

**SPECIAL MEETING OF THE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**9<sup>th</sup> Floor Conference Room\*  
Boulevard Tower  
1018 Kanawha Boulevard East  
Charleston, West Virginia**

**June 25, 2013  
1:30 PM**

**AGENDA**

- I. Call to Order
- II. Nominating Committee Report and Election of Officers (*Page 2*)
- III. Approval of Fiscal Year 2014 Higher Education Policy Commission Division Operating Budgets and Higher Education Resource Assessment Projects (*Pages 3-10*)
- IV. Approval of Tuition and Fees for 2013-14 Academic Year (*Pages 11-60*)
- V. Review of Institutional Operating Budgets and Approval of Capital Budgets for Fiscal Year 2014 (*Pages 61-106*)
- VI. Approval to Proceed with New Student Housing Project at West Virginia State University (*Pages 107-113*)
- VII. Approval of Lease Agreement at Glenville State College (*Pages 114-127*)
- VIII. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Personnel Issues
  - A. Approval of Chancellor Contract and Compensation
  - B. Approval of Interim President Selection and Compensation at Concord University
- IX. Additional Board Action and Comment
- X. Adjournment

*\*To join the meeting by conference call, dial the following numbers: 1-866-453-5550, participant code: 5245480#.*

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Nominating Committee Report and Election of Officers

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission elects the slate of officers for Fiscal Year 2014 as proposed by the Nominating Committee.

**PRESENTER:** Kay Goodwin

**BACKGROUND:**

At the April 26, 2013 meeting, the Commission approved the appointment of a Nominating Committee comprised of John Estep, Kay Goodwin, and John Leon. Nominating Committee Chair Kay Goodwin will provide the Committee's report and present a slate of officers for consideration and action by the full Commission.

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Approval of Fiscal Year 2014 Higher Education Policy Commission Division Operating Budgets and Higher Education Resource Assessment Projects

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** Resolved, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2014 division operating budgets and Higher Education Resource Assessment projects.

**STAFF MEMBER:** Ed Magee

**BACKGROUND:**

Division directors met with Chancellor Hill and finance staff to discuss operating budgets and efficiencies for Fiscal Year (FY) 2014. To address the 8.94 percent state appropriation reduction, adjustments, totaling \$341,000, were made to division budgets as well as the Higher Education Resource Assessment (HERA) budgets. Finance staff prepared the proposed division budgets for FY 2014, totaling approximately \$10.9 million. Personal services, employee benefits, and Other Post Employment Benefits (OPEB) total \$6.3 million, or 57 percent, of the operating budget of the Commission Office. Other fixed operating costs such as building rent, telecommunications, and on-going contractual services total \$3.9 million, or 40 percent, leaving 3 percent or \$291,000 for travel.

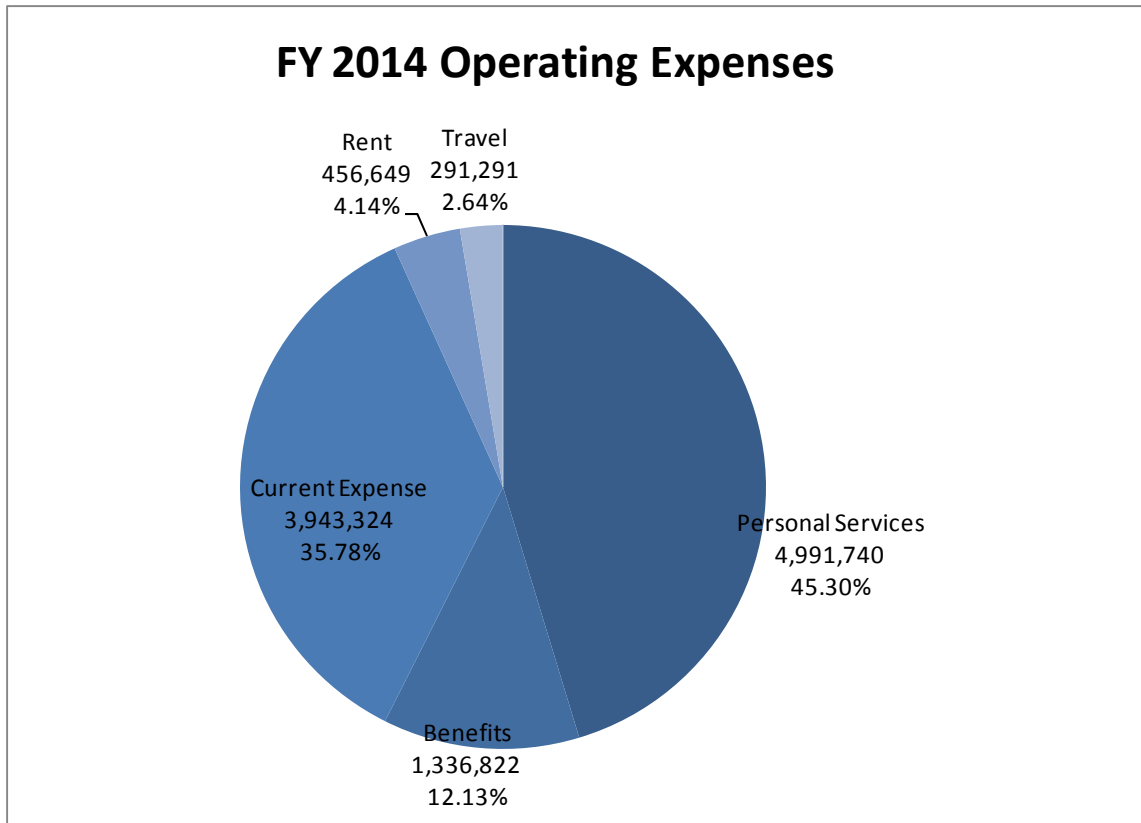
The following charts and tables summarize the proposed division budgets and sources of revenue:

- Table 1 provides detail for divisional budgets;
- Chart 1 shows the budgeted dollar amounts recommended for each division;
- Chart 2 details the various funding sources that contribute to the total Commission Office operating budget;
- Chart 3 provides a detail of expenditures and revenues by revenue source for FY 2014; and,
- Table 2 identifies the proposed HERA budget that supports numerous system initiatives for FY 2014.

Table 1

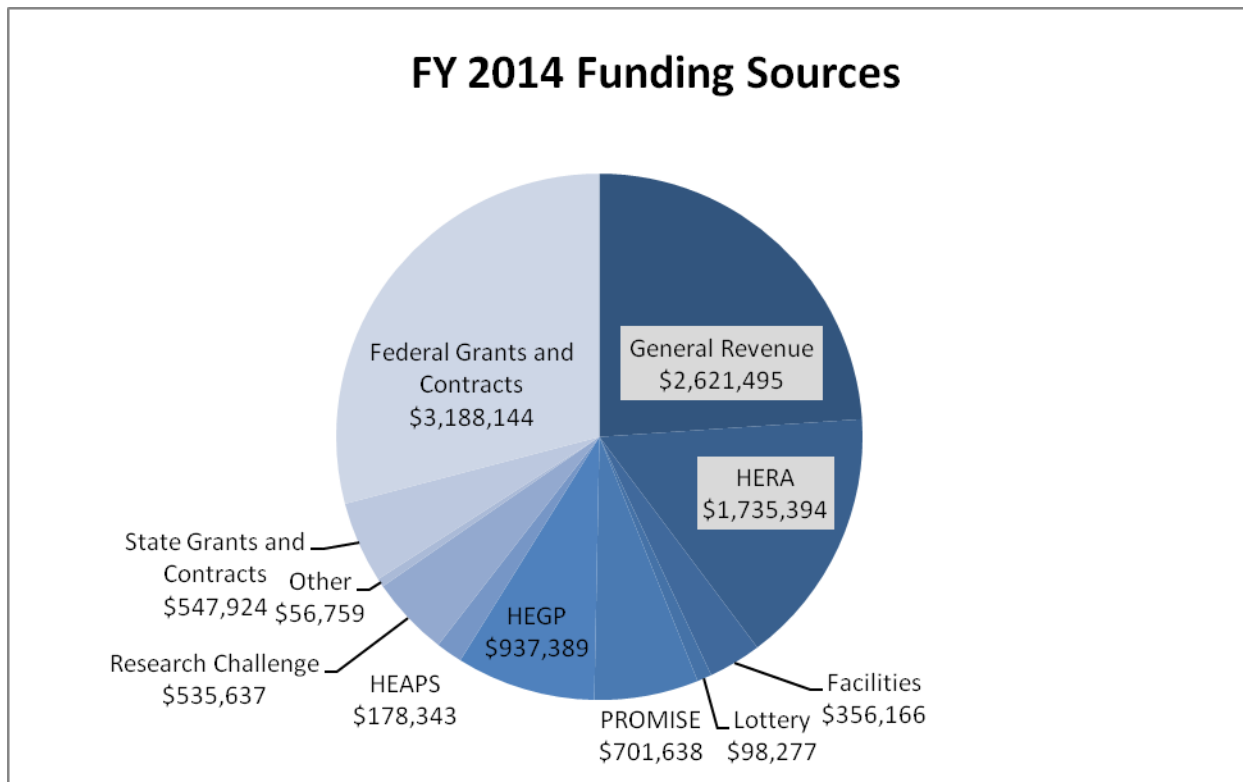
<b>HEPC Proposed FY 2014 Budget</b>		
<b>Revenue</b>		
General Revenue	\$2,621,495	23.9%
HERA	1,735,394	15.8%
Facilities	356,166	3.3%
Lottery	98,277	0.9%
PROMISE	701,638	6.4%
HEGP	937,389	8.6%
HEAPS	178,343	1.6%
Research Challenge	535,637	4.9%
Other	56,759	0.5%
State Grants and Contracts	547,924	5.0%
Federal Grants and Contracts	3,188,144	29.1%
<b>Total</b>	<b>\$10,957,166</b>	
<b>Expenditures by Division</b>		
Academic Affairs	\$608,720	5.6%
Administration	391,229	3.6%
Chancellor's Office	685,055	6.3%
Finance & Facilities	1,179,167	10.8%
Financial Aid	1,302,000	11.9%
Health Sciences	203,906	1.9%
Human Resources	710,700	6.5%
Information Technology	231,089	2.1%
Legal	623,006	5.7%
Policy Commission	23,850	0.2%
Policy and Planning	1,274,051	11.6%
Science & Research	1,156,039	10.6%
Student Success & P-20	2,568,355	23.4%
<b>Total</b>	<b>\$10,957,166</b>	
<b>Expenditures by Function</b>		
Personal Services	\$4,991,740	45.6%
Benefits	\$1,336,822	12.2%
Current Expense	\$3,880,664	35.4%
Rent	\$456,649	4.2%
Travel	\$291,291	2.7%
<b>Total</b>	<b>\$10,957,166</b>	

Chart 1

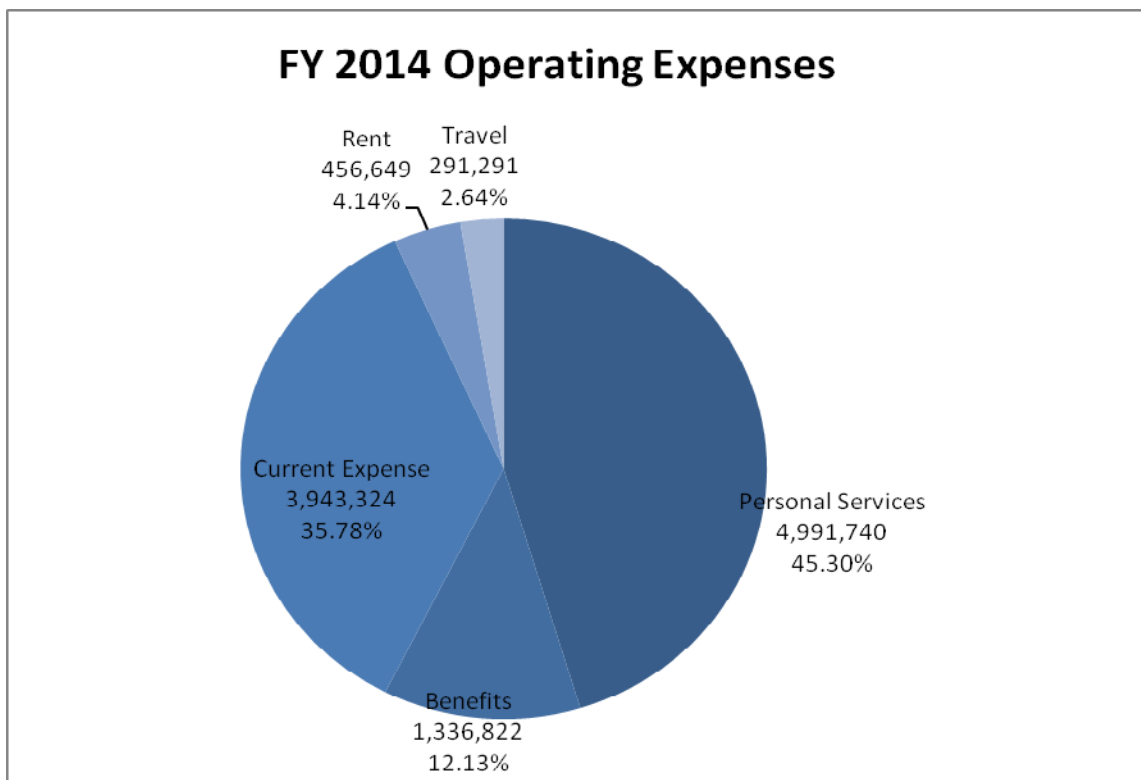


	Academic Affairs	Admin.	Chancellor's Office	Finance & Facilities	Financial Aid	Health Sciences	Human Resources	Information Technology	Legal	Policy Commission	Policy and Planning	Science & Research	Student Success & P-20
FY 2013	\$ 465,743	\$ 286,360	\$ 740,150	\$ 1,163,933	\$ 937,407	\$ 560,824	\$ 781,445	\$ 259,643	\$ 625,150	\$ 23,850	\$ 926,670	\$ 1,149,017	\$ 1,963,134
FY 2014	\$ 608,720	\$ 391,229	\$ 685,055	\$ 1,179,167	\$ 1,302,000	\$ 203,906	\$ 710,700	\$ 231,089	\$ 623,006	\$ 23,850	\$ 1,274,051	\$ 1,156,039	\$ 2,568,355

**Chart 2**



**Chart 3**



**Table 2**  
**HERA PROJECTS**  
**FY 2014**

	FY 2013 HEPC Allocation	FY 2014 HEPC Allocation	FY 2013 CTCS Allocation	FY 2014 CTCS Allocation	FY 2013 Total Allocation	FY 2014 Total Allocation
	87.4%	86.53%	12.6%	13.47%	100%	100%
<b>Revenue</b>	\$ 4,733,439	\$ 4,739,678	\$ 700,083	\$ 769,227	\$ 5,433,522	\$ 5,508,905
<b>Estimated Carryover Balance</b>	140,113	200,000	-	-	140,113	200,000
<b>FY 2014 Allocation</b>	4,873,552	4,939,678	700,083	769,227	5,573,635	5,708,905
					-	-
<b>Expenditures</b>	\$ 4,711,230	\$ 4,691,539	\$ 655,324	\$ 708,315	\$ 5,366,554	\$ 5,399,854
<b>CTCS Chancellor's Office</b>						
Board of Governors Member & Staff Training			15,000	15,000	15,000	15,000
College Completion Agenda			50,000	50,000	50,000	50,000
Grant Development			35,000	35,000	35,000	35,000
On-Line Course Initiative	-	-	25,000	25,000	25,000	25,000
Sector Based Workforce Development Initiative			25,000	25,000	25,000	25,000
Statewide CTC Marketing			60,000	60,000	60,000	60,000
Student Loan Default Management				25,000		25,000
<b>HEPC Chancellor's Office</b>						
Adult Student Initiatives	10,000				10,000	-
Board of Governors Member & Staff Training	70,000	70,000			70,000	70,000
Chancellor's Initiatives	70,000	70,000			70,000	70,000
Chancellor's Leadership Initiatives	20,000				20,000	-
Chancellor's Scholars - Marshall University	75,000	75,000			75,000	75,000
Chancellor's Scholars - West Virginia University	200,000	200,000			200,000	200,000
Distance Learning Initiatives		125,000				125,000
ERP Implementation		15,000				15,000
International Education System Support	50,000	50,000			50,000	50,000
Master Plan and Compact Coordination	-	75,000			-	75,000
System Training and Development	50,000				50,000	-
West Virginia Campus Compact	45,000	45,000				
<b>Academic Affairs</b>						
Chancellor's Diversity Initiative	20,000	20,000			20,000	20,000
Collegiate Learning Assessment	120,000		-	-	120,000	-
Faculty Development Conference	7,000	7,000	1,000	1,000	8,000	8,000
General Education Assessment		51,622		8,378		60,000
International Studies - FACDIS	30,000	30,000	-		30,000	30,000
International Education Institutional Projects	90,000	164,000	-	-	90,000	164,000
MAP-Works	5,000	-	-	-	5,000	-
Mathematics Projects	78,749	64,527	11,251	10,473	90,000	75,000
Smarter Balance Consortium	16,000	-			16,000	-
Student Completion Initiative		90,000			-	90,000
WVDE Collaboration/Implementation of CSSS		20,000				20,000
<b>Technology</b>						
Virtual Learning Network	87,499	-	12,501	-	100,000	-
WebCT VISTA - Service Contract	240,554	240,554	-	-	240,554	240,554
WebCT VISTA - Host Sites	43,749		6,251		50,000	
<b>Finance and Facilities</b>						
Internal Audits	250,000	250,000			250,000	250,000
<b>Financial Aid and Student Services</b>						
Higher Education Grant Program	1,574,981	1,548,660	225,019	251,340	1,800,000	1,800,000
<b>Student Services</b>						
Diversity for Equity Initiative Grants	88,000	88,000	20,000	20,000	108,000	108,000
Student Leadership Conference	15,312	15,056	2,188	2,444	17,500	17,500
Student Retention/Recruitment Conference	14,700	14,454	2,100	2,346	16,800	16,800
	-	-	-	-	-	-
<b>Access</b>						
College Access Campaign	50,000	50,000			50,000	50,000
Statewide Access Conference	25,000	25,000			25,000	25,000
Ruby Payne Training	15,000				15,000	-
WVPASS Student Outreach	25,000	25,000			25,000	25,000
<b>Policy &amp; Planning</b>						
Economic Research Reports	69,700	70,000			69,700	70,000
Research Studies	100,000	100,000	-	-	100,000	100,000
<b>Central Support Services</b>						
HEPC - Administration	656,242	645,275	93,758	104,725	750,000	750,000
HEPC - Legal	323,746	318,336	46,254	51,664	370,000	370,000
WVNET	174,998	129,055	25,002	20,945	200,000	150,000
<b>Balance</b>	\$ 162,322	\$ 248,139	\$ 44,759	\$ 60,912	\$ 207,081	\$ 309,051
<b>Discretionary Project Funding</b>	\$ 162,322	\$ 248,139	\$ 44,759	\$ 60,912	\$ 207,081	\$ 309,051
<b>Total HEPC &amp; CTC Projects</b>	\$ 4,711,230	\$ 4,691,539	\$ 675,200	\$ 708,315	\$ 5,386,430	\$ 5,399,854

## **West Virginia Higher Education Policy Commission HERA Projects**

Board of Governors (BOG) Member and Staff Training. These funds will be used to support training sessions for new Board of Governors members and staff in spring 2014.

Chancellor's Initiatives. These funds will be utilized to fund initiatives of the Chancellor. This includes, but is not limited to the following: special research projects, contracting with experts in various areas, and grants to institutions.

Chancellor's Scholars. These funds are allocated to Marshall University and West Virginia University to supplement existing minority faculty diversity efforts. The program provides funding for graduate assistantships, scholarships, and other resources to ensure adequate funding for selective doctoral students; an academic partnership effort that places minority visiting faculty (graduate students) in teaching roles at selected campuses in West Virginia's public higher education system(s); and the annual sponsorship of a colloquium for aspiring minority doctoral candidates.

Distance Learning Initiatives. These funds will be used to support institutional efforts to provide educational programs through online technology.

ERP Implementation. These funds will be used to support the implementation of the statewide enterprise resource planning (ERP) system by institutions.

International Education. With an increase emphasis on recruitment of international students and internationalization of our curriculum, these funds will be used to assist students with the cost of study abroad and other international opportunities, scholarships for foreign language teacher training, work of the international education consortium and International Education Director, training for institutional personnel on international recruitment, and providing services for international students, publicity, and other efforts to achieve a greater degree of internationalization in West Virginia higher education.

Master Plan and Compact Coordination. These funds will be used to ensure the alignment of campus compacts with the Master Plan and for the planning of institutional programs that will advance the implementation of the Master Plan. Expenditures are made for consultant fees and associated travel costs for reviewing institutions compact submission.

West Virginia Campus Compact. These funds will be used to enhance West Virginia's participation with this national network. Campus Compact is a national coalition of college and university presidents having objectives that include: maintaining colleges and universities as vital agents and architects of a diverse democracy; commitment to educating students for responsible citizenship in ways that both deepen their learning and improve the quality of community life.



Chancellor's Diversity Initiative. These funds are requested for support of the Chancellor's Diversity Initiative and the Diversity Council, a statewide effort to evaluate, guide, and improve programs and policies aimed at helping underrepresented students get into and through college. Specific needs are for a (a) statewide campus team meeting in the fall; (b) hiring external experts for consulting on the project; (c) providing support for travel of Council members to meetings and project activities; and (d) covering travel expenses for Commission staff traveling to campuses and meetings.

Faculty Development Conference. These funds will be used to sponsor an event known as the Great Teachers' Seminar. The forum which is held the last week in June at North Bend State Park, focuses on good teaching methods and provides an opportunity for faculty from all the state's public colleges and universities to come together to share insights, practical hints, etc on what constitutes good teaching.

General Education Assessment. These funds will be used to assist institutions in their work to develop processes for implementing an assessment program for general education:

International Studies (FACDIS). These funds will be provided to FACDIS, which sponsors workshops and other activities that promote the teaching of internationally-focused courses.

International Education. These funds will be used to provide startup grants, through a competitive application process, to colleges and universities that choose to implement initiatives to increase an international focus on campus. Possible areas would be curricular revisions (global focus), study abroad efforts, and attracting more international faculty to West Virginia institutions.

Mathematics Projects. These funds will support statewide math initiatives designed to provide college-level opportunities for qualified high school math students. Web-based math courses continue to be developed in college algebra, geometry, and trigonometry. A statewide conference of college and university math faculty is supported with the theme of fostering K-12/higher education alignment. It is anticipated that the Benedum Foundation would also award a grant to supplement the project.

Student Completion Initiative. Funding from these initiatives will support the statewide completion agenda through funding to "jump start" summer bridge programs, support prior learning assessment training and support, reverse transfer training, and implementation.

WebCT VISTA – Service Contract. These funds will pay for a service contract that ensures support for the online course management software that virtually all institutions use.

WVDE Collaboration/Implementation of CSSS. These funds will be used to support collaborative training with the WV Department of Education relative to the implementation of the new Common Core State Standards in public school and the

implications of those standards on higher education curriculum. Funding will also be used to support collaborative college readiness activities.

Internal Audits. These funds will be used to pay a firm to perform system-wide and also institution specific risk assessments and then draft and implement an internal audit plan.

Higher Education Grant Program. These funds will be used to supplement the State's allocation to the Higher Education Grant Program.

Diversity for Equity Initiative Grants. These funds will be used to provide competitive grants to institutions to sponsor programs aimed at achieving social justice, to stage events that demonstrate a commitment to bring about mutual understanding and respect among individuals, to sponsor events to help eliminate all forms of discrimination, and to plan actions that enhance fairness and equity in the distribution of opportunities.

Student Leadership Conference. These funds will be used to support the third annual Student Leadership Conference for student association leaders and newly elected student government leaders from all state public higher education institutions.

Student Retention/Recruitment Conference. These funds will support a conference to explore best practices in student retention. The conference targets institutional student and academic affairs professionals and had approximately 180 attendees last year.

College Access Campaign. These funds will be used for West Virginia's college access campaign. It is designed to inform students, parents and others about the benefits of higher education and how to prepare for education after high school, both academically and financially. Activities will motivate students to pursue higher education through increased awareness of available financial aid and other services.

WVPASS Student Outreach. These funds will be used for outreach with local schools.

Statewide Access Conference. These funds will be utilized to fund a statewide access conference to be coordinated by West Virginia GEAR UP staff and include attendees from secondary and postsecondary educational institutions.

Research Studies. These funds will be used for studies of postsecondary education issues that aid in evaluating West Virginia higher education.

Economic Research Reports. These funds are being requested to pay for a series of economic research reports from the Bureau of Business and Economic Research at West Virginia University.

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Approval of Tuition and Fees for 2013-14 Academic Year

**INSTITUTION:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves tuition and fees for the 2013-14 academic year.

**STAFF MEMBER:** Ed Magee

**BACKGROUND:**

West Virginia Code requires the Commission to approve any resident tuition and fee increase in excess of five percent. Commission staff recommends approval of the institutional governing board requests, except where the Commission may elect to impose limitations on proposed tuition and fees for resident undergraduate students.

As in previous years, the institutions were asked to align prices with internal strategic and state goals regarding affordability, quality of instruction, retention, and financial strength. These goals were reviewed in relation to the institutions' relative market positions that will affect their pricing flexibility. In considering changes to non-resident tuition and fees, capacity utilization and revenue maximization strategies influence a decision to increase prices.

Institutions face an 8.94 percent appropriation reduction in state support for fiscal year 2014 as costs continue to increase. The Higher Education Price Index (HEPI) increased 1.7 percent for 2012, while the overall Consumer Price Index (CPI) increased 2.1 percent.

