PIERPONT
COMMUNITY & TECHNICAL COLLEGE ™

BOARD

OF

GOVERNORS

March 17, 2015

<p style="text-align:center">SCHEDULE</p>

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING

March 17, 2015

Falcon Center Board Room, Locust Avenue Campus

1:00 PM   **Regional Academics BOG Committee Meeting**
Room 219 Hardway Hall

Sharon Shaffer – Chair
Gene Weaver
Earl McConnell
Jeani Hawkins – Staff Resource
Leslie Lovett – Staff Resource

2:00 PM   Full Board Meeting
Falcon Center Board Room

Chairman: James E. Griffin

Legislated purpose for Pierpont Community and Technical College

H. B. 3215 – establishing community colleges, 18B – 3C-8 Legislative findings and intent

"The primary goal of the Legislature is to create a statewide network of independently accredited community and technical colleges that focus on technical education, workforce training, and lifelong learning for the Twenty-First Century."

"A necessary precedent to accomplishing the legislative goal is to change the way that leaders at all levels of education, including institutional governing boards, view community and technical colleges. Specifically, that the mission of technical colleges is different from that of traditional four-year colleges in what they accomplish and how they can achieve it effectively and that the state cannot compete successfully in today's information-driven, technology-based economy if community and technical colleges continue to be viewed as add-ons or afterthoughts attached to baccalaureate institutions."

AGENDA

Pierpont Community & Technical College
BOARD OF GOVERNORS MEETING
March 17, 2015

Call to Order

1. Opening Comment *(Chairman, Jim Griffin)*
2. Last Call for Public Comment Sign Up
3. Board Member Commitment   *Tab 1 – Informational*
4. Higher Education Acronyms   *Tab 2 – Informational*
5. Approval of BOG Meeting Minutes(February 17, 2015)   *Tab 3 – Action Item*

Special Recognitions/Updates

- Introduction of Burley 'Butch' Tennant, Technical Program Coordinator *(Dr. Larson)*
- Introduction of William Shockley, Financial Aid Counselor *(Jennifer Weist)*

President's Report *(Dr. Doreen M. Larson)*

Operation Reports

1. Academic Affairs (*Leslie Lovett*)
2. Classified Staff Council Report *(Beverly Jones)*
3. Faculty Senate Report *(David Beighley)*
4. Workforce Development Report *(Paul Schreffler)*   *Tab 4 – Informational*

Committee of the Whole

1. Financial Report   *(CFO, Dale Bradley)*
   a. January 31, 2015 Financial Report   *Tab 5 – Informational*

2. New Programs and Program Revisions *(Leslie Lovett)*   *Tab 6 – Action Item*

Committee Reports

1. Audit/Finance Committee Report *(Chair, Kyle Hamilton)*
   a. Approval of E&G Tuition and Fee Changes for AY 2015-2016   *Tab 7 – Action Item*
   b. Recommendation for Academic Programs Viability Review   *Tab 8 – Action Item*

2. Marketing Committee Report (*Chair, Barbara Pavel-Alvarez*)

3. Regional Academics Committee Report *(Chair, Sharon Shaffer)*

New Business

- ✓ Regional Business After Hours – Harrison, Marion and Monongalia Counties Chambers of Commerce, Monday, March 23rd at the Robert H. Mollohan Center from 5:30 p.m. to 8:00 p.m.

- ✓ North Central WV Business Summit "Bridges without Boundaries" Harrison, Marion, and Monongalia Counties Chambers of Commerce Hosting. Tuesday, March 24th at the Robert H. Mollohan Center from 8:00 a.m. to 5:00 p.m.

- ✓ Pierpont and FSU Employee Recognition and Appreciation Luncheon, Thursday, March 26th in Colebank Hall from 11:00 a.m. to 1:00 p.m.

- ✓ Pierpont/WV High Tech Veteran's 5K Race, Thursday, March 26th. Registration begins at 5:00 p.m. Location: High Tech Corridor.

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.

The next Pierpont Board of Governors Meeting will be held at 2:00 PM on April 28, 2015 in the Falcon Center Board Room, Locust Avenue, Fairmont.

The Mission of Pierpont Community & Technical College is to provide opportunities for learning, training, and further education that enrich the lives of individuals and promote the economic growth of our service region and state.

Pierpont Community & Technical College strives to enhance the quality of life for people of north-central West Virginia through accessible, affordable, comprehensive, responsive, workforce-related training, and quality higher education opportunities.

Tab

1

Commitments by Board Members

I commit myself fully to the public trust I assume as a member of this Board.

In all matters, I commit to first seek to understand, then to be understood.

I commit to faithfully attend meetings, to be prepared to fully engage in the Board's business and to contribute my comments to the Board's discussion.

I commit to keep confidential matters confidential.

I commit to avoid any conflict of interest and to always act in a confidential manner.

I commit to consistently act in a manner, which evidences objectivity, fairness and my allegiance to the state's institutions.

I commit to refrain from making personal comments during board meetings, to be respectful of the views of others and to present my own views in a positive and constructive manner.

I commit to vote my conscience on issues brought before the Board, to voice my views in a responsible and supportive manner, to respect the final decisions of the Board and in expressing a dissenting view, to do so in a constructive manner.

I commit to honor and respect the positions of the Board chair and the President to serve as the official spokespersons for the Board.

I commit to build and maintain strong relationships with other Board members and the President, to seek the views of other Board members and to seek and accept constructive comments from other Board members and the President.

I commit to place my trust in my fellow Board members and to be worthy of their trust in return.

Tab 2

Acronyms Used in Higher Education

AA	Associate of Arts		CCRC	Community College Research Center
AACC	American Association of Community Colleges		CE	Continuing Education
AAS	Associate of Applied Science		CEWD	Center of Energy Workforce Development
ABE	Adult Basic Education			
ACCT	Association of Community College Trustees		CFWV	College Foundation of West Virginia
ACCTWVAG	Association of Community College Trustees West Virginia Advocacy Group		CHEA	Council for Higher Education Accreditation
			CITE	Center for Information Technology Education
ACF	Advisory Council of Faculty		CIQG	CHEA International Quality Group
ACE	American Council on Education			
AS	Associate of Science		CMC	Competency Model Clearinghouse
AFA	Associate of Fine Arts			
ALICE	Alert, Lockdown, Inform, Counter, and Evacuate		CNME	Center for Nanofabrication Manufacturing Education
APPD	Applied Design		CPT	Certified Phlebotomy Technicians
ASL	American Sign Language			
ASTP	Airframe Structures Training Program		CRD	Council for Resource Development
ATB	Ability to Benefit		CTCS	Community and Technical College System
ATC	Advanced Technology Center			
ATMAE	Association of Technology Management and Applied Engineering		CTE	Career and Technical Education (K-12)
			CUPA HR	College and University Professional Association for Human Resources
ATE	Advanced Technical Education			
BA	Bachelor of Arts			
BBA	Bachelor of Business Administration		CWE	Center for Workforce Education (old terminology – now School of Workforce Development)
BFA	Bachelor of Fine Arts			
BOE	Board of Education		DHHR	Department of Health and Human Resources
BS	Bachelor of Science			
BTG	Bridging the Gap		DOE	Department of Education
CAS	Certificate of Applied of Science		DOL	Department of Labor
CASA	Court Appointed Special Advocates		EC	Early Childhood
			EDGE	Earn a Degree Graduate Early
CASE	Council for Advancement and Support of Education			
			EFC	Expected Financial Contribution
CCA	Complete College America			
			ELI	Executive Leadership Institute
CCCT	Community College and Career Training		EMR	Emergency Medical Responder

EMS	Emergency Medical Services
EMT	Emergency Medical Technician
ETA	Employment Training Administration (within DOL)
ERP	Enterprise Resource Planning
FAB	Fashion Advisory Board
FAFSA	Free Application for Federal Student Aid
FERPA	Family Education Rights and Privacy Act
FF&E	Furniture, Fixtures, and Equipment
FOSM	Food Service Management
FTES	Full Time Equivalent Students
HEAPS	Higher Education Adult Part-Time Student
HEPC	Higher Education Policy Commission
HEPI	Higher Education Price Index
HIT	Health Information Technology
HLC	Higher Learning Commission
ITEC	Information Technology Education Center
LEA	Local Education Agency
LLL	Life Long Learners
LPN	Licensed Practical Nurse
LOCEA	Legislative Oversight Committee for Education Accountability
MERCER	Higher Education Classified Annual Salary
MLT	Medical Laboratory Technician
MSSC	Manufacturing Skill Standards Council
MTEC	Monongalia County Technical Education Center
NACUBA	National Association of College and University Business Officers
NAEC	National Aerospace Education Center
NCATC	National Coalition of Advanced Technology Centers

NCCRS	National College Credit Recommendation Service
NCMPR	National Council for Marketing and Public Relations
NETL	National Energy Technology Laboratory
NHCA	National Health Career Association
NISOD	National Institute for Staff and Organizational Development
NOCTI	National Occupational Competency Testing Institute
NSF	National Science Foundation
MPA	Master of Public Administration
OSHA	Occupational Safety and Health Administration
OWHE	Office of Women in Higher Education
P2C	Pathway to Completion
PELL	Federal Grant Program (formerly called Basic Educational Opportunity Grants (BEOGs))
PIPE	Pierpont Institute of Energy Workforce Development of North Central WV
RAP	Registered Apprenticeship Program
RCCA	Rural Community College Alliance
RESA	Regional Education Service Agency
RHIA	Registered Health Information Administrator
RRT	Registered Respiratory Therapist
SAP	German Software Corporation, **S**ystems, **A**pplications, and **P**roducts (in Data Processing) or **S**atisfactory **A**cademic **P**rogress
SEA	State Education Agency
SGA	Student Government Association
SIPP	Survey of Income and Program Participation (US Census)

STEM	Science Technology Engineering and Mathematics
TAA	Trade Adjustment Assistance
TAACCCT	Trade Adjustment Assistance for Community College and Career Training
TEAS	Test of Essential Academic Skills
UCA	Unified College Account
WIA	Workforce Investment Act (federal law)
WIB	Workforce Investment Board

	(regional agency)
WVADE	West Virginia Association of Developmental Education
WVAYC	West Virginia Association for Young Children
WVCCA	West Virginia Community College Association
WVCCTCS	Council for the Community and Technical College System of West Virginia
WVCTCS	Community and Technical College System of West Virginia

Tab 3

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
February 26, 2015
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on February 26, 2015, beginning at 2:00 PM in the Falcon Center Board Room.

