89	32.11	100.00
2010	1	412500	Guidance and Counseling	U	800000	67.89	32.11	100.00
2010	1	413000	Student Placement	U	600009	67.89	32.11	100.00
2010	1	413000	Student Placement	U	800000	67.89	32.11	100.00
2010	1	413500	Freshmen Orientation	U	600009	67.89	32.11	100.00
2010	1	413500	Freshmen Orientation	U	800000	67.89	32.11	100.00
2010	1	612500	Learning Technologies	U	600009	67.89	32.11	100.00
2010	1	612500	Learning Technologies	U	800000	67.89	32.11	100.00
2010	1	613000	Telephone and Switchboard	U	600009	67.89	32.11	100.00
2010	1	613000	Telephone and Switchboard	U	800000	67.89	32.11	100.00
2010	1	615000	Library	U	600009	67.89	32.11	100.00
2010	1	615000	Library	U	800000	67.89	32.11	100.00
2010	1	616500	Retention Initiative	U	600009	67.89	32.11	100.00
2010	1	616500	Retention Initiative	U	800000	67.89	32.11	100.00
2010	1	617000	CIO - Information Technology	U	600009	67.89	32.11	100.00
2010	1	617000	CIO - Information Technology	U	800000	67.89	32.11	100.00
2010	1	617005	Business Applications	U	600009	67.89	32.11	100.00
2010	1	617005	Business Applications	U	800000	67.89	32.11	100.00
2010	1	617010	E-Learning Support	U	600009	67.89	32.11	100.00
2010	1	617010	E-Learning Support	U	800000	67.89	32.11	100.00
2010	1	617015	Solutions Center	U	600009	67.89	32.11	100.00
2010	1	617015	Solutions Center	U	800000	67.89	32.11	100.00
2010	1	617020	Networks	U	600009	67.89	32.11	100.00
2010	1	617020	Networks	U	800000	67.89	32.11	100.00
2010	1	620900	Business Office - Computer Charges	U	600009	67.89	32.11	100.00
2010	1	620900	Business Office - Computer Charges	U	800000	67.89	32.11	100.00
2010	1	711000	Off-Campus Courses - South	C	609909	67.89	32.11	100.00
2010	1	711000	Off-Campus Courses - South	C	700000	67.89	32.11	100.00