## Higher Education Policy Commission

### Summary of Regular Tuition and Fees - 2013-14 Academic Year Resident Undergraduate Students

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase	% of Increase Excluding Special Equity Increase
Bluefield State College	\$5,180	\$5,564	\$384	7.4%	7.4%
Concord University	\$5,716	\$6,002	\$286	5.0%	5.0%
Fairmont State University	\$5,326	\$5,824	\$498	9.4%	7.5%
Glenville State College	\$5,860	\$6,384	\$524	8.9%	4.9%
Marshall University	\$5,930	\$6,216	\$286	4.8%	4.8%
Shepherd University	\$5,834	\$6,256	\$422	7.2%	7.1%
West Liberty University*	\$5,930	\$6,226	\$296	5.0%	5.0%
WLU (RN to BSN) Res/Metro/Non-Res	\$5,424	\$5,424	\$0	0.0%	0.0%
WLU BA in Organiz. Leadership and Admin Res/Metro/Non Res	\$6,912	\$6,912	\$0	0.0%	0.0%
WLU Nursing & Dental Hygiene	\$6,822	\$7,162	\$340	5.0%	5.0%
WLU College of Science (Excludes Nursing & Dental Hygiene)	\$6,192	\$6,502	\$310	5.0%	5.0%
WLU Business, Graphic Design and Broadcast Journalism	\$6,140	\$6,446	\$306	5.0%	5.0%
West Virginia State University	\$5,442	\$5,932	\$490	9.0%	9.0%
West Virginia University	\$6,090	\$6,456	\$366	6.0%	6.0%
WVU Institute of Technology	\$5,558	\$5,808	\$250	4.5%	4.5%
WVU - Potomac State College	\$3,178	\$3,336	\$158	5.0%	5.0%
Bachelor's Degree	\$3,946	\$4,128	\$182	4.6%	4.5%

**Regular Tuition and Fees - 2013-14 Academic Year**  
**Undergraduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase	(Less) Special Equity Fee Increase	Percentage of Increase (Less) Special Equity Fee
<b>Bluefield State College</b>						
Resident	\$5,180	\$5,564	\$384	7.4%	\$0	7.4%
Metro	\$7,544	\$8,040	\$496	6.6%	\$0	6.6%
Non-Resident	\$9,904	\$10,536	\$632	6.4%	\$0	6.4%
<b>Concord University</b>						
Resident	\$5,716	\$6,002	\$286	5.0%	\$0	5.0%
Non-Resident	\$12,698	\$13,332	\$634	5.0%	\$0	5.0%
<b>Fairmont State University</b>						
Resident	\$5,326	\$5,824	\$498	9.4%	\$98	7.5%
Non-Resident	\$11,230	\$12,288	\$1,058	9.4%	\$98	8.5%
<b>Glenville State College</b>						
Resident	\$5,860	\$6,384	\$524	8.9%	\$236	4.9%
Metro	\$9,624	\$10,392	\$768	8.0%	\$288	5.0%
Non-Resident	\$13,824	\$14,400	\$576	4.2%	\$288	2.1%
<b>Marshall University</b>						
Resident	\$5,930	\$6,216	\$286	4.8%	\$0	4.8%
Metro	\$10,240	\$10,856	\$616	6.0%	\$0	6.0%
Non-Resident	\$13,930	\$14,446	\$516	3.7%	\$0	3.7%
<b>Shepherd University</b>						
Resident	\$5,834	\$6,256	\$422	7.2%	\$10	7.1%
Non-Resident	\$15,136	\$15,840	\$704	4.7%	\$10	4.6%
<b>West Liberty University*</b>						
Resident	\$5,930	\$6,226	\$296	5.0%	\$0	5.0%
Metro	\$11,426	\$11,426	\$0	0.0%	\$0	0.0%
Non-Resident	\$13,540	\$13,540	\$0	0.0%	\$0	0.0%
<b>WLU (RN to BSN)</b>						
Resident/Metro/Non-Resident	\$5,424	\$5,424	\$0	0.0%	\$0	0.0%
<b>Organizational Leadership and Administration</b>						
Resident/Metro/Non-Resident	\$6,912	\$6,912	\$0	\$0	\$0	0.0%
<b>WLU Nursing &amp; Dental Hygiene</b>						
Resident	\$6,822	\$7,162	\$340	5.0%	\$0	5.0%
Metro	\$12,318	\$12,318	\$0	0.0%	\$0	0.0%
Non-Resident	\$14,390	\$14,390	\$0	0.0%	\$0	0.0%
<b>WLU College of Science (Excludes Nursing &amp; Dental Hygiene)</b>						
Resident	\$6,192	\$6,502	\$310	5.0%	\$0	5.0%
Metro	\$11,688	\$11,688	\$0	0.0%	\$0	0.0%

**Regular Tuition and Fees - 2013-14 Academic Year**  
**Undergraduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase	(Less) Special Equity Fee Increase	Percentage of Increase (Less) Special Equity Fee
Non-Resident	\$13,790	\$13,790	\$0	0.0%	\$0	0.0%
WLU Business, Graphic Design and Broadcast Journalism						
Resident	\$6,140	\$6,446	\$306	5.0%	\$0	5.0%
Metro	\$11,636	\$11,636	\$0	0.0%	\$0	0.0%
Non-Resident	\$13,740	\$13,740	\$0	0.0%	\$0	0.0%
<b>West Virginia State University</b>						
Resident	\$5,442	\$5,932	\$490	9.0%	\$0	9.0%
Metro	\$9,928	\$10,822	\$894	9.0%	\$0	9.0%
Non-Resident	\$12,720	\$13,864	\$1,144	9.0%	\$0	9.0%
<b>West Virginia University</b>						
Resident**	\$6,090	\$6,456	\$366	6.0%	\$0	6.0%
Non-Resident	\$18,868	\$19,632	\$764	4.0%	\$0	4.0%
<b>West Virginia University Undergraduate Health Professions:</b>						
Dentistry						
Resident	\$8,498	\$9,000	\$502	5.9%	\$0	5.9%
Non-Resident	\$23,760	\$24,744	\$984	4.1%	\$0	4.1%
Dentistry (summer)						
Resident	\$2,446	\$2,568	\$122	5.0%	\$0	5.0%
Non-Resident	\$4,716	\$4,920	\$204	4.3%	\$0	4.3%
Medicine						
Resident	\$7,536	\$7,968	\$432	5.7%	\$0	5.7%
Non-Resident	\$23,024	\$23,952	\$928	4.0%	\$0	4.0%
Medicine (summer)						
Resident	\$2,446	\$2,568	\$122	5.0%	\$0	5.0%
Non-Resident	\$4,716	\$4,920	\$204	4.3%	\$0	4.3%
Nursing						
Resident	\$8,194	\$8,688	\$494	6.0%	\$0	6.0%
Non-Resident	\$23,222	\$21,912	(\$1,310)	-5.6%	\$0	-5.6%
<b>WVU Institute of Technology</b>						
Resident	\$5,558	\$5,808	\$250	4.5%	\$0	4.5%
Non-Resident	\$13,980	\$14,616	\$636	4.5%	\$0	4.5%
<b>WVU - Potomac State College</b>						
Resident	\$3,178	\$3,336	\$158	5.0%	\$0	5.0%
Metro	\$5,438	\$5,592	\$154	2.8%	\$0	2.8%
Non-Resident	\$9,134	\$9,278	\$144	1.6%	\$0	1.6%
Bachelor's Degree						

**Regular Tuition and Fees - 2013-14 Academic Year**  
**Undergraduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase	(Less) Special Equity Fee Increase	Percentage of Increase (Less) Special Equity Fee
Resident	\$3,946	\$4,122	\$176	4.5%	\$0	4.5%
Metro	\$6,390	\$6,558	\$168	2.6%	\$0	2.6%
Non-Resident	\$10,166	\$10,334	\$168	1.7%	\$0	1.7%

**Regular Tuition and Fees - 2013-14 Academic Year**  
**Graduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase
<b>Concord University</b>				
Resident	\$6,146	\$6,452	\$306	5.0%
Non-Resident	\$10,796	\$11,334	\$538	5.0%
<b>Fairmont State University</b>				
Resident	\$5,788	\$6,404	\$616	10.6%
Non-Resident	\$12,356	\$13,694	\$1,338	10.8%
<b>Marshall University</b>				
Resident	\$6,230	\$6,540	\$310	5.0%
Metro	\$11,070	\$11,712	\$642	5.8%
Non-Resident	\$15,380	\$15,922	\$542	3.5%
School of Medicine - Professional/Medicine				
Resident	\$20,080	\$20,086	\$6	0.0%
Non-Resident	\$47,670	\$47,676	\$6	0.0%
School of Pharmacy - Doctorate				
Resident	\$15,930	\$15,936	\$6	0.0%
Non-Resident	\$27,920	\$27,926	\$6	0.0%
School of Physical Therapy - Doctorate				
Resident	\$10,290	\$10,560	\$270	2.6%
Non-Resident	\$16,340	\$16,756	\$416	2.5%
School of Medicine - Graduate/Biomedical Science (Excluding Forensic Science)				
Resident	\$9,250	\$9,256	\$6	0.1%
Metro	\$13,470	\$13,476	\$6	0.0%
Non-Resident	\$19,220	\$19,226	\$6	0.0%
School of Medicine - Graduate/Forensic Science				
Resident	\$8,220	\$8,226	\$6	0.1%
Metro	\$12,330	\$12,336	\$6	0.0%
Non-Resident	\$17,980	\$17,986	\$6	0.0%
<b>Shepherd University</b>				
Resident	\$6,318	\$6,876	\$558	8.8%
Non-Resident	\$8,964	\$9,756	\$792	8.8%
<b>West Liberty University</b>				
Resident	\$6,070	\$6,374	\$304	5.0%
Non-Resident	\$9,094	\$9,550	\$456	5.0%
Physicians Assistant Program*				



**Regular Tuition and Fees - 2013-14 Academic Year**  
**Graduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase
Resident	\$12,000	\$12,000	\$0	0.0%
Non-Resident	\$18,000	\$18,000	\$0	0.0%
*The above amounts are based on a regular academic term of two semesters. West Liberty University's Physician Assistant Program is accelerated and requires students to enroll for four semesters a year at \$24,000 for resident students and \$36,000 for non-resident students				
<b>West Virginia State University</b>				
Resident	\$5,982	\$6,520	\$538	9.0%
Non-Resident	\$13,990	\$15,248	\$1,258	9.0%
<b>West Virginia University</b>				
Resident	\$6,810	\$7,218	\$408	6.0%
Non-Resident	\$19,508	\$20,286	\$778	4.0%
West Virginia University Graduate Health Professions:				
Clinical Translational Science				
Resident	\$9,956	\$10,530	\$574	5.8%
Non-Resident	\$27,126	\$28,224	\$1,098	4.0%
Dental Hygiene				
Resident	\$8,944	\$9,468	\$524	5.9%
Non-Resident	\$26,060	\$27,108	\$1,048	4.0%
Dentistry (post D.D.S.)				
Resident	\$9,944	\$10,008	\$64	0.6%
Non-Resident	\$27,060	\$27,108	\$48	0.2%
Dentistry (post D.D.S.) (summer)				
Resident	\$3,546	\$5,004	\$1,458	41.1%
Non-Resident	\$8,823	\$13,554	\$4,731	53.6%
Health Sciences Graduate (summer)				
Resident	\$1,216	\$1,278	\$62	5.1%
Non-Resident	\$2,345	\$2,439	\$94	4.0%
Medicine				
Resident	\$8,368	\$8,856	\$488	5.8%
Non-Resident	\$24,328	\$25,308	\$980	4.0%
Nursing				
Resident	\$8,398	\$8,910	\$512	6.1%
Non-Resident	\$23,346	\$21,888	-\$1,458	-6.2%
Occupational Therapy				

**Regular Tuition and Fees - 2013-14 Academic Year**  
**Graduate Students**

Institution	Tuition and Fees 2012-13	Tuition and Fees 2013-14	Increase Over 2012-13	Percentage of Increase
Resident	\$10,160	\$10,728	\$568	5.6%
Non-Resident	\$27,482	\$28,566	\$1,084	3.9%
Pathology Assistant				
Resident	\$9,500	\$10,062	\$562	5.9%
Non-Resident	\$26,822	\$27,900	\$1,078	4.0%
Pharmacy				
Resident	\$10,208	\$11,160	\$952	9.3%
Non-Resident	\$26,758	\$28,098	\$1,340	5.0%
Public Health				
Resident	\$9,956	\$10,800	\$844	8.5%
Non-Resident	\$27,126	\$28,764	\$1,638	6.0%
Professional/Medicine				
Resident	\$24,248	\$26,604	\$2,356	9.7%
Non-Resident	\$52,188	\$53,028	\$840	1.6%
Dental				
Resident	\$17,402	\$17,460	\$58	0.3%
Non-Resident	\$43,156	\$43,218	\$62	0.1%
Law (1)				
Resident	\$17,240	\$17,658	\$418	2.4%
Non-Resident	\$32,924	\$33,714	\$790	2.4%
Pharmacy D				
Resident	\$15,446	\$16,974	\$1,528	9.9%
Non-Resident	\$34,498	\$36,342	\$1,844	5.3%
<b>WV School of Osteopathic Medicine</b>				
Resident	\$20,950	\$20,950	\$0	0.0%
Non-Resident	\$50,950	\$50,950	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
<b>Bluefield State College (No Change Requested)</b>				
<b>Concord University:</b>				
Parking Permit Decal	\$15	\$25	\$10	67%
Reinstatement Fee	\$0	\$50	\$50	New
English Language Training Program	\$5,783	\$5,913	\$130	2%
<b>Fairmont State University</b>				
Community College Baccalaureate Enhancement Fee (1)				
Resident	\$58	\$66	\$8	14%
Non-Resident	\$91	\$103	\$12	13%
Course Fee (1) (previously known as Technology Fee)	\$4	\$6	\$2	50%
Returned Check Fee	\$10	\$15	\$5	50%
University/Graduate Enhancement Fee (1)				
Resident	\$100	\$113	\$13	13%
Non-Resident	\$218	\$249	\$31	14%
<b>Glenville State College</b>				
Art - Kiln Fee	\$60	\$70	\$10	17%
Art Studio Fee	\$40	\$50	\$10	25%
Criminal Justice Fee - CRJU215	\$100	\$150	\$50	50%
Criminal Justice Fee - CRJU240	\$0	\$100	\$100	New
Criminal Justice Fee - CRJU445	\$100	\$150	\$50	50%
Criminal Justice Fee - CRJU493	\$0	\$30	\$30	New
Education Fee - EDUC 343, 345	\$0	\$50	\$50	New
ITQ Profession Development Course Fee	\$0	\$25	\$25	New
Land Resources Individual Research Course	\$0	\$40	\$40	New
Mathematics Fee - MATH 230, 256, 327, 356	\$0	\$50	\$50	New
Parking Permit - Reserved	\$190	\$200	\$10	5%
Replacement - Room Key (Pioneer Village)	\$5	\$50	\$45	900%
Replacement Room Access Card (Goodwin)	\$5	\$10	\$5	100%
Late Registration Fee	\$0	\$100	\$100	New
SAFE 327	\$0	\$100	\$100	New
Science Department Individual Research Courses	\$0	\$50	\$50	New
SCNC 302	\$50	\$70	\$20	40%
Transcript	\$5	\$7	\$2	40%
Transcript - National Student Clearinghouse	\$0	\$5	\$5	New

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
Transcript - Express	\$30	\$35	\$5	17%
<b>Marshall University:</b>				
GSEPD - Student Teaching Fee	\$100	\$200	\$100	100%
International Student Fee	\$0	\$50	\$50	New
International Student Services Fee	\$25	\$0	-\$25	Removed
Pharmacy - Matriculation Fee (Annual - Year 1 Only)	\$0	\$270	\$270	New
Pharmacy - Progression Fee (Annual)	\$0	\$280	\$280	New
Pharmacy - Simulation Fee (Annual)	\$0	\$350	\$350	New
Regional Campus Course Fee (1)	\$20	\$35	\$15	75%
<b>Shepherd University</b>				
Return Check Handling Fee	\$10	\$20	\$10	100%
<b>West Virginia School of Osteopathic Medicine (No Change Requested)</b>				
<b>West Liberty University</b>				
Dental Hygiene Instrument Kit	\$1,140	\$1,175	\$35	3%
Dental Hygiene Side Kick Instrument Sharpened	\$875	\$890	\$15	2%
Dental Hygiene Ultrasonic Instrument	\$285	\$65	-\$220	-77%
Dental Hygiene X-Ray XCP Instruments	\$175	\$205	\$30	17%
Dental Hygiene Clinic IV **	\$55	\$65	\$10	18%
HESI Dosage Calculation	\$30	\$0	-\$30	-100%
HESI Med Surge	\$55	\$90	\$35	64%
HESI Maternity	\$30	\$45	\$15	50%
HESI Pediatrics	\$30	\$45	\$15	50%
HESI Pharmacology	\$30	\$90	\$60	200%
HESI RN Exit I - III	\$150	\$100	-\$50	-33%
HESI Live Review	\$0	\$100	\$100	New
HESI Sophomore Custom	\$30	\$0	-\$30	-100%
Drug Screening/Critical Thinking Exams	\$40	\$10	-\$30	-75%
<b>West Virginia State University</b>				
Application Fees:				
Undergraduate - In/State	\$22	\$20	-\$2	-9%
Undergraduate - Out/State	\$22	\$20	-\$2	-9%

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
Graduate - In/state	\$22	\$24	\$2	9%
Graduate - Out/state	\$32	\$34	\$2	6%
Course Fees:				
Applied Music Fee	\$32	\$35	\$3	9%
Applied Music Fee (Non-music majors only )	\$108	\$118	\$10	9%
Art Fee	\$38	\$41	\$3	9%
Communications Fee	\$32	\$35	\$3	9%
Science Lab Fee	\$43	\$47	\$4	9%
English Course Fee	\$5	\$5	\$0	0%
HHP 106 & HHP 122	\$11	\$12	\$1	9%
Internship Fee	\$0	\$100	\$100	New
Diploma Replacement	\$27	\$29	\$2	9%
Transcript	\$6	\$7	\$1	9%
Thesis Binding Fee (formerly Electronic Thesis Fee)	\$140	\$153	\$13	9%
Graduation and Diploma	\$119	\$130	\$11	9%
Graduation (Graduate ) and Diploma	\$119	\$130	\$11	9%
Capitol Center Course Fee (1)	\$108	\$118	\$10	9%
Internet Course Fee - Undergraduate (Web 80-100)	\$119	\$130	\$11	9%
Internet Course Fee - Graduate (Web 80-100)	\$173	\$189	\$16	9%
Internet Course Fee - Online (Web-50)	\$0	\$50	\$50	New
Key Deposit	\$10	\$10	\$0	0%
Late Registration	\$27	\$29	\$2	9%
Campus Fee - Non-WVSU Only	\$250	\$250	\$0	0%
Parking - Full Year WVSU Faculty and Staff	\$97	\$106	\$9	9%
Second Vehicle Full Year WVSU Faculty and Staff	\$49	\$53	\$4	9%
Parking - Full Year WVSU Students	\$81	\$88	\$7	9%
Second Vehicle WVSU student One Semester	\$11	\$12	\$1	9%
Second Vehicle WVSU Student Full Year	\$22	\$24	\$2	9%
Parking-Monthly WVSU Faculty and Staff	\$0	\$9	New	New
Parking-Monthly WVSU Student	\$0	\$7	New	New
Parking Replacement	\$11	\$12	\$1	9%
Parking - One Semester Fall, Spring WVSU students	\$43	\$47	\$4	9%
Parking - January thru August WVSU student	\$59	\$64	\$5	9%
Parking - Summer	\$32	\$35	\$3	9%
Parking - Special Event Daily Fee	\$0	\$2	\$2	New
Parking - Special Event Half Day Fee	\$0	\$1	\$1	New
Placement Testing Fee	\$22	\$24	\$2	9%

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
Proctor Testing Fee	\$32	\$35	\$3	9%
Regents' BA Degree Evaluation	\$324	\$353	\$29	9%
Regents' BA Degree Posting Fee (1)	\$11	\$12	\$1	9%
Resident Hall Breakage/Reservation Deposit *refundable	\$100	\$100	\$0	0%
First Time Residence Fee	\$100	\$100	\$0	0%
Returned Check Fee	\$25	\$25	\$0	0%
ROTC Activity Fee	\$32	\$35	\$3	9%
Military Science Designated Course Fee (PT Classes)	\$32	\$35	\$3	9%
Off-Campus Instruction	\$21	\$23	\$2	9%
(per credit hour up to 12 hours maximum)				
<b>West Virginia University:</b>				
Undergraduate College Fees (Per Semester):				
Business				
Resident	\$441	\$468	\$27	6.1%
Non-Resident	\$623	\$660	\$37	5.9%
Creative Arts				
Resident	\$320	\$336	\$16	5.0%
Non-Resident	\$487	\$516	\$29	6.0%
Davis				
Resident	\$283	\$300	\$17	6.0%
Non-Resident	\$389	\$408	\$19	4.9%
Eberly				
Resident	\$115	\$192	\$77	67.0%
Non-Resident	\$173	\$288	\$115	66.5%
Engineering & Mineral Resources				
Resident	\$496	\$528	\$32	6.5%
Non-Resident	\$773	\$816	\$43	5.6%
Education & Human Services				
Resident	\$220	\$228	\$8	3.6%
Non-Resident	\$330	\$348	\$18	5.5%
Journalism				
Resident	\$200	\$216	\$16	8.0%
Non-Resident	\$300	\$324	\$24	8.0%
Physical Activity & Sports Science				
Resident	\$115	\$228	\$113	98.3%
Non-Resident	\$173	\$324	\$151	87.3%

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
Graduate College Fees (Per Semester)				
Masters in Industrial Relations 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Masters in Economics 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Business and Economics Tuition				
Resident	\$2,025	\$2,151	\$126	6.2%
Non-Resident	\$3,771	\$3,924	\$153	4.1%
Business and Economics PhD Tuition 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Creative Arts				
Resident	\$320	\$342	\$22	6.9%
Non-Resident	\$487	\$504	\$17	3.5%
Davis Tuition				
Resident	\$284	\$297	\$13	4.6%
Non-Resident	\$389	\$414	\$25	6.4%
<b>Graduate School Charges</b>				
Eberly Tuition				
Resident	\$115	\$189	\$74	64.3%
Non-Resident	\$173	\$288	\$115	66.5%
Engineering & Mineral Resources Tuition				
Resident	\$497	\$531	\$34	6.8%
Non-Resident	\$773	\$810	\$37	4.8%
Education & Human Services				
Resident	\$245	\$261	\$16	6.5%
Non-Resident	\$368	\$387	\$19	5.2%
Clinical Doctorate in Audiology Tuition				
Resident	\$1,428	\$711	-\$717	-50.2%
Non-Resident	\$1,730	\$864	-\$866	-50.1%
Journalism Tuition				
Resident	\$200	\$216	\$16	8.0%
Non-Resident	\$300	\$315	\$15	5.0%
Law Tuition				
Resident	\$5,215	\$5,220	\$5	0.1%

**Higher Education Policy Commission**  
**Academic Year 2013-14**  
**Special Fees and Charges (Summary of Requested Changes Only)**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012- 13	Percentage of Increase
Non-Resident	\$6,708	\$6,714	\$6	0.1%
Physical Activity and Sports Science				
Resident	\$115	\$153	\$38	33.0%
Non-Resident	\$173	\$180	\$7	4.0%
<b>Special Fees:</b>				
Administrative and Other Fees				
Diploma Replacement	\$35	\$75	\$40	114.3%
Student Reports (transcript after first)	\$9	\$12	\$3	33.3%
Transcript Fee	\$15	\$18	\$3	20.0%
<b>WVU Institute of Technology:</b>				
Off-Campus Course Fee (1)	\$45	\$51	\$6	13.3%
<b>Potomac State College of WVU:</b>				
Off-Campus Course Fee (1)	\$45	\$51	\$6	13.3%