Board members present were:
  Chairman Jim Griffin, Linda Aman (via phone), Kelly Buchanan, Kyle Hamilton, Beverly Jones, Earl McConnell (via phone), Barbara Pavel-Alvarez, Rick Pruitte, Sharon Shaffer, Warren 'Chip' VanAlsburg, and Gene Weaver.

Board members absent were:
  Jeff Tucker

President's Cabinet members present were:
  President Doreen Larson, Dale Bradley, Stephen Leach, Rob Linger, Leslie Lovett, Paul Schreffler, and Cyndee Sensibaugh.

Faculty and staff were also in attendance.

Call to Order and Call for Public Comment

Chairman Jim Griffin called the meeting to order at 2:01 PM and announced last call for public sign up for comments to the Board.

Approval of Minutes

The minutes of the Board of Governors meeting held on November 18, 2014 were presented for approval. Kyle Hamilton offered a motion to approve the minutes, as presented. Gene Weaver seconded the motion. All agreed. Motion passed.

The minutes from the Board of Governors retreat held on December 1, 2014 were presented for approval. Gene Weaver offered a motion to approve the minutes, as presented. Kyle Hamilton seconded the motion. All agreed. Motion passed.

The minutes of the Board of Governors meeting held on December 16, 2014 were presented for approval. Gene Weaver offered a motion to approve the minutes, as presented. Kyle Hamilton seconded the motion. All agreed. Motion passed.

Special Recognitions/Presentations

- Dr. Larson recognized Pierpont Board of Governors member, Chip VanAlsburg, for serving as the 2015 I-79 Development Council Chairman of the Board.

- Dr. Larson recognized Matt Swain, Deputy Chief of Police for the Department of Public Safety, for his graduation from the FBI National Academy Program at Quantico, VA on December 19, 2014.

- Dean Brian Floyd recognized, and the Board congratulated, the Pierpont Culinary Team for achieving silver medals at the American Culinary Federation Northeast Divisional Hot Foods Competition in Buffalo, NY on December 5, 2014.

- Mary Jo Rutherford, President of the Classified Staff Council, introduced Amanda Hawkinberry and Tracey Kennedy as the newest members of Pierpont's Classified Staff.

President's Report

Dr. Doreen Larson provided an update on six goals established for the President's focus during the 2014-2015 academic year.

1. **Complete and Open the North ATC**

- A major result of the settlement agreement with FSU was securing the $1 million in capital funds needed to complete the Pierpont contribution to the overall project. Pierpont has invested close to $5 million in capital funds in addition to the initial state funding of $15 million.
- Concurrent with the construction activities, Pierpont is advocating for $500,000 in annual operating funds to be added to Pierpont's state appropriation. Dr. Larson thanked Board members for meeting with key legislators to request this funding. The Pierpont faculty prepared an operating fund handout and they are actively engaged in advocating for funds, including a letter-writing campaign that has just been launched.
- Equipment for the North ATC has had significant funding from the "Bridging the Gap" TAACCCT grant obtained by the state community college system. Pierpont is continuing to identify needed equipment and place orders in a timely fashion to fully utilize those grant dollars.

- Over the spring months there will be articles and special coverage of the ATC in are local newspapers and local TV stations. The region is excited about this facility and they have large expectation for its impact on current and future businesses.

2. Stabilize Enrollment and Increase External Funding

Dr. Larson expressed to the Board that every Pierpont employee - faculty, staff, administration, and students, took personal responsibility for assisting students to enroll for spring and encouraging new students to apply and enroll.

- Pierpont had positive spring 2015 enrollment numbers in transfer students (+125%), HS students taking college courses (+22%), and "other" students – prison programs (+3%). Our enrollment concern is with smaller numbers of new students. Steps are being taken to beef up services to support more new students next fall.
- The overall spring enrollment numbers were 9% better than predicted putting Pierpont in a positive budget position, at this time.
- We are planning to purchase high quality enrollment services from Blackboard Inc. to provide 24/7 student services focused on application and registration.
- Pierpont continues to meet and/or exceed all benchmarks for the Bridging the Gap statewide grant. Pierpont is operating at close to full staffing for the grant and are focused at this time on professional development resources for curriculum in Energy and Manufacturing.
- The Mechatronics program was totally re-designed along the goals of the Bridging the Gap grant to provide a core curriculum for the first year in Power and Energy with second year options to specialize in instrumentation, motor controls, electronics, and robotics.
- The Pierpont designation as a ShaleNet Hub has provided immediate scholarship funds of $25,000 for this year with an automatic increase to $50,000 for next year. Other scholarship and grant funds will become available exclusively to ShaleNet Hub colleges over the next few years.
- Pierpont received external project funds of $350,000 to start up a Data Cabling and Fiber Optic technician Rapid Response program and also a $250,000 Power Plant training program for the WV National Guard with courses at Camp Dawson.

3. Establish the Pierpont Foundation

The Pierpont Foundation has a solid Executive Board with a few new members still being added. All documentation is complete and submitted to the Federal IRS for the Tax-Exempt status. The Board has participated in several orientation programs and a comprehensive Board training program is being designed to launch as soon as the Tax Exempt status is confirmed.

- Pierpont continues to receive funds and award scholarships via the Financial Aid staff and a fee for service agreement with the Fairmont State Foundation

- This past year Pierpont achieved the Endowment level for 3 scholarships and added two new scholarship funds with goal of Endowment.
- Overall the Foundation has received over $100,000 in contributions.
- Pierpont continues to lead the state community colleges in the awarding of local scholarships to students

4. Develop a New 5-Year Strategic Plan and 5-Year Budget Plan

Under the leadership of Dean Brian Floyd, the new Strategic Plan has made great progress and maintained an environment of campus-wide input while adding a component of community input as well.

- The New Strategic plan in on schedule for presentation to the Board this spring
- The November Stakeholder meeting related to new plan was highly successful and highly informative.
- The draft plan is being rolled out for campus discussion during this month. Board members were encouraged to attend the open forums.
- The final year of the 2010-2015 strategic plan is meeting all goals.

5. Complete a First Draft of a 10-Year Facilities Master Plan

Work on a 10 year plan was deferred until agreements with FSU were reached regarding control of capital funds and shared facilities.

- The settlement agreement with FSU that was signed in December will provide foundation for realistic future facility planning and funding
- The renovated Pierpont Student Services facility in Hardway are working out well
- The equal representation on Facilities Committee that was gained via Settlement Agreement with FSU will allow for better signage, space, and upgrades for Pierpont on the shared campus
- Pierpont does not yet, however, have availability to much needed classroom space at shared facilities and continues to request additional space from FSU and look at alternative community spaces.
- We continuing to assess regional facilities for maximum use in both face to face instruction as well as distance learning.
- Physical Plant completed a site visit and detailed status plan of facilities at the RCB-NAEC. Immediate repairs were initiated and the facility will be monitored for ongoing HVAC problems.
- HVAC issues continue in Vet Tech area as well as classrooms in Colebank and classrooms and offices in Jaynes and Hardway.

6. Implement an Independent Student BANNER System for Pierpont

The project has met or exceeded all benchmarks. There has been excellent coordination and communication between the Pierpont IT staff and Pierpont Student Services.

- Pierpont Banner instance created and launched in January 2015 as planned
- Weekly meetings between IT and Student services keep the project on time and well- coordinated.
- Testing and training has begun for Pierpont student services staff.
- A combination of Pierpont staff and shared staff continue to run the old system in parallel to ensure smooth services to students.
- The target date for switching to new Pierpont instance is January 2016 to support Fall 2016 enrollment.
- The final step in the conversion is agreement between Pierpont and FSU regarding general education courses.
- The Degree Works course and program audit software is ready for spring roll out.

Other Highlights:

- Faculty Tenured positions have become available. Faculty are working on tenure process to enable faculty to apply for tenure at Pierpont.
- Major curriculum revisions were completed within the fall deadline updating programs in general business, technology, criminal justice, and sign language, to name a few.
- The new Pierpont Website has rolled out ahead of the March 2015 schedule.
- The Budget planning committee is preparing recommendations for the FY2015-16 budget in time for the March BOG meeting.
- The Deans are reviewing all programs and courses for appropriate fee charges.
- Pierpont student services staff are gaining experience and control of student communication and services resulting in enrollment gains and better student satisfaction.
- Faculty promotions for 2015 have been approved.
- The Regional re-organization project will be implemented in phases.

Operation Reports

🎓 *WV Advisory Council of Faculty (ACF) Annual Report:* Amy Cunningham, Advisory Council of Faculty representative for Pierpont, provided a presentation on the role of the ACF and the goals that are being focused on for this academic year. She stated that the ACF serves as a resource to the legislature and as the voice of the faculty.

Ms. Cunningham shared that the ACF is focusing on investing in education and is committed to serving in quality institutions, providing top programs, offering community services, and working with businesses to develop educational partnerships. Challenges that West Virginia is facing: the state is ranked last for state operating support and WV needs an additional 20,000 degrees to meet the 2018 workforce needs.

Discussion was held on salary ranges for degrees by industry and resolution on Senate Bill 330 with Senate Bill 439.

🐝 *Academic Affairs Annual Report:*   Provost Leslie Lovett deferred her report to use the time when presenting the Committee of the Whole program revision items.

🐝 *Faculty Senate Report:* David Beighley reported that the Legislative Advocacy Committee was present during the opening legislative session in Charleston, the Curriculum Committee read and approved 21 program curriculums, and the Faculty Welfare Committee is looking into the emergency notification system.