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

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

Credit Hours by Organization for 200910 and 200920 from HEPG Census Files										
Orgn	Orgn Title	Subj	Subj Title	FSU Hours	FSU%	CTC Hours	CTC%	Total Hours		
200000	VP Academic Affairs	NSE	National Student Exchange	12	100.00	0	0.00	12		
<b>200000</b>	<b>Total</b>			12	100.00	0	0.00	12		
220000	Honors Program	HONR	Honors	69	90.79	7	9.21	76		
<b>220000</b>	<b>Total</b>			69	90.79	7	9.21	76		
221000	School of Business	ACCT	Accounting	2,505	71.25	1,011	28.75	3,516		
221000	School of Business	BUSN	Business	4,598	74.52	1,572	25.48	6,170		
221000	School of Business	ECON	Economics	1,668	71.65	660	28.35	2,328		
221000	School of Business	FINC	Finance	1,485	70.71	615	29.29	2,100		
221000	School of Business	INFO	Information Systems	4,910	60.83	3,162	39.17	8,072		
221000	School of Business	MGMT	Management	2,283	76.48	702	23.52	2,985		
221000	School of Business	MKTG	Marketing	1,518	77.73	435	22.27	1,953		
221000	School of Business	MSBA	Master of Business Admin	720	100.00	0	0.00	720		
221000	School of Business	OFAD	Office Administration	345	53.99	294	46.01	639		
<b>221000</b>	<b>Total</b>			20,032	70.33	8,451	29.67	28,483		
221500	School of Education/Hlth-Human Perf	EDUC	Education	5,279	91.81	471	8.19	5,750		
221500	School of Education/Hlth-Human Perf	HLTA	Health	1,239	86.16	199	13.84	1,438		
221500	School of Education/Hlth-Human Perf	ONLR	Online Learning	72	100.00	0	0.00	72		
221500	School of Education/Hlth-Human Perf	PHED	Physical Education	3,124	84.89	556	15.11	3,680		
221500	School of Education/Hlth-Human Perf	READ	Reading	591	100.00	0	0.00	591		
221500	School of Education/Hlth-Human Perf	RECR	Recreation	147	66.82	73	33.18	220		
221500	School of Education/Hlth-Human Perf	SAFE	Safety (Physical Ed)	126	90.00	14	10.00	140		
221500	School of Education/Hlth-Human Perf	SPED	Special Education	1,395	100.00	0	0.00	1,395		
<b>221500</b>	<b>Total</b>			11,973	90.12	1,313	9.88	13,286		
222000	School of Fine Arts	ART	Art	2,779	74.05	974	25.95	3,753		
222000	School of Fine Arts	COMM	Communications	2,232	72.87	831	27.13	3,063		
222000	School of Fine Arts	MUSI	Music	2,250	80.13	558	19.87	2,808		
222000	School of Fine Arts	THEA	Theatre	1,735	74.11	606	25.89	2,341		
<b>222000</b>	<b>Total</b>			8,996	75.19	2,969	24.81	11,965		
227010	Dept of Behavioral Sciences	GEOG	Geography	1,221	75.93	387	24.07	1,608		
227010	Dept of Behavioral Sciences	HSMS	Master in Human Services	93	100.00	0	0.00	93		
227010	Dept of Behavioral Sciences	HUSV	Human Services	732	47.75	801	52.25	1,533		
227010	Dept of Behavioral Sciences	PSYC	Psychology	6,123	68.95	2,757	31.05	8,880		
227010	Dept of Behavioral Sciences	SOCY	Sociology	3,741	62.88	2,208	37.12	5,949		
<b>227010</b>	<b>Total</b>			11,910	65.94	6,153	34.06	18,063		
227020	Dept of Language & Literature	AMSL	American Sign Language	204	34.81	382	65.19	586		
227020	Dept of Language & Literature	ENGL	English	10,518	58.08	7,590	41.92	18,108		
227020	Dept of Language & Literature	FOLK	Folklore Studies	258	67.54	124	32.46	382		
227020	Dept of Language & Literature	FREN	French	252	70.59	105	29.41	357		