(1) Per Credit Hour



**Higher Education Policy Commission  
Academic Year 2013-2014  
Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
<b>Bluefield State College</b>				
Engineering Technology & Computer Science Fee (1)	\$25	\$25	\$0	0.0%
Health Science Programmatic Fee:				
(A. S. N.)	\$450	\$450	\$0	0.0%
(A. S. R. T. - Summer I & II, Fall, Spring)	\$225	\$225	\$0	0.0%
LPN to RN Program Annual Fee (Bluefield & Beckley Campus)	\$500	\$500	\$0	0.0%
BS Nursing (1)	\$25	\$25	\$0	0.0%
BS Radiologic Science (1)	\$25	\$25	\$0	0.0%
Business Lab Fee (1)	\$20	\$20	\$0	0.0%
Business Programmatic	\$100	\$100	\$0	0.0%
BS Education Programmatic Fee	\$100	\$100	\$0	0.0%
Blackboard (1)	\$30	\$30	\$0	0.0%
Model Classes (1)	\$30	\$30	\$0	0.0%
Regents' BA Degree Evaluation	\$300	\$300	\$0	0.0%
Portfolio RBA Fee (1)	\$10	\$10	\$0	0.0%
Science Programmatic Fee (1)	\$35	\$35	\$0	0.0%
Technology Fee (Degree Seeking Students)	\$30	\$30	\$0	0.0%
Late Registration	\$30	\$30	\$0	0.0%
Transcript (After First)	\$5	\$5	\$0	0.0%
Graduation	\$50	\$50	\$0	0.0%
Diploma Replacement	\$10	\$10	\$0	0.0%
Parking Processing Fee	\$10	\$10	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
<b>Concord University:</b>				
International Orientation Fee	\$130	\$130	\$0	0.0%
Business Accreditation Fee	\$50	\$50	\$0	0.0%
Late Registration Fee	\$25	\$25	\$0	0.0%
College Court Rent Late Fee	\$20	\$20	\$0	0.0%
Rental Property Late Fee	\$20	\$20	\$0	0.0%
Transcript Fee	\$5	\$5	\$0	0.0%
Priority Transcript Fee	\$10	\$10	\$0	0.0%
Graduation Fee	\$50	\$50	\$0	0.0%
Regents BA Degree Evaluation	\$300	\$300	\$0	0.0%
Regents BA Degree Per Hour Posting Fee	\$10	\$10	\$0	0.0%
Advanced Standing Exam	\$55	\$55	\$0	0.0%
Dorm Damage Deposit	\$50	\$50	\$0	0.0%
Damage Deposit College Courts	\$75	\$75	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Security Deposit on Rental Properties *	\$225	\$225	\$0	0.0%
Orientation Fee	\$85	\$85	\$0	0.0%
Diploma Replacement	\$25	\$25	\$0	0.0%
Late Graduation Fee	\$20	\$20	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
Technology Course Fee (1)	\$6	\$6	\$0	0.0%
Lab Fee	\$25	\$25	\$0	0.0%
Art Lab (Clay) Fee	\$25	\$25	\$0	0.0%
Service Fee - Installment Plan	\$50	\$50	\$0	0.0%
EDUC 456-Directed Student Teaching	\$100	\$100	\$0	0.0%
Athletic Training Special Fee	\$100	\$100	\$0	0.0%
Tutorial Fee	\$125	\$125	\$0	0.0%
Post Office Box Rental	\$8	\$8	\$0	0.0%
Parking Permit Decal	\$15	\$25	\$10	66.7%
Graduate Application Fee	\$25	\$25	\$0	0.0%
Replacement ID	\$25	\$25	\$0	0.0%
Reinstatement Fee	\$0	\$50	\$50	New
English Language Training Program	\$5,783	\$5,913	\$130	2.2%
<b>Fairmont State University</b>				
Application Fee - Graduate	\$40	\$40	\$0	0.0%
Application Fee - Undergraduate	\$20	\$20	\$0	0.0%
Credential Fee - Placement	\$3	\$3	\$0	0.0%
Community College Baccalaureate Enhancement Fee (1)				
Resident	\$58	\$66	\$8	13.8%
Non-Resident	\$91	\$103	\$12	13.2%
Credit for Life Experience Evaluation	\$300	\$300	\$0	0.0%
Course Fee (1) (previously known as Technology Fee)	\$4	\$6	\$2	50.0%
Diploma Replacement	\$50	\$50	\$0	0.0%
E-Rate University (per 3 hour course)	\$972	\$972	\$0	0.0%
E-Rate Graduate (per 3 hour course)*	\$1,476	\$1,476	\$0	0.0%
E-Learning Course Fee (per 3 hour course) (FS Students)	\$75	\$75	\$0	0.0%
Exam for Course Credit (1)	\$22	\$22	\$0	0.0%
Excess course withdrawal fee (per course assessed after 8 courses have been dropped)	\$50	\$50	\$0	0.0%
Faculty and Staff Parking Fee - Full-time (will be prorated if less than full-time) Annual	\$180	\$180	\$0	0.0%
Fine Arts Course Fees (1):				
- Art - Pottery Materials Fee	\$15	\$15	\$0	0.0%
- Art Painting/Drawing Materials Fee	\$7	\$7	\$0	0.0%
- Debate - Materials Fee	\$15	\$15	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
- Music Lessons Fee	\$10	\$10	\$0	0.0%
- Theatre Materials Fee	\$15	\$15	\$0	0.0%
Foreign Languages Course Fee (1)	\$8	\$8	\$0	0.0%
Graduation (fee for Graduate Students)	\$70	\$70	\$0	0.0%
Graduation (fee for Undergraduate Students)	\$50	\$50	\$0	0.0%
Graduation Application Late Fee	\$50	\$50	\$0	0.0%
ID Card Replacement Fee	\$15	\$15	\$0	0.0%
Late Registration	\$50	\$50	\$0	0.0%
Late Payment Fee	\$50	\$50	\$0	0.0%
Occupational Develop/Tech Studies Degree Evaluation	\$150	\$150	\$0	0.0%
Off-Campus Instruction (per credit hour up to 12 hours max)	\$15	\$15	\$0	0.0%
MBA Course Fee (1)	\$25	\$25	\$0	0.0%
New Student Fee	\$120	\$120	\$0	0.0%
Nursing Lab Fee (1)	\$12	\$12	\$0	0.0%
Nursing Testing Fee (per semester)	\$166	\$166	\$0	0.0%
Nursing Uniform Fee (once per program)	\$155	\$155	\$0	0.0%
Priority Transcript Fee	\$9	\$9	\$0	0.0%
Regents' BA Degree Evaluation	\$300	\$300	\$0	0.0%
Reinstatement Fee	\$25	\$25	\$0	0.0%
Returned Check Fee	\$10	\$15	\$5	50.0%
Senior Citizens Audit Fee (1)	\$22	\$22	\$0	0.0%
Teacher Education - Clinical Experiences Fee	\$150	\$150	\$0	0.0%
University/Graduate Enhancement Fee (1)				
Resident	\$100	\$113	\$13	13.0%
Non-Resident	\$218	\$249	\$31	14.2%
HHP Outdoor Course Fee (1)	\$30	\$30	\$0	0.0%
Fine Arts Major Course Fee (1)	\$50	\$50	\$0	0.0%
School of Education Portfolio Fee (one-time)	\$130	\$130	\$0	0.0%
Storytelling Course Fee (1)	\$40	\$40	\$0	0.0%
<b>Glenville State College</b>				
ACT Residual Test - institutional charge	\$50	\$50	\$0	0.0%
Application Fee	\$20	\$20	\$0	0.0%
Application Fee - International	\$100	\$100	\$0	0.0%
Applied Music Fee (1)	\$80	\$80	\$0	0.0%
Art - Kiln Fee	\$60	\$70	\$10	16.7%
Art Studio Fee	\$40	\$50	\$10	25.0%
Bad Check Fee	\$25	\$25	\$0	0.0%
Business Program Assessment Fee (BUSN 100)	\$35	\$35	\$0	0.0%
Certificate Program	\$20	\$20	\$0	0.0%
Challenge Exam (1)	\$35	\$35	\$0	0.0%
Computer Science - CSCI 101,201, 286, 304, 305, 335, 352 & 386	\$30	\$30	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Computer Science - CSCI 202, 360, 381, 405 & 435	\$30	\$30	\$0	0.0%
Computer Science - Mkt 203 & 379	\$30	\$30	\$0	0.0%
American Humanities / Nonprofit Cert. Entrance Fee	\$40	\$40	\$0	0.0%
American Humanities / Nonprofit Final Portfolio Assmt Fee	\$100	\$100	\$0	0.0%
Criminal Justice Fee - CRJU215	\$100	\$150	\$50	50.0%
Criminal Justice Fee - CRJU240	\$0	\$100	\$100	New
Criminal Justice Fee - CRJU445	\$100	\$150	\$50	50.0%
Criminal Justice Fee - CRJU335, 435	\$30	\$30	\$0	0.0%
Criminal Justice Fee - CRJU493	\$0	\$30	\$30	New
Diploma Replacement Fee	\$25	\$25	\$0	0.0%
Education Fee - EDUC 343, 345	\$0	\$50	\$50	New
Educational Foundations Fee (per course)	\$100	\$100	\$0	0.0%
Facsimile Fee (per page)	\$1	\$1	\$0	0.0%
Fingerprint Fee (EDUC 203)	\$25	\$25	\$0	0.0%
First Year Experience Fee	\$100	\$100	\$0	0.0%
Graduation Fee (exclusive of cap and gown)	\$40	\$40	\$0	0.0%
Graduation Fee (additional degrees)	\$25	\$25	\$0	0.0%
Graduate Verification Letter	\$5	\$5	\$0	0.0%
ITQ Profession Development Course Fee	\$0	\$25	\$25	New
Land Resources Lab Fee	\$40	\$40	\$0	0.0%
Land Resources Individual Research Course	\$0	\$40	\$40	New
Late Graduation Fee	\$100	\$100	\$0	0.0%
Mathematics Fee - MATH 230, 256, 327, 356	\$0	\$50	\$50	New
Music Instrument Rental Fee	\$40	\$40	\$0	0.0%
Non-resident Food Service Fee	\$50	\$50	\$0	0.0%
NTE Scores (copy)	\$5	\$5	\$0	0.0%
Nursing Program Fee (per semester)	\$400	\$400	\$0	0.0%
Off-Campus Course Fee (1)	\$20	\$20	\$0	0.0%
On-Line Course Fee (Instructor Developed)	\$140	\$140	\$0	0.0%
Parking Permit - Commuter	\$60	\$60	\$0	0.0%
Parking Permit - Resident	\$100	\$100	\$0	0.0%
Parking Permit - Reserved	\$190	\$200	\$10	5.3%
Photocopy Charges (per page)	\$2	\$2	\$0	0.0%
Physical Education Fee (PE 230, 231)	\$20	\$20	\$0	0.0%
Physical Education Fee (PE 201, 421)	\$20	\$20	\$0	0.0%
Physical Education Fee (PE 224)	\$20	\$20	\$0	0.0%
Physical Educ. Fee (PED 119, 219, 301, 319, 326, 419)	\$10	\$10	\$0	0.0%
Physical Educ. Fee (PED 132, 136)	\$10	\$10	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Regent's BA Degree Evaluation	\$300	\$300	\$0	0.0%
Regent's BA Degree Posting Fee (1)	\$10	\$10	\$0	0.0%
Replacement ID Card	\$5	\$5	\$0	0.0%
Replacement - Room Key (Pioneer Village)	\$5	\$50	\$45	900.0%
Replacement - Room Key Cylinder	\$50	\$50	\$0	0.0%
Replacement Room Access Card (Goodwin)	\$5	\$10	\$5	100.0%
Room Reservation Fee	\$100	\$100	\$0	0.0%
Late Registration Fee	\$0	\$100	\$100	New
SAFE 327	\$0	\$100	\$100	New
Science Department Individual Research Courses	\$0	\$50	\$50	New
Science Laboratory Fee (per course)	\$50	\$50	\$0	0.0%
SCNC 302	\$50	\$70	\$20	40.0%
Teacher Education Admission Fee	\$200	\$200	\$0	0.0%
Teacher Endorsement Evaluation	\$25	\$25	\$0	0.0%
TOEFL Test - institutional charge	\$5	\$5	\$0	0.0%
Transcript	\$5	\$7	\$2	40.0%
Transcript - National Student Clearinghouse	\$0	\$5	\$5	New
Transcript - Express	\$30	\$35	\$5	16.7%
Transcript - FAX	\$5	\$5	\$0	0.0%
<b>Marshall University:</b>				
Undergraduate Program Fees (Per Semester):				
Business				
Resident	\$245	\$245	\$0	0.0%
Metro and Non-Resident	\$421	\$421	\$0	0.0%
Integrated Science Technology				
Resident	\$100	\$100	\$0	0.0%
Metro and Non-Resident	\$200	\$200	\$0	0.0%
College Tech/Engineering CITE				
Resident	\$150	\$150	\$0	0.0%
Metro and Non-Resident	\$250	\$250	\$0	0.0%
Journalism and Mass Communications				
Resident	\$25	\$25	\$0	0.0%
Metro and Non-Resident	\$25	\$25	\$0	0.0%
Fine Arts Program Fee				
Resident	\$125	\$125	\$0	0.0%
Metro and Non-Resident	\$200	\$200	\$0	0.0%
Nursing				

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Resident	\$150	\$150	\$0	0.0%
Metro and Non-Resident	\$450	\$450	\$0	0.0%
College of Health Professions				
Resident	\$125	\$125	\$0	0.0%
Metro and Non-Resident	\$250	\$250	\$0	0.0%
Graduate Program Fees (Per Semester):				
Business				
Resident	\$245	\$245	\$0	0.0%
Metro and Non-Resident	\$421	\$421	\$0	0.0%
Nursing				
Resident	\$275	\$275	\$0	0.0%
Metro and Non-Resident	\$650	\$650	\$0	0.0%
College of Health Professions				
Resident	\$150	\$150	\$0	0.0%
Metro and Non-Resident	\$300	\$300	\$0	0.0%
College/Tech/Eng CITE				
Resident	\$250	\$250	\$0	0.0%
Metro and Non-Resident	\$410	\$410	\$0	0.0%
Fine Arts Program Fee				
Resident	\$125	\$125	\$0	0.0%
Metro and Non-Resident	\$200	\$200	\$0	0.0%
Psychology Doctorate Fee				
Resident	\$1,068	\$1,068	\$0	0.0%
Metro	\$1,068	\$1,068	\$0	0.0%
Non-Resident	\$1,446	\$1,446	\$0	0.0%
EdDEds Program Fee				
Resident Metro and Non-Resident	\$90	\$90	\$0	0.0%
Executive MBA Program Fee	\$200	\$200	\$0	0.0%
Resident	\$4,050	\$4,050	\$0	0.0%
Metro	\$4,350	\$4,350	\$0	0.0%
Non-Resident	\$4,650	\$4,650	\$0	0.0%
Special Fees:				
Enrollment Deposit:				
Undergraduate	\$100	\$100	\$0	0.0%
School of Pharmacy	\$500	\$500	\$0	0.0%
School of Physical Therapy	\$500	\$500	\$0	0.0%
Application Fees:				
Undergraduate/Graduate	\$40	\$40	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Undergraduate/Graduate - Transfers	\$50	\$50	\$0	0.0%
School of Medicine - Resident	\$75	\$75	\$0	0.0%
School of Medicine - Non-Resident	\$100	\$100	\$0	0.0%
School of Nursing	\$30	\$30	\$0	0.0%
School of Pharmacy	\$100	\$100	\$0	0.0%
Dietetic Internship Program	\$25	\$25	\$0	0.0%
International Application/Express Mail Fee	\$100	\$100	\$0	0.0%
Course Fees:				
Applied Music Fee	\$35	\$35	\$0	0.0%
CLEP/DANTES Testing	\$15	\$15	\$0	0.0%
COE - Clinical Lab Fee	\$25	\$25	\$0	0.0%
COE - Student Teaching Fee	\$200	\$200	\$0	0.0%
COE - Activity Course Fee	\$40	\$40	\$0	0.0%
COE - SCUBA	\$200	\$200	\$0	0.0%
COHP-SOK - Activity Course Fee	\$40	\$40	\$0	0.0%
College of Fine Arts - Art Fee	\$75	\$75	\$0	0.0%
College of Fine Arts - Theatre	\$40	\$40	\$0	0.0%
College of Fine Arts - English - Rendering Landscape	\$75	\$75	\$0	0.0%
College of Health Professions - Matriculation Fee	\$150	\$150	\$0	0.0%
College of Science - Performance Assessment Fee	\$100	\$100	\$0	0.0%
Course for Senior Citizens	\$50	\$50	\$0	0.0%
Lab Fees:				
Laboratory Fee - Graduate Psychology	\$30	\$30	\$0	0.0%
Laboratory Fee - COLA	\$30	\$30	\$0	0.0%
Laboratory Fee - COHP (Clinical Lab)	\$25	\$25	\$0	0.0%
Laboratory Fee - Journalism	\$50	\$50	\$0	0.0%
Laboratory Fee - Science	\$60	\$60	\$0	0.0%
Laboratory Fee - Health Sciences (Clinical Lab Science, Communication Disorders, Dietetics)	\$50	\$50	\$0	0.0%
Laboratory Fee - Health Professions [Nursing]	\$100	\$100	\$0	0.0%
Diploma Fees:				
Certificate Fee	\$15	\$15	\$0	0.0%
Associate Degree	\$30	\$30	\$0	0.0%
Baccalaureate Degree	\$50	\$50	\$0	0.0%
Master's Degree	\$50	\$50	\$0	0.0%
Diploma Replacement	\$50	\$50	\$0	0.0%
First Professional Degree	\$100	\$100	\$0	0.0%
Doctoral Degree	\$100	\$100	\$0	0.0%

**Higher Education Policy Commission  
Academic Year 2013-2014  
Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Other Fees:				
Electronic Course Fee - Undergraduate (1)	\$215	\$215	\$0	0.0%
Electronic Course Fee - Graduate (1)	\$297	\$297	\$0	0.0%
Electronic Course Fee - High School (1)	\$122	\$122	\$0	0.0%
GSEPD - Clinical Lab Fee	\$25	\$25	\$0	0.0%
GSEPD - Student Teaching Fee	\$100	\$200	\$100	100.0%
Graduate Fee - Thesis & Dissertation Processing	\$0	\$0	\$0	
Improper Check-out Fee - Dorm	\$50	\$50	\$0	0.0%
International Student Fee		\$50	\$50	New
International Student Services Fee	\$25	\$0	-\$25	Removed
Late Registration/Payment Fee	\$25	\$25	\$0	0.0%
Mail Box - Re-Key (Per Lock)	\$30	\$30	\$0	0.0%
Meal Card/I. D. Replacement	\$20	\$20	\$0	0.0%
MUGC Alternative Assessment (1)	\$25	\$25	\$0	0.0%
Off-Campus Course Fee (1)	\$35	\$35	\$0	0.0%
Orientation/Student Success Fee	\$50	\$50	\$0	0.0%
Pharmacy - Matriculation Fee (Annual - Year 1 Only)		\$270	\$270	New
Pharmacy - Progression Fee (Annual)		\$280	\$280	New
Pharmacy - Simulation Fee (Annual)		\$350	\$350	New
Regents' BA Degree Evaluation	\$300	\$300	\$0	0.0%
Regents' BA Posting Fee (1)	\$10	\$10	\$0	0.0%
Regional Campus Course Fee (1)	\$20	\$35	\$15	75.0%
Reinstatement Fee - Course Schedule	\$25	\$25	\$0	0.0%
Residence Services Fees:				
Reservation Deposit	\$200	\$200	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
Revalidation of Credit Fee (Per Hour)	\$25	\$25	\$0	0.0%
Room Re-Key (per lock)	\$40	\$40	\$0	0.0%
Study Abroad Fee	\$100	\$100	\$0	0.0%
Transcript (after first)	\$8	\$8	\$0	0.0%
Transfer Evaluation Fee	\$50	\$50	\$0	0.0%
University College - Placement Testing Fee	\$10	\$10	\$0	0.0%
Visiting Student Credential Fee - SOM	\$50	\$50	\$0	0.0%
WVORCKS Course Fee per Credit Hour - Undergraduate	\$223	\$223	\$0	0.0%
<b>Shepherd University</b>				
Admissions Application Fee (Under-grad)	\$45	\$45	\$0	0.0%
Admissions Deposit (non-refundable)	\$100	\$100	\$0	0.0%



**Higher Education Policy Commission  
Academic Year 2013-2014  
Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Applied Music Fee (1)	\$306	\$306	\$0	0.0%
Art Studio Fee	\$45	\$45	\$0	0.0%
CIS Lab Fee	\$30	\$30	\$0	0.0%
Communication Course Fee	\$25	\$25	\$0	0.0%
Diploma Replacement	\$20	\$20	\$0	0.0%
Education Major Fee	\$40	\$40	\$0	0.0%
Electronic Course fee (1)	\$25	\$25	\$0	0.0%
Emergency Transcript	\$15	\$15	\$0	0.0%
Family & Consumer Sciences Fee	\$40	\$40	\$0	0.0%
Graduate Admissions Fee (non-refundable)	\$40	\$40	\$0	0.0%
Graduate Posting Fee (Continuing Ed/per credit hour)	\$38	\$38	\$0	0.0%
Graduation Fee	\$35	\$35	\$0	0.0%
Health, Physical Education, Recreation & Sports Fee	\$37	\$37	\$0	0.0%
History Course Fee (304 only)	\$75	\$75	\$0	0.0%
I.D. Card Replacement	\$25	\$25	\$0	0.0%
Archaeology Lab Fee	\$20	\$20	\$0	0.0%
Late Payment Fee	\$25	\$25	\$0	0.0%
Late Registration Fee (non-refundable)	\$25	\$25	\$0	0.0%
MAT Transcript Analysis Fee	\$20	\$20	\$0	0.0%
Music Lab Fee	\$30	\$30	\$0	0.0%
Nursing Lab Fee	\$75	\$75	\$0	0.0%
Nursing Program Fee	\$90	\$90	\$0	0.0%
Orientation Fee (non-refundable)	\$75	\$75	\$0	0.0%
Parking Fee	\$70	\$70	\$0	0.0%
Physical Education Major Program Fee	\$20	\$20	\$0	0.0%
RBA Posting Fee (1)	\$10	\$10	\$0	0.0%
Recreation Major Program Fee	\$40	\$40	\$0	0.0%
Regents' BA Degree Evaluation	\$300	\$300	\$0	0.0%
Return Check Handling Fee	\$10	\$20	\$10	100.0%
Science Lab Fee	\$40	\$40	\$0	0.0%
Special Examination (1)	\$25	\$25	\$0	0.0%
Transcript (after first)	\$5	\$5	\$0	0.0%
Math Course	\$30	\$30	\$0	0.0%
Bowling	\$45	\$45	\$0	0.0%
FYEX Course fee	\$10	\$10	\$0	0.0%
Nursing Fee (senior year only)	\$400	\$400	\$0	0.0%
<b>West Virginia School of Osteopathic Medicine</b>				

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Advance Tuition Deposit (Non Resident)	\$3,000	\$3,000	\$0	0.0%
Advance Tuition Deposit (Resident)	\$1,000	\$1,000	\$0	0.0%
Diploma replacement	\$30	\$30	\$0	0.0%
Graduation Fee	\$50	\$50	\$0	0.0%
Late Registration Fee / per semester	\$30	\$30	\$0	0.0%
Non Resident Application Fee	\$80	\$80	\$0	0.0%
Resident Application Fee	\$40	\$40	\$0	0.0%
Transcript Fee (After First)	\$6	\$6	\$0	0.0%
Instructional Tech. Fee (1st Year Students)	\$200	\$200	\$0	0.0%
<b>West Liberty University</b>				
BA in Organizational Leadership and Admin Materials Fee	\$200	\$200	\$0	0.0%
Ceramics Material Fee	\$100	\$100	\$0	0.0%
Credit Hour Overload Registration Fee (19+ hours)	\$100	\$100	\$0	0.0%
Dental Hygiene Instrument Kit	\$1,140	\$1,175	\$35	3.1%
Dental Hygiene Side Kick Instrument Sharpened	\$875	\$890	\$15	1.7%
Dental Hygiene Ultrasonic Instrument	\$285	\$65	-\$220	-77.2%
Dental Hygiene X-Ray XCP Instruments	\$175	\$205	\$30	17.1%
Dental Hygiene Clinic IV **	\$55	\$65	\$10	18.2%
Diploma Replacement	\$25	\$25	\$0	0.0%
Electronic On-line Course	\$100	\$100	\$0	0.0%
Freshmen Orientation	\$100	\$100	\$0	0.0%
Graduation - Graduate	\$150	\$150	\$0	0.0%
Graduation - Undergraduate	\$125	\$125	\$0	0.0%
HESI Dosage Calculation	\$30	\$0	-\$30	-100.0%
HESI Med Surge	\$55	\$90	\$35	63.6%
HESI Maternity	\$30	\$45	\$15	50.0%
HESI Pediatrics	\$30	\$45	\$15	50.0%
HESI Pharmacology	\$30	\$90	\$60	200.0%
HESI RN Exit I - III	\$150	\$100	-\$50	-33.3%
HESI Live Review		\$100	\$100	New
HESI Sophomore Custom	\$30	\$0	-\$30	-100.0%
Drug Screening/Critical Thinking Exams	\$40	\$10	-\$30	-75.0%
Hilltopper Academy Registration	\$50	\$50	\$0	0.0%
Forever Hilltopper (1 time fee)	\$150	\$150	\$0	0.0%
Late Graduation	\$110	\$110	\$0	0.0%
Late Registration	\$80	\$80	\$0	0.0%
Miller Analog Test	\$75	\$75	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Natural Science Lab	\$75	\$75	\$0	0.0%
Outside Laptop Service (Per occurrence)	\$75	\$75	\$0	0.0%
PA Application	\$25	\$25	\$0	0.0%
Parking (Employee per year)	\$50	\$50	\$0	0.0%
Parking Permit (student per year)	\$75	\$75	\$0	0.0%
Priority Transcripts	\$25	\$25	\$0	0.0%
Private Music Lessons	\$120	\$120	\$0	0.0%
Red Cross Certification	\$50	\$50	\$0	0.0%
Regents BA Posting Fee (plus \$10 per credit hour)	\$300	\$300	\$0	0.0%
Regional Practical/Internship	\$100	\$100	\$0	0.0%
Registration Reinstatement	\$25	\$25	\$0	0.0%
Return Check Charge	\$25	\$25	\$0	0.0%
Scuba Diving	\$160	\$160	\$0	0.0%
Security card replacement	\$15	\$15	\$0	0.0%
Student Teaching	\$175	\$175	\$0	0.0%
Transcripts	\$7	\$7	\$0	0.0%
Tuition Payment Plan	\$30	\$30	\$0	0.0%
Work for Life (plus \$15 per work life credit)	\$375	\$375	\$0	0.0%
<b>West Virginia State University</b>				
Application Fees:				
Undergraduate - In/State	\$22	\$20	-\$2	-9.1%
Undergraduate - Out/State	\$22	\$20	-\$2	-9.1%
Graduate - In/state	\$22	\$24	\$2	9.0%
Graduate - Out/state	\$32	\$34	\$2	6.3%
Course Fees:				
Applied Music Fee	\$32	\$35	\$3	9.0%
Applied Music Fee (Non-music majors only )	\$108	\$118	\$10	9.0%
Art Fee	\$38	\$41	\$3	9.0%
Communications Fee	\$32	\$35	\$3	9.0%
Science Lab Fee	\$43	\$47	\$4	9.0%
English Course Fee	\$5	\$5	\$0	0.0%
HHP 106 & HHP 122	\$11	\$12	\$1	9.0%
Internship Fee	\$0	\$100	\$100	New
Diploma Replacement	\$27	\$29	\$2	9.0%
Transcript	\$6	\$7	\$1	9.0%
Thesis Binding Fee (formerly Electronic Thesis Fee)	\$140	\$153	\$13	9.0%
Graduation and Diploma	\$119	\$130	\$11	9.0%

**Higher Education Policy Commission  
Academic Year 2013-2014  
Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Graduation (Graduate ) and Diploma	\$119	\$130	\$11	9.0%
Capitol Center Course Fee (1)	\$108	\$118	\$10	9.0%
Internet Course Fee - Undergraduate (Web 80-100)	\$119	\$130	\$11	9.0%
Internet Course Fee - Graduate (Web 80-100)	\$173	\$189	\$16	9.0%
Internet Course Fee - Online (Web-50)	\$0	\$50	\$50	New
Key Deposit	\$10	\$10	\$0	0.0%
Late Registration	\$27	\$29	\$2	9.0%
Campus Fee - Non-WVSU Only	\$250	\$250	\$0	0.0%
Parking - Full Year WVSU Faculty and Staff	\$97	\$106	\$9	9.0%
Second Vehicle Full Year WVSU Faculty and Staff	\$49	\$53	\$4	9.0%
Parking - Full Year WVSU Students	\$81	\$88	\$7	9.0%
Second Vehicle WVSU student One Semester	\$11	\$12	\$1	9.0%
Second Vehicle WVSU student Full Year	\$22	\$24	\$2	9.0%
Parking-Monthly WVSU Faculty and Staff	\$0	\$9	\$0	Removed
Parking-Monthly WVSU Student	\$0	\$7	\$0	Removed
Parking Replacement	\$11	\$12	\$1	9.0%
Parking - One Semester Fall, Spring WVSU students	\$43	\$47	\$4	9.0%
Parking - January thru August WVSU student	\$59	\$64	\$5	9.0%
Parking - Summer	\$32	\$35	\$3	9.0%
Parking - Special Event Daily Fee	\$0	\$2	\$2	New
Parking - Special Event Half Day Fee	\$0	\$1	\$1	New
Placement Testing Fee	\$22	\$24	\$2	9.0%
Proctor Testing Fee	\$32	\$35	\$3	9.0%
Regents' BA Degree Evaluation	\$324	\$353	\$29	9.0%
Regents' BA Degree Posting Fee (1)	\$11	\$12	\$1	9.0%
Resident Hall Breakage/Reservation Deposit *refundable	\$100	\$100	\$0	0.0%
First Time Residence Fee	\$100	\$100	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
ROTC Activity Fee	\$32	\$35	\$3	9.0%
Military Science Designated Course Fee (PT Classes)	\$32	\$35	\$3	9.0%
Off-Campus Instruction	\$21	\$23	\$2	9.0%
(per credit hour up to 12 hours maximum)				
<b>West Virginia University:</b>				
Undergraduate College Fees (Per Semester):				
Business				
Resident	\$441	\$468	\$27	6.1%
Non-Resident	\$623	\$660	\$37	5.9%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Creative Arts				
Resident	\$320	\$336	\$16	5.0%
Non-Resident	\$487	\$516	\$29	6.0%
Davis				
Resident	\$283	\$300	\$17	6.0%
Non-Resident	\$389	\$408	\$19	4.9%
Eberly				
Resident	\$115	\$192	\$77	67.0%
Non-Resident	\$173	\$288	\$115	66.5%
Engineering & Mineral Resources				
Resident	\$496	\$528	\$32	6.5%
Non-Resident	\$773	\$816	\$43	5.6%
Education & Human Services				
Resident	\$220	\$228	\$8	3.6%
Non-Resident	\$330	\$348	\$18	5.5%
Journalism				
Resident	\$200	\$216	\$16	8.0%
Non-Resident	\$300	\$324	\$24	8.0%
Physical Activity & Sports Science				
Resident	\$115	\$228	\$113	98.3%
Non-Resident	\$173	\$324	\$151	87.3%
<b>Graduate College Fees (Per Semester)</b>				
Masters in Industrial Relations 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Masters in Economics 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Business and Economics Tuition				
Resident	\$2,025	\$2,151	\$126	6.2%
Non-Resident	\$3,771	\$3,924	\$153	4.1%
Business and Economics PhD Tuition 1				
Resident	\$1,989	\$0	-\$1,989	-100.0%
Non-Resident	\$3,708	\$0	-\$3,708	-100.0%
Creative Arts				
Resident	\$320	\$342	\$22	6.9%
Non-Resident	\$487	\$504	\$17	3.5%
Davis Tuition				