🐝 *Office of Public Safety Report:* In absence of Chief Jack Clayton, Matt Swain provided the Office of Public Safety report. Deputy Swain reported that the Department is working on 12-hour shifts, which has improved the staffing shortage levels. The Office of Public Safety is working with satellite campuses to define safety and evacuation plans.

A question was asked of Deputy Swain to continue to look into the Connect Yard Alert System, so that Pierpont staff and students are notified in a timely manner. Deputy Swain stated that this matter is being looked into and efforts for continued and timely communication are federally mandated in the Cleary Act.

🐝 *Workforce Development Report:* Paul Schreffler referred to the report provided in the February 26, 2015 Board Book and asked for any questions. No questions were brought forward.

Committee of the Whole

➢ *Financial Reports - Informational*

Dale Bradley provided reports on the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for the current budget and year-to-date actual as of October 31, 2014, November 30, 2014 and December 31, 2014. All details of these financial reports were provided in the February 26, 2015 Board of Governors Book.

➢ *Resolution for Action on New Programs and Program Revisions*

Provost, Leslie Lovett presented a resolution for approval that Pierpont will offer AAS degree programs in (1) Health Sciences, (2) Business, and (3) Applied Process in Technology. With this same resolution, it was requested to discontinue the AAS degrees in (a) Office Management and Technology, (b) Mechatronics Technology, and (c) Power Plant Technology, as well as (d) CAS in Power Plant Technology.

The Pierpont Faculty Curriculum Committee has reviewed and approved the redesigned programs of study. Complete details were provided in the February 26, 2015 Board Book.

Sharon Shaffer offered a motion for approval that Pierpont is permitted to offer AAS degree programs in (1) Health Sciences, (2) Business, and (3) Applied Process in Technology, and that Pierpont is also permitted to discontinue the AAS degrees in (a) Office Management and Technology, (b) Mechatronics Technology, and (c) Power Plant Technology, as well as (d) CAS in Power Plant Technology. Rick Pruitte seconded the motion. All agreed. Motion carried.

Final approvals of these programs are pending with the review and approval by the West Virginia Community and Technical College System, the Higher Learning Commission, and the US Department of Education.

➢ *Resolution for Action on Proposed New Policy No. 58 – Email Established as an Official Form of Communication – 30-Day Comment Summary*

Mr. Dale Bradley presented and was available for comments on the resolution to approve the final version of proposed Policy No. 58 – Email Established as an Official Form of Communication. This final draft included modifications based on any comments received during the announced 30-day public comment period.

At the Pierpont Board of Governors meeting of November 18, 2014, a 30-Day Public Comment Period was established from November 19, 2014 to December 18, 2014 to provide the public the opportunity to address the proposed new BOG Policy No. 58 – Email Established as an Official Form of Communication. The public comment period was announced via campus email to Pierpont faculty, staff, and student. Notice of the comment period was also provided via email to legal counsel and staff members at the Council for Community and Technical College Education. A copy of the policy was available for public viewing during this time period

One comment was submitted during the 30-day public comment period from a member of the President's Cabinet, stating: "FSU is in the process of implementing a duplicate BOG policy. As a part of their review they have had extensive discussion with faculty and staff. As a result of these discussions there have been suggested revisions to their proposed policy. I have reviewed their suggested changes and believe that many of these changes would improve our proposed policy. I have included those suggested revisions that I believe would improve our proposed policy".

A revised final draft of proposed Policy No. 58 – Email Established as an Official Form of Communication was provided in the February 26, 2015 Board Book. In review of the public comment received it was recommended to implement the suggested changes within the policy final draft.

Sharon Shaffer presented a motion to incorporate the noted comments into the draft revision proposed Policy No. 58 and accept the resolution to approve the final draft of the policy for Email Established as an Official Form of Communication. Kyle Hamilton seconded the motion.   All agreed. Motion passed.

➢ *Resolution for Action on Proposed New Policy No. 59 – Furlough and Reduction in Employee Workforce – 30-Day Comment Summary*

Mr. Dale Bradley presented and was available for comments on the resolution to approve the final version of proposed Policy No. 59 – Furlough and Reduction in Employee Workforce. This final draft included modifications based on any comments received during the announced 30-day public comment period.

At the Pierpont Board of Governors meeting of November 18, 2014, a 30-Day Public Comment Period was established from November 19, 2014 to December 18, 2014 to provide the public the opportunity to address the proposed new BOG Policy No. 59 – Furlough and Reduction in Employee Workforce. The public comment period was announced via campus email to Pierpont faculty, staff, and student. Notice of the comment period was also provided via email to legal counsel and staff members at the Council for Community and Technical College Education. A copy of the policy was available for public viewing during this time period.

There were seven comments submitted, altogether, with one comment submitted on behalf of the faculty of the School of Health Careers, one comment submitted on behalf of tenured faculty members, and one comment submitted on behalf of the Classified Staff members. The summary of the comments received is provided below, and was also provided in the February 26, 2015 Board Book.

<u>*Legal Counsel*</u>

#1   General Legal Counsel of the WVHEPC provided the following comments:

- Section 5.   Reduction in Force Policy – Faculty, 5.1, in the last sentence: …"importance to a specific program will be retained in preference to other faculty members, <u>whatever their status of seniority.</u>" **Is 'probably contrary to statute'.**
- Section 6.   Reduction in Force Policy – Classified Staff. 6.1, in the last sentence: …"importance to a specific program or service will be retained in preference to other staff members, <u>whatever their status or seniority.</u>" **Is 'contrary to statute'.**

Staff

#1   A staff member provided a memo to the Board not directly related to content
revision of the policy, but general questions about the policy. The memo was
forwarded electronically to the Board.

 #2   A staff member provided questions to the Board on behalf of the Classified Staff
not directly related to content revision of the policy, but general questions about
the policy. The questions were forwarded electronically to the Board.

Faculty

#1   A faculty member provided comments to the Board requesting clarification of
definitions. The questions were forwarded electronically to the Board.

#2   A faculty member provided comments to the Board for consideration on behalf
of tenured faculty members:

- In Section 3. Definitions of Employees, add the following:
  3.13.   Financial Exigency: An imminent financial crisis which threatens the
  survival of the institution as a whole.

- In Section 5. Reduction In Force Policy – Faculty, revise the second sentence
  of 5.1 to read as follows:
  Following the declaration of a financial emergency, the President shall
  undertake program/curriculum reviews through collaborative assessment
  by representatives of administration, faculty and staff to consider pertinent
  program/curriculum or administrative information.

- Add Section 5.2.3 as follows:
  Every effort should be made to reassign a tenured individual to instructional
  or non-instructional duties commensurate with the faculty member's
  training and experience, and offers of release time or leaves of absence
  should be made to enable such persons to acquire capabilities in areas in
  which their services would be required by the institution. Faculty
  development programs and funds should be used to facilitate such
  reassignments.

- In Section 5.3 President's Recommendation, revise the first sentence to read
  as follows:
  In addition to recommendations made in response to a financial emergency,
  the President may recommend the termination of the employment of faculty

members to the Board of Governors through collaborative assessment by representatives of administration, faculty and staff at any time for reason of lack of funds, lack of work, reduction in enrollment or abolition of position.

- Insert a new Section 5.3.2 (and renumber current Section 5.3.2 and the subsequent sections through 5.3.10) as follows:
  5.3.2 Severance of Tenured Faculty: If appropriate employment cannot be found for the tenured faculty member, a severance package will be offered equivalent to one full year of current salary distributed equally over a two year period.

#3   A faculty member provided questions to the Board on behalf of the Faculty of the School of Health Careers not directly related to content revision of the policy, but general questions about the policy. The questions were forwarded electronically to the Board.

#4:   A faculty member provided a letter to the Board not directly related to content revision of the policy, but general questions about the policy. The letter was forwarded electronically to the Board.

President's Cabinet

No comment.

General

No comment.

A revised final draft of the proposed Policy No. 59 – Furlough and Reduction in Employee Workforce was provided in the February 26, 2015 Board Book.

In review of the comments and concerns generated during the 30-day public comment period, Board Chairman, Jim Griffin, offered a recommendation to table the policy for consideration at a later date. Sharon Shaffer asked what the directive would be to address the employee's concerns before taking additional action this policy.

After much discussion, Chip VanAlsburg made a motion to table the policy until the next Board meeting.

Dr. Larson noted that the 30-day comment period has closed and the draft policy can no longer be modified. Dale Bradley asked that the motion be amended to a later date to allow time to address concerns and consult with legal counsel.

Chip VanAlsburg amended his motion to table the proposed Policy No. 59 – Furlough and Reduction in Employee Workforce until the April Board meeting.

Sharon Shaffer asked for legal clarification prior to the April Board meeting and seconded the motion to table the policy until the April Board meeting. All agreed. Motion carried.

➢ *Resolution for Action on Proposed New Policy No. 60 – Tobacco Free Campus – Open for a 30-Day Comment Period*

Dale Bradley brought forth a resolution to request approval of a 30-day Public Comment Period for a new proposed Policy No. 60 – Tobacco Free Campus.

In January 2013 the West Virginia Council for Community and Technical College Education (WVCCTCE) adopted a resolution recommending that all institutional Board of Governors implement a policy to establish a tobacco free environment on each community and technical college campus. In support of this resolution and in an effort to promote the well-being of all who are a part of our college community, the administration of Pierpont Community & Technical College proposed the Tobacco Free Campus Policy.

A copy of the policy was provided in the February 26, 2015 Board book. After completion of the comment period, this policy will be presented to the Pierpont Board of Governors, for final approval.

Kyle Hamilton presented a motion to approve the announcement and acceptance of public comments for a period of 30 days for new proposed Policy No. 60 – Tobacco Free Campus. Beverly Jones seconded the motion.   All agreed. Motion passed.

Committee Reports

➢ *Audit/Finance Committee*

Kyle Hamilton, Committee Chair, yielded the floor to Dale Bradley to present the Audit/Finance Committee Report

a. Resolution for Action to Accept the FY 2014 Audited Financial Statements

Dale Bradley presented a resolution to accept the FY 2014 Audited Financial Statements, which were presented and reviewed at the December 1, 2014 Board of Governors Retreat.

