

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Finance and Administration Committee Meeting

**Wednesday, May 7, 2025
9:30 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 201A**

AGENDA

I. Call to Order

II. Revenue Analysis

A. FY 2025 Pierpont Fee Revenue Analysis as of April 14, 2025

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III. Discussion Items

A. Student Services Chatbot Discussion

B. FY 2026 Preliminary Budget Discussion

IV. BOG Action Items

A. *FY 2026 Pierpont Education and General Capital Project Budget Approval

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V. Adjournment

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2 YEAR SPRING		Summer 202530 (Revenue as of Report Date)			Summer 202430 (Revenue as of Comparable Date in Time)		
	Fund	Current Budget	Revenue	Percent	Actual (Year End)	Revenue	Percent
Education & General	3100	\$4,646,808	\$5,443,219	117.14%	\$4,674,883	\$4,635,357	99.15%
Parking Fee	3422	\$160,000	\$179,504	112.19%	\$160,239	\$158,948	99.19%
Stdtd Program-C&TC Cntrl Support	3104	\$66,120	\$73,958	111.85%	\$65,811	\$65,368	99.33%
Student Health Services Fee	3105	\$40,188	\$44,852	111.61%	\$40,060	\$39,737	99.19%
Pierpont Facilities Fee	3170	\$559,700	\$630,821	112.71%	\$560,999	\$556,405	99.18%
Total		\$5,472,816	\$6,372,353	116.44%	\$5,501,993	\$5,455,815	99.16%
Recommended Budget Adjustments *							
	Fund	Recommended Budget	Actual Revenue	Percent	Budget Increase/(Decrease)	Average (Date in Time & Sem)	
Education & General	3100	\$5,489,633	\$5,443,219	99.15%	\$842,825	\$819,618	
Parking Fee	3422	\$180,962	\$179,504	99.19%	\$20,962	\$20,233	
Stdtd Program-C&TC Cntrl Support	3104	\$74,459	\$73,958	99.33%	\$8,339	\$8,088	
Student Health Services Fee	3105	\$45,216	\$44,852	99.19%	\$5,028	\$4,846	
Pierpont Facilities Fee	3170	\$636,029	\$630,821	99.18%	\$76,329	\$73,725	
Total		6,426,301	\$6,372,353	99.16%	\$953,485	\$926,511	

		Summer 202530 (Revenue as of Report Date)			Summer 202430 (Revenue as of Comparable Date in Time)		
		Budgeted Year End Revenue	Revenue	Percent	Actual Year End Revenue	Revenue	Percent
Total		5,472,816	\$6,372,353	116.44%	\$5,501,993	\$5,455,815	99.16%

Budget Adjustments	Fund	ommended Budget Year End Reve	Revenue YTD	Revenue Surplus
Total Tuition and Fees		6,426,301	\$6,372,353	\$953,485

* As the revenues change in the first spreadsheet, they will automatically change in the second.
 *Type in the percentage goal and the budget will change based on the actual revenue.

Program Fees							
2 YEAR SPRING		Summer 202530 (Revenue as of Report Date)			Summer 202430 (Revenue as of Comparable Date in Time)		
	Fund	Current Budget	Revenue	Percent	Actual (Year End)	Revenue	Percent
Workforce Education Program Fee	3115	\$55,918	\$51,565	92.22%	\$55,046	\$54,826	99.60%
Health Science Program Fee	3135	\$129,632	\$173,198	133.61%	\$130,689	\$128,134	98.05%
Gen Ed & Prof Program Fee	3167	\$79,168	\$83,806	105.86%	\$78,882	\$76,898	97.48%
BAT Program Fee	3168	\$166,527	\$157,507	94.58%	\$164,050	\$163,455	99.64%
Total		\$431,245	\$466,076	108.08%	\$428,667	\$423,313	98.75%
Recommended Budget Adjustments *							
	Fund	Recommended Budget	Actual Revenue	Percent	Budget Increase/(Decrease)	Average (Date in Time & Sem)	
Workforce Education Program Fee	3115	\$51,772	\$51,565	99.60%	(\$4,146)	(\$4,250)	
Health Science Program Fee	3135	\$176,651	\$173,198	98.05%	\$47,019	\$45,292	
Gen Ed & Prof Program Fee	3167	\$85,969	\$83,806	97.48%	\$6,801	\$5,720	
BAT Program Fee	3168	\$158,080	\$157,507	99.64%	(\$8,447)	(\$8,734)	
Total		472,472	\$466,076	98.65%	\$41,227	\$38,029	

* As the revenues change in the first spreadsheet, they will automatically change in the second.
 *Type in the percentage goal and the budget will change based on the actual revenue.

		Summer 202530 (Revenue as of Report Date)			Summer 202430 (Revenue as of Comparable Date in Time)		
		Budgeted Year End Revenue	Revenue YTD	Percent	Actual Year End Revenue	Revenue YTD	Percent
Total Program Fees		\$431,245	\$466,076	108.08%	\$428,667	\$423,313	98.75%

Budget Adjustments	Fund	ommended Budget Year End Reve	Revenue YTD	Revenue Surplus
Total Program Fees		\$472,472	\$466,076	\$41,227

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**Pierpont Community and Technical College
Board of Governors
Meeting of May 13, 2025**

ITEM:	FY 2026 Pierpont Education and General Capital Project Budget Approval
COMMITTEE:	Finance/Audit and Administration Committee to Committee of the Whole
RECOMMENDED RESOLUTION:	Be it resolved that the Board of Governors approve \$150,000 for Small Projects, \$271,682 for HEPC Debt Service, \$45,000 for an update to HVAC Building Controls, \$18,000 for Caperton Center Parking Lot Sealing, and \$7,200 for ATC HVAC Controls Contract in the FY 2026 Capital Project Budget totaling \$491,882 from Pierpont Education and General Capital Funds.
STAFF MEMBER:	Dale Bradley
BACKGROUND:	As of March 31, 2025, Pierpont’s Education and General Capital Fund has an uncommitted cash balance of \$600,921. During the current fiscal year Pierpont has assessed \$630,820 in Capital Fees through April 29, 2025. It is estimated that at least \$553,274 in cash from the FY 25 Capital Fees assessment will be transferred to the Education and General Capital Fund at fiscal year-end increasing the uncommitted cash balance of Education and General Capital Fund to a minimum of \$1,154,195.

CAPITAL PROJECT REQUEST
FY 2026

Project	E&G Capital
Small Projects	\$150,000
HEPC Debt Service	\$271,682
Update HVAC Building Controls - All Buildings	\$45,000
Caperton Center Parking Lots (Repair,Seal & Stripe)	\$18,000
ATC HVAC Controls Contract	\$7,200
Total	\$491,882