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Resident	\$284	\$297	\$13	4.6%
Non-Resident	\$389	\$414	\$25	6.4%
<b>Graduate School Charges</b>				
Eberly Tuition				
Resident	\$115	\$189	\$74	64.3%
Non-Resident	\$173	\$288	\$115	66.5%
Engineering & Mineral Resources Tuition				
Resident	\$497	\$531	\$34	6.8%
Non-Resident	\$773	\$810	\$37	4.8%
Education & Human Services				
Resident	\$245	\$261	\$16	6.5%
Non-Resident	\$368	\$387	\$19	5.2%
Clinical Doctorate in Audiology Tuition				
Resident	\$1,428	\$711	-\$717	-50.2%
Non-Resident	\$1,730	\$864	-\$866	-50.1%
Journalism Tuition				
Resident	\$200	\$216	\$16	8.0%
Non-Resident	\$300	\$315	\$15	5.0%
Law Tuition				
Resident	\$5,215	\$5,220	\$5	0.1%
Non-Resident	\$6,708	\$6,714	\$6	0.1%
Physical Activity and Sports Science				
Resident	\$115	\$153	\$38	33.0%
Non-Resident	\$173	\$180	\$7	4.0%
<b>Special Fees:</b>				
Administrative and Other Fees				
Application Fee (Resident)	\$30	\$30	\$0	0.0%
Application Fee (Non-Resident)	\$50	\$50	\$0	0.0%
Course Fee for age 65 plus under BOG 14,4.1	\$50	\$50	\$0	0.0%
Copy of Credentials for Student Placement	\$10	\$10	\$0	0.0%
Diploma Replacement	\$35	\$75	\$40	114.3%
Exam for Advance Standing	\$50	\$50	\$0	0.0%
Exam of Candidate for Graduate Degree	\$1	\$1	\$0	0.0%
I. D. Card Replacement for Lost Card	\$20	\$20	\$0	0.0%
I. D. Card Replacement for Damaged Card	\$10	\$10	\$0	0.0%
Interest Installment Payment Program	\$0.18	\$0.18	\$0.00	0.0%
Late Payment Fee	\$50	\$50	\$0	0.0%
Late Registration Fee	\$50	\$50	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Non-enrolled Graduate Student Evaluation Fee	\$150	\$150	\$0	0.0%
Pre-College Algebra Workshop	\$200	\$200	\$0	0.0%
Professional Development Fee (per registration form)	\$20	\$20	\$0	0.0%
Program Reactivating Fee (per occurrence)	\$35	\$35	\$0	0.0%
Reinstatement Fee	\$20	\$20	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
Student Reports (transcript after first)	\$9	\$12	\$3	33.3%
Visiting Student Fee	\$15	\$15	\$0	0.0%
Transcript Fee	\$15	\$18	\$3	20.0%
<b>WVU Institute of Technology:</b>				
Cooperative Education Fee	\$100	\$100	\$0	0.0%
Practicum Fee (1)	\$19	\$19	\$0	0.0%
College Course for High School Student (1)	\$75	\$75	\$0	0.0%
Off-Campus Course Fee (1)	\$45	\$51	\$6	13.3%
Regents' BA Degree Evaluation	\$300	\$300	\$0	0.0%
Regents Portfolio Posting Fee (1)	\$10	\$10	\$0	0.0%
Science Lab. w/Course Number < 200	\$100	\$100	\$0	0.0%
Psychology 302	\$100	\$100	\$0	0.0%
Course Fee for age 65 plus under BOG 14.4.1	\$50	\$50	\$0	0.0%
Credit by Examination	\$90	\$90	\$0	0.0%
International Student Application	\$100	\$100	\$0	0.0%
Diploma Replacement	\$50	\$50	\$0	0.0%
I. D. Card Replacement	\$20	\$20	\$0	0.0%
Interest Installment Payment Program	\$0	\$0	\$0	0.0%
Late Registration Fee	\$50	\$50	\$0	0.0%
Late Payment Fee	\$50	\$50	\$0	0.0%
Graduation Fee	\$100	\$100	\$0	0.0%
Graduation Fee - Late Application	\$150	\$150	\$0	0.0%
Reinstatement Fee	\$50	\$50	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
Transcript Fee	\$10	\$10	\$0	0.0%
<b>Potomac State College of WVU:</b>				
Late Payment Fee	\$50	\$50	\$0	0.0%
I.D. Card (replacement)	\$20	\$20	\$0	0.0%
Off-Campus Course Fee (1)	\$45	\$51	\$6	13.3%
Off-Campus Resource Fee <sup>1</sup>	\$40	\$40	\$0	0.0%

**Higher Education Policy Commission**  
**Academic Year 2013-2014**  
**Special Fees and Charges**

Institution	Fee Rate 2012-13	Fee Rate 2013-14	Increase Over 2012-13	Percentage of Increase
Study Abroad Off-Campus Fee <sup>1</sup>	\$50	\$50	\$0	0.0%
Orientation Fee	\$50	\$50	\$0	0.0%
Diploma Replacement Fee	\$35	\$35	\$0	0.0%
Returned Check Fee	\$25	\$25	\$0	0.0%
Transcript Fee	\$9	\$9	\$0	0.0%
Tier I Lab Fees	\$20	\$20	\$0	0.0%
Tier II Lab Fees	\$30	\$30	\$0	0.0%
Tier III Lab Fees	\$40	\$40	\$0	0.0%
Tier IV Lab Fees	\$50	\$50	\$0	0.0%
Tier V Lab Fees	\$60	\$60	\$0	0.0%
Late Registration Fee	\$50	\$50	\$0	0.0%
RBA Degree Evaluation	\$300	\$300	\$0	0.0%
RBA Course Transfer Evaluation	\$10	\$10	\$0	0.0%

(1) Per Credit Hour



**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
<b>Bluefield State College: None</b>				
<b>Concord University:</b>				
Residence Hall excluding North & South Towers	\$2,491	\$2,535	\$44	1.8%
Single Room	\$1,881	\$1,914	\$33	1.8%
Double Room	\$1,881	\$1,914	\$33	1.8%
Triple/Suite				
North & South Towers	\$2,701	\$2,745	\$44	1.6%
Single Room	\$2,091	\$2,124	\$33	1.6%
Double Room	\$2,091	\$2,124	\$33	1.6%
Triple/Suite				
Special rate limited to 20 new students with a "B" average or better, and a 25 ACT composite or higher.				
	\$1,812	\$1,844	\$32	1.8%
Board				
<b>Fairmont State University:</b>				
Bryant Place (singles)	\$2,461	\$2,584	\$123	5.0%
Bryant Place (doubles)	\$2,078	\$2,182	\$104	5.0%
Prichard (double)	\$1,826	\$1,917	\$91	5.0%
Morrow (double)	\$1,826	\$1,917	\$91	5.0%
Pence (double)	\$1,826	\$1,917	\$91	5.0%
Note: Damage Deposit Dorms \$200.00				
Board - 15 Meal Plan with 65 points (5-day)	\$1,640	\$1,673	\$33	2.0%
Board - 19 Meal Plan with 75 points (7-day)	\$1,796	\$1,832	\$36	2.0%
Board - new 15 Meal Plan with 150 points (7-day)	\$1,726	\$1,761	\$35	2.0%
Board - new 12 Meal Plan with 225 points (5-day)	\$1,664	\$1,698	\$34	2.0%
<b>Glennville State College:</b>				
Pickens Hall (Scott Suites)				
Double	\$2,000	\$2,000	\$0	0.0%
Goodwin Hall				
Single	\$2,975	\$3,120	\$145	4.9%
Double	\$2,415	\$2,535	\$120	5.0%

**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
Board Plan	\$1,785	\$1,870	\$85	4.8%
Micro-Frig Rental	\$20	\$20	\$0	0.0%
<b>Shepherd University:</b>				
Gardiner, Kenamond and Turner,				
Shaw and Thacher Halls:				
Double	\$2,327	\$2,420	\$93	4.0%
Single	\$3,490	\$3,668	\$178	5.1%
Burkhart, Moler, Yost, Miller, Martin,				
Lurry, and Boteler Halls:				
Suite/Double	\$2,679	\$2,815	\$136	5.1%
Suite/Single	\$4,018	\$4,222	\$204	5.1%
Board	\$1,885	\$1,950	\$65	3.4%
<b>West Liberty University:</b>				
Residence Hall Capital Fee	\$415	\$415	\$0	0.0%
Single	\$2,695	\$2,695	\$0	0.0%
Double	\$1,800	\$1,800	\$0	0.0%
University Place	\$2,890	\$2,890	\$0	0.0%
Board				
Regular meal plan	\$1,740	\$1,825	\$85	4.9%
5 meal plan	\$595	\$625	\$30	5.0%
50 meal block plan	\$350	\$350	\$0	0.0%
Cable & Internet Fee	\$145	\$145	\$0	0.0%
<b>Marshall University</b>				
Holderby Hall				
Deluxe Single	\$3,156	\$3,251	\$95	3.0%
Twin Towers:				
Deluxe Single	\$3,439	\$3,542	\$103	3.0%
Double Room	\$2,468	\$2,542	\$74	3.0%
Buskirk:				
Deluxe Single	\$3,439	\$3,542	\$103	3.0%
Double	\$2,468	\$2,542	\$74	3.0%
Marshall Commons:				
Double Room Suite	\$2,892	\$2,979	\$87	3.0%

**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
Single Room Suite	\$3,860	\$3,976	\$116	3.0%
First Year Residents Hall (Capstone)				
Double Room with Bath	\$2,785	\$2,868	\$83	3.0%
Off-Campus Overflow (Used only when needed)				
Single occupancy/per day	\$42	\$42	\$0	0.0%
Double occupancy/per day	\$21	\$21	\$0	0.0%
Board - Unlimited w/\$50 Flex Dollars	\$1,709	\$1,760	\$51	3.0%
Board - Unlimited w/\$150 Flex Dollars	\$1,809	\$1,860	\$51	2.8%
Board - Unlimited w/\$250 Flex Dollars	\$1,909	\$1,960	\$51	2.7%
Board - 15 Meal Plan	\$1,623	\$1,672	\$49	3.0%
Board - 15 Meal Plan w/\$100 Flex Dollars	\$1,723	\$1,772	\$49	2.8%
Board - 15 Meal Plan w/\$200 Flex Dollars	\$1,823	\$1,872	\$49	2.7%
Board - 10 Meal Plan	\$1,304	\$1,343	\$39	3.0%
Board - Commuter Meal Plan				
50 Meals w/\$50 Flex Dollars	\$383	\$394	\$11	2.9%
30 Meals w/\$50 Flex Dollars	\$255	\$263	\$8	3.1%
20 Meals w/\$50 Flex Dollars	\$198	\$204	\$6	3.0%
<b>West Virginia State University:</b>				
All Residence Halls:				
Sullivan West Single	\$2,449	\$2,670	\$220	9.0%
Sullivan West Double	\$1,691	\$1,843	\$152	9.0%
Sullivan East Single	\$2,449	\$2,670	\$220	9.0%
Sullivan East Double	\$1,691	\$1,843	\$152	9.0%
Sullivan East Independent (8th Floor) (no double occupancy)	\$2,566	\$2,797	\$231	9.0%
Dawson Single	\$2,508	\$2,733	\$226	9.0%
Dawson Double	\$1,750	\$1,907	\$157	9.0%
Room (Summer only) per week	\$146	\$159	\$13	9.0%
Private Room (Summer only) per week	\$194	\$212	\$17	9.0%
Board Plans:				
Board - Option #1	\$1,874	\$2,043	\$169	9.0%
Board - Option #2	\$1,658	\$1,807	\$149	9.0%
Board - Option #3	\$1,712	\$1,866	\$154	9.0%
Board (Summer only) per week	\$146	\$159	\$13	9.0%
Dining Dollars (minimum opening balance)	\$150	\$150	\$0	0.0%
Faculty/Staff Plans				
Block 25	\$113	\$123	\$10	8.5%

**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
Block 50	\$216	\$235	\$19	9.0%
Commuter Plan	\$0	\$240	\$240	New
<b>West Virginia University:</b>				
Residence Hall Rooms <sup>1</sup>				
Single room	\$2,916	\$3,047	\$131	4.5%
Double room	\$2,324	\$2,429	\$105	4.5%
Triple room	\$2,206	\$2,305	\$99	4.5%
Quad room	\$2,077	\$2,170	\$93	4.5%
Single Occupancy in Double Room	\$3,333	\$3,483	\$150	4.5%
Single suite	\$2,916	\$3,047	\$131	4.5%
Double suite	\$2,475	\$2,586	\$111	4.5%
Triple suite	\$2,451	\$2,561	\$110	4.5%
Quad suite	\$2,430	\$2,539	\$109	4.5%
Fieldcrest Hall				
Single Suite	\$3,007	\$3,097	\$90	3.0%
Double Suite	\$2,555	\$2,632	\$77	3.0%
Triple Suite	\$2,532	\$2,608	\$76	3.0%
Quad Suite	\$2,508	\$2,583	\$75	3.0%
Summit Hall				
Single Suite	\$2,957	\$3,134	\$177	6.0%
Double Suite	\$2,510	\$2,661	\$151	6.0%
Lincoln Hall				
Single room, shared bath	\$3,065	\$3,203	\$138	4.5%
Single suite, private bath	\$3,065	\$3,203	\$138	4.5%
Double suite	\$2,939	\$3,071	\$132	4.5%
Honors Hall				
Single Suite	\$3,110	\$3,250	\$140	4.5%
Double Suite	\$2,980	\$3,114	\$134	4.5%
Board Plans				
20 Meals per week Plan w/\$50 Bonus Bucks	\$0	\$2,240	New	New
15 Meals per week Plan w/\$50 Bonus Bucks	\$1,930	\$1,970	\$40	2.1%
Blue Plan - 160 meals + \$300 Bonus Bucks		\$1,826	New	New
Blue Plan - 209 Meals	\$2,309		-\$2,309	-100.0%
Gold Plan - 220 +300 Bonus Bucks		\$2,317	New	New

**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
<sup>1</sup> Applies to Evansdale Residential Complex, Arnold, Boreman, Dadisman, Spruce House and Pierpont.				
<b>WVU Institute of Technology</b>				
Residence Hall Rooms				
Maclin Hall				
Single room	\$3,209	\$3,353	\$144	4.5%
Double room - Fall & Spring Semesters	\$2,484	\$2,596	\$112	4.5%
Double room as a Single	\$3,002	\$3,137	\$135	4.5%
Private Double Suite Room	\$2,898	\$3,028	\$130	4.5%
Double Suite Room	\$2,898	\$3,028	\$130	4.5%
Double Suite Room as a Single	\$3,105	\$3,245	\$140	4.5%
Ratliff Hall				
Private Double Suite Room as a Single	\$3,002	\$3,137	\$135	4.5%
Double Room as a Single	\$2,795	\$2,921	\$126	4.5%
Double Room	\$2,070	\$2,163	\$93	4.5%
Private Double Suite Room	\$2,277	\$2,379	\$102	4.5%
Summer Daily Rate	\$22	\$23	\$1	3.4%
Board Plans				
10 Meal per week Plan (per semester)	\$1,480	\$1,547	\$67	4.5%
15 Meal per week Plan (per semester)	\$1,604	\$1,676	\$72	4.5%
19 Meal per week Plan (per semester)	\$1,723	\$1,801	\$78	4.5%
25 Meal Plan (per semester)	\$183	\$191	\$8	4.4%
50 Meal Plan (per semester)	\$353	\$369	\$16	4.5%
80 Meal Plan (per semester)	\$546	\$571	\$25	4.6%
<b>Potomac State College:</b>				
Residence Hall Rooms				
Single room	\$2,150	\$2,247	\$97	4.5%
Double room	\$1,618	\$1,691	\$73	4.5%
Triple room	\$1,391	\$1,454	\$63	4.5%
Double Suite	\$2,220	\$2,320	\$100	4.5%
Catamount Place				
Single room	\$2,150	\$2,247	\$97	4.5%
Double room	\$1,618	\$1,691	\$73	4.5%

**Higher Education Policy Commission**  
**Academic Year 2013-14 (Per Semester Rate)**  
**Room and Board Rates**

Institution	Fee Rate Per Semester 2012-13	Fee Rate Per Semester 2013-14	Increase Over 2012-13	Percentage of Increase
Double suite	\$1,985	\$2,074	\$89	4.5%
Double with half bath	\$1,770	\$1,850	\$80	4.5%
Single with half bath	\$2,300	\$2,404	\$104	4.5%
University Place				
Single Occupancy in a Double Room	\$2,325	\$2,430	\$105	4.5%
Single Suite	\$2,700	\$2,822	\$122	4.5%
Double Suite	\$1,985	\$2,074	\$89	4.5%
Summer Rates 1				
Double Room - Other than University Place - Daily Rate	\$16	\$17	\$1	4.5%
Double Suite - University Place - Daily Rate	\$19	\$20	\$1	4.5%
Private Double - University Place - Daily Rate	\$22	\$23	\$1	4.5%
Board Plans				
Residence Hall and Commuter				
Board - 19 Meal Plan w/\$50 Bonus Bucks	\$1,775	\$1,855	\$80	4.5%
Board - 15 Meal Plan w/\$50 Bonus Bucks	\$1,672	\$1,747	\$75	4.5%
Board - 10 Meal Plan w/\$50 Bonus Bucks	\$1,449	\$1,514	\$65	4.5%
Commuter Only and Summary				
25 Meals (Per Semester)	\$223	\$233	\$10	4.5%
50 Meals (Per Semester)	\$347	\$363	\$16	4.6%
80 Meals (Per Semester)	\$476	\$497	\$21	4.4%
25 meals (Per Semester) w/\$100 Bonus Bucks	\$323	\$333	\$10	3.1%
50 Meals (Per Semester) w/\$100 Bonus Bucks	\$447	\$463	\$16	3.6%
80 Meals (Per Semester) w/\$100 Bonus Bucks	\$576	\$597	\$21	3.6%

## Bluefield State College

### Tuition and Fee Justification for the 2013-14 Academic Year

The Bluefield State College Board of Governors (BOG) on April 18, 2013 approved the attached schedules for a requested change in regular tuition and fees (Resident \$2,782-7.41% increase or \$192; Non-Resident \$5,288-6.38% increase or \$316; and Metro-6.57% increase or \$248) and no increases in any special fees.

Various constituents across the campus were involved in many discussions related to budget development, along with several BOG members prior to BOG approval. Reallocation and reduction of resources are challenging endeavors during economic downturns. To continue achievement of benchmarks in the institutional compact and institutional pursuit of the statewide compact for postsecondary education, the following “Guiding Principles for Budget Development” were utilized:

*Bluefield State College relies on the following overarching principles to guide budget preparation and resource allocation for the College. Throughout this important process, we must ask: Does the proposed budget. . . .*

- Preserve the core mission of Bluefield State College to provide students with an affordable, accessible opportunity for quality higher education?
- Maintain the focus of serving students?
- Align allocation of resources with the institution’s strategic goals and priorities, with particular emphasis on student retention and success?
- Maintain academic quality and integrity in all programs and services?
- Recognize the importance of highly qualified faculty and staff?
- Seek additional sources of revenue to fund priority initiatives in alignment with strategic goals?
- Examine processes to identify additional efficiencies and cost savings?
- Rely on sound data as a basis for making strategic resource allocation decisions?
- Allow for clear and transparent communication of decisions?

The financial effect of an increase in student fees is of great importance to Bluefield State College (BSC) and was considered in the decision making process. As indicated by our guiding principles, BSC continually focuses on access, success, and impact. A portion of the increase will

be offset by the increase in federal Pell grant (\$95) and an increase in scholarship funding from the BSC Foundation. In addition, BSC's President and spouse recently announced a gift of \$10,000 specifically targeted to initiatives leading to student success, with a challenge to the campus community to raise an equal amount. The recipients will have a continuing impact in our community and throughout the region.

As provided by the West Virginia Higher Education Policy Commission (WV HEPC), BSC continues to be the lowest and/or second lowest of student support per FTE in the last seven years, from state appropriated funds and student tuition and fees (\$5,681 in FY2012), in comparison of all state baccalaureate institutions. Per the WV HEPC Report Card 2012, BSC ranks 17 of our 20 peers in tuition and fee comparisons (\$5,180 BSC to \$6,674 of Peer Group Average).

In addition to the state funding reduction of 8.94% or \$589,628, BSC is experiencing other funding challenges, such as the following estimates and/or inflationary items:

- Reallocation of personnel from federal Title III HBCU grant (\$315,000) as required by the funding agency
- Faculty promotions as required by state statute (\$38,400)
- Retiree health insurance premiums (\$15,000)
- Utility increases (\$45,000)
- Maintenance contracts (\$15,000)
- Faculty equity adjustments (\$20,000)
- Other needs such as consultant to assist with ongoing online program expansion, interviewee travel costs, etc.

In total, BSC plans to reallocate resources and increase funding to recover in excess of \$1,000,000.

In summary, to continue achievement of financial stability, BSC is eliminating 4 positions (1 non-classified, 1 faculty, and 2 classified); reallocating a recent retiree position to fund full time support for new Transitional Studies Lab with 27 new computer stations for developmental education; implementing Banner Relationship Management module while automating several processes with the admission and enrollment services area; not filling 3 vacant positions; improving communications with utilization of technology such as e-mail to save postage costs; evaluating printing processes and uses for greater efficiency; further review of current and ongoing expenditures; and ultimately recommending an increase in student fees.



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MEMORANDUM

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TO: Paul L. Hill, Ph.D.  
Chancellor

FROM: Maria C. Rose, Ed.D. *McR*  
President

DATE: May 1, 2013

SUBJECT: REQUEST FOR A TUITION AND FEE INCREASE  
FOR THE 2013-2014 ACADEMIC YEAR

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Pursuant to the West Virginia Higher Education Policy Commission Legislative Rule Title 133, Series 32, Fairmont State University requests a Tuition and Fee increase above five percent for the 2013-14 academic year.

Specifically, this request will increase tuition and fees for resident undergraduate students (excluding the increase of \$49.00 for the Athletic Special Equity Fee) of \$200.00 per semester or 7.65%. Further detail for the necessity of this request is as follows:

1. Fairmont State University is required to have a reduction in State Appropriations of 8.94% or \$1,599,005. This reduction in State Appropriations has a definite effect on our ability to provide for student support if we are not allowed to increase our Tuition and Fees and offset this reduction.
2. Due to this reduction in State Appropriations, Fairmont State University and all State Higher Education Institutions will fall further behind in the distance of the sum of appropriations and tuition and fee revenues from the peer equity levels as defined by the peer equity model.



3. Fairmont State University has one of the lowest tuition and fee rates in the State and has been able to maintain lower rates by not increasing fees by more than three percent (3%) in total over the past three (3) years.
4. In 2010-11, no increase occurred because the facility fee was moved from a special fee to an across-the-board fee. In 2011-12, a 2.98% increase occurred. In 2012-13, no increase occurred. Even after Fairmont State increases its fees by 7.65% (excluding the Special Equity Fee), we estimate our fees will continue to be one of the lowest in the State compared to other State universities and four-year colleges.
5. Without increasing our tuition and fee rates as requested, it will become increasingly more difficult to achieve our benchmarks in our institutional compact and our ability to meet the statewide compact for post-secondary education. The progress Fairmont State has made on these goals is attached.
6. Attached are Tuition and Fee Planning Schedules per semester for the 2013-14 academic year with the estimated revenues calculated and the number of students (FTE) served. Please note that the student fee revenue for 2013-14 still falls short of making up for the loss in State appropriations. Please also note that non-resident undergraduate fees will increase (excluding the increase of \$49.00 for the Athletic Special Equity Fee) by \$480.00 or 8.62% to allow for a lower percentage fee increase to our state resident students.
7. Within the attached Fee Planning Schedules, we are requesting a graduate resident fee increase (excluding the increase of \$49.00 for the Athletic Special Equity Fee) of \$259.00 per semester or 9.10%, and a graduate non-resident fee increase of \$620.00 per semester or 10.83%.

Your consideration and approval of this undergraduate resident tuition and fee request of 7.65% is greatly appreciated.

Attachment: *2012 Academic Year Compact Report and  
2013-14 Fee Planning Schedule*

## West Virginia Higher Education Policy Commission Institutional Compact 2011-2012 Update Executive Summary

The West Virginia Higher Education Policy Commission (HEPC) initiated a process for institutions to develop a compact with the Commission that would further institutional advancement and demonstrate commitment to the goals of the master plan, *Charting the Future 2007-2012*.

The institutional compact is comprised of a set of core elements:

- **Enrollment** - Fairmont State University's fall 2011-12 headcount was 4924 which surpassed the goal of 4645. The 2011-12 annualized FTE was 3954 which surpassed the goal of 3916.
- **Retention** – The 2011-12 the retention rate was 61% which did not reach the goal of 63%. Fairmont State has established institutional strategies to improve retention rates and continue to work on improving retention.
- **Graduation** - Fairmont State University's six-year graduation rate for 2011-12 was 38% which attained the goal of 38%. Fairmont State University exceeded goal for master's degrees, but did not attain the goal for baccalaureate or associate's degrees.
- **Science, Technology, Engineering, Math (STEM) Degrees** – Fairmont State University graduated 178 students with STEM degrees in 2011-12; however, this fell short of the goal of 187, but was an improvement of 36 degrees from the previous year.
- **Licensure Passage Rates** - The School of Education licensure passage rate was over 90%; the School of Nursing licensure passage rate for 2011-12 was 94.23%.
- **Faculty With Terminal Degrees** – During the fall of 2011 Fairmont State University had 169 full-time faculty members, and 80% of these faculty members possess terminal degrees.
- **Assessment of Student Learning** - Each academic program has an individual improvement plan that uses assessment of student learning for program improvement. Major Fields Tests, licensure exams, and program accreditations drive this process.
- **Alignment with K-12 Schools** Fairmont State University has developed a Professional Development School (PDS) Partnership with over forty schools in our service region.
- **Instructional Technology** – Fairmont State University uses virtual classroom technology as a component in all courses; the number of courses offered completely online has expanded to 253.
- **Financial Aid** - Fairmont State University awarded over 15.2 million dollars in federal, state, and scholarship aid during 2011-12.
- **Programs of Distinction** – accounting and occupational safety are recognized as programs of distinction.

Other compact elements are elective:

**Economic Growth - Promotion of Global Awareness** – Fairmont State University is participating in exchange programs with schools in Italy and Korea; international student recruitment has increased; Fulbright scholars have been on campus for the past four years; study abroad programs continue to grow.

**Access - Educational Services to Adults** – 30.5% (almost a 1% increase from last year) of FSU students are 25 years of age or older.

**Cost and Affordability - External Funding** – During 2011-12 grants and contracts generated \$9,602,544.91. These included awards from Higher Education Policy Commission and NASA.

**Learning and Accountability - Expansion of Graduate Education** – Fairmont State University has over 350 students enrolled in graduate programs; Education continues to be the largest graduate program.

**Innovation - Civic Engagement** – During 2011-12, over 3,000 Fairmont State University students participated in community service learning activities; this equates to over 92,000 hours of service.

The complete compact 2011-12 update document may be viewed:

<http://www.fairmontstate.edu/institutionalresearch>

**Shepherd University**  
**Justification for Tuition and Fee Increase**  
**Academic Year 2013-2014**

On March 14, 2013, the Shepherd University Board of Governors approved the tuition and fees for academic year 2013-2014. The increase for tuition and required education and general fees for undergraduate resident students for Fall 2013 equaled \$211 per semester, or 7.06% over the prior year. There was an increase in out-of-state tuition as well which equaled \$352 per semester, or 4.58% over the prior year.