Kyle Hamilton offered a motion to accept the FY 2014 Audited Financial Statements. Barbara Alvarez seconded the motion. All agreed. Motion carried.

    b.   Resolution for Action to Approve the FY 2015-2016 Capital Projects Budget

Dale Bradley presented a resolution to approve the FY 2015-2016 Capital Project budgets consisting of $3,200,000 from Education and General Capital Funds and $690,000 from Infrastructure Funds. Complete details were provided in the February 26, 2015 Board Book.

Kyle Hamilton offered a motion to approve the FY 2015-02016 Capital Projects Budget. Barbara Alvarez seconded the motion. All agreed. Motion carried.

➢ *Marketing Committee Report*

Barbara Pavel-Alvarez, Committee Chair, reported that the committee has met with a representative from CLARUS to review findings developed from a marketing survey sent to staff and students. CLARUS will provide data-driven, best practices for marketing based on the survey results and one-on-one meetings held with staff and students. The committee will consider how to disseminate this information beyond the Ad-Hoc group.

➢ *Regional Academics Committee Report*

Sharon Shaffer, Committee Chair, reported the committee had met within the past two weeks to discuss staffing. Regional Academics is undergoing a re-alignment and part of this new plan will include having staff present at each location, every day to better serve the students.

Mrs. Shaffer emphasized the need for improved communication of meetings between the Pierpont staff-held Regional Academic meetings and the BOG Committee Regional Academic meetings.

New Business

No new business.

Old Business

No old business.

Public Comment

No signatures were recorded.

Chairman Griffin publicly thanked the new legislators for listening to Pierpont and hearing our requests. He also thanked Steve Leach for his help in securing meetings in Charleston with the legislators and thanked the President and Board member, Chip VanAlsburg for attending those meetings. The Chairman was also proud of the representation that Pierpont had at the Higher Education Day at the Legislator by faculty and staff.

Executive Session

A motion was made by Sharon Shaffer that 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. Chip VanAlsburg seconded the motion. All Agreed. Motion carried.

Exiting Executive Session

At 4:45 PM, the Board exited Executive Session. There were no action items brought forward for a motion from Executive Session.

Adjournment and Next Meeting

The next regularly scheduled Pierpont Board of Governors meeting will be held on March 17, 2015 at 2:00 PM in the Falcon Center Board Room.

There being no further business, the Chairman called to adjourn the meeting. Kyle Hamilton offered a motion to adjourn. Rick Pruitte seconded the motion. All agreed. Motion carried. The Board meeting was adjourned at 4:46 PM.

Respectfully submitted by Cyndee K. Sensibaugh

Tab 4

March 2014 – Board of Governors Meeting

Industry-Sector Strategies

- **Energy**
  - ❖ Petroleum Technology
    - ➢ Applied for WVCTCS Tech Scholars grant in the amount of $15,000. This grant provides matching funds for dollars awarded this year through the Chevron Scholarship.
    - ➢ Will meet tomorrow with representatives from the Chevron organization at their Moon Township PA headquarters.
    - ➢ Met with representatives of Southwestern Energy here on February 27.
    - ➢ New Outreach Coordinator, funded through Benedum grant, and hired by the WVCTCS, should be on board by March 17.
    - ➢ Continue to work to specify and acquire well training simulation tools through TAACCCT funding.

- **Aerospace**
  - ❖ Began March 5 – Working with Tom Stose and the Aerospace Center to deliver a six-week training program to prepare civilian support technicians for A&P certification at the WV Air National Guard unit at the Martinsburg, WV airport.

- **Data Cabling and Fiber Optic Training**
  - ❖ A program to train students as data cabling and fiber optic technicians will run June 1 through July 31 at the Dow Tech Park in South Charleston.

- **ATC**
  - ❖ Working with faculty on purchasing requirements and scheduling of equipment acquisition, delivery and installation.

- **Other Activities**
  - ❖ CE Staff is working on planning and registration of Veterans' 5K race on March 26.
  - ❖ Online teacher recertification course delivery remains strong.
  - ❖ Provided presentation to this year's Leadership Marion.
  - ❖ Attended Fairmont Community Partnership Board meetings.
  - ❖ Staff participated in Power Systems Institute information session on February 28.

Tab 5

Board of Governors
Financial Report FY 2015
Pierpont Community & Technical College
as of January 31, 2015

SUMMARY:
The projected effect on net assets for FY 2015 as of January 31, 2015 is an increase of $43,435.
However, this amount also includes a Board approved spend down of $11,658 in cash reserves
which is a reduction of net assets, therefore the adjusted projected effect on assets at June 30,
2015 is an increase of $31,777.

UNRESTRICTED OPERATING FUNDS:
The Budget Balance as of January 31, 2015 is $43,435. This represents a budget increase of
$46,462 from the December 31, 2014 Financial Report. As of this report date, approximately
88% of projected tuition and fees revenue and approximately 77% of overall revenues have
been realized while approximately 47% of operating expenses have been incurred. The primary
budget changes that impacted the budget from the December 31, 2014 Financial Report, are as
follows:

- **Operating Revenues Budget:**
    - Increased by $6,301. This significant activities accounting for this change are as
      follows:
        - The "Support Services" revenue budget controlled by the President was
          reduced by ($6,547) as the result of a PEIA update to a vacant
          chargeback position
        - The "Tuition and Fees" revenue budget controlled by the Fund
          Manager's increased by $9,087 in recognition of additional course fee
          revenues realized.
        - The "Operating Costs Revenue" budget controlled by the Fund
          Managers increased by $3,762 due to the recognition of additional
          course fee revenues in the Vet. Tech. Program.
- **Operating Expenses Budget:**
    - Decreased by ($40,161). This significant activities accounting for this change are
      as follows:
        - The "Salary" expense budget controlled by the President decreased by
          ($2,307) as the result of budget changes within labor.
        - The "Benefits" expense budget controlled by the President decreased
          by ($121) as result of the above changes within labor and PEIA updates.
        - The "Supplies and Other Services" expense budget controlled by the
          Fund Managers increased by $12,848 due to recognition of planned
          expenses resulting from the recognition of the additional Fund
          Managers revenues identified above.
        - The "Assessment for Support Services" expense budget controlled by
          the President decreased ($50,581) due to updates to FSU severance

positions, designation of a FSU position to non-charge back that was previously charged back, and PEIA updates.

Of the adjusted projected effect on net assets of an increase of $43,435 as of June 30, 2015; President's Controlled Fund(s) are projected to have a budget surplus of $12,469; Fund Manager's Controlled Fund(s) are projected to have a budget surplus of **$**30,966 with Board approved spending of $11,658 in cash reserves. The Year-To-Date Actual Budget Balance is $2,704,451.

RESTRICTED FUNDS:
The January 31, 2015 Restricted Fund Finance Report has a budget balance of $13,452.

Pierpont Community & Technical College
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted
As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	9,182,244	8,011,687	7,039,363	87.86
	Faculty Services Revenue	865,000	865,000	0	0.00
	State/Local Grants and Contracts	0	0	0	0.00
	Auxiliary Enterprise Revenue	892,586	739,480	723,140	97.79
	Operating Costs Revenue	182,331	114,237	44,044	38.56
	Support Services Revenue	205,106	360,124	248,058	68.88
	Other Operating Revenues	381,394	413,359	74,500	18.02
	Total:	**11,708,662**	**10,503,887**	**8,129,104**	**77.39**
OPERATING EXPENSE	Salaries	6,888,571	6,625,579	3,253,766	49.11
	Benefits	1,537,276	1,478,268	704,229	47.64
	Student financial aid-scholarships	158,938	158,938	270,762	170.36
	Utilities	22,353	22,353	9,036	40.42
	Supplies and Other Services	2,644,212	2,349,568	1,079,821	45.96
	Equipment Expense	98,280	78,565	65,740	83.68
	Loan cancellations and write-offs	0	0	0	0.00
	Fees retained by the Commission	138,910	138,910	66,661	47.99
	Assessment for Faculty Services	810,000	810,000	0	0.00
	Assessment for Support Services	2,785,961	2,574,560	1,228,587	47.72
	Assessment for Student Activity Costs	147,949	122,608	62,088	50.64
	Assessment for Auxiliary Fees & Debt Service	892,586	739,480	376,014	50.85
	Assessment for Operating Costs	1,791,133	1,815,678	879,097	48.42
	Total:	**17,916,168**	**16,914,507**	**7,995,800**	**47.27**
OPERATING INCOME / (LOSS)		**(6,207,506)**	**(6,410,620)**	**133,305**	**(2.08)**
NONOPERATING REVENUE (EXPENSE)	State Appropriations	7,584,426	7,584,426	3,185,459	42.00
	State Fiscal Stabilization Funds	0	0	0	0.00
	Gifts	0	0	0	0.00
	Investment Income	7,194	7,194	3,552	49.38
	Assessment for E&G Capital & Debt Service Costs	(1,313,829)	(1,088,220)	(525,260)	48.27
	Reappropriated State Funding	0	0	0	0.00
	Total:	**6,277,791**	**6,503,400**	**2,663,751**	**40.96**
TRANSFERS & OTHER	Capital Expenditures	0	0	(92,605)	0.00
	Transfers for Financial Aid Match	(61,006)	(61,006)	0	0.00
	Indirect Cost Recoveries	0	0	0	0.00
	Transfers for Capital Projects	0	0	0	0.00
	Transfers - Other	3	3	0	0.00
	One-time use of reserve	11,658	11,658	0	0.00
	Total:	**(49,345)**	**(49,345)**	**(92,605)**	**187.67**
BUDGET BALANCE		**20,940**	**43,435**	**2,704,451**	
PERSONNEL BUDGET SAVINGS		**0**	**0**		
PROJECTED EFFECT ON NET ASSETS AT JUNE 30		**20,940**	**43,435**	**2,704,451**	
* **Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year**		**1,599,777**	**1,599,777**		
Less: USE OF RESERVE		**11,658**	**11,658**		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		**1,609,059**	**1,631,554**		