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

Orgn	Orgn Title	Subj	Subj Title	FSU Hours	FSU%	CTC Hours	CTC%	Total Hours
227020	Dept of Language & Literature	ITAL	Italian	162	62.07	99	37.93	261
227020	Dept of Language & Literature	JOUR	Journalism	202	93.95	13	6.05	215
227020	Dept of Language & Literature	LIBS	Library Science	357	76.28	111	23.72	468
227020	Dept of Language & Literature	SPAN	Spanish	420	83.83	81	16.17	501
<b>227020 Total</b>				<b>12,373</b>	<b>59.26</b>	<b>8,505</b>	<b>40.74</b>	<b>20,878</b>
227030	Dept of Social Sciences	CRJU	Criminal Justice	4,431	71.94	1,728	28.06	6,159
227030	Dept of Social Sciences	HIST	History	3,924	69.83	1,695	30.17	5,619
227030	Dept of Social Sciences	MLSC	Military Science	20	100.00	0	0.00	20
227030	Dept of Social Sciences	NSIS	National Sec \$ Intel Research	54	94.74	3	5.26	57
227030	Dept of Social Sciences	PHIL	Philosophy	306	78.46	84	21.54	390
227030	Dept of Social Sciences	POLI	Political Science	1,945	60.12	1,290	39.88	3,235
227030	Dept of Social Sciences	SSCI	Social Science	57	100.00	0	0.00	57
<b>227030 Total</b>				<b>10,737</b>	<b>69.11</b>	<b>4,800</b>	<b>30.89</b>	<b>15,537</b>
227510	Dept - Biology/Chemistry/Geoscience	BIOL	Biology	2,509	70.06	1,072	29.94	3,581
227510	Dept - Biology/Chemistry/Geoscience	CHEM	Chemistry	2,270	80.16	562	19.84	2,832
227510	Dept - Biology/Chemistry/Geoscience	GEOL	Geology	188	85.45	32	14.55	220
227510	Dept - Biology/Chemistry/Geoscience	PHSC	Physical Science	439	100.00	0	0.00	439
227510	Dept - Biology/Chemistry/Geoscience	SCIE	Science	3,444	67.64	1,648	32.36	5,092
<b>227510 Total</b>				<b>8,850</b>	<b>72.76</b>	<b>3,314</b>	<b>27.24</b>	<b>12,164</b>
227520	Dept-Computer Science/Math/Physics	COMP	Computer Science	998	91.22	96	8.78	1,094
227520	Dept-Computer Science/Math/Physics	MATH	Mathematics	7,726	61.73	4,789	38.27	12,515
227520	Dept-Computer Science/Math/Physics	PHYS	Physics	764	96.46	28	3.54	792
<b>227520 Total</b>				<b>9,488</b>	<b>65.88</b>	<b>4,913</b>	<b>34.12</b>	<b>14,401</b>
227530	Department of Technology	ARCH	Architecture	682	95.38	33	4.62	715
227530	Department of Technology	CIVL	Civil	1,039	91.14	101	8.86	1,140
227530	Department of Technology	ELEC	Electronics	563	92.60	45	7.40	608
227530	Department of Technology	FACS	Family / Consumer Sciences	806	89.36	96	10.64	902
227530	Department of Technology	MANF	Manufacturing	189	81.82	42	18.18	231
227530	Department of Technology	MECH	Mechanical	816	95.33	40	4.67	856
227530	Department of Technology	SFTY	Safety (Technology)	685	90.25	74	9.75	759
227530	Department of Technology	TECH	Tech & Tech Educ	584	45.59	697	54.41	1,281
<b>227530 Total</b>				<b>5,364</b>	<b>82.62</b>	<b>1,128</b>	<b>17.38</b>	<b>6,492</b>
240000	Health Careers Administration	ALLH	Allied Health	312	89.66	36	10.34	348
<b>240000 Total</b>				<b>312</b>	<b>89.66</b>	<b>36</b>	<b>10.34</b>	<b>348</b>
241000	School of Nursing & Allied Hlth Adm	NURS	Nursing	4,573	100.00	0	0.00	4,573
<b>241000 Total</b>				<b>4,573</b>	<b>100.00</b>	<b>0</b>	<b>0.00</b>	<b>4,573</b>
723005	Sign Language Interpreter Program	ITTP	Interpreter Training Program	121	45.49	145	54.51	266
<b>723005 Total</b>				<b>121</b>	<b>45.49</b>	<b>145</b>	<b>54.51</b>	<b>266</b>

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

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

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

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

**Pierpont Community & Technical College Board of Governors  
Meeting of June 23, 2009**

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

**COMMITTEE:** Committee of the Whole

**RECOMMENDED RESOLUTION:** Resolved, that the Pierpont Community & Technical  
College Board of Governors approve the Unrestricted and  
Fund Manager Funds Budgets for fiscal year 2010.

**STAFF MEMBER:** Dale Bradley

Please be aware that this agenda item is still being worked  
on by staff. A final proposed version will be presented and  
discussed at the June 23<sup>rd</sup> meeting.

**Pierpont Board of Governors  
June 23, 2009**

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

**Committee:** Committee of the whole

**Recommended Resolution:** Be it resolved that the Pierpont Board of Governors approves the Capital Project plan for FY 2010.