The tuition and fee increase was intended to fully offset the state budget cut of \$1.0 million. The out-of-state increase, although less than the in-state increase, is intended to remain in line with competitor schools so enrollment is not negatively affected causing Shepherd University to further reduce budgets. In addition, because the out-of-state tuition is more than double the in-state tuition, Shepherd has been working to achieve more similar tuition and fee dollar increases among all students, rather than solely focusing on percentages. Although the tuition and fee increase offset the dollar amount of the State cut, Shepherd University is still facing significant operating budget reductions due to mandated budget increases such as faculty promotions and classified employee step increases as well as funding to support the University's strategic plan initiatives.

In supporting this increase, Shepherd University would offer the following:

**1. *Continued achievement of benchmarks in the institutional compact.***

- Enrollment, retention and graduation rates have continued to be a major focus of commitment for the University as compact expectations have been met in these areas. The University has implemented initiatives in transfer agreements, iPad apps, and enhancement of the academic advisement center. Additionally, Shepherd led the State in the initiative to convert all degree programs to 120 credits. The University pro-actively analyzes attendance and grade reports to identify students who should be contacted and encouraged to use study-support services.
- The University has added resources to boost the strength of STEM programs and to assist students' success in these areas. Faculty grantsmanship in the STEM fields has been very aggressive and almost all of these grants directly contribute to undergraduate instruction. The University continues to place great emphasis on student success in licensure pass-rates for education, nursing and social work students. Although the nursing pass rate was below the 80% benchmark, the State Board of Nursing was satisfied with the remedial programmatic steps being implemented and authorized an increase in the size of the next entering class.
- The University has maintained rigorous standards in the hiring of instructional faculty and continues to have one of the State's highest ratios of faculty holding a terminal degree.

- The University has attained accreditation in most of the individual programs for which such distinctions are available. The HLC re-accreditation process was exceptionally positive and demonstrated that the University's efforts in assessment have meaningfully contributed to student learning.
- The University has exceeded its goals in institutional advancement.

## 2. *Institutional pursuit of the statewide compact for postsecondary education.*

- Shepherd University's headcount enrollment of 4,393 exceeded its enrollment goal and was a 3.7% increase from the previous year. Headcount enrollment has increased by 6.65% since the Compact Base Year of 2007 -2008.
- Annualized FTE has increased every year since the Compact Base Year. FTE increased from 3,705 in 2010-2011 to 3,814 in 2011-2012 and by 9.62 percent over the five-year period.
- Shepherd University has expanded transfer agreements and was the first in the State to implement a 120 credit hour limit for baccalaureate programs.
- Graduation rates for those students who both start and complete their programs at Shepherd University has increased from 43% to 46% and is significantly above the 35% average graduation rate for its peers.
- Shepherd awarded 675 bachelor degrees and 63 master degrees for a total of 738 degrees awarded, which is an increase of 8% over the previous year and an increase of 6.95 percent over the Compact Base Year.
- The number of STEM degrees awarded increased to 171 which is 23% of degrees awarded. The number of STEM degrees awarded has increased by 25% over the Compact Base Year

In addition, Shepherd University's strategic plan supports the goals and objectives of the statewide master plan for higher education and the Commission's public policy goals for the State.

- Shepherd University's strategic plan defines 20 strategic initiatives that directly support the HEPC Master Plan's goals for economic growth, access, cost and affordability, learning and accountability, and innovation.
- Economic growth is supported by strategic initiatives that will increase the professional preparation for students, strengthen adult degree completion and graduate programs to support employer needs, and increase competitiveness for grants in support of faculty and student research and innovation.
- Strategic initiatives in support of access include increasing incorporation of technology in instruction, improving services to students with disabilities, strengthening the campus through diversity and inclusion, improving outreach to the community, and creating a secondary center in a location that is more accessible to adult learners who are working and caring for families.
- In order to ensure that Shepherd continues to provide a high-quality education at an affordable cost, the strategic planning process was supplemented by a revised budget process. Approximately \$1.1 million of current operational funds was

reallocated to ensure that Shepherd's strategic plan is implemented in support of the State's Master Plan.

- In its February 2013 Report of the Review Team on the 2012 Compact, the HEPC commended Shepherd on its assessment of student learning, noting that the University has implemented a systematic, campus-wide assessment program. On-going strategic initiatives to improve the quality of learning across the curriculum include goals to utilize assessment results toward continuous quality improvement of student learning.
- Innovation is addressed throughout Shepherd's strategic plan, perhaps most notably in areas addressing student learning. Goals include encouraging innovative pedagogies for interactive learning in traditional face-to-face classrooms; implementing alternative course delivery systems such as fully online, hybrid, flipped and condensed course timelines; utilizing interdisciplinary approaches; and leveraging more cost-efficient and flexible technologies.

**3. *The financial effect of the increase as measured by the relative per capita income of 75% of in-state student population.***

- The average per capita income in Berkeley and Jefferson counties is \$27,893 compared to an average in West Virginia of \$22,010.
- The \$422 annual in-state tuition and fee increase represents 1.5% of the average per capita income for the two main counties Shepherd serves. While any increase could be difficult for a student to fund, Shepherd strives to keep its tuition and fee increases to a very modest level.

**4. *Institutional and state funding per full-time equivalent student.***

- Revenue generated from students and state appropriations for fiscal year 2012 is \$7,215 per FTE.
- Historically, Shepherd has had one of the lowest costs per FTE, \$5,481 for fiscal year 2012, among the HEPC institutions.
- The \$1,734 net figure generated from the funding provided over the cost per FTE must, at a minimum, be preserved in order to provide the necessary services and programs offered to Shepherd students as well as to continue to move forward with institutional and state goals.

**5. *Total sources of student generated revenue, including special fee and program fee rates.***

- In finalizing a balanced budget for fiscal year 2014, all student revenue was considered, including auxiliary revenues, student tuition and fees and specific program and special fees. As stated above, a combination of a student tuition and fee increase and budget reductions across the institution will be implemented

effective July 1, 2013. Budget reductions affected all departments within the Shepherd organization.

### Summary

In the current fiscal environment, Shepherd University continues to pursue the policy goals of the State of West Virginia, the University goals, and the institution's strategic plan. While it is not possible to attain these goals without increasing student tuition and fees, the institution remains committed to balancing its mission with the potential financial limitations its students may have.

## West Virginia State University

West Virginia State University is continuing to embrace the austerity measures which first began in 2011/2012. These same measures will remain in effect in the coming year 2013/2014. Specifically: 1) a hiring freeze will remain in place, 2) any expenditure above \$500 must the approval of the CFO regardless of whether this item was budgeted and, 3) All maintenance projects must be reviewed to confirm there timeless.

The University will benefit greatly by the efforts of the commission to mitigate the effects of the General Revenue budget cut of 8.94%, reducing the impact to a more manageable 2.71%. WVSU continues to be challenged with new spending requirements: Mercer Classification upgrades of about \$250,000, deficits created by our aged housing inventory, increased spending associated with upcoming re-accreditation cost and an unanticipated drop in current year's enrollment.

The University has been operating with essentially the same total budget since 2011 although we have had additional demands being placed on our financial resources. In the coming year the University will develop contingency plans to be executed if circumstances warrant.





DATE: June 12, 2013

TO: Dr. Paul L. Hill  
Chancellor, West Virginia Higher Education Policy Commission

FROM: Elizabeth P. Reynolds *epn*  
Associate Vice President for Planning and Treasury Operations  
West Virginia University

RE: Tuition and Fees for the 2013-14 Academic Year

As required by West Virginia Code §18B-10-1, West Virginia University requests approval of a fee increase for resident undergraduate students of 6.01% for the 2013-2014 academic year. This increase equates to \$366 per year and will bring the annual tuition amount to \$6,456. This increase was approved by WVU's Board of Governors at its June 6, 2013 meeting.

As requested in your memorandum of February 28, 2013, WVU offers the following support for this request:

**Continued achievement of benchmarks in the institutional compact**  
**Institutional pursuit of the statewide compact for postsecondary education**

WVU's institutional compact was designed to support the statewide compact for postsecondary education. As of the most recently completed 2011 -2012 update, HEPC determined that WVU has met or exceeded its goals in six of the seven goals including:

- Total Fall Headcount Enrollment – 29,617 compared to goal of 28,500
- Annualized FTE Enrollment – 29,444 compared to goal of 27,930
- Graduation Rates – 57% compared to goal of 56%
- Graduation Rates including transfers out – 67% compared to goal of 57%
- Degree Production – 6,447 compared to goal of 6,445; and
- Number of Degrees in STEM and Health Fields – 1,965 compared to goal of 1,892

1<sup>st</sup> to 2<sup>nd</sup> year Retention Rates

The remaining goal of 1<sup>st</sup> to 2<sup>nd</sup> year retention is at 78% compared to a goal of 84%. WVU attributes part of this shortfall to its significant population of non-resident students. These students face support issues, both non-financial and financial, that lead to them retain at lower rates than West Virginia residents. WVU's 1<sup>st</sup> to 2<sup>nd</sup> year retention rate for resident students for 2011-2012 was 80%.

WVU recognizes this challenge and had been actively working on programs to increase retention.

- Fall 2012 welcomed the inaugural class of the Mountaineer Success Academy. These incoming students who had not yet selected a major elected to participate in a week of intense academic programming before the fall semester began and on-going academic advising support through the semester. At the end of the fall semester only 18.7% of these students were on academic

probation compared to 26.4% of all freshmen and 34.5% of students with a similar academic profile who had elected not to participate in the program.

- In Fall 2013, the University College will begin operations. This new organizational unit will be home to more than 6,000 students who have not yet declared a major. The University College is designed to increase retention and graduation rates, advise students for career success, provide programs for academic advancement, and optimize the first year experience.

#### **The financial effect of the increase as measured by the relative per capita income of 75% of its in-state population**

The weighted average per capital income of the WV counties that comprise 75% of WVU's in-state population is \$23,866. The planned annual tuition increase for in-state students will raise resident tuition to \$6,456 per year. This value as a percentage of the relevant per-capita income comparison is 27.05%. The table below demonstrates that this places WVU in the "middle of the pack" as compared to the other public 4-year institutions within the state.

	<b>Fall 2013 In-state tuition</b>	<b>Weighted average per-capita income of counties comprising 75% of students</b>	<b>Tuition as a % of per-capita income</b>
Glenville State College	\$6,384	\$18,280	34.92%
Concord University	\$6,002	\$19,922	30.13%
Bluefield State College	\$5,564	\$18,952	29.36%
<b>West Virginia University</b>	<b>\$6,456</b>	<b>\$23,866</b>	<b>27.05%</b>
Marshall University	\$6,216	\$23,041	26.98%
Fairmont State University	\$5,824	\$21,810	26.70%
West Liberty University	\$6,226	\$23,834	26.12%
West Virginia University Institute of Technology	\$5,808	\$23,171	25.07%
Shepherd University	\$6,256	\$27,574	22.69%
West Virginia State University	\$5,932	\$26,855	22.09%
<b>Average without WVU</b>			<b>27.12%</b>

Furthermore, WVU compares very favorably with its peer institutions on a basis of tuition as a percentage of per capita income as shown in the table below. Please note that the table includes only the peer institutions whose tuition rates for Fall 2013 were available on-line on June 7, 2013.



Institution	Resident Tuition Fall 2013	Per capita income <sup>1</sup>	Resident Tuition as a % of per capita income
University of Vermont	\$15,688	\$41,572	37.74%
University of Kentucky <sup>4</sup>	\$9,966	\$33,989	29.32%
University of Georgia	\$10,334	\$35,979	28.72%
University of Louisville	\$9,750	\$33,989	28.69%
University of Tennessee-Knoxville <sup>5</sup>	\$9,606	\$36,567	26.27%
Virginia Tech	\$11,455	\$46,107	24.84%
North Carolina State Univ-Raleigh	\$8,206	\$36,028	22.78%
Virginia Commonwealth University	\$10,301	\$46,107	22.34%
University of Hawaii-Manoa	\$9,144	\$42,925	21.30%
University of Connecticut	\$12,022	\$57,902	20.76%
University of Iowa	\$8,061	\$41,156	19.59%
University of Utah	\$6,511	\$33,509	19.43%
West Virginia University	\$6,456	\$33,403	19.33%
University of New Mexico-Main	\$6,447	\$34,133	18.89%
University of Nevada-Reno	\$6,733	\$36,964	18.22%
University of Maryland-College Park	\$9,162	\$50,656	18.09%
SUNY at Buffalo	\$8,289	\$51,126	16.21%
University of Florida	\$6,150	\$39,636	15.52%

<sup>1</sup>Bureau of Business and Economic Research, University of New Mexico. <http://bber.unm.edu/econ/us-pci.htm>

### Institutional and state funding per full time equivalent student

WVU has the highest level of student support per annualized FTE among the 4-year public institutions in WV. However, this funding level is primarily related to its significant population of non-resident students. The non-resident tuition rates are 3 times higher than its resident tuition rates.

However, WVU is once again in the “middle of the pack” in terms of the state support provided per FTE. Furthermore, the state appropriation value for WVU includes support for non-student activities such as its land-grant obligation. For this reason, it is somewhat misleading to compare to WVU to other, less complex institutions on this basis.

	Student Tuition & Fees per FTE	State Appropriations per FTE	Student Support per FTE
West Virginia University Institute of Technology	\$5,996	\$8,315	\$14,311
West Virginia State University	\$3,830	\$5,618	\$9,449
Marshall University	\$5,000	\$5,144	\$10,144
Glenville State College	\$3,522	\$4,862	\$8,384
WVU Main Campus (less Health Sciences)	\$9,997	\$4,356	\$14,353
Fairmont State University	\$2,935	\$4,292	\$7,227
Bluefield State College	\$2,009	\$3,672	\$5,681
Concord University	\$2,250	\$3,566	\$5,817
West Liberty University	\$4,744	\$3,351	\$8,095
Shepherd University	\$4,315	\$2,900	\$7,215

A full analysis of WVU’s level of student support should include a comparison to its peer group. WVU’s level of state appropriation per student is \$4,000 less than its peers while its revenues from Tuition and Fees per FTE is above the average for its peers at \$9,434 compared to \$8,906.

	Revenues from Tuition and Fees per FTE	Revenues from State Appropriations per FTE	Student Support per FTE
University of Connecticut	\$10,511	\$23,588	\$34,099
North Carolina State Univ - Raleigh	\$6,409	\$15,558	\$21,967
SUNY at Buffalo	\$6,393	\$14,572	\$20,965
University of Tennessee	\$7,864	\$14,438	\$22,302
University of Maryland-College Park	\$11,311	\$12,243	\$23,554
University of Florida	\$5,803	\$12,172	\$17,975
University of Nevada-Reno	\$6,669	\$11,908	\$18,577
University of Kentucky	\$8,785	\$11,660	\$20,445
University of Hawaii at Manoa	\$8,559	\$11,126	\$19,685
University of Georgia	\$8,254	\$11,094	\$19,348
Univ of New Mexico-Main Campus	\$4,779	\$10,891	\$15,670
Texas A&M University	\$8,296	\$10,249	\$18,545
University of Utah	\$8,356	\$8,874	\$17,230
University of Massachusetts-Amherst	\$10,146	\$8,732	\$18,878
University of Iowa	\$11,633	\$8,624	\$20,257
University of Louisville	\$9,089	\$8,077	\$17,166
University of Missouri-Columbia	\$8,377	\$7,749	\$16,126
Virginia Tech	\$9,857	\$7,515	\$17,372
Virginia Commonwealth University	\$8,240	\$6,540	\$14,780
West Virginia University	\$9,434	\$6,057	\$15,491
University of Vermont	\$19,867	\$3,580	\$23,447
Average of HEPC Institutions	\$8,906	\$10,083	\$18,989

Source - IPEDS database query - 2011 data

#### Total sources of student generated revenue including special fee and program fee rates

These amounts are included in the submitted budget

WVU looks forward to the opportunity to discuss this fee request as well as its FY2014 operating and capital budgets with the Commission at the upcoming budget hearing.

cc: Narvel Weese, Vice President for Administration and Finance, West Virginia University  
Ed Magee, Vice Chancellor for Finance, West Virginia Higher Education Policy Commission

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Review of Institutional Operating Budgets and Approval of Capital Budgets for Fiscal Year 2014

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2014 institutional capital budgets.

**STAFF MEMBER:** Edward Magee

**BACKGROUND:**

During the 2011 session, the Legislature passed Senate Bill 330 (West Virginia Code §18B-1B-4) requiring the Commission to review institutional operating budgets and review and approve capital budgets for all governing boards under its jurisdiction, except the governing boards of Marshall University and West Virginia University. For the governing boards of Marshall University and West Virginia University, the Commission may review and comment upon the institutional operating budgets and capital budgets. The Commission's comments, if any, must be made part of the governing board's minute record.

The operating and capital budgets were submitted on forms prescribed by Commission staff. Together, the operating and capital budgets reflect all planned revenues and expenditures for Fiscal Year (FY) 2014. The historical operating data as well as operating and capital budget data for FY 2013 are provided for comparison purposes. To provide a complete description of planned expenditures, debt principal payments are included in the capital budget.

The format for the Budget Analysis is the similar to the format used to prepare institutional financial statements. The Income Before Other Revenues, Expenses, Gains or Losses reflects institutional income before capital grants, gifts, and bond proceeds from the Commission. Capital grants, gifts, and bond proceeds tend to be one-time, non-recurring sources of revenue and are not reflective of trends. The effect of the OPEB liability and expense is also reflected in the budget.

The Capital Budget displays the funding sources and uses for institutional capital projects and other capital expenditures as well as debt financing. The capital projects are categorized investment criteria. The definitions for these categories are provided on the page that follows this agenda item.

The Budget Analysis includes federal and state grants and contracts. The actual revenues received may vary considerably from budgeted amounts, because grant award processes are very competitive. Actual capital expenditures may also vary significantly from budgets, because projects may be delayed for a variety of reasons. In addition, unanticipated building repairs may be required during a fiscal year.



**Higher Education Policy Commission  
Community and Technical College System  
Capital Budget Definitions**

**Investment Criteria**

“Asset Preservation” means projects that preserve or enhance the integrity of building systems or building structure, or campus infrastructure.

“Economic Operations” means projects that result in a reduction of annual operating costs or capital savings.

“Equipment” means movable capitalized equipment.

“Misc. Repairs and Alterations” means repair and alteration projects for less than \$100,000 for institutions with fewer than 10,000 students and \$1 million for institutions with more than 10,000 FTE.

“New Construction” means new facilities and/or additions adding new square feet and new infrastructure.

“Program Improvement” means projects that improve the functionality of space, primarily driven by academic, student life and athletic programs or departments. These projects are also issues of campus image and impact.

“Reliability” means issues of imminent failure or compromise to the system that may result in interruption to program or use of space.

“Safety/Code” means code compliance issues and institutional safety priorities or items that are not in conformance with current codes, even though the system is “grandfathered” and exempt from current code.

**West Virginia Higher Education Policy Commission**

**BLUEFIELD STATE COLLEGE**

**Operating Budget  
(Dollars in Thousands)  
FY 2014**

	FY 2013	FY 2013	FY 2014	Percent
	YTD Actual*	Budget	Budget	Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$4,774	\$4,191	\$5,305	27%
Grants and Contracts	5,275	6,351	5,696	-10%
Auxiliary Enterprises	1,161	1,310	1,248	-5%
Service Agreement Revenues	0	0	0	
Other Operating Revenues	58	64	63	-2%
<b>TOTAL OPERATING REVENUES</b>	<b><u>11,268</u></b>	<b><u>11,916</u></b>	<b><u>12,312</u></b>	<b>3%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	10,895	12,597	12,076	-4%
Benefits	2,661	3,223	2,972	-8%
Utilities	672	685	747	9%
Supplies and Other Services	4,535	4,849	4,020	-17%
Scholarships and Fellowships	2,601	2,090	2,924	40%
Other Operating Expenses	83	83	85	2%
Cost of Services provided to other institutions	0	0	0	
Depreciation Expense	1,500	1,300	1,454	12%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>22,947</u></b>	<b><u>24,827</u></b>	<b><u>24,278</u></b>	<b>-2%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	6,593	6,593	6,004	-9%
Federal Pell Grants	5,111	5,600	5,100	-9%
Gifts	0	0	0	
Interest on capital asset related debt	0	0	0	
Assessments by the Commission for Systems Debt	(111)	(109)	(110)	1%
Other Nonoperating revenues	8	22	(10)	-145%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>11,601</u></b>	<b><u>12,106</u></b>	<b><u>10,984</u></b>	<b>-9%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>(78)</u></b>	<b><u>(805)</u></b>	<b><u>(982)</u></b>	
<b>Capital Revenues</b>	<b>52</b>	<b>2,522</b>	<b>2,437</b>	<b>-3%</b>
<b>Increase Decrease in Net Assets</b>	<b><u>(\$26)</u></b>	<b><u>\$1,717</u></b>	<b><u>\$1,455</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>1,450</u></b>	<b><u>1,450</u></b>	<b><u>1,450</u></b>	<b>0%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>(\$26)</u></b>	<b><u>\$1,717</u></b>	<b><u>\$0</u></b>	<b>-100%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>21,516</b>	<b>21,516</b>	<b>21,516</b>	<b>0%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>21,464</b>	<b>23,233</b>	<b>0</b>	<b>-100%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$434</b>	<b>\$434</b>	<b>\$434</b>	<b>0%</b>
<b>Ending Nonexpendable Assets</b>	<b>\$434</b>	<b>\$434</b>	<b>\$434</b>	<b>0%</b>

\*As of May 31, 2013



# West Virginia Higher Education Policy Commission

## Capital Budget BLUEFIELD STATE COLLEGE

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 300	\$ 500	67%
EAST Bond Proceeds	2,000	1,847	-8%
HEPC Bond Proceeds	-	-	
Institutional Bond Proceeds	-	-	
Other Financing	-	-	
Gifts	-	-	
Federal Grants	100	300	200%
Grants	-	-	
State Support	650	590	-9%
Current Revenue/Savings	909	1,128	24%
Rent/Rent Savings	-	-	
<b>Total Funding Sources</b>	<b>3,959</b>	<b>4,365</b>	<b>10%</b>
<b>Uses by Project Category:</b>			
Reliability	-	-	
Safety/Code	-	1,150	-100%
Economic Operations	-	-	
Program Improvement	2,000	2,000	0%
New Construction	-	-	
Miscellaneous Capital Repairs and Alterations	1,550	-	-100%
Equipment	-	300	-100%
<b>Total Uses</b>	<b>3,550</b>	<b>3,450</b>	<b>-3%</b>
<b>Debt Financing</b>			
New Bond Debt	-	-	
Bond Principal Payment	109	109	0%
Lease Liability	-	-	
Lease Principal Payment	-	-	
<b>Total Debt Financing Costs</b>	<b>109</b>	<b>109</b>	<b>0%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>17,045</b>	<b>18,618</b>	<b>9%</b>
<b>Beginning Long Term Plant Debt</b>	<b>586</b>	<b>477</b>	<b>-19%</b>
<b>Beginning Net Investment In Plant</b>	<b>16,459</b>	<b>18,141</b>	<b>10%</b>
<b>Total Additions to Plant Facilities</b>	<b>3,550</b>	<b>3,450</b>	<b>-3%</b>
<b>Depreciation</b>	<b>1,500</b>	<b>1,454</b>	<b>-3%</b>
<b>Net Change in Long Term Debt</b>	<b>(109)</b>	<b>(109)</b>	<b>0%</b>
<b>Ending Net Investment in Plant</b>	<b>18,618</b>	<b>20,246</b>	<b>9%</b>

## Bluefield State College Summary of Significant Budget Matters 2013/14 Fiscal Year

Bluefield State College (BSC) has undertaken a variety of methods to balance the budget for the 2013/14 fiscal year. Various constituents (faculty, staff, and students) were involved in the discussions related to budget reallocation and budget reductions. To continue achievement of benchmarks in the institutional compact and institutional pursuit of the statewide compact for postsecondary education, the following “Guiding Principles for Budget Development” were utilized:

*Bluefield State College relies on the following overarching principles to guide budget preparation and resource allocation for the College. Throughout this important process, we must ask: Does the proposed budget. . . .*

- Preserve the core mission of Bluefield State College to provide students with an affordable, accessible opportunity for quality higher education?
- Maintain the focus of serving students?
- Align allocation of resources with the institution’s strategic goals and priorities, with particular emphasis on student retention and success?
- Maintain academic quality and integrity in all programs and services?
- Recognize the importance of highly qualified faculty and staff?
- Seek additional sources of revenue to fund priority initiatives in alignment with strategic goals?
- Examine processes to identify additional efficiencies and cost savings?
- Rely on sound data as a basis for making strategic resource allocation decisions?
- Allow for clear and transparent communication of decisions?

Continuing challenges exist for BSC with the continued economic declines of federal and state funding and declining high school graduates. In addition to the reduction of state funds (\$589,628), BSC has other challenges related to the federal Title III Grant with the request that no more than 50% of the grant award be allocated to salaries and benefits (reduction of \$314,675) and ongoing inflationary items.

The following represents various data utilized in the budget development process for FY2013/14 for operation budget:

- State fund reduction - \$589,628 or 8.94%
- Tuition and fee increases - \$450,000 or 7.41% resident, 6.38% non-resident, and 6.57% metro

- Reduced tuition and fee waivers - \$35,000 (replaced with additional private scholarships)
- Elimination of four vacancies - \$241,490
- Reallocation of existing vacancy for new Transitional Studies Lab Coordinator salary and benefits - \$52,000
- Vacancies not being filled - \$125,000
- Salary savings of replaced vacancies - \$52,721
- No salary increases except required faculty promotion increases of 10% - \$38,400
- Utility increases - \$45,000
- Increased retiree health insurance - \$15,000
- Other campus savings from automation of e-mail versus postage, printing process, in house computer lab printing, student and extra help employment, and ongoing further review of current and ongoing expenditures - \$20,000

The following represents various data utilized in the budget development process for FY2013/14 for Capital Budget:

- Designs complete and in the bid process for the following projects:
  - Upgrade to Basic Science (science labs) and Dickason Hall labs (Nursing, Radiologic Technology, Engineering Technology specific labs for Mechanical, Electrical, Mining, and Computer Science) - \$2,000,000 funding source EAST Bonds)
  - Computer Center HVAC upgrade for technology machine room - \$150,000 (funding source Student Capital Fees)
  - Basic Science concrete repair - \$200,000
- Roof replacements for Dickason Hall, Student Center, Physical Plant Building, and possibly four faculty/staff houses - \$800,000 (in design phase to be bid in August; funding source - 50% State Support and 50% Student Capital Fees)
- Utilization of \$700,000 funds held on reserve for equipment purchases and programmatic enhancements related to the lab construction upgrade. A portion of these equipment dollars will be capitalized (for those over \$5,000 each) and a portion will be expensed. Funds held from Title III Grant, Programmatic Fees, and Special Lab Fees have been dedicated to the School of Engineering Technology and Computer Science, School of Nursing and Allied Health, and School of Arts and Sciences.

In summary, BSC recognizes the importance of balancing the budget and remaining fiscally sound. BSC will continue to focus on access, success, and impact in the budget discussions and decisions.