* *Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of $3,323,527*

* *Unrestricted Net Asset Balance is 9.89% of the current budgeted total operating expense. Management has established a target of 15% or $2,426,254 as the goal for the level of unrestricted net asset balance that should be maintained.*

Pierpont Community & Technical College
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted - President

As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	8,162,822	6,916,680	6,681,570	96.60
	Faculty Services Revenue	865,000	865,000	0	0.00
	State/Local Grants and Contracts	0	0	0	0.00
	Operating Costs Revenue	182,331	114,237	44,044	38.56
	Support Services Revenue	205,106	360,124	248,058	68.88
	Other Operating Revenues	286,792	296,792	(720)	(0.24)
	Total:	**9,702,051**	**8,552,833**	**6,972,952**	**81.53**
OPERATING EXPENSE	Salaries	6,586,601	6,299,991	3,147,461	49.96
	Benefits	1,488,383	1,435,341	687,795	47.92
	Student financial aid-scholarships	147,438	147,438	263,762	178.90
	Utilities	22,253	22,253	8,927	40.12
	Supplies and Other Services	1,929,642	1,583,539	876,633	55.36
	Equipment Expense	52,156	32,442	56,462	174.04
	Loan cancellations and write-offs	0	0	0	0.00
	Fees retained by the Commission	138,910	138,910	66,661	47.99
	Assessment for Faculty Services	810,000	810,000	0	0.00
	Assessment for Support Services	2,785,961	2,574,560	1,228,587	47.72
	Assessment for Student Activity Costs	147,949	122,608	62,088	50.64
	Assessment for Operating Costs	1,791,133	1,815,678	879,097	48.42
	Total:	**15,900,426**	**14,982,761**	**7,277,474**	**48.57**
OPERATING INOCME / (LOSS)		**(6,198,375)**	**(6,429,928)**	**(304,521)**	**4.74**
NONOPERATING REVENUE (EXPENSE)	State Appropriations	7,584,426	7,584,426	3,185,459	42.00
	State Fiscal Stabilization Funds	0	0	0	0.00
	Gifts	0	0	0	0.00
	Investment Income	7,194	7,194	3,552	49.38
	Assessment for E&G Capital & Debt Service Costs	(1,313,829)	(1,088,220)	(525,260)	48.27
	Reappropriated State Funding	0	0	0	0.00
	Total:	**6,277,791**	**6,503,400**	**2,663,751**	**40.96**
TRANSFERS & OTHERS	Capital Expenditures	0	0	(92,605)	
	Transfers for Financial Aid Match	(61,006)	(61,006)	0	0.00
	Transfers for Capital Projects	0	0	0	0.00
	Transfers - Other	3	3	0	0.00
	One-time use of reserve	0	0	0	0.00
	Total:	**(61,003)**	**(61,003)**	**(92,605)**	**151.81**
BUDGET BALANCE		**18,414**	**12,469**	**2,266,625**	
* **Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year**		**920,225**	**920,225**		
Less: USE OF RESERVE		**0**	**0**		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		**938,639**	**932,694**		

* *Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of $3,323,527*

Pierpont Community & Technical College
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted - Fund Manager

As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	1,019,423	1,095,008	357,793	32.67
	Other Operating Revenues	94,602	116,567	75,220	64.53
	Total:	**1,114,025**	**1,211,574**	**433,013**	**35.74**
OPERATING EXPENSE	Salaries	301,970	325,588	106,305	32.65
	Benefits	48,893	42,927	16,434	38.28
	Student financial aid - scholarships	11,500	11,500	7,000	60.87
	Utilities	100	100	109	108.76
	Supplies and Other Services	714,570	766,028	203,187	26.52
	Equipment Expense	46,124	46,124	9,278	20.11
	Loan cancellations and write-offs	0	0	0	0.00
	Total:	**1,123,157**	**1,192,267**	**342,312**	**28.71**
OPERATING INCOME / (LOSS)		**(9,132)**	**19,308**	**90,700**	**469.76**
NONOPERATING REVENUE (EXPENSE)	Gifts	0	0	0	0.00
	Total:	**0**	**0**	**0**	0.00
TRANSFERS & OTHER	Capital Expenditures	0	0	0	0.00
	Indirect Cost Recoveries	0	0	0	0.00
	Transfers - Other	0	0	0	0.00
	One-time use of reserve	11,658	11,658	0	0.00
	Total:	**11,658**	**11,658**	**0**	**0.00**
BUDGET BALANCE		**2,526**	**30,966**	**90,700**	
Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		674,750	674,750		
Less: USE OF RESERVE		11,658	11,658		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		665,618	694,058		

Pierpont Community and Technical College
Board of Governors
Financial Report
For the period ending January 31, 2015

New Grant Funds   **0.00**

Gifts   **0.00**

Other Grant/Restricted Fund Related Changes   **15,000.00**

Chevron Scholarship   15,000.00

Net Change   **0.00**

Pierpont Community and Technical College
Budget vs Actual Statement of Revenues and Expenses
For the period ending January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Federal Grants and Contracts	13,288,376	13,288,376	5,944,499	44.73
	State/Local Grants and Contracts	4,732,577	5,059,786.38	1,599,085	31.60
	Private Grants and Contracts	416,000	431,000	391,969	90.94
	Total:	**18,436,953**	**18,779,163**	**7,935,553**	**42.26**
OPERATING EXPENSE	Salaries	981,795	1,016,886	416,045	40.91
	Benefits	139,447	160,166	75,400	47.08
	Student financial aid-scholarships	22,953,501	22,993,501	10,899,167	47.40
	Supplies and Other Services	469,737	366,167	164,371	44.89
	Equipment Expense	1,927,673	1,928,181	56,621	2.94
	Total:	**26,472,153**	**26,464,901**	**11,611,605**	**43.88**
OPERATING INCOME / (LOSS)		**(8,035,200)**	**(7,685,738)**	**(3,676,052)**	**47.83**
	Federal Pell Grant Revenues	8,000,000	8,000,000	4,087,349	51.09
(EXPENSE)	Investment Income	0	0	19,135	0.00
	Gifts	24,995	24,995	0	0.00
		8,024,995	**8,024,995**	**4,106,484**	**51.09**
	Capital Expenditures		(344,024)	(356,258)	103.56
	Construction Expenditures	(9,653)	(9,653)	(9,252)	95.85
	Transfers for Fin Aid Match	61,006	61,006	61,006	100.00
	Indirect Cost Recoveries	0	0	0	0.00
	Transfers - Other	0	0	0	0.00
	Total:	**51,353**	**(292,671)**	**(304,504)**	**104.04**
BUDGET BALANCE		**41,148**	**46,585**	**125,928**	**270.32**
*	**Add: PROJECTED RESTRICTED NET ASSETS - Beginning of Year**	**2,232,907**	**2,232,907**		
**	**Equals: PROJECTED RESTRICTED NET ASSETS - End of Year**	**2,274,055**	**2,279,492**		

Tab 6

Pierpont Community & Technical College Board of Governors
Meeting of March 17, 2015

ITEM:	New Programs and Program Revisions
COMMITTEE:	Committee of the Whole
RECOMMENDED RESOLUTION:	Resolved, that the Pierpont Community & Technical College Board of Governors approves Pierpont the ability to offer AAS and CAS degree programs in Advanced Welding, pending approval and notification to the WVCTCS, the NCA Higher Learning Commission, and the US Department of Education.
STAFF MEMBER:	Leslie J. Lovett, Provost and Vice President for Academic Affairs
BACKGROUND:	Pierpont seeks Board approval of new degree programs before sending the information to the WVCTCS, Higher Learning Commission and US Department of Education for their approval.

The following programs of study have been approved by the Pierpont Faculty Curriculum Committee and Faculty Senate:

AAS and CAS programs in Advanced Welding Technology

This two year AAS Advanced Welding Technology degree program includes stackable credentials; an Advanced Skill Set in Welding, a one-year Applied Welding Certificate of Applied Science (CAS) Degree, and a one-year Welding Technology Certificate of Applied Science (CAS) Degree.

The Applied Welding Certificate of Applied Science Degree is designed for the benefit of new students as well as those students that can apply prior learning gained from welding programs at secondary-level technical schools.

The Welding Technology Certificate of Applied Science (CAS) Degree is designed for those students who wish to gain welding skills along with a theoretical grounding to pursue further education in this field. The Welding Technology Certificate of Applied Science (CAS) Degree is designed in a 1+1 format to progress on to the two-year Advanced Welding Professional Associate of Applied Science (AAS) Degree.

The primary goal of these stackable certificate/degree programs is to prepare students to enter employment or upgrade skills for advancement in various areas of the welding field. The curriculum

focuses on the knowledge, skills, and attitudes necessary for a successful career as a welder, welding inspector, welding educator, quality control inspector, shop supervisor, or a variety of other positions that support these areas within the field of welding.

Tab

7

Pierpont Community & Technical College
Board of Governors
Meeting of March 17, 2015

ITEM:	Tuition and Fees Changes for the Academic Year 2015-2016
COMMITTEE:	Finance Committee
STAFF MEMBER:	Dale Bradley
RECOMMENDED ACTION:	Resolved that the Pierpont Community and Technical College Board of Governors approve the Tuition and Fees changes identified below for Academic Year 2015-2016.
ATTACHMENTS:	Fee Planning Schedules with fees for Academic Year 2015-2016 including FSU Housing and Meal Plan changes with data comparing FSU's planned costs with other WV HEPC Institutions.

BACKGROUND:

- **Education and General Tuition Fee**. Increase the In-State Education and General Tuition Fees by $9.75 or 0.4% and the Out-of-State Education and General Tuition Fees by $14.75 or 0.3%. This is an increases to the Infrastructure and Facilities Fees as follows:

  o Increase the In-State Fee Infrastructure fee by $4.25 per semester.
  o Increase the In-State Fee Facilities fee by $5.50 per semester.
  o Increase the Out-of-State Fee Infrastructure fee by $9.25 per semester.
  o Increase the Out-of-State Fee Facilities fee by $5.50 per semester.