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

**Staff Member:** Dale Bradley

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

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

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

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

**CAPITAL PROJECTS  
FY 2009 - CONTINUING PROJECTS**

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

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

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



## CAPITAL PROJECTS FY 2009 SUMMARY

Project	Budget		Total Budget	Expenses	Encumbrances	Available Budget
	Original Budget	Adjustments				
ATHLETIC FIELD - UPPER PRACTICE FIELD EXPANSION	\$ 20,000.00	\$ (5,000.00)	\$ 15,000.00	\$ 3,491.01	\$ -	\$ 11,508.99
ATHLETIC FIELD - TENNIS COURTS RESURFACE	\$ 60,000.00	\$ (25,000.00)	\$ 35,000.00	\$ -	\$ 23,998.00	\$ 11,002.00
ATHLETICS - VEHICLES	\$ 52,000.00	\$ (20,808.00)	\$ 31,192.00	\$ 31,192.00	\$ -	\$ -
EDUCATION BUILDING - EXTERIOR WATERPROOFING	\$ 185,000.00	\$ -	\$ 185,000.00	\$ -	\$ 11,500.00	\$ 173,500.00
EDUCATION BUILDING - ROOF REPLACEMENT	\$ 320,000.00	\$ -	\$ 320,000.00	\$ -	\$ 11,500.00	\$ 308,500.00
ENGINEERING TECHNOLOGY ADDITIONS	\$ 258,881.75	\$ 22,779.21	\$ 281,640.96	\$ 281,640.96	\$ -	\$ 0.00
FEASTER CENTER - CLASSROOM WALLS	\$ 40,000.00	\$ (28,873.40)	\$ 11,126.60	\$ 11,126.60	\$ -	\$ 0.00
FEASTER CENTER - ELEVATOR & STEPS	\$ 1,415,382.50	\$ 89,885.24	\$ 1,505,267.74	\$ 642,057.78	\$ 965,167.92	\$ (101,957.96)
FEASTER CENTER - HVAC PHASE II	\$ 282,751.37	\$ 14,589.35	\$ 297,340.72	\$ -	\$ 297,058.00	\$ 282.72
FEASTER CENTER - POOL PAINTING	\$ 30,000.00	\$ (7,415.10)	\$ 22,584.90	\$ 22,584.90	\$ -	\$ -
FEASTER CENTER SCOREBOARD	\$ 45,000.00	\$ (15,157.30)	\$ 29,842.70	\$ 29,842.70	\$ -	\$ -
IT INFRASTRUCTURE - EMERGENCY BACK-UP (proj postponed - moved)	\$ 200,000.00	\$ (200,000.00)	\$ -	\$ -	\$ -	\$ -
KENNEDY BARN - FOLKLIFE PHASE I	\$ 500,000.00	\$ 242,439.00	\$ 742,439.00	\$ 690,012.05	\$ 52,426.95	\$ -
KENNEDY BARN - FOLKLIFE PHASE II (starts 5/2009 - \$151,689 in fy 2009)	\$ 200,000.00	\$ 368,789.00	\$ 568,789.00	\$ -	\$ 455,000.00	\$ 583,789.00
LOCUST AVENUE	\$ 429,828.00	\$ (150,539.00)	\$ 279,289.00	\$ -	\$ -	\$ 279,289.00
PUBLIC SAFETY VEHICLE	\$ 26,000.00	\$ (348.06)	\$ 25,651.94	\$ 25,651.94	\$ -	\$ (0.00)
PUBLIC SAFETY ATV	\$ 12,000.00	\$ (400.00)	\$ 11,600.00	\$ 11,600.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS C/D ROOF	\$ 55,000.00	\$ 16,632.00	\$ 71,632.00	\$ 71,632.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS "G" WATERPROOFING	\$ -	\$ 23,400.00	\$ 23,400.00	\$ 23,400.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS RETAINING WALL	\$ 45,000.00	\$ (8,192.35)	\$ 36,807.65	\$ 36,807.65	\$ -	\$ -
RESIDENCE HALLS - FURNITURE	\$ 39,262.90	\$ -	\$ 39,262.90	\$ 39,262.90	\$ -	\$ -
RESIDENCE HALLS - MORROW HALL BOILER REPAIR	\$ 14,894.00	\$ 11,955.00	\$ 26,849.00	\$ 26,849.00	\$ -	\$ -
RESIDENCE HALLS - DELAYED EGRESS EXITS	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 32,876.00	\$ 8,096.00	\$ 1,028.00
RESIDENCE HALL - PENCE HALL ASBESTOS ABATEMENT & CARPET	\$ 44,893.44	\$ 774.04	\$ 45,667.48	\$ 45,667.48	\$ -	\$ -
ACADEMIC FUND FY 2009	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 88,815.00	\$ -	\$ 11,185.00
PHYSICAL PLANT SMALL PROJECTS FY 2009	\$ 137,760.26	\$ -	\$ 137,760.26	\$ 105,487.33	\$ 4,868.57	\$ 27,404.36
LANDSCAPING FY 2009	\$ 80,000.00	\$ -	\$ 80,000.00	\$ 75,728.07	\$ 3,680.82	\$ 591.11
<b>TOTALS</b>	<b>\$ 4,635,634.22</b>	<b>\$ 329,509.63</b>	<b>\$ 4,965,143.85</b>	<b>\$ 2,295,725.37</b>	<b>\$ 1,833,296.26</b>	<b>\$ 1,306,122.22</b>

Projects Completed

CIP FY 2009

6/30/2009 10:00