**West Virginia Higher Education Policy Commission**

**Concord University  
Operating Budget  
(Dollars in Thousands)  
FY 2014**

	<b>FY 2013 Accrual Basis YTD Actual (Projected EOY)</b>	<b>FY 2013 Cash Basis Budget</b>	<b>FY 2014 Cash Basis Budget</b>	<b>Percent Change</b>
<b>OPERATING REVENUES</b>				
Tuition and Fees, (Net of discounts of \$8,920,000 for FY 13 and \$8,900,000 for FY				
14)	\$7,819	\$8,053	\$8,826	10%
Grants and Contracts	6,441	6,560	5,084	-23%
Auxiliary Enterprises	8,555	8,725	8,770	1%
Service Agreement Revenues	134	134	200	49%
Other Operating Revenues	604	647	603	-7%
<b>TOTAL OPERATING REVENUES</b>	<b><u>23,553</u></b>	<b><u>24,119</u></b>	<b><u>23,483</u></b>	<b>-3%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	17,234	17,386	16,700	-4%
Benefits	4,497	4,593	4,239	-8%
Utilities	1,675	1,805	1,737	-4%
Supplies and Other Services	8,938	8,870	8,708	-2%
Scholarships and Fellowships	4,641	4,953	4,774	-4%
Other Operating Expenses	163	163	162	-1%
Cost of Services provided to other institutions			0	
Depreciation Expense	2,435	2,435	2,435	0%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>39,583</u></b>	<b><u>40,205</u></b>	<b><u>38,755</u></b>	<b>-4%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	10,207	10,207	9,294	-9%
Investment Income	412	413	409	-1%
Federal Pell Grants	5,516	5,516	5,900	7%
Gifts	75	125	0	-100%
Interest on capital asset related debt	(222)	(223)	(194)	-13%
Assessments by the Commission for Systems Debt	(23)	(23)	(23)	0%
Other Nonoperating revenues	(6)	(6)	(5)	-17%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>15,959</u></b>	<b><u>16,009</u></b>	<b><u>15,381</u></b>	<b>-4%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>(71)</u></b>	<b><u>(77)</u></b>	<b><u>109</u></b>	
<b>Capital Revenues</b>	<b>1,503</b>	<b>1,503</b>	<b>2,902</b>	<b>93%</b>
<b>Increase Decrease in Net Assets</b>	<b><u>\$1,432</u></b>	<b><u>\$1,426</u></b>	<b><u>\$3,011</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>177</u></b>	<b><u>177</u></b>	<b><u>0</u></b>	<b>-100%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$106</u></b>	<b><u>\$100</u></b>	<b><u>\$109</u></b>	<b>9%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>50,824</b>	<b>50,824</b>	<b>52,427</b>	<b>3%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>52,433</b>	<b>52,427</b>	<b>55,438</b>	<b>6%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>0%</b>
<b>Ending Nonexpendable Assets</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>0%</b>

## West Virginia Higher Education Policy Commission

### Capital Budget Concord University

Description	Budget FY 2014	Budget FY 2013	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 404,600	\$ 205,935	-49%
EAST Bond Proceeds	2,565,000	3,435,000	34%
HEPC Bond Proceeds	-	-	
Institutional Bond Proceeds	-	-	#DIV/0!
Other Financing (HEPC Revolving Loan)	-	500,000	
Gifts	87,000	87,351	0%
Federal Grants	-	-	
Grants - (HEPC Matching Grant)	250,000	-	
State Support (WV EDA)	-	22,600	
Current Revenue/Savings	1,126,176	1,182,176	5%
Rent/Rent Savings			
<b>Total Funding Sources</b>	<b>4,432,776</b>	<b>5,433,062</b>	<b>23%</b>
<b>Uses by Project Category:</b>			
Reliability	3,215,000	4,048,520	26%
Safety/Code	500,000	190,145	-62%
Economic Operations	-	-	#DIV/0!
Program Improvement	80,000	-	-100%
New Construction	-	-	#DIV/0!
Miscellaneous Capital Repairs and Alterations	10,000	268,312	2583%
Equipment	157,080	186,455	19%
<b>Total Uses</b>	<b>3,962,080</b>	<b>4,693,432</b>	<b>18%</b>
<b>Debt Financing</b>			
New Bond Debt	-	-	
Bond Principal Payment	-	-	#DIV/0!
HEPC Revolving Loan	(100,000)	500,000	-600%
Mortgage Loan Payable (Research & Development Corp)	(24,072)	(22,994)	-4%
Lease Liability	-	-	#DIV/0!
Lease Principal Payment	(278,709)	(299,772)	8%
<b>Total Debt Financing Costs</b>	<b>(402,781)</b>	<b>177,234</b>	<b>-144%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>52,616,368</b>	<b>50,357,936</b>	<b>-4%</b>
<b>Beginning Long Term Plant Debt</b>	<b>4,657,819</b>	<b>4,480,535</b>	<b>-4%</b>
<b>Beginning Net Investment In Plant</b>	<b>47,958,549</b>	<b>45,877,401</b>	<b>-4%</b>
<b>Total Additions to Plant Facilities</b>	<b>3,962,080</b>	<b>4,693,432</b>	<b>18%</b>
<b>Depreciation</b>	<b>2,435,000</b>	<b>2,435,000</b>	<b>0%</b>
<b>Net Change in Long Term Debt</b>	<b>(402,781)</b>	<b>177,234</b>	<b>-144%</b>
<b>Ending Net Investment in Plant</b>	<b>49,888,410</b>	<b>48,313,067</b>	<b>-3%</b>

## **Assumptions for FY2014 Operating Budget**

### **Enrollment & Tuition and Fees**

1. Assumes flat enrollment except for increases due to the Masters of Social Work Program beginning in the fall of 2013.
2. Tuition & Fee Revenue reflects the 5% increase approved for FY 2014

### **Operating Revenues**

1. Auxiliary revenue has been reduced by approximately \$550,000 during the FY 2013 budget year. Efforts are being made to attract students that will be living on campus in order to increase these revenues.
2. Total operating revenue is expected to less than budgeted due to adjustments in auxiliary revenues.

### **Operating Expenses**

1. Capital expenditures:
  - Capital expenditures for FY 2013 amounted to \$4,693,432 with the East Bond projects accounting for \$3,435,000 of the total.
  - The University's FY 2014 capital budget funds only those projects that require immediate attention. The roof on the Student Center is one such project with an estimated cost of \$500,000.
2. Projected actual operating expenses:
  - Operating expenses in FY 2013 are expected to be down by approximately \$750,000 from the FY 2013 budget estimates.
  - Estimated budget cuts for FY 2014 including salaries and benefits are estimated to amount to further reductions of \$828,000 during FY 2014.
3. With rare exceptions, vacant positions will not be filled until fall enrollment numbers are known.
4. The budget contains the costs of funding Mercer scale step costs and faculty promotions for FY 2014.

### **Non-operating Revenues and Expenses**

1. State appropriations reduced by \$912,000 to reflect the mandated cut of 8.9%

# West Virginia Higher Education Policy Commission

## Fairmont State University Operating Budget FY 2014

	FY 2013 YTD Actual	FY 2013 Budget @ 4- 30-13	FY 2014 Budget	Percent Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	22,457,108	23,712,822	24,756,252	4%
Grants and Contracts	28,919,952	33,631,623	32,670,016	-3%
Auxiliary Enterprises	10,636,491	11,656,781	12,305,470	6%
Service Agreement Revenues	5,035,957	6,985,942	7,029,379	1%
Other Operating Revenues	246,807	446,076	415,411	-7%
<b>TOTAL OPERATING REVENUES</b>	<b>67,296,315</b>	<b>76,433,245</b>	<b>77,176,528</b>	<b>1%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	21,726,094	27,986,011	27,857,937	0%
Benefits	5,239,708	7,076,730	7,148,975	1%
Utilities	1,753,529	2,592,407	2,565,705	-1%
Supplies and Other Services	9,853,676	13,154,414	12,485,431	-5%
Scholarships and Fellowships	38,302,339	43,199,213	43,468,620	1%
Other Operating Expenses	0	1,131	0	-100%
Cost of Services provided to other institutions	1,866,643	2,119,186	2,112,991	0%
Assessments by the Commission for operations	189,926	185,560	185,560	0%
Depreciation Expense	0	0	0	0%
<b>TOTAL OPERATING EXPENSES</b>	<b>78,931,915</b>	<b>96,314,652</b>	<b>95,825,220</b>	<b>-1%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	17,880,671	17,880,671	16,281,666	-9%
Federal Pell Grants	8,404,819	9,500,000	9,500,000	0%
Gifts	193,128	208,991	20,000	-90%
Interest on capital asset related debt	(3,274,750)	(3,326,102)	(3,366,131)	1%
Assessments by the Commission for Systems Debt	0	0	0	0%
Investment income	21,492	277,666	266,166	-4%
E&G capital and debt service support revenue	0	0	0	0%
Fees assessed to Pierpont for debt service	0	0	0	0%
Assessment for E&G capital and debt service costs	(2,331,139)	(2,558,111)	(2,558,111)	0%
Amortization of bond issuance costs, premiums and discounts	0	0	0	0%
Other Nonoperating revenues	0	0	0	0%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b>20,894,221</b>	<b>21,983,116</b>	<b>20,143,591</b>	<b>-8%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b>9,258,621</b>	<b>2,101,708</b>	<b>1,494,899</b>	<b>-29%</b>
<b>Bond Proceeds from Policy Commission</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Capital Grants and Gifts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Transfers and Capitalized Expenditures</b>				
Capital Expenditures	(494,378)	(598,597)	(309,877)	-48%
Construction Expenditures	(395,965)	(401,364)	(754,239)	88%
Transfers for Financial Aid Match	0	(3,425)	0	-100%
Indirect Cost Recoveries	0	(0)	0	-100%
Transfers for Scholarships	0	0	0	0%
Transfers for Plant Reserves	0	(1,229,846)	(1,671,962)	36%
Transfers - Other	0	6,498	(37,758)	-681%
<b>TOTAL Transfers and Capitalized Expenditures</b>	<b>(890,343)</b>	<b>(2,226,733)</b>	<b>(2,773,835)</b>	<b>25%</b>
<b>Increase Decrease in Net Assets</b>	<b>8,368,278</b>	<b>(125,025)</b>	<b>(1,278,936)</b>	<b>923%</b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>#DIV/0!</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b>8,368,278</b>	<b>(125,025)</b>	<b>(1,078,936)</b>	<b>763%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>75,152,868</b>	<b>75,152,868</b>	<b>75,027,843</b>	<b>0%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>83,521,146</b>	<b>75,027,843</b>	<b>73,948,907</b>	<b>-1%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>#DIV/0!</b>
<b>Ending Nonexpendable Assets</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>#DIV/0!</b>



## West Virginia Higher Education Policy Commission

### Capital Budget Fairmont State University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances - E&G Capital Reserves	\$ 2,714,650	\$ 2,632,758	-3%
Cash Balances - Infrastructure	759,488	1,218,302	60%
Cash Balances - Athletic Reserves	25,000	0	-100%
Cash Balances - Auxiliary Reserves (Housing/Facilities/Falcon Center)	504,654	0	-100%
EAST Bond Proceeds	14,085,000	3,814,092	-73%
HEPC Bond Proceeds	-	-	0%
Institutional Bond Proceeds	-	-	0%
Other Financing	-	-	0%
Gifts-Athletic Capital Projects	215,000	-	-100%
Federal Grants			
Grants		-	
State Support			
Current Revenue/Savings-capital equipment purchases	511,013	309,877	
Current Revenue/Savings-Use of Unrestricted Net			
Assets/Reserves	1,047,000	754,239	-28%
Rent/Rent Savings			
<b>Total Funding Sources</b>	<b>19,861,805</b>	<b>8,729,268</b>	<b>-56%</b>
<b>Uses by Project Category:</b>			
Reliability	5,607,177	993,300	-82%
Asset Preservations	1,714,488	2,806,419	64%
Safety/Code	5,478,000	2,737,930	-50%
Economic Operations	-	-	0%
Program Improvement	5,213,150	881,742	-83%
New Construction	-	-	0%
Miscellaneous Capital Repairs and Alterations	-	-	0%
Equipment	1,848,990	1,309,877	-29%
<b>Total Uses</b>	<b>19,861,805</b>	<b>8,729,268</b>	<b>-56%</b>
<b>Debt Financing</b>			
New Bond Debt	-	-	
Bond Principal Payment	(1,810,000)	(1,810,000)	0%
Lease Liability	-		0%
Lease Principal Payment	(90,669)	(94,120)	4%
<b>Total Debt Financing Costs</b>	<b>(1,900,669)</b>	<b>(1,904,120)</b>	<b>0%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>103,880,255</b>	<b>113,978,890</b>	<b>10%</b>
<b>Beginning Long Term Plant Debt -less due from Pierpont</b>	<b>54,774,280</b>	<b>52,873,611</b>	<b>-3%</b>
<b>Beginning Net Investment In Plant</b>	<b>49,105,975</b>	<b>61,105,279</b>	<b>24%</b>
<b>Total Additions to Plant Facilities -less Pierpont</b>			
<b>percentage</b>	<b>13,798,635</b>	<b>6,594,687</b>	<b>-52%</b>
<b>Depreciation</b>	<b>3,700,000</b>	<b>3,800,000</b>	<b>3%</b>
<b>Net Change in Long Term Debt</b>	<b>(1,900,669)</b>	<b>(1,904,120)</b>	<b>0%</b>
<b>Ending Net Investment in Plant</b>	<b>61,105,279</b>	<b>65,804,086</b>	<b>8%</b>

Educational and General Assets including Infrastructure funded assets are shared assets owned by both Fairmont State University and Pierpont Community and Technical College.

The shared ownership is defined by the Separation of Assets and Liabilities Agreement between the Board of Governor's of Fairmont State University and the Board of Governor's of Pierpont. The assets are allocated on the basis of the ten year average percentage of FTE. For fiscal year 2013, the percentage allocation is Fairmont (65.47%) and Pierpont (34.53%).

Based on the fiscal year 2013 allocation percentage, Pierpont's ownership in the E&G Capital projects for fiscal year 2013 of \$17,559,138 is estimated at \$6,063,170.

For fiscal year 2014, no agreement has been reached concerning the contribution of funding for capital projects from Pierpont. No new funding has been included from Pierpont.

Therefore, the allocation would only be on fiscal year 2013 projects carried forward to FY 2014. The estimated projects carried forward total \$6,181,817.

**Fairmont State University  
Board of Governors  
Financial Report  
for the period ending March 31, 2013**

**Unrestricted Fund:**

The budget deficit planned for 2013 at the end of March decreased from \$-69,666 to \$-69,656, an improvement in the bottom line by \$10.00.

Tuition and Fee revenue through the end of March is at 88.67% and we received 83.02% of budgeted revenue through the end of March. Non-operating revenue is at 62.00% of budget. Operating expenses through March is at 67.31% of budget. The actual surplus condition at the end of February is \$3,713,854 with 3 months left to go in this fiscal year.

**Auxiliary Fund:**

The Auxiliary Budget Planned Transfer to Reserve decreased by \$9,672 to \$1,225,128. Benefit changes impacted this increase in the Housing Fund.

Auxiliary Enterprise revenue achieved 89.13% of budget and we received 90.00% of the overall operating revenue plan. Operating expenses through the end of March is at 76.28% of budget. The actual surplus condition through the end of March is \$2,068,627.

Note: The adjusted projected deficit condition for Athletics for the 2013 FY is currently \$-121,752. This is compared to a planned deficit of a negative \$-113,000 approved in June by the Board of Governors.

**Restricted Fund:**

New grant was awarded to the University as follows:

- Summer of Innovation II - \$12,000
- 2013 Challenge Grant - \$30,000

Existing grant increase/decrease is as follows:

- Community Link Supplement - +\$3,359

The Restricted Fund revenue achieved 85.42% of budget and the operating expense achieved 85.17% of budget. The actual surplus at the end of March is at \$371,594.

Please find the attached financial reports for the period ending March 31, 2013.

**Fairmont State University  
Board of Governors  
May 16, 2013**

**Item:** Facilities (Parking & Safety) 2014 Budget Approval (Auxiliary Enterprise)

**Committee:** Committee of the Whole

**Recommended Resolution:** Approval of the 2014 fiscal year budget plan for the Facilities (Parking and Safety) Auxiliary Enterprise

**Staff Member:** Rick Porto

**Background:** With the exception of a loss of Student Fee Revenue due to enrollment declines this budget submission proposes:

- No new fee increase for this Auxiliary
- A transfer of the safety coordinator position to the Physical Plant E&G budget which will not increase that budget since a vacant position is being reorganized to incorporate the safety duties and responsibilities.
- Continuation of the Mercer Scale Step Movement and Increment salary adjustments required by the legislature.
- Addition of one-time funding to make adjustments to parking equipment in preparation for the opening of the Turley Center.
- A minor increase to the Debt Service Payment due in FY 2014.

All adjustments proposed for this budget will still allow for a transfer to reserve for future capital repair and replacement of \$114,945.

The request seeks your approval for the following:

1. The 2014 Operating Budget Plan.
2. The 2014 Capital Project of \$50,000 (from reserves) to fund continued maintenance on the parking garage. We hope to be able to seal and re-caulk the fifth floor and part of the fourth floor with this funding.

## MEMORANDUM

**To:** Rick Porto, Vice President for Administrative and Fiscal Affairs  
Debbie Stiles, Budget Director

**From:** Jack Clayton, Chief of Police

**Date:** April 2, 2013

**Sub:** FY 2014 Facilities Budget Plan – Safety & Security (Revised)

Based on information and projections available at this time, the proposed FY 2014 Budget Plan for Safety & Security requests funding for all accounts at the same level approved in the FY 2013 Budget with the exceptions of those items noted below.

**Expenses by Account:** The following are requests reflecting increases from the prior fiscal year allocations along with implementation of a project pursuant to the Safety & Security Department's short and long range plans.

- Acct. 558000 (Miscellaneous Equipment) - \$5,000
  - \$3500 - Acquisition of parking meters to be installed in visitor parking areas behind the Hardway Building and Turley Center
  - \$1500 – To relocate gate to faculty/staff parking area on top level of the parking garage to require card swipe upon entrance to lot
- Acct. 501100 (Personal Services-Classified Staff) - \$30,495
  - (Grade 8 Communications Operator) – \$30,495. This is a new position that will begin the process of providing staffing for a central communications facility. Ultimately, the goal is to staff a communications point “24-7” to coordinate all telephone calls into the campus after hours and to provide call-out and radio communications support for the various departments. The requested allocation reflects current salary and benefit costs for one FTE.

**Fairmont State University  
Board of Governors  
May 16, 2013**

**Item:** Falcon Center (Student Activity Center) 20-year Master Plan Update and 2014 Budget Approval (Auxiliary Enterprise)

**Committee:** Committee of the Whole

**Recommended Resolution:** Approval of the Falcon Center 2014 fiscal year budget plan and approval of the 20-year Master Plan Update

**Staff Member:** Rick Porto

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

This 20-year plan update details the FY 2014 budget changes from FY 2013 which are shown on the attached narrative page in **BOLD** print.

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

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

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

This request seeks your approval for the following:

1. The 2014 Operating Budget Plan
2. The 2014 Equipment Replacement Plan.
3. The 2014 Capital Repair and Replacement Plan.
4. The Falcon Center 20-year Master Plan Update.

## **Falcon Center 20 Year Budget Plan Update (Inclusive of FY14 Budget Proposal)**

### **Assumptions for Falcon Center 20 Year Budget Projection – FY14 Update (Bolded items reflect FY14 budget changes)**

- **Food Service/Dining Revenue has been increased by \$28,427 for FY14.** Revenue projections are based upon current operations and expected returns and incremented by historical Consumer Price Index trends. This is a 74.10% increase in revenue from 2014 to 2034. Fee schedule utilizes revenue projection percentage increases from the study.
- **Bookstore revenue has been increased by \$4,000 for FY14.** Revenue projections assume a 1% increase each year. This is a 22.02% increase from 2014 to 2034. Bookstore rent shows no increase.
- **Fairmont Student fees have been adjusted for the decline in enrollment by \$37,666 or 2.4%.**
- **Pierpont Student fees have been adjusted for the decline in enrollment by \$18,220 or 2.58%.**
- **Other operating revenues show an increase of \$33,193 or 7.19%, mostly due to a projected increase in rental income.**
- **Labor has been increased by \$4,299 for FY14, which is attributed to a requested increase in Student Assistants and Mercer increase projections.** Labor has a projected increase of 2.3% for two out of every three years, beginning in 2015.
- **Operating Expenses are projected to increase 2% each year. FY14 shows an increase of less than 1% or \$12,286. The increase is mainly due to the addition of expense budgets to reimburse areas that provide services for rentals, such as parking and housing and scholarship increases.**
- **Debt Service payments have been updated for amount due after refunding of the bonds has been completed.**
- **With requested updates, the transfer to reserves value will increase by \$12,459.99 to \$440,288.23. The previous target was \$427,828.24.**
- **Turf Lease payments are projected for the full 20 years due to assumption of replacement. This represents half of the annual payment amount. The Athletics budget covers the other half of the payment.**
- **Interest is modestly projected at \$3,000. We have received \$5,126.46 to date for FY13.**
- **Project cost estimates are listed based on projections of replacement of equipment and building maintenance will need to occur.**
- **Both Fairmont State and Pierpont students pay fees for any class on the main campus (same rates) and all increases to these fees.**
- **Both Fairmont State and Pierpont students pay the same meal plan rates (who are required to have a meal plan) and all increases to this fee.**

**Fairmont State University  
Board of Governors  
May 16, 2013**

**Item:** Housing 20-year Master Plan Update and 2014 Budget Approval (Auxiliary Enterprise)

**Committee:** Committee of the Whole

**Recommended Resolution:** Approval of the Housing 2014 fiscal year budget plan and approval of the 20-year Master Plan Update

**Staff Member:** Rick Porto

**Background:** The attached 20-year operating and capital repair and replacement plan proposes how University Housing will be maintained and operated over the next twenty years and pay-off bond debt.

This plan incorporates the demolition and replacement of the College Park Apartments adding an additional 168 beds to this footprint. This plan further renovates Morrow, Pence, and Pritchard Halls.

Note: The hiring of an architect for the apartment phase of this plan is in progress and we plan to bring to the June meeting the architect selection and budget for your approval so that the design phase of this project can get started.

This 20-year plan update details the FY 2014 budget changes from the FY 2013, which are shown on the attached narrative page in **BOLD** print.

The 20-year plan provides information about the assumptions made to predict the future years' operating revenues, expenses, major equipment replacements, and major capital repairs and replacements and future debt to be incurred to accomplish the Master Plan goals.

The Housing 20-year Master Plan was first approved by the Governing Board on August 16, 2012.

This request seeks your approval for the following:

1. The 2014 Operating Budget Plan.
2. The funding of 2014 project maintenance of approximately \$59,000.
3. The Housing 20-year Master Plan Update.

## **Housing Master Plan Update (Inclusive of FY14 Budget Proposal)**

### Assumptions for Housing 20 Year Master Plan Projection – FY14 Update (Bolded items reflect FY14 budget changes)

- **Revenues from rent are requested to increase by 5% for traditional dorms and 5.5% for apartments for FY14. When combined with projected revenue for temporary triples, revenue is projected to increase by \$212,332.** Future years have been increased by previously projected percentages. Temporary triples room revenue is budgeted for FY14, FY19, FY22, FY25 and FY28, due to the need for addition beds in those years.
- **Other revenues are budgeted to increase by \$21,000 or 22.8% for FY14** and are projected to increase at 1% for all future years.
- Vacancy Losses are projected to be 3% of revenue. **Losses are projected to increase by \$13,750 for FY14.**
- **Labor is increased by the amounts requested by Housing for Student Assistants and Mercer increase projections, which is an increase of \$24,391 for FY14.** Labor currently has a projected increase of 2.3% for two of every three years.
- **Operating expenses is increased mainly for additional scholarship costs, which is an increase of \$4,818 for FY14**
- Debt Service payments have been updated for amount due after refunding of the bonds has been completed. Housing pays 100% of the previous 2003A bond and 59.4% of the previous 2002A bond.
- **With requested updates, the transfer to reserves value will increase by \$11,068 to \$882,769. The previous target for FY14 was \$871,701.**
- Interest Income is projected at \$6,500. We have received \$4,572 from the state through April for FY13.
- Funding for equipment replacement and purchase and minor capital projects has been added annually.
- Additional Debt Service is projected for all future projects, which include:
  - Demolition of College Park buildings and rebuild FY15 through FY22 or sooner with additional 168 beds on same footprint
  - Renovate Morrow Hall in FY25 and reopen in FY26
  - Renovate Pence Hall in FY28 and reopen in FY29
  - Renovate Pritchard Hall in FY31 and reopen in FY32



**Fairmont State University  
Board of Governors  
May 16, 2013**

**Item:** 2014 Education and General (E&G) Budget Approval

**Committee:** Committee of the Whole

**Recommended Resolution:** Resolved, that the Fairmont State University Board of Governor's approve the Unrestricted E&G Fund Budgets for the 2014 fiscal year.

**Staff Member:** Rick Porto

**Background:** The E&G Fund Budget Plan for the 2014 fiscal year shows a deficit budget balance of \$-1,080,601. The budget balance for 2014 prior to the addition of one-time 2014 needs (Strategic Planning and Capital Repair and Replacement needs) is a balance of \$538.

Please see the attached FY 2014 Budget Planning document that was reviewed and approved by the University Budget Committee, the President's Council, and the Finance Committee.

Please also see the attached FY 2014 Budgeted Statement of Revenues and Expenses comparing the FY 2013 budget plan thru April 30 to FY 2014 beginning budget plan.

Next please find attached the Unrestricted Fund OPEB Liability and Net Assets Report that demonstrates our strong net asset position. The projected net assets (after adding back the projected OPEB Liability) at the end of fiscal year 2013 is estimated to be \$15,731,717 and is 33.58% of the 2014 planned operating budget. This value compared to the actual unrestricted net assets at the end of the 2012 FY of \$13,910,352 (after adding back the OPEB Liability), is a projected growth of \$1,821,365. The 2013 Audit Report due in October 2013, will identify the actual increase in net asset reserves.

Finally, approving this budget plan for 2014 fiscal year will allow for the Mercer Step Pay raises in the net amount (after chargeback) of approximately \$65,300 to be effective July 1, 2013 and the faculty promotions to be effective at the beginning of their 2014 contract. (See attached letter required to be sent to the State Budget Office approving the Mercer Step Pay raises).