- Establish the following Program Fees *(These Program fees are designed to consolidate and simplify Pierpont's overall fee structure. These fees will eliminate the majority of course fees and specialty fees currently charged to students. In making this fee structure change Pierpont is following the practice established by Community Colleges throughout the nation and many of the Community & Technical Colleges throughout WV. Pierpont's current model is very much a University model.)* :

  o School of Business, Aviation and Technology:

    ▪ $225 per semester Aviation Maintenance Program Fee
    ▪ $225 per semester Business Program Fee
    ▪ $225 per semester Drafting/ Design Engineering Program Fee
    ▪ $225 per semester Graphics Technology Program Fee
    ▪ $225 per semester Information Systems Program Fee

- o School of Health Careers:
    - $185 per semester Health Science Program Fee
    - $185 per semester Physical Therapist Assistant Program Fee
    - $185 per semester Health Information Technology Program Fee
    - $185 per semester Veterinary Technology Program Fee
    - $185 per semester Medical Laboratory Technology Program Fee
    - $185 per semester License Practical Nurse Program Fee
    - $185 per semester Radiology Technology Program Fee
    - $185 per semester Respiratory Therapy Program Fee
    - $185 per semester Laboratory Assistant Program Fee
- o School of Human Services:
    - $255 per semester Applied Design Program Fee
    - $255 per semester Early Childhood Program Fee
    - $265 per semester Food Service Management Program Fee
    - $255 per semester Paralegal Studies Program Fee
    - $205 per semester Paraprofessional in Education Program Fee
    - $205 per semester Criminal Justice Program Fee
    - $205 per semester Homeland Security Program Fee
    - $305 per semester Emergency Medical Services Program Fee
    - $155 per semester Liberal Studies Program Fee
    - $280 per semester AMSL/Interpreter Education Program Fee
- o School of Workforce Development:
    - $350 per semester Petroleum Technology Program Fee
    - $350 per semester Power System Institute Program Fee
    - $350 per semester Applied Process Technology Program Fee

- Eliminate the following fees for all Pierpont Community & Technical College Students (*These fees will still apply to Non-Pierpont Community & Technical College Students.*):

  - o $4 per credit hour Course Fee
  - o $6 per credit hour Laboratory Fee
  - o $25 per course Materials Fee
  - o $25 per credit hour Respiratory Therapy Clinical Fee
  - o School of Business, Aviation, & Technology

      - $125 per flight hour Cessna 172P Fee
      - $135 per flight hour Cessna 172SP Fee
      - $150 per flight hour Cessna 172RG Fee
      - $235 per flight hour BE76 Duchess Fee

    - Flight Program - Flight Training Device (FTD) (Flight Simulator)

      - $125 per flight hour FTD AL200MCC - Single Engine Fee
      - $175 per flight hour FTD AL200MCC - Multi-Engine Fee

    - Flight Program - Flight Instruction Rates

- $45 per hour Private or Instrument - Visual or Instrument Flight Rules Fee
- $45 per hour Commercial Pilot - Complex - Single or Multi-Engine Fee
- $45 per hour Certified Flight Instruction - Trainer-the-Trainer Fee
  - $30 per course EMS Equipment Fee
- School of Health Careers
  - $15 per credit hour Medical Laboratory Fee
  - $20 per course Phlebotomy Laboratory Fee
  - $7 per credit hour License Practical Nurse (LPN) Program Fee

- Establish or Increase the following specific fees:

  - School of Health Careers:
    - Increase the Respiratory Therapy National Board Exam Review Annual Fee from $160 to $410 *($250 increase that impacts approximately 16 students per year)*.
    - Establish the License Practical Nurse (LPN) NCLEX Review Annual Fee of $245 *(Impacts approximately 10 students per year)*.
    - Establish the License Practical Nurse (LPN) Comprehensive Predictor Annual Fee of $45 *(Impacts approximately 10 students per year)*.

  - School of Human Services:
    - Increase the Culinary Arts Annual Membership Fee from $75 to $85 *($10 increase that impacts approximately 10 students per year)*
    - Establish the End of Program Exam Annual Fee of $25 *(Impacts approximately 75 students per year)*.
    - Establish the End of Program Paralegal Studies Exam Annual Fee of $250 *(Impacts approximately 40 students per year)*.

- **Residence Halls, meal plans, and apartment rate fees.** It is anticipated that Fairmont State University Board of Governors in their April 2015 Meeting will approve increases of approximately 6.00% for room & board in the dormitories and approximately 10.4 to 12.1% in the student apartments (A portion of this increase is due to utility costs no longer being separately billed for apartment units, but will now be included in the base rental cost.) and 3% for meal plans for AY 2015 - 2016. The anticipated specific increases are identified in the attached "Fee Planning Schedule – Per Semester for AY 2015-16" within the section on "Room & Board Charges" and "Apartment and House Rental Rates".

  - This item is being reported as an informational item based on the "Separation of Assets and Liabilities Agreement" on page 7 within the section on Auxiliary Enterprises, Item 1 states that "Assets and related liabilities of the Auxiliary Enterprises (Athletics, Bookstore, Conference Center, Convenience Store, Copy Center, Facilities (Parking and Security), Housing, and Recreation Center) are owned

by FSU and all students of both FSU and PCTC [Pierpont] who attend class on the main campus and/or pay user fees will have access to these facilities and activities." and further within the "Agreement" Item 4 in the same section states that "FSU is responsible for managing the operation of the Auxiliary Enterprises, and maintaining the Auxiliary facilities in good repair."

Pierpont students who access or utilize these specific facilities and/or services pay the same rates as FSU students as established by the Fairmont State University Board of Governors.

Note: *Should the Fairmont State University Board of Governors take an action other then what is currently anticipated regarding room & board and meal plans, an informational item detailing the specific action taken will the provided at the May 19, 2015 Board Meeting.*

ATTACHMENT F

Institution: Pierpont Community & Technical College

Student Institutional Level: Community College
(Community College, Undergraduate)

	Resident 2014-15	Resident 2015-16	Increase (Decrease)	Non-Resident 2014-15	Non-Resident 2015-16	Increase (Decrease)	Reduced Non-Resident (Metro) 2014-15	Reduced Non-Resident (Metro) 2015-16	Increase (Decrease)	Projected Revenue Increase * 2015-16
I. Regular Fees Charged to All Students										
a. Tuition and Required Education and General Fees	1,597.00	1,597.00	0.00	$3,953.00	$3,953.00	$0.00	$0	$0	$0	
b. Required Educational and General Capital Fees										
i. System E&G Capital Fees	205.00	205.00	0.00	$800.00	$800.00	$0.00	$0	$0	$0	
ii. Special Institutional E&G Capital Fees	85.00	89.25	4.25	$185.00	$194.25	$9.25	$0	$0	$0	$15,285
c. Auxiliary and Auxiliary Capital Fees										
i. Standard Auxiliary Fees	223.00	228.50	5.50	$223.00	$228.50	$5.50	$0	$0	$0	$12,944
ii. Mandatory Auxiliary Fees	0.00	0.00	0.00	$0.00	$0.00	$0.00	$0	$0	$0	
iii. Auxiliary Capital Fee	110.00	110.00	0.00	$110.00	$110.00	$0.00	$0	$0	$0	
Total Student Fee Request	2,220.00	2,229.75	9.75	$5,271.00	$5,285.75	$14.75	$0	$0	$0	$28,229
Percentage of Increase Requested Over Previous Year			0.4%			0.3%			#DIV/0!	

* Please provide projected revenue increases for any change in tuition.

Attachment G

West Virginia Council for Community and Technical College Education
Proposed Special Fees
Academic Year 2015-16

Special Fees and Charges	Rate Per Semester 2014-15	Requested Rate Per Semester 2015-16	Increase/ (Decrease)	Estimated Number of Students Impacted by Fee Change *	Projected Revenue Due to Fee Change 2015-16 *
Pierpont Community and Technical College					
Application Fee - Competitive Programs	$20			0	$0
Board of Governor's Degree Evaluation	$300			0	$0
Credential Fee - Placement	$3			0	$0
Credit for Life Experience Evaluation	$300			0	$0
Credit Conversion Fee (per credit hour)	$22			0	$0
Diploma Replacement	$50			0	$0
Exam for Course Credit (per credit hour)	$22			0	$0
Excess Course Withdrawal fee (per course assessed after 4 courses have been dropped)	$50			0	$0
ID Card Replacement Fee	$15			0	$0
Late Payment Fee	$50			0	$0
Late Registration	$50			0	$0
Occupational Develop/Tech Studies Degree Evaluation	$150			0	$0
Off-Campus Instruction (per credit hour up to 12 hours max)	$14			0	$0
New Student Fee	$120			0	$0
Priority Transcript Fee	$9			0	$0
Reinstatement Fee	$25			0	$0
Senior Citizens Audit Fee (per credit hour)	$22			0	$0
Returned Check Fee	$15			0	$0
E-Learning Fee (per credit hour)	$25	$50	$25	800	$120,000
Dual Credit fee (per credit hour)	$84			0	$0
Violation of Tobacco Free Campus Policy - 2nd Offense	$0	$50	$50	75	$3,750
Violation of Tobacco Free Campus Policy - 3rd Offense	$0	$100	$100	25	$2,500

West Virginia Council for Community and Technical College Education
Listing of Program Fees
Academic Year 2015-16
Table Twelve