FY 2014 BUDGET PLANNING DOCUMENT  
FAIRMONT STATE UNIVERSITY  
EDUCATION & GENERAL FUNDS

8.94% Reduction to State Appropriations; 7.65% Fee Increase

As of April 30, 2013, Assumes a Budget Condition of:		(69,235)
	Budget Effect	Running Total
<b>FY 13 ONE-TIME BUDGETS REMOVED:</b>		
One-time FY 2013 Budgets:		
One-time FY 2013 Athletic Department	113,104	
Feaster Center Pool HVAC	279,239	
Fund Managers Plan to Spend Reserves in FY 2013	100,277	
Carry Over of Strategic Planning Award Spending:		
FY 2011 Awards	186,466	
Round 1 (\$48,561)		
Round 2 (\$137,905)		
FY 2012 Awards	200,085	
IBM Initiative - Faculty Training (\$120,000 total support, \$30,000 transferred from labor reserve)	90,000	
Presidential Inauguration	35,000	
Architect-Basketball Locker Room	<u>25,000</u>	
One-time FY 2013 Budgets Sub-total:	1,029,170	959,935
<b>FY 13 ONE-TIME BUDGETS REMOVED SECTION SUB-TOTAL:</b>	<b>1,029,170</b>	<b>959,935</b>
<b>PERMANENT BUDGET ADJUSTMENTS:</b>		
Revenue Adjustments:		
State Appropriation 8.94% Reduction (Loss of Revenue)	(1,599,005)	
Fee Increase 7.65%	<u>1,509,761</u>	
<small>This 7.65% fee increase results in an approximate \$200 per semester per student or \$400 per academic year per student increase.  The Athletic portion is \$48/\$96 and the E&amp;G retained portion is \$152/\$304.</small>		
Revenue Adjustments Sub-total:	(89,244)	870,691
Enrollment Growth/Decline:		
Fairmont:		
Education & General	(565,187)	
Graduate Programs	65,455	
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	(7,437)	
Central Fees (Health Services)	<u>(2,658)</u>	
Fairmont Sub-total	(509,827)	
Pierpont:		
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	(3,122)	
Central Fees (Health Services)	<u>(1,115)</u>	
Pierpont Sub-total:	<u>(4,237)</u>	
Enrollment Growth Sub-total:	(514,064)	356,627
Mandatory Pay Raise Costs:		
Mercer Scale Cost for Step Movement	(86,886)	
- Chargeback Revenue - Mandatory Pay Raise Costs-Mercer Scale	24,461	
- Chargeback Expense - Mandatory Pay Raise Costs-Mercer Scale	(2,009)	
Faculty Promotions	<u>(58,693)</u>	
Mandatory Pay Raise Costs Sub-total:	(123,127)	233,500
Annual Increment:		
Increment Increase	(21,089)	
- Chargeback Revenue - Annual Increment	2,447	
- Chargeback Expense - Annual Increment	<u>(206)</u>	
Annual Increment Sub-total:	(18,848)	214,652
Phased Retirement:		
Phased Retirement Cost Estimate (Savings)	<u>27,865</u>	
Phased Retirement Sub-total:	27,865	242,517
Additional School of Nursing Hospital Contract Commitments:		
Reduction to Contract Revenue from Hospitals	<u>(20,400)</u>	
Additional School of Nursing Hospital Contract Commitments Sub-total:	(20,400)	222,117

	Budget Effect	Running Total
Annual BRIM Premium	(16,843)	
-Chargeback Revenue - Brim Premium	<u>4,941</u>	
Annual BRIM Premium Sub-total:	(11,902)	210,215
Lease Costs:		
Alumni Association Lease Increase	<u>(458)</u>	
Lease Expense Sub-total:	(458)	209,748
Admissions Office:		
Operating Budget Increase	<u>(30,000)</u>	
Admissions Office Sub-total:	(30,000)	179,748
Budget Savings:		
Degree Works	30,306	
Summer Diversity Camp	19,779	
Special Accreditation	<u>36,995</u>	
Budget Savings Sub-total:	87,081	266,828
Tuition Waiver Costs (9.35% Increase) :		
Full Ride Scholarships (McClain)	(19,074)	
Waivers Due to Increase of Fee	(54,031)	
Promise Beyond Scholarships	(80,000)	
Presidential Promise Beyond Scholarships	(20,000)	
Graduate School Waivers	(14,025)	
Athletic Waivers	(64,515)	
Athletic Scholarships - Football	<u>(20,000)</u>	
Tuition Waiver Costs Sub-total:	(271,645)	(4,817)
SEOG & Federal Work Study:		
SEOG Matching Contributions	<u>5,355</u>	
SEOG & Federal Work Study Sub-total:	5,355	538
<b>PERMANENT BUDGET ADJUSTMENTS SECTION SUB-TOTAL:</b>	<b>(959,396)</b>	<b>538</b>
<b>FY 2014 ONE-TIME BUDGETS:</b>		
Fairmont State Campus Master Plan	(150,000)	
Feaster Center Concrete Repair	(100,000)	
Feaster Center Boilers - Replacement	(50,000)	
Feaster Center HVAC - Pool	(279,239)	
Press Box - HVAC	(50,000)	
Strategic Plan Carry Over Awards:		
Continue Increase-Student Enrollment	(90,000)	
Repair of Greenhouse	(39,650)	
Caperton Center - Instruction (Equipment)	(4,297)	
Lecture Capture System	(29,615)	
Architect - Women's Basketball Locker Rooms	(12,500)	
Women's Basketball Locker Rooms	(112,500)	
2014 Athletic One-time Support (continued from FY 2013 for one additional year)	(113,104)	
Fund Manager Projections	<u>(50,234)</u>	
One-time FY 2014 Budgets Sub-total:	(1,081,139)	(1,080,601)
<b>FY 2014 ONE-TIME BUDGETS SECTION SUB-TOTAL:</b>	<b>(1,081,139)</b>	<b>(1,080,601)</b>
<b>BALANCE</b>	<b>(1,080,601)</b>	
FY 2014 Beginning Net Asset Projection:	0	<u>(1,080,601)</u>
FY 2014 Budget After Projections:	<u>(1,080,601)</u>	

FY 15 will reflect an approximate budget balance of \$538 once the one-time FY 14 budgets are removed. This value is shown as the running balance prior to the "FY 14 One-time Budgets" section.

# West Virginia Higher Education Policy Commission

## Glenville State College Operating Budget (Dollars in Thousands) FY 2014

	FY 2013	FY 2013	FY 2014	Percent Change
	YTD Actual	Budget	Budget	
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$7,110	\$8,220	\$8,280	1%
Grants and Contracts	4,064	4,500	4,730	5%
Auxiliary Enterprises	6,405	7,098	7,095	0%
Other Operating Revenues	1,084	1,646	2,040	24%
<b>TOTAL OPERATING REVENUES</b>	<b><u>18,663</u></b>	<b><u>21,464</u></b>	<b><u>22,145</u></b>	<b>3%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	9,919	11,236	10,492	-7%
Benefits	2,645	3,012	2,899	-4%
Utilities	993	1,050	1,088	4%
Supplies and Other Services	5,399	4,967	4,817	-3%
Scholarships and Fellowships	8,084	8,560	9,288	9%
Other Operating Expenses	150	150	150	0%
Cost of Services provided to other institutions	0	0	0	
Depreciation Expense	2,100	2,100	2,140	2%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>29,290</u></b>	<b><u>31,075</u></b>	<b><u>30,874</u></b>	<b>-1%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	7,207	7,207	6,489	-10%
Federal Pell Grants	3,345	3,592	3,592	0%
Gifts	5,111	7,330	8,500	16%
Interest on capital asset related debt	(1,501)	(1,685)	(1,609)	-5%
Assessments by the Commission for Systems Debt	(11)	(11)	(11)	0%
Other Nonoperating revenues	(20)	(20)	(20)	0%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>14,131</u></b>	<b><u>16,413</u></b>	<b><u>16,941</u></b>	<b>3%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>3,504</u></b>	<b><u>6,802</u></b>	<b><u>8,212</u></b>	
<b>Capital Revenues</b>	6,553	10,000	7,000	-30%
<b>Increase Decrease in Net Assets</b>	<b><u>\$10,057</u></b>	<b><u>\$16,802</u></b>	<b><u>\$15,212</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or L</b>	<b><u>150</u></b>	<b><u>150</u></b>	<b><u>150</u></b>	0%
<b>Income before other Revenues, Expenses, Gains or Losses without OPE</b>	<b><u>\$3,654</u></b>	<b><u>\$6,952</u></b>	<b><u>\$8,362</u></b>	20%
<b>Beginning Net Assets excluding OPEB</b>	<b>26,633</b>	<b>26,633</b>	<b>33,585</b>	26%
<b>Ending Net Assets excluding OPEB</b>	<b>30,287</b>	<b>33,585</b>	<b>41,947</b>	25%
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$23,257</b>	<b>\$23,257</b>	<b>\$37,677</b>	62%
<b>Ending Nonexpendable Assets</b>	<b>\$34,410</b>	<b>\$37,677</b>	<b>\$52,350</b>	39%

# West Virginia Higher Education Policy Commission

## Capital Budget Glennville State College

Description	Budget FY 2013	Budget 2014	FY	Percent Change
<b>Projects with Established Timelines and Funding</b>				
<b>Funding Sources:</b>				
Cash Balances	\$ 1,000,000	\$ 1,000,000		0%
EAST Bond Proceeds	-	-		#DIV/0!
HEPC Bond Proceeds	8,000,000	7,000,000		
Other Financing	2,000,000	-		
Gifts	7,330,000	8,500,000		16%
Federal Grants	-	-		
Grants	-	-		
State Support				
Current Revenue/Savings	1,190,000	1,181,500		-1%
Rent/Rent Savings	-	-		
<b>Total Funding Sources</b>	<b>19,520,000</b>	<b>17,681,500</b>		<b>-9%</b>
<b>Uses by Project Category:</b>				
Economic Operations	2,000,000	2,000,000		0%
New Construction	15,430,000	13,500,000		-13%
Miscellaneous Capital Repairs and Alterations	100,802			-100%
<b>Total Uses</b>	<b>17,530,802</b>	<b>15,500,000</b>		<b>-12%</b>
<b>Debt Financing</b>				
New Bond Debt	2,000,000	-		
Bond Principal Payment	(818,723)	(1,167,713)		43%
Lease Principal Payment	(170,475)	(144,800)		-15%
<b>Total Debt Financing Costs</b>	<b>1,010,802</b>	<b>(1,312,513)</b>		<b>-230%</b>
<b>Balances</b>				
<b>Beginning Investment in Plant</b>	<b>61,279,381</b>	<b>76,710,183</b>		<b>25%</b>
<b>Beginning Long Term Plant Debt</b>	<b>38,022,151</b>	<b>39,032,953</b>		<b>3%</b>
<b>Beginning Net Investment In Plant</b>	<b>23,257,230</b>	<b>37,677,230</b>		<b>62%</b>
<b>Total Additions to Plant Facilities</b>	<b>17,530,802</b>	<b>15,500,000</b>		<b>-12%</b>
<b>Depreciation</b>	<b>2,100,000</b>	<b>2,140,000</b>		<b>2%</b>
<b>Net Change in Long Term Debt</b>	<b>1,010,802</b>	<b>(1,312,513)</b>		<b>-230%</b>
<b>Ending Net Investment in Plant</b>	<b>37,677,230</b>	<b>52,349,743</b>		<b>39%</b>

GLENVILLE STATE COLLEGE  
Budget Assumptions  
FY2014

ASSUMPTIONS

REVENUES:

State Appropriations	reduced by 8.9% in FY2014 = \$637,325 plus a one time allocation of \$80,000
Tuition & Fees	5% rate increase
Enrollment	The budget is based on level enrollment from FY2013 to FY2014
Room & Board	5% rate increase 1.5% increase in occupancy
Grants	5% growth projected
Other Operating Revenue	24% growth projected from FY2013 budget
PELL	0% increase

EXPENSES

Personnel Cost	Reduction of \$744k in salaries from FY2013 to FY2014 resulting from not filling current and anticipated vacant positions. Corresponding benefit costs are reduced \$113k.
Operating Cost	reduction of \$150k from FY2013 to FY2014
Utilities	There will be a projected savings in energy costs of \$163,000 per year as a result of the current campus wide energy savings projects. Annual utility costs for the Waco Center are estimated at \$125,000.00
Scholarships & Fellowships	Scholarship and fellowship costs are budgeted to increase by \$728k as a result of increases from external and institutional funding

CAPITAL BUDGET

Capital Revenues	Funding is from capital fees and grants related to the completion of the Waco Center, Morris Stadium upgrades, and completion of the energy savings projects.
Capital Expenditures	Expenditures are related to debt service obligations, completion of the Waco Center, Morris Stadium upgrades, and completion of the energy savings projects.

**West Virginia Higher Education Policy Commission**

**Marshall University  
Operating Budget  
(Dollars in Thousands)  
FY 2014**

	FY 2013 YTD Actual as of 3-31-13	FY 2013 Budget	FY 2014 Budget	Percent Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$60,537	\$67,155	\$71,476	6%
Grants and Contracts	59,848	69,145	67,930	-2%
Auxiliary Enterprises	27,215	31,506	31,846	1%
Service Agreement Revenues	0	0	0	0%
Other Operating Revenues	5,859	7,377	8,497	15%
<b>TOTAL OPERATING REVENUES</b>	<b><u>153,459</u></b>	<b><u>175,183</u></b>	<b><u>179,749</u></b>	<b>3%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	89,926	124,082	127,639	3%
Benefits	26,786	36,017	36,908	2%
Utilities	6,298	10,717	11,304	5%
Supplies and Other Services	40,587	61,467	62,174	1%
Scholarships and Fellowships	19,743	24,547	22,780	-7%
Other Operating Expenses	418	1,358	1,488	10%
Cost of Services provided to other institutions	0	0	0	0%
Depreciation Expense	9,609	13,800	14,197	3%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>193,367</u></b>	<b><u>271,988</u></b>	<b><u>276,490</u></b>	<b>2%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	57,526	76,917	71,598	-7%
Federal Pell Grants	17,832	19,500	18,500	-5%
Gifts	425	0	0	0%
Interest on capital asset related debt	(3,237)	(4,327)	(4,250)	-2%
Assessments by the Commission for Systems Debt	(843)	(843)	(769)	-9%
Other Nonoperating revenues	<u>4,248</u>	<u>1,522</u>	2,115	39%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>75,951</u></b>	<b><u>92,769</u></b>	<b><u>87,194</u></b>	<b>-6%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>36,043</u></b>	<b><u>(4,036)</u></b>	<b><u>(9,547)</u></b>	
<b>Capital Revenues</b>	6,772	13,267	23,015	73%
<b>Increase Decrease in Net Assets</b>	<b><u>\$42,815</u></b>	<b><u>\$9,231</u></b>	<b><u>\$13,468</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>558</u></b>	<b><u>785</u></b>	<b><u>945</u></b>	20%
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$36,601</u></b>	<b><u>(\$3,251)</u></b>	<b><u>(\$8,602)</u></b>	165%
<b>Beginning Net Assets excluding OPEB</b>	<b>397,730</b>	<b>368,185</b>	<b>404,639</b>	10%
<b>Ending Net Assets excluding OPEB</b>	<b>441,103</b>	<b>364,934</b>	<b>396,037</b>	9%
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$8,869</b>	<b>\$8,869</b>	<b>\$15,176</b>	71%
<b>Ending Nonexpendable Assets</b>	<b>\$15,176</b>	<b>\$10,369</b>	<b>\$15,176</b>	46%

# West Virginia Higher Education Policy Commission

## Capital Budget Marshall University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ -	\$ -	0%
EAST Bond Proceeds	1,000,000	90,000	-91%
HEPC Bond Proceeds	12,267,000	14,193,800	16%
Institutional Bond Proceeds	25,811,000	36,874,135	43%
Other Financing	-	1,550,000	100%
Gifts	-	8,731,543	100%
Federal Grants	-	-	0%
Grants	-	-	0%
State Support	-	-	0%
Current Revenue/Savings	4,041,000	3,053,401	-24%
Rent/Rent Savings	-	-	0%
<b>Total Funding Sources</b>	<b>43,119,000</b>	<b>64,492,879</b>	<b>50%</b>
<b>Uses by Project Category:</b>			
Reliability	1,445,000	1,200,000	-17%
Safety/Code	15,000	-	-100%
Economic Operations	-	-	0%
Program Improvement	8,849,000	13,383,680	51%
New Construction	30,660,000	48,608,759	59%
Asset Preservation	650,000	-	-100%
Miscellaneous Capital Repairs and Alterations	500,000	250,000	-50%
Equipment	1,000,000	1,050,440	5%
<b>Total Uses</b>	<b>43,119,000</b>	<b>64,492,879</b>	<b>50%</b>
<b>Debt Financing</b>			
New Bond Debt (2011 Revenue Bonds Proceeds Spent)	25,984,099	36,874,135	42%
Bond Principal Payment	(3,786,414)	(3,908,950)	3%
Lease Liability	-	-	0%
Lease Principal Payment	(937,646)	(1,098,049)	17%
<b>Total Debt Financing Costs</b>	<b>21,260,040</b>	<b>31,867,136</b>	<b>50%</b>
<b>Balances</b>			
Beginning Investment in Plant	390,119,798	391,911,151	0%
Beginning Long Term Plant Debt	120,528,789	141,975,300	18%
Beginning Net Investment In Plant	269,591,009	249,935,852	-7%
Total Additions to Plant Facilities	43,119,000	64,492,879	50%
Depreciation	13,800,000	14,197,373	3%
Net Change in Long Term Debt	21,260,040	31,867,136	50%
Ending Net Investment in Plant	277,649,969	268,364,221	-3%



# West Virginia Higher Education Policy Commission

## Shepherd University Operating Budget (Dollars in Thousands) FY 2014

	FY 2013	FY 2013	FY 2014	Percent Change
	YTD Actual	Budget	Budget	
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$17,320	\$18,657	\$20,380	9%
Grants and Contracts	5,293	5,346	5,346	0%
Auxiliary Enterprises	17,930	19,211	19,496	1%
Service Agreement Revenues	32	55	55	0%
Other Operating Revenues	657	800	800	0%
<b>TOTAL OPERATING REVENUES</b>	<b><u>41,232</u></b>	<b><u>44,069</u></b>	<b><u>46,077</u></b>	<b>5%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	20,048	27,731	28,356	2%
Benefits	4,664	6,516	6,711	3%
Utilities	2,257	3,009	3,109	3%
Supplies and Other Services	10,578	14,104	14,073	0%
Scholarships and Fellowships	2,715	2,405	2,946	22%
Other Operating Expenses	232	303	303	0%
Cost of Services provided to other institutions			0	
Depreciation Expense	4,468	5,968	6,093	2%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>44,962</u></b>	<b><u>60,036</u></b>	<b><u>61,592</u></b>	<b>3%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	7,523	11,229	10,224	-9%
Federal Pell Grants	5,655	5,650	5,650	0%
Gifts	920	860	860	0%
Interest on capital asset related debt	(1,642)	(2,200)	(2,136)	-3%
Assessments by the Commission for Systems Debt	(38)	(70)	(38)	-46%
Other Nonoperating revenues	(9)	0	0	
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>12,409</u></b>	<b><u>15,469</u></b>	<b><u>14,560</u></b>	<b>-6%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>8,679</u></b>	<b><u>(498)</u></b>	<b><u>(955)</u></b>	
<b>Capital Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Increase Decrease in Net Assets</b>	<b><u>\$8,679</u></b>	<b><u>(\$498)</u></b>	<b><u>(\$955)</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>276</u></b>	<b><u>340</u></b>	<b><u>340</u></b>	<b>0%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$8,955</u></b>	<b><u>(\$158)</u></b>	<b><u>(\$615)</u></b>	<b>288%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>92,138</b>	<b>101,093</b>	<b>100,935</b>	<b>0%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>101,093</b>	<b>100,935</b>	<b>100,320</b>	<b>-1%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Ending Nonexpendable Assets</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## West Virginia Higher Education Policy Commission

### Capital Budget Shepherd University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 1,744,000	\$ 400,000	-77%
EAST Bond Proceeds	277,230	-	-100%
HEPC Bond Proceeds	6,829,899	-	
Institutional Bond Proceeds	-	-	
Other Financing	-		
Gifts	1,996,600	-	-100%
Federal Grants	-		
Grants	1,749,932	-	
State Support	-		
Current Revenue/Savings	2,600,000	3,036,200	17%
Rent/Rent Savings	-	-	
<b>Total Funding Sources</b>	<b>15,197,661</b>	<b>3,436,200</b>	<b>-77%</b>
<b>Uses by Project Category:</b>			
Reliability	-	-	
Safety/Code	50,000	350,000	600%
Economic Operations	-	-	
Program Improvement	1,159,480	967,000	-17%
New Construction	10,749,000	-	-100%
Miscellaneous Capital Repairs and Alterations	1,500,000	1,672,000	11%
Equipment	-	-	
<b>Total Uses</b>	<b>13,458,480</b>	<b>2,989,000</b>	<b>-78%</b>
<b>Debt Financing</b>			
New Bond Debt	-	-	
Bond Principal Payment	(285,000)	(295,000)	4%
Lease Liability	-	-	
Lease Principal Payment	(81,429)	(83,769)	3%
<b>Total Debt Financing Costs</b>	<b>(366,429)</b>	<b>(378,769)</b>	<b>3%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>125,165,243</b>	<b>132,655,723</b>	<b>6%</b>
<b>Beginning Long Term Plant Debt</b>	<b>46,644,285</b>	<b>46,277,856</b>	<b>-1%</b>
<b>Beginning Net Investment In Plant</b>	<b>78,520,958</b>	<b>86,377,867</b>	<b>10%</b>
<b>Total Additions to Plant Facilities</b>	<b>13,458,480</b>	<b>2,989,000</b>	<b>-78%</b>
<b>Depreciation</b>	<b>5,968,000</b>	<b>6,093,000</b>	<b>2%</b>
<b>Net Change in Long Term Debt</b>	<b>(366,429)</b>	<b>(378,769)</b>	<b>3%</b>
<b>Ending Net Investment in Plant</b>	<b>86,377,867</b>	<b>83,652,636</b>	<b>-3%</b>

## **PROPOSED FY2014 ANNUAL BUDGET**

The FY2014 budget reflects an increase in operating revenue of \$2.0 million or 4.6 percent (4.6%). Total operating expense increases \$1.4 million or 3.5 percent (3.5%) over the 2013 budget.

### **Enrollment**

- Total full-time equivalent enrollment for the year is projected to increase .98 percent (.98%) compared to projected final FTE enrollment for FY2013. This includes both the Shepherdstown Campus and Martinsburg Center.
- Total part-time credit for the year is projected to increase by 4.79 percent (4.79%), with projected increases due to the Martinsburg Center addition.

### **Tuition and Fees**

- In FY2013, the University increased in-state and out-of-state fees five percent (4.9%). The proposal for FY2014 shows fees increasing by slightly more than seven percent (7%) for in-state students and slightly more than 4.5 percent (4.5%) for out-of-state students.
- Increases for FY2014 are driven largely by the decrease in the State Appropriation.
- Martinsburg revenue included in tuition and fees.
- Auxiliaries show a projected increase over FY2013, driven by continued full utilization of the residence halls and an increase in fee rates.

### **Revenues**

- Total operating revenue is projected to increase \$2.0 million or 4.6 percent.
- Net tuition revenue increases \$1.7 million or 9.2 percent (9.2%), representing both tuition and fee increases and additional Martinsburg revenues.
- Auxiliary revenue increases by \$285,000 or 1.5 percent (1.5%), driven by full utilization of the residence halls and projected increases in room and board.

### **Expenditures**

- Total operating expenditures are projected to increase \$1.4 million or 3.5 percent (3.5%), due to full-year operation of Martinsburg campus.
- Auxiliary expenses for FY2014 show a slight increase as result of the University's zero-based budget review of all auxiliaries and their commitment to keep costs down during this tight fiscal time.
- Total capital expenditures equal approximately \$3.1 million.

### **Non-Operating Revenues and Expenses**

- State appropriations reflect the 8.9 percent (8.9%) decrease in Shepherd's allocation. Other non-operating revenue and expense is projected to be relatively flat year-over-year.

# West Virginia Higher Education Policy Commission

## WEST LIBERTY UNIVERSITY Operating Budget (Dollars in Thousands) FY 2014

	FY 2013 YTD Actual (PROJECTION)	FY 2013 Budget	FY 2014 Budget	Percent Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$14,200	\$14,090	\$14,600	4%
Grants and Contracts	4,784	4,923	4,850	-1%
Auxiliary Enterprises	9,350	9,314	9,350	0%
Service Agreement Revenues	0		0	#DIV/0!
Other Operating Revenues	425	424	450	6%
<b>TOTAL OPERATING REVENUES</b>	<b><u>28,759</u></b>	<b><u>28,751</u></b>	<b><u>29,250</u></b>	<b>2%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	18,500	18,500	18,900	2%
Benefits	4,613	6,200	4,600	-26%
Utilities	2,150	2,200	2,300	5%
Supplies and Other Services	9,800	9,700	9,500	-2%
Scholarships and Fellowships	3,200	3,197	3,300	3%
Other Operating Expenses	228	228	230	1%
Cost of Services provided to other institutions	0			
Depreciation Expense	2,300	2,175	2,400	10%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>40,791</u></b>	<b><u>42,200</u></b>	<b><u>41,230</u></b>	<b>-2%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	9,559	8,489	7,979	-6%
Federal Pell Grants	4,500	4,999	4,500	-10%
Gifts	1,650			#DIV/0!
Interest on capital asset related debt	(477)	(527)	(448)	-15%
Assessments by the Commission for Systems Debt	(140)	(259)	(140)	-46%
Other Nonoperating revenues	71	130	125	-4%
<b>TOTAL NONOPERATING REVENUES AND EXPE</b>	<b><u>15,163</u></b>	<b><u>12,832</u></b>	<b><u>12,016</u></b>	<b>-6%</b>
<b>Income Before Other Revenues, Expenses, Gair</b>	<b><u>3,131</u></b>	<b><u>(617)</u></b>	<b><u>36</u></b>	
<b>Capital Revenues</b>	<b>8,175</b>	<b>13,465</b>	<b>14,200</b>	<b>5%</b>
<b>Increase Decrease in Net Assets</b>	<b><u>\$11,306</u></b>	<b><u>\$12,848</u></b>	<b><u>\$14,236</u></b>	
<b>Impact of OPEB on income before other Revenu</b>	<b><u>42</u></b>	<b><u>1,700</u></b>	<b><u>40</u></b>	<b>-98%</b>
<b>Income before other Revenues, Expenses, Gain</b>	<b><u>\$3,173</u></b>	<b><u>\$1,083</u></b>	<b><u>\$76</u></b>	<b>-93%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>39,257</b>	<b>39,257</b>	<b>42,430</b>	<b>8%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>42,430</b>	<b>40,340</b>	<b>42,506</b>	<b>5%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>0%</b>
<b>Ending Nonexpendable Assets</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>0%</b>

# West Virginia Higher Education Policy Commission

## Capital Budget West Liberty University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 1,134,135	\$ 2,835,000	150%
EAST Bond Proceeds			
HEPC Bond Proceeds (50/50)	8,175,000	4,975,000	-39%
Institutional Bond Proceeds		9,960,000	
Other Financing			
Gifts	55,120	685,000	1143%
Federal Grants			
Grants	88,170		
State Support			
Current Revenue/Savings			
Rent/Rent Savings			
<b>Total Funding Sources</b>	<b>9,452,425</b>	<b>18,455,000</b>	<b>95%</b>
<b>Uses by Project Category:</b>			
Reliability	43,000	960,000	2133%
Asset Preservation	554,565		
Safety/Code	275,500	200,000	-27%
Economic Operations			
Program Improvement	404,360	1,470,000	264%
New Construction	8,175,000	15,825,000	94%
Miscellaneous Capital Repairs and Alterations			
Equipment			
<b>Total Uses</b>	<b>9,452,425</b>	<b>18,455,000</b>	<b>95%</b>
<b>Debt Financing</b>			
New Bond Debt	10,000,000		
Bond Principal Payment	(130,000)	(1,430,000)	1000%
Lease Liability			#DIV/0!
Lease Principal Payment			#DIV/0!
<b>Total Debt Financing Costs</b>	<b>9,870,000</b>	<b>(1,430,000)</b>	<b>-114%</b>
<b>Balances</b>			
Beginning Investment in Plant	50,632,647	57,785,072	14%
Beginning Long Term Plant Debt	13,044,784	21,803,761	67%
Beginning Net Investment In Plant	37,587,863	35,981,311	-4%
Total Additions to Plant Facilities	9,452,425	18,455,000	95%
Depreciation	2,300,000	2,400,000	4%
Net Change in Long Term Debt	9,870,000	(1,430,000)	-114%
Ending Net Investment in Plant	34,870,288	53,466,311	53%

## BUDGET PARAMETERS

**FY14**

### **1 Tuition & Fees**

- A. Undergraduate: In-State +5%
- B. Undergraduate: Metro and Out-of-State No Increase
- C. Graduate, including PA Program: In-State +5%; Out of State +5%

**We did not end up increasing PA tuition**

Student Population-FY13 Base

- A. Undergraduate: +15 Athletic Training Program
- B. Graduate: +19 PA Program

### **2 Room & Board**

- A. Board +5%
- B. Room No Increase

### **3 State Appropriation**

- A. State Appropriation reduction of 8.9% -\$833,000

### **5 Salary and Benefits**

- A. Personnel Salary Changes: 400K+ (New Faculty/Efficiency Moves)
- B. Mercer Scale funded \$64,500; Faculty Promotions \$92,000
- C. No Promotion Pool included in FY14 Budget
- D. Adjunct expenses reduced by 100K

### **6 Scholarships and Waivers**

- A. Reduction of 100K due to 100K football grant
- B. Higher GPA requirement on all new Academic Scholarships Awarded
- C. In-State Tuition increases have minor effect on overall Scholarships

### **7 Bond and HEPC Payments**

- A. 2012 Bonds (10M for Campbell Hall/Capital Projects) 951K
  - Year 1 includes an additional interest payment. Yearly Debt Service will be 830K going forward
- B. 2013 Bonds (9.8M 2003 Refinancing) 800K
- C. HEPC Debt/Transfers 466K

### **8 Utilities**

- A. Utilities will increase by \$108,000 (5.6%). Addition of Campbell Hall, electric, natural gas, water, and sewage amounts to \$103,000 of the \$108,000 based solely on square footage.
- B. Balance is \$5,000 increase in Comcast internet and cable.