Program Fees and Charges	Rate Per Semester 2014-15	Requested Rate Per Semester 2015-16	Increase/ (Decrease)	Projected Revenue Due to Fee Change 2015-16 *
Pierpont Community & Technical College				
Course Fee (per credit hour) ***	$4	$0	($4)	$0
CTC Lab Fee (per credit hour) ***	$6	$0	($6)	$0
CTC Materials Fee (per course fee) ***	$25	$0	($25)	$0
Respiratory Care Clinical Fee (per credit hour) ***	$25	$0	($25)	$0
School of Business, Aviation, & Technology Flight Program - Aircraft Rental Fees:				
- Cessna 172P (per flight hour)	$125	$0	($125)	$0
- Cessna 172SP (per flight hour)	$135	$0	($135)	$0
- Cessna 172RG (per flight hour)	$150	$0	($150)	$0
- BE76 Duchess (per flight hour)	$235	$0	($235)	$0
Flight Program - Flight Training Device (FTD) (Flight Simulator)				
- FTD AL200MCC - Single Engine (per flight hour)	$125	$0	($125)	$0
- FTD AL200MCC - Multi-Engine (per flight hour)	$175	$0	($175)	$0
Flight Program - Flight Instruction Rates				
- Private or Instrument - Visual or Instrument Flight Rules (per hour)	$45	$0	($45)	$0
- Commercial Pilot - Complex - Single or Multi-Engine (per hour)	$45	$0	($45)	$0
- Certified Flight Instruction - Trainer-the-Trainer (per hour)	$45	$0	($45)	$0
Med Lab Tech Fee (per credit hour) ***	$15	$0	($15)	$0
Phlebotomy Lab Fee (per course fee) ***	$20	$0	($20)	$0
LPN Program Fee (per credit hour) ***	$7	$0	($7)	$0
EMS Equipment Fee (per course fee) ***	$30	$0	($30)	$0
Culinary Arts Professional Tool Kit	$260	$260	$0	$0
Culinary Arts Membership (per year)	$75	$85	$10	$100
Cisco Academy Fee (per course)	$56	$56	$0	$0
Equipment and Supplies Fee (per credit hour)	$25	$25	$0	$0
Math Laboratory Fee (per course Fee)	$55	$55	$0	$0
Aviation Technology Fee (per credit hour)	$35	$35	$0	$0
LPN NCLEX Review Fee	$0	$245	$245	$2,450
LPN Comprehensive Predictor Test Fee	$0	$45	$45	$450
Resp Care National Board Exam Review Fee (per course fee)	$160	$410	$250	$6,516
Resp Care Self-Assessment Exam Fee (per course fee)	$50	$50	$0	$0
Culinary Foods Lab Fee (per course fee)	$120	$120	$0	$0
EMT Basic Exam Fee (per course fee)	$70	$70	$0	$0
EMT - P (Paramedic) National Registry Exam Fee	$110	$110	$0	$0
EMS - FIDP (Field Internship Database Program) Fee	$100	$100	$0	$0
Program Fee - Applied Design	$0	$255	$255	$9,180
Program Fee - Early Childhood	$0	$255	$255	$49,470
Program Fee - Food Service Management	$0	$265	$265	$51,940
Program Fee - Paralegal Studies	$0	$255	$255	$19,380
Program Fee - Paraprofessional in Education	$0	$205	$205	$1,230
Program Fee - Criminal Justice	$0	$205	$205	$47,970
Program Fee - Homeland Security	$0	$205	$205	$6,560
Program Fee - Emergency Medical Services	$0	$305	$305	$26,230
Program Fee - Liberal Studies	$0	$280	$280	$101,680
Program Fee - AMSL/Interpreter Education	$0	$350	$350	$4,480
Program Fee - Petroleum Technology	$0	$350	$350	$34,300
Program Fee - Electrical Utility Technology	$0	$350	$350	$30,800
Program Fee - Applied Process Technology	$0	$200	$200	$18,200

Program Fees and Charges	Rate Per Semester 2014-15	Requested Rate Per Semester 2015-16	Increase/ (Decrease)	Projected Revenue Due to Fee Change 2015-16 *
Program Fee - Aviation Maintenance	$0	$225	$225	$31,150
Program Fee - Business	$0	$225	$225	$79,200
Program Fee - Drafting/Design Engineering	$0	$225	$225	$13,500
Program Fee - Graphics Technology	$0	$225	$225	$10,800
Program Fee - Information Systems	$0	$225	$225	$21,600
Program Fee - Health Science	$0	$185	$185	$63,270
Program Fee - Physical Therapist Assistant	$0	$185	$185	$12,210
Program Fee - Health Information Technology	$0	$185	$185	$9,250
Program Fee - Veterinary Technology	$0	$185	$185	$16,650
Program Fee - Medical Labiratory Technology	$0	$185	$185	$8,880
Program Fee - License Practical Nurse	$0	$185	$185	$7,400
Program Fee - Radiology Technology	$0	$185	$185	$13,690
Program Fee - Respiratory Therapy	$0	$185	$185	$5,180
Program Fee - Laboratory Assistant	$0	$185	$185	$18,500

*** Note: Fee will no longer be charged to Pierpont students, but would still be charged to non-Pierpont students enrolled in a course subject to the fee.

Fee Planning Schedule- Per Semester
Academic Year 2015-16

Institution: Fairmont State University

III. Room and Board Charges	Rate Per Semester 2012-13	Rate Per Semester 2013-14	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16	Increase %
Bryant Place (singles) (per bed price)	2,461	2,584	2,714	2,888	174	651,360	41,760	240	693,120	6.41%
Bryant Place (doubles) (per bed price)	2,078	2,182	2,291	2,439	148	36,656	2,368	16	39,024	6.46%
Bryant Place (triples) (per bed price)	2,026	2,128	2,234	2,371	137	321,696	19,728	144	341,424	6.13%
Prichard (double) (per bed price)	1,826	1,917	2,013	2,145	132	301,950	19,800	150	321,750	6.56%
Morrow (double) (per bed price)	1,826	1,917	2,013	2,145	132	328,119	21,516	163	349,635	6.56%
Pence (double) (per bed price)	1,826	1,917	2,013	2,145	132	285,846	18,744	142	304,590	6.56%
Note: Damage Deposit Dorms $200.00										
Board - 15 Meal Plan with 65 points (5-day)	1640	1,672	1,722	1,774	52	125,706	3,796	73	129,502	3.02%
Board - 19 Meal Plan with 75 points (7-day)	1,796	1,832	1,887	1,944	57	543,456	16,416	288	559,872	3.02%
Board - new 15 Meal Plan with 150 points (7-day)	1,726	1,760	1,813	1,867	54	1,508,416	44,928	832	1,553,344	2.98%
Board - new 12 Meal Plan with 225 points (5-day)	1,664	1,697	1,748	1,800	52	1,052,296	31,304	602	1,083,600	2.97%

2/16/2015

Room and Board Fees 15-16.xlsx

Comparison of Suite-Style Rates for WV
Institutions- FY 2015
(Totals are based on per student per semester)

Assumes a 3% increase to room rates for all other institutions

Single		
Entity	**Rate**	**3% increase**
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boteler	4,425	4,558
Marshall University - Marshall Commons	3,976	4,095
Marshall University - Twin Towers	3,542	3,648
Marshall University - Buskirk	3,613	3,721
Marshall University - Holderby Hall	3,153	3,248
West Virginia University - Honors	3,315	3,414
West Virginia Institute of Technology - Maclin (Suite)	3,245	3,342
West Virginia University - Stalnaker	3,267	3,365
West Virginia University - Lincoln	3,267	3,365
West Virginia Institute of Technology - Ratliff (Suite)	3,137	3,231
West Virginia University - Fieldcrest	3,159	3,254
West Virginia University - Residence Halls (Suites)	3,047	3,138
Potomac State College of WVU - University Place	2,949	3,037
Concord University - North and South Towers	2,855	2,941
Fairmont State University - Bryant Place	2,714	2,888 *
West Liberty University - Residence Halls (Suite and Traditional)	2,695	2,776
Potomac State College of WVU - Catamount Place	2,348	2,418

Double		
Entity	**Rate**	**3% increase**
West Virginia University - Honors	3,176	3,271
West Virginia University - Lincoln	3,071	3,163
West Virginia Institute of Technology - Maclin (Suite)	3,028	3,119
Glenville State University - (Scott Wing)	3,150	3,245
Marshall University - Marshall Commons	2,979	3,068
Marshall University - First Year South (Capstone) - (Double Only)	2,954	3,043
Marshall University - First Year North (Capstone) - (Double Only)	2,868	2,954
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boeteler	2,950	3,039
West Virginia University - Stalnaker	2,776	2,859
West Virginia University - Fieldcrest	3,553	3,660
West Virginia University - Residence Halls (Suites)	2,586	2,664
Marshall University - Twin Towers	2,542	2,618
Marshall University - Buskirk	2,593	2,671
Fairmont State University - Bryant Place	2,291	2,439 *
West Liberty University - Residence Halls (Suite and Traditional)	2,360	2,431
West Virginia Institute of Technology - Ratliff (Suite)	2,163	2,228
Concord University - North and South Towers	2,290	2,359
Potomac State College of WVU - University Place	2,167	2,232
Glenville State University - Pickens (Double Suites Only)	2,100	2,163
Potomac State College of WVU - Catamount Place	2,424	2,497

Triple		
Entity	**Rate**	**3% increase**
West Virginia University - Residence Hall (Suites)	2,561	2,638
West Virginia University - Fieldcrest	2,685	2,766
Fairmont State University - Bryant Place	2,234	2,371
Concord University - North & South Towers	2,124	2,188
Concord University - (Suites)	2,209	2,275

Quads		
Entity	**Rate**	**3% increase**
West Virginia University - Residence Hall (Suites)	2,635	2,714

*Average rent increase is 6.40%

Comparison of Traditional Residence Hall Room
Rates for WV Institutions - FY 15
(Totals are based on per student per semester)
Assumes a 3% increase to room rates for all other institutions

Single		
Entity	**Rate**	**3% increase**
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	3,668	3,778
West Virginia State - single occ. In double room	3,553	3,660
Marshall University - Buskirk	3,542	3,648
Marshall University - Twin Towers West	3,542	3,648
West Virginia Institute of Technology - Maclin (Traditional)	3,353	3,454
West Liberty University - Residence Halls (Suite and Traditional)	2,745	2,827
Marshall University - Holderby (Single Only)	3,251	3,349
Glenville State University - Goodwin	3,275	3,373
West Virginia University - Residence Halls (Traditional)	3,108	3,201
West Virginia Institute of Technology - Ratliff (Traditional)	3,137	3,231
West Virginia State - Sullivan East 8th Floor (no double)	2,937	3,025
West Virginia State - Dawson Hall	2,979	3,068
West Virginia State University - Sullivan West	2,804	2,888
West Virginia State University - Sullivan East	2,804	2,888
Potomac State College of WVU	2,348	2,418
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Wooddell	2,637	2,716

Double		
Entity	**Rate**	**3% increase**
West Virginia Institute of Technology - Maclin (Traditional)	3,028	3,119
Marshall University - Buskirk	2,542	2,618
Marshall University - Twin Towers East (Double Only)	2,542	2,618
Marshall University - Twin Towers West	2,542	2,618
Glenville State University - Goodwin	2,660	2,740
West Virginia University - Residence Halls (Traditional)	2,478	2,552
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	2,445	2,518
West Virginia Institute of Technology - Ratliff (Traditional)	2,921	3,009
Fairmont State University - Morrow	2,013	2,145 *
Fairmont State University - Pence	2,013	2,145 *
Fairmont State University - Prichard	2,013	2,145 *
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Woddell	1,991	2,051
West Virginia State University - Dawson	2,079	2,141
West Virginia State University - Sullivan East	1,935	1,993
West Virginia State University - Sullivan West	1,935	1,993
West Liberty University - Residence Halls (Suite and Traditional)	1,850	1,906
Potomac State College of WVU	1,767	1,820

Triple		
Entity	**Rate**	**3% increase**
West Virginia University - Residence Halls (Traditional)	2,351	2,422
Concord University - Residence Halls	1,991	2,051
Potomac State College - Residence Halls	1,519	1,565

Note: Fairmont State University does not have Traditional - Triple Rooms

Quad		
Entity	**Rate**	**3% increase**
West Virginia University - Residence Halls (Traditional)	2,213	2,279

Note: Fairmont State University does not have Traditional - Quad Rooms

*Average rent increase is 6.56%

West Virginia Higher Education Policy Commission
PROPOSED Meal Plan Prices - Per Semester 2015-2016
Assumes a 2% increase to meal plans for all other institutions

Twenty Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase
WEST VIRGINIA UNIVERSITY	$2,313	$50	$2,359

Ninteen Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase	
SHEPHERD UNIVERSITY (Deluxe 30)	$2,230	$200	$2,275	
WEST VIRGINIA STATE UNIVERSITY (plus 4 late night meals)	$2,066	$150	$2,107	
SHEPHERD UNIVERSITY	$2,000		$2,040	
POTOMAC STATE COLLEGE	$1,948	$50	$1,987	
CONCORD UNIVERSITY	$1,918	$20	$1,956	
WEST LIBERTY UNIVERSITY	$1,915	$100	$1,953	
FAIRMONT STATE UNIVERSITY (7-day)	$1,887	$75	$1,944	*
WEST VIRGINIA STATE UNIVERSITY	$1,888	$175	$1,926	
WVU INSTITUTE OF TECHNOLOGY	$1,855		$1,892	

Fifteen Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase	
WEST VIRGINIA UNIVERSITY	$2,034	$50	$2,075	
MARSHALL UNIVERSITY	$1,918	$200	$1,956	
GLENVILLE STATE COLLEGE	$1,870	$150	$1,907	
POTOMAC STATE COLLEGE	$1,834	$50	$1,871	
FAIRMONT STATE UNIVERSITY (7-day)	$1,813	$150	$1,867	*
WEST VIRGINIA STATE UNIVERSITY	$1,828	$175	$1,865	
MARSHALL UNIVERSITY	$1,818	$100	$1,854	
FAIRMONT STATE UNIVERSITY (5-day)	$1,722	$65	$1,774	*
WVU INSTITUTE OF TECHNOLOGY	$1,726		$1,761	
MARSHALL UNIVERSITY	$1,718		$1,752	

Fourteen Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase
WEST VIRGINIA UNIVERSITY (Gold Plan - 220 meals/week)	$2,392	$300	$2,440
WEST LIBERTY UNIVERSITY	$1,915	$200	$1,953

Twelve Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase	
CONCORD STATE UNIVERSITY	$1,918	$175	$1,956	
FAIRMONT STATE UNIVERSITY (5-day)	$1,748	$225	$1,800	*

* Fairmont State's average increase is 3%

West Virginia Higher Education Policy Commission
PROPOSED Meal Plan Prices - Per Semester 2015-2016
Assumes a 2% increase to meal plans for all other institutions

Ten Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase
WEST LIBERTY UNIVERSITY	$1,915	$300	$1,953
WEST VIRGINIA UNIVERSITY (Blue Plan - 160 meals/week)	$1,885	$300	$1,923
GLENVILLE STATE UNIVERSITY	$1,870	$250	$1,907
WVU INSTITUTE OF TECHNOLOGY	$1,593		$1,625
POTOMAC STATE COLLEGE	$1,590	$50	$1,622
MARSHALL UNIVERSITY	$1,388		$1,416

Seven Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase
CONCORD STATE UNIVERSITY	$1,918	$260	$1,956
GLENVILLE STATE UNIVERSITY	$1,870	$350	$1,907

Other Meal Plan Rate

INSTITUTION	Meal Plan Semester Price	Bonus dollars	2% Increase
MARSHALL UNIVERSITY (Ultimate Access International Students)	$2,277		$2,323
MARSHALL UNIVERSITY (Unlimited)	$2,019	$250	$2,059
MARSHALL UNIVERSITY (Unlimited)	$1,919	$150	$1,957
MARSHALL UNIVERSITY (Unlimited)	$1,819	$50	$1,855

Fee Planning Schedule- Per Semester
Academic Year 2015-16

Institution: Fairmont State University

IV. Apartment and House Rental Room Rates	Rate Per Semester 2012-13	Rate Per Semester 2013-14	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16	Increase %
1 Bedroom (unfurnished) (Apartment Price)	3,141	3,314	3,529	3,896	367	35,290	3,670	5	38,960	10.40%
2 Bedroom (unfurnished) (Apartment Price)	4,800	4,944	5,092	5,708	616	763,800	92,400	150	856,200	12.10%
2 Bedroom (furnished) (Apartment Price)	5,156	5,440	5,794	6,452	658	312,876	35,532	54	348,408	11.36%
3 Bedroom (furnished) (Apartment Price)	7,203	7,599	8,094	9,045	951	32,376	3,804	6	36,180	11.75%

Note: Damage Deposit Apartments $200.00

Notes:
Per bed prices are:

	Rate Per Semester 2012-13	Rate Per Semester 2013-14	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Increase (Decrease)					Increase %
2 bedroom (unfurnished)	2,400	2,472	2,546	2,854	308					12.10%
2 bedroom (furnished)	2,578	2,720	2,897	3,226	329					11.36%
3 bedroom (furnished)	2,401	2,533	2,698	3,015	317					11.75%

All rates now include utility costs of $24 per student or $144 per semester

Average rent increase per bed without utility increase = 6.4%

2/16/2015

Housing Fees 15-16.xlsx

Comparison of Apartment Rates for
WV Institutions FY 2015

(Totals are based on per student per semester)

Assumes a 3% increase to room rates for all other institutions

Single		
Entity	**Rate**	**3% increase**
West Virginia University - Vandalia	6,522	6,718
West Virginia University - Medical Center Apartments	4,968	5,117
West Virginia State University	4,770	4,913
Falcon Crest Apartments	4,750	4,893
Fairmont State University - College Park	3,529	3,896
Shepherd University - Dunlop and Printz Apartments	3,630	3,739

Double		
Entity	**Rate**	**3% increase**
West Virginia State University	4620	4,759
West Virginia University - Medical Center Apartments	4,104	4,227
West Virginia University - Vandalia	3,900	4,017
Falcon Crest Apartments	3,750	3,863
Glenville State University - Pioneer Village	3,110	3,203
Fairmont State University - College Park (Furnished)	2,897	3,226
Fairmont State University - College Park (Unfurnished)	2,546	2,854
West Liberty University - University Place (Apartments)	2,890	2,977
Shepherd University - Dunlop and Printz Apartments	2,420	2,493
West Liberty University Common Apartments	2,360	2,431

Triple		
Entity	**Rate**	**3% increase**
Fairmont State University - College Park	2,698	3,015

Notes:

All rates now include utility costs of $24 per student or $144 per semester

Average rent increase per bed without utility increase = 6.4%

Tab

8

Pierpont Community and Technical College
Board of Governors
Meeting of March 17, 2015

ITEM: Recommendation that the Institution Conduct a Review of
                                      Academic Programs to Determine Continued Viability.

COMMITTEE: Finance Committee

RECOMMENDED RESOLUTION: Be it resolved that the Board of Governors Recommends
                                      that President Larson Conduct a Review of all Academic
                                      Programs to Determine Their Continued Viability.

STAFF MEMBER: Dale Bradley

BACKGROUND: During the process of reviewing the implementation of a
                                      variety of Program Fees to be considered for
                                      implementation for the AY 2015-16 it was noted that there
                                      were some current academic programs with significant
                                      costs and limited enrolled majors.   Based on this
                                      recognition, it is recommended that all academic programs
                                      be reviewed for continued viability.

                                      It was noted that all academic programs undergo at a
                                      minimum a five year review, however it is the belief of the
                                      Finance Committee Members present, with the
                                      implementation of program specific fees, that all academic
                                      programs need to undergo a viability review as soon as is
                                      practical. This review should be completed no later than
                                      the conclusion of the Fall 2015 Academic Term.

                                      The criteria by which this review should be completed
                                      needs to incorporate the critical issues to any academic
                                      program and should include at a minimum current and
                                      projected enrollments, number of graduates annually,
                                      costs per students, employment opportunities upon
                                      graduation, etc. The criteria for this review should be
                                      established cooperatively between Administration and
                                      Faculty.