### **9 Other Encumbered Expenses**

- A. Sodexo granted a 2 ½% for 2014.
- B. Custodial Contract expires on June 30, 2013 and we are in the process of bidding a new contract. The current supplier is, at best, meeting minimum requirements, has had repeated turnover in personnel, and with their current wage structure cannot compete with the Highlands location. We have an allowance of an additional 10% built in for the new contract.

# West Virginia Higher Education Policy Commission

## West Virginia State University Operating Budget (Dollars in Thousands) FY 2014

	cash basis	cash basis	cash basis	Percent
	FY 2013	FY 2013	FY 2014	Change
	YTD Actual	Budget	Budget	
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$11,837	\$12,588	\$13,035	4%
Grants and Contracts	14,684	15,795	15,866	0%
Auxiliary Enterprises	5,209	7,071	6,496	-8%
Service Agreement Revenues				#DIV/0!
Other Operating Revenues	466	893	855	-4%
<b>TOTAL OPERATING REVENUES</b>	<b><u>32,196</u></b>	<b><u>36,347</u></b>	<b><u>36,252</u></b>	<b>0%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	20,636	23,760	24,489	3%
Benefits	5,284	5,671	6,042	7%
Utilities	1,723	1,962	1,961	0%
Supplies and Other Services	14,542	16,682	14,172	-15%
Scholarships and Fellowships	8,306	8,253	8,638	5%
Other Operating Expenses				#DIV/0!
Cost of Services provided to other institutions				#DIV/0!
Depreciation Expense				#DIV/0!
<b>TOTAL OPERATING EXPENSES</b>	<b><u>50,491</u></b>	<b><u>56,328</u></b>	<b><u>55,302</u></b>	<b>-2%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	13,862	13,862	12,566	-9%
Federal Pell Grants	5,118	5,118	5,500	7%
Gifts				#DIV/0!
Interest on capital asset related debt	(202)	(308)	(65)	-79%
Assessments by the Commission for Systems Debt				#DIV/0!
Other Nonoperating revenues				#DIV/0!
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>18,778</u></b>	<b><u>18,672</u></b>	<b><u>18,001</u></b>	<b>-4%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>483</u></b>	<b><u>(1,309)</u></b>	<b><u>(1,049)</u></b>	
<b>Capital Revenues</b>	5,538	15,608	11,900	-24%
<b>Increase Decrease in Net Assets</b>	<b><u>\$6,021</u></b>	<b><u>\$14,299</u></b>	<b><u>\$10,851</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>593</u></b>	<b><u>637</u></b>	<b><u>841</u></b>	32%
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$1,076</u></b>	<b><u>(\$672)</u></b>	<b><u>(\$208)</u></b>	-69%
<b>Beginning Net Assets excluding OPEB</b>	<b>20,709</b>	<b>20,709</b>	<b>20,037</b>	-3%
<b>Ending Net Assets excluding OPEB</b>	<b>27,323</b>	<b>20,037</b>	<b>19,829</b>	-1%
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>				#DIV/0!
<b>Ending Nonexpendable Assets</b>				#DIV/0!

# West Virginia Higher Education Policy Commission

## Capital Budget West Virginia State University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 1,500,000	\$ 1,500,000	0%
EAST Bond Proceeds	14,500,000	8,500,000	-41%
HEPC Bond Proceeds	2,150,000	500,000	-77%
Institutional Bond Proceeds	95,000	3,950,000	4058%
Other Financing	-	2,500,000	#DIV/0!
Gifts	50,000	50,000	0%
Federal Grants	1,625,000	-	
Grants	-	-	
State Support	-	-	
Current Revenue/Savings	802,000	757,000	-6%
Rent/Rent Savings			
<b>Total Funding Sources</b>	<b>20,722,000</b>	<b>17,757,000</b>	<b>-14%</b>
<b>Uses by Project Category:</b>			
Reliability	-	400,000	#DIV/0!
Safety/Code	350,000	650,000	86%
Economic Operations	-	-	#DIV/0!
Program Improvement	17,175,000	8,500,000	-51%
New Construction	750,000	2,900,000	287%
Miscellaneous Capital Repairs and Alterations	1,000,000	1,370,000	37%
Equipment			#DIV/0!
<b>Total Uses</b>	<b>19,275,000</b>	<b>13,820,000</b>	<b>-28%</b>
<b>Debt Financing</b>			
New Bond Debt	6,200,000	-	
Bond Principal Payment	-	345,000	#DIV/0!
Lease Liability	-	-	#DIV/0!
Lease Principal Payment	-	-	#DIV/0!
<b>Total Debt Financing Costs</b>	<b>6,200,000</b>	<b>345,000</b>	<b>-94%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>29,249,744</b>	<b>48,524,744</b>	<b>66%</b>
<b>Beginning Long Term Plant Debt</b>	<b>5,344,724</b>	<b>11,544,724</b>	<b>116%</b>
<b>Beginning Net Investment In Plant</b>	<b>23,905,020</b>	<b>36,980,020</b>	<b>55%</b>
<b>Total Additions to Plant Facilities</b>	<b>19,275,000</b>	<b>13,820,000</b>	<b>-28%</b>
<b>Depreciation</b>			<b>#DIV/0!</b>
<b>Net Change in Long Term Debt</b>	<b>6,200,000</b>	<b>345,000</b>	<b>-94%</b>
<b>Ending Net Investment in Plant</b>	<b>36,980,020</b>	<b>50,455,020</b>	<b>36%</b>



West Virginia State University is continuing to embrace the austerity measures which first began in 2011/2012. These same measures will remain in effect in the coming year 2013/2014. Specifically: 1) a hiring freeze will remain in place, 2) any expenditure above \$500 must the approval of the CFO regardless of whether this item was budgeted and, 3) All maintenance projects must be reviewed to confirm there timeless.

The University will benefit greatly by the efforts of the commission to mitigate the effects of the General Revenue budget cut of 8.94%, reducing the impact to a more manageable 2.71%. WVSU continues to be challenged with new spending requirements: Mercer Classification upgrades of about \$250,000, deficits created by our aged housing inventory, increased spending associated with upcoming re-accreditation cost and an unanticipated drop in current year's enrollment.

The University has been operating with essentially the same total budget since 2011 although we have had additional demands being placed on our financial resources. In the coming year the University will develop contingency plans to be executed if circumstances warrant.

# West Virginia Higher Education Policy Commission

## West Virginia University Institute of Technology

### Operating Budget (Dollars in Thousands)

FY 2014

	FY 2013 YTD Actual	FY 2013 Budget	FY 2014 Budget	Percent Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	6,648	6,851	7,725	13%
Grants and Contracts	991	2,280	1,296	-43%
Auxiliary Enterprises	3,058	3,057	3,834	25%
Service Agreement Revenues	210	427	377	-12%
Other Operating Revenues	144	234	295	26%
<b>TOTAL OPERATING REVENUES</b>	<b><u>11,051</u></b>	<b><u>12,849</u></b>	<b><u>13,527</u></b>	<b>5%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	9,267	12,924	13,061	1%
Benefits	2,472	3,925	3,818	-3%
Utilities	766	1,029	1,043	1%
Supplies and Other Services	3,607	4,690	4,307	-8%
Scholarships and Fellowships	1,576	1,570	1,505	-4%
Other Operating Expenses	46	76	489	543%
Cost of Services provided to other institutions	0	0	0	
Depreciation Expense	858	1,116	1,139	2%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>18,592</u></b>	<b><u>25,330</u></b>	<b><u>25,362</u></b>	<b>0%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	6,343	8,718	8,621	-1%
Federal Pell Grants (1)	0	0	0	
Gifts	66	0	0	
Interest on capital asset related debt	(66)	(138)	(173)	25%
Assessments by the Commission for Systems Debt	(13)	0	0	
Other Nonoperating revenues	125	96	150	56%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>6,455</u></b>	<b><u>8,676</u></b>	<b><u>8,598</u></b>	<b>-1%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>(1,086)</u></b>	<b><u>(3,805)</u></b>	<b><u>(3,237)</u></b>	
<b>Capital Revenues</b>				
<b>Increase Decrease in Net Assets</b>	<b><u>(\$1,086)</u></b>	<b><u>(\$3,805)</u></b>	<b><u>(\$3,237)</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>(3)</u></b>	<b><u>9</u></b>	<b><u>9</u></b>	<b>0%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>(\$1,089)</u></b>	<b><u>(\$3,796)</u></b>	<b><u>(\$3,228)</u></b>	<b>-15%</b>

(1) Federal Pell Grants are administered through the WVU Financial Aid Office and are posted to General University accounts.

## West Virginia Higher Education Policy Commission

### Capital Budget

#### West Virginia University Institute of Technology

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances			
EAST Bond Proceeds			
HEPC Bond Proceeds	2,550,000		
Institutional Bond Proceeds			
Other Financing			
Gifts			
Federal Grants			
Grants			
State Support	314,000		
Current Revenue/Savings	263,000	(902,000)	-443%
Rent/Rent Savings			
<b>Total Funding Sources</b>	<b>3,127,000</b>	<b>(902,000)</b>	<b>-129%</b>
<b>Uses by Project Category:</b>			
Asset Preservation	2,550,000		-100%
Reliability			
Safety/Code			
Economic Operations			
Program Improvement	150,000		-100%
New Construction			
Miscellaneous Capital Repairs and Alterations	164,000	84,000	-49%
Equipment	263,000	246,000	-6%
<b>Total Uses</b>	<b>3,127,000</b>	<b>330,000</b>	<b>-89%</b>
<b>Debt Financing</b>			
New Bond Debt	-		
Bond Principal Payment			
Lease Liability			
Lease Principal Payment	1,142,000	1,232,000	8%
<b>Total Debt Financing Costs</b>	<b>1,142,000</b>	<b>1,232,000</b>	<b>8%</b>

**West Virginia School of Osteopathic Medicine**

**Public University  
Operating Budget  
FY 2014**

	<b>FY 2013</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Percent Change</b>
	<b>YTD Actual</b>	<b>Budget</b>	<b>Budget</b>	
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$31,744,491	\$32,538,340	\$32,736,205	1%
Grants and Contracts	1,353,660	1,332,678	1,220,752	-8%
Auxiliary Enterprises	423,441	564,212	551,212	-2%
Service Agreement Revenues	0	0	0	#DIV/0!
Other Operating Revenues	1,834,216	750,200	734,200	-2%
<b>TOTAL OPERATING REVENUES</b>	<b><u>35,355,808</u></b>	<b><u>35,185,430</u></b>	<b><u>35,242,369</u></b>	<b>0%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	14,505,383	21,229,278	20,942,029	-1%
Benefits	3,256,537	5,048,519	4,821,920	-4%
Utilities	592,992	1,331,500	1,169,900	-12%
Supplies and Other Services	11,821,397	13,458,981	12,793,334	-5%
Scholarships and Fellowships	4,750	1,000	0	-100%
Other Operating Expenses	225,737	264,510	0	-100%
Cost of Services provided to other institutions			0	
Depreciation Expense	1,717,513	2,276,415	2,276,415	0%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>32,124,309</u></b>	<b><u>43,610,203</u></b>	<b><u>42,003,598</u></b>	<b>-4%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	6,780,891	8,835,635	8,045,495	-9%
Federal Pell Grants	0	0	0	#DIV/0!
Gifts	0	0	0	#DIV/0!
Interest on capital asset related debt	0	0	0	#DIV/0!
Assessments by the Commission for Systems Debt	0	0	0	#DIV/0!
Other Nonoperating revenues	81,766	44,696	100,079	124%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>6,862,657</u></b>	<b><u>8,880,331</u></b>	<b><u>8,145,574</u></b>	<b>-8%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>10,094,156</u></b>	<b><u>455,558</u></b>	<b><u>1,384,345</u></b>	
<b>Capital Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
<b>Increase Decrease in Net Assets</b>	<b><u>\$10,094,156</u></b>	<b><u>\$455,558</u></b>	<b><u>\$1,384,345</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>2,014,028</u></b>	<b><u>2,065,557</u></b>	<b><u>2,158,915</u></b>	<b>5%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$12,108,183</u></b>	<b><u>\$2,521,115</u></b>	<b><u>\$3,543,260</u></b>	<b>41%</b>
<b>Beginning Net Assets excluding OPEB</b>	<b>104,694,370</b>	<b>97,992,000</b>	<b>100,513,115</b>	<b>3%</b>
<b>Ending Net Assets excluding OPEB</b>	<b>116,802,553</b>	<b>100,513,115</b>	<b>104,056,375</b>	<b>4%</b>
<b>NONEXPENDABLE ASSETS</b>				
<b>Beginning Nonexpendable Assets</b>	<b>\$46,000</b>	<b>\$46,000</b>	<b>\$46,000</b>	<b>0%</b>
<b>Ending Nonexpendable Assets</b>	<b>\$46,000</b>	<b>\$46,000</b>	<b>\$46,000</b>	<b>0%</b>

# West Virginia Higher Education Policy Commission

## Capital Budget

### WV SCHOOL OF OSTEOPATHIC MEDICINE

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 5,945,438	\$ 5,725,000	-4%
EAST Bond Proceeds	873,069	-	-100%
HEPC Bond Proceeds	-	-	-
Institutional Bond Proceeds	-	-	#DIV/0!
Other Financing	-	-	-
Gifts	-	-	#DIV/0!
Federal Grants	-	-	-
Grants	-	-	-
State Support	-	-	-
Current Revenue/Savings	-	-	#DIV/0!
Rent/Rent Savings	-	-	-
<b>Total Funding Sources</b>	<b>6,818,507</b>	<b>5,725,000</b>	<b>-16%</b>
<b>Uses by Project Category:</b>			
Reliability	2,548,507	-	-100%
Safety/Code	220,000	-	-100%
Economic Operations	-	-	#DIV/0!
Program Improvement	250,000	1,125,000	350%
New Construction	3,200,000	4,100,000	28%
Miscellaneous Capital Repairs and Alterations	600,000	500,000	-17%
Equipment	-	-	#DIV/0!
<b>Total Uses</b>	<b>6,818,507</b>	<b>5,725,000</b>	<b>-16%</b>
<b>Debt Financing</b>			
New Bond Debt	-	-	-
Bond Principal Payment	-	-	#DIV/0!
Lease Liability	-	-	#DIV/0!
Lease Principal Payment	-	-	#DIV/0!
<b>Total Debt Financing Costs</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Balances</b>			
Beginning Investment in Plant	49,229,494	53,771,586	9%
Beginning Long Term Plant Debt	-	-	#DIV/0!
Beginning Net Investment In Plant	49,229,494	53,771,586	9%
Total Additions to Plant Facilities	6,818,507	5,725,000	-16%
Depreciation	2,276,415	2,276,415	0%
Net Change in Long Term Debt	-	-	#DIV/0!
Ending Net Investment in Plant	53,771,586	56,616,010	5%

January 2, 2013

Board of Governors and Finance Committee:

The proposed FY2014 budget is the product of the budget review process that began in early September 2012 when budget preparation and submission instructions were sent to spending unit managers and ended with the last budget meeting in December. In October, a campus budget Q & A session was held for all employees that wished for further assistance in preparing the required forms or had questions on the budget development process.

Meetings were held with spending unit managers who were requesting additional funding to provide them an opportunity to explain their budget requests and provide justifications where needed. Those managers with similar or over-lapping responsibilities were brought in together for the discussions to provide an opportunity to share budget concerns and identify areas where costs could be shared. The overall objective was to provide adequate resources to meet the needs of faculty, staff, and students while controlling costs.

Income Highlights:

1. The proposed tuition and fee rate for FY2014 remains unchanged from FY2012 levels.
2. State appropriations will decrease by (7.5%).
3. A conservative approach was used in the estimation of revenue and fees using class levels and historical revenue collection rates.
4. Investment earnings were estimated on the assumption that historical low rates of returns would continue into 2013-14.
5. Remediation fee increase from \$ 100.00 to \$ 500.00.
6. Bad check fee increase from \$ 25.00 to \$ 40.00.

Expense Highlights:

1. The proposed FY2014 Operating Expenses are decreased (1.9%) from the FY2013 budget level;
2. No salary increases are being proposed beyond those that are required by State Code;
3. There are one-time budget requests of \$ 200,121.00 of which \$ 100,000 is for the Proxcard system replacement.
4. No new positions are being requested.

#### SUMMARY

We believe the attached budget proposal adequately meets the needs of the campus and we look forward to reviewing it with you. The budget detail document that supports this summary document will be distributed at the January 12, 2013, Board of Governors' meeting.

Sincerely;

Dr. Michael Adelman, President

Larry Ware, MBA, CPA

# West Virginia Higher Education Policy Commission

## West Virginia University Operating Budget (Dollars in Thousands) FY 2014

	FY 2013 YTD Actual	FY 2013 Budget	FY 2014 Budget	Percent Change
<b>OPERATING REVENUES</b>				
Tuition and Fees	\$278,538	\$335,048	\$354,661	6%
Grants and Contracts	119,675	166,881	163,877	-2%
Auxiliary Enterprises	109,159	117,103	127,386	9%
Service Agreement Revenues	396	614	250	-59%
Other Operating Revenues	\$25,068	\$39,409	\$37,965	-4%
<b>TOTAL OPERATING REVENUES</b>	<b><u>532,836</u></b>	<b><u>659,055</u></b>	<b><u>684,139</u></b>	<b>4%</b>
<b>OPERATING EXPENSES</b>				
Salaries and Wages	347,194	453,934	452,299	0%
Benefits	106,589	138,035	141,710	3%
Utilities	20,491	28,759	31,680	10%
Supplies and Other Services	143,771	182,779	185,156	1%
Scholarships and Fellowships	37,635	27,522	32,425	18%
Other Operating Expenses	2,796	3,443	3,562	3%
Cost of Services provided to other institutions				
Depreciation Expense	51,629	55,040	75,053	36%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>710,105</u></b>	<b><u>889,512</u></b>	<b><u>921,885</u></b>	<b>4%</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>				
State Appropriations	145,114	210,297	196,218	-7%
Federal Pell Grants	25,615	26,904	26,904	0%
Gifts	14,775	19,039	26,415	39%
Interest on capital asset related debt	(10,831)	(21,761)	(23,102)	6%
Assessments by the Commission for Systems Debt	(5,870)	(5,701)	(5,817)	2%
Other Nonoperating revenues	7,148	1,981	2,126	7%
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>175,951</u></b>	<b><u>230,759</u></b>	<b><u>222,744</u></b>	<b>-3%</b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>(1,318)</u></b>	<b><u>302</u></b>	<b><u>(15,002)</u></b>	
<b>Capital Revenues</b>	14,959	31,486	19,889	-37%
<b>Increase Decrease in Net Assets</b>	<b><u>\$13,641</u></b>	<b><u>\$31,788</u></b>	<b><u>\$4,887</u></b>	
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>2,105</u></b>	<b><u>3,489</u></b>	<b><u>3,402</u></b>	<b>-2%</b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$787</u></b>	<b><u>\$3,791</u></b>	<b><u>(\$11,600)</u></b>	<b>-406%</b>
<b>Beginning Net Assets Excluding OPEB and Investment in Plant, Net of Debt</b>	<b>125,782</b>	<b>125,782</b>	<b>129,573</b>	<b>3%</b>
<b>Ending Net Assets Excluding OPEB and Investment in Plant, Net of Debt</b>	<b>126,569</b>	<b>129,573</b>	<b>117,973</b>	<b>-9%</b>

# West Virginia Higher Education Policy Commission

## Capital Budget West Virginia University

Description	Budget FY 2013	Budget FY 2014	Percent Change
<b>Projects with Established Timelines and Funding</b>			
<b>Funding Sources:</b>			
Cash Balances	\$ 10,203,000	\$ 3,542,000	-65%
EAST Bond Proceeds	2,000,000	1,650,000	-18%
HEPC Bond Proceeds	2,550,000	430,000	-83%
Institutional Bond Proceeds	75,424,000	80,100,000	6%
Other Financing	20,314,000	6,970,000	-66%
Gifts	6,200,000	5,245,000	-15%
Federal Grants	20,296,000	11,564,000	-43%
Grants	-	-	
State Support	614,000	1,000,000	63%
Current Revenue/Savings	58,560,000	63,474,000	8%
Rent/Rent Savings	369,000	369,000	0%
<b>Total Funding Sources</b>	<b>196,530,000</b>	<b>174,344,000</b>	<b>-11%</b>
<b>Uses by Project Category:</b>			
Asset Preservation	62,920,000	25,671,000	-59%
Reliability		-	
Safety/Code		-	
Economic Operations	1,200,000	245,000	-80%
Program Improvement	1,340,000	4,400,000	228%
New Construction	84,546,000	85,554,000	1%
Miscellaneous Capital Repairs and Alterations	164,000	11,723,000	
Equipment	28,749,000	27,488,000	-4%
<b>Total Uses</b>	<b>178,919,000</b>	<b>155,081,000</b>	<b>-13%</b>
<b>Debt Financing</b>			
New Bond Debt	51,515,000		
Bond Principal Payment	15,105,000	16,497,000	9%
Lease Liability			
Lease Principal Payment	2,506,000	2,766,000	10%
<b>Total Debt Financing Costs</b>	<b>69,126,000</b>	<b>19,263,000</b>	<b>-72%</b>
<b>Balances</b>			
<b>Beginning Investment in Plant</b>	<b>1,449,248,000</b>	<b>1,573,127,000</b>	<b>9%</b>
<b>Beginning Long Term Plant Debt</b>	<b>614,142,000</b>	<b>545,016,000</b>	<b>-11%</b>
<b>Beginning Net Investment In Plant</b>	<b>835,106,000</b>	<b>1,028,111,000</b>	<b>23%</b>
<b>Total Additions to Plant Facilities</b>	<b>178,919,000</b>	<b>155,081,000</b>	<b>-13%</b>
<b>Depreciation</b>	<b>(55,040,000)</b>	<b>(75,053,000)</b>	<b>36%</b>
<b>Net Change in Long Term Debt</b>	<b>69,126,000</b>	<b>19,263,000</b>	<b>-72%</b>
<b>Ending Net Investment in Plant</b>	<b>999,939,000</b>	<b>1,238,982,000</b>	<b>24%</b>



**WEST VIRGINIA UNIVERSITY BOARD OF GOVERNORS**  
**Meeting of June 6, 2013**

**ITEM:** FY 2014 Budget and Five Year Financial Plan

**INSTITUTION:** West Virginia University

**COMMITTEE:** Full Board – Consent Agenda

**RECOMMENDATION:** Approval of the FY2014 Budget

**STAFF MEMBERS:** Narvel G. Weese, Jr.  
Vice President for Administration and Finance

**BACKGROUND:** As West Virginia University enters the 2014 fiscal year, we are facing the most challenging financial environment in years:

- an 8.9% cut in State appropriations (\$13.3M),
- an increasingly competitive enrollment environment, and
- reductions in federal appropriations and federally funded research grants due to sequestration.

**Budget Overview**

The FY2014 Budget includes operating and non-operating expenditures of \$951 million and \$956 million of revenues. The budget anticipates an increase in net assets of approximately \$4.5 million adjusted for GASB 45, amortization of donated software, and unrealized investment gains/(losses). Net Assets are planned to increase by \$4.9 million.

Operating Revenues of \$684 million are projected and reflect the following major planning assumptions:

- Average tuition and fee increases of approximately 6.0% for resident students and 4.0% for non-resident students
  - Institutionally funded student financial aid will be increased by an equivalent percentage
- Grants and contracts decline of 1.8%
- Housing and Dining increases of 4.5%

Operating Expenses of \$922 million are planned and reflect the following major planning assumptions:

- No salary increase
- Budget reductions to address the reduction in state appropriations

- Supplies and Other Services expense increase of approximately 2.25%
- \$20 million increase in depreciation and amortization due primarily to amortization of a software donation

Non-Operating Revenues/(Expenses) of \$223 million are budgeted and reflect the following major planning assumption:

- State appropriations at the level approved for FY 2014 during the last legislative session, reflecting an 8.9% reduction from the FY2014 appropriation.

### **Addressing the State Budget Cut**

The FY2014 Budget incorporates many changes necessary to address the state budget reduction as well as other budgetary issues.

#### *Summary of Budget Issues*

State Budget reduction	\$ 13,079,464
Transition support	\$ 2,387,629
Strategic Planning Investment	\$ 2,000,000
Loss of Pop Tax revenue	<u>\$ 1,000,000</u>
Reduction Target	\$ 18,467,093

By eliminating the pay raise program that had been planned for FY2014 and implementing programs that will reduce central costs, WVU has already addressed \$10,292,000 of this target.

Further budget reductions of \$8,175,093 remain to be identified within the upcoming year. Each major component of the University has been assigned a budget reallocation target for FY2014. These reductions have already been built into the FY2014 budget.

### **Financial Planning Parameters**

WVU remains committed to ensuring the financial strength of the University. WVU will:

- Maintain positive operating margin adjusted for GASB 45, donated software amortization, externally funded capital projects and unrealized investment gains/(losses)
- Maintain cash reserves
- Preserve its current bond rating
- Continue investments in core mission and the long-term quality of the institution

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Approval to Proceed with New Student Housing Project

**INSTITUTION:** West Virginia State University

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the design for the New Student Housing Project at West Virginia State University.

*Further Resolved*, That the Commission authorizes the Chancellor, in consultation with the Chair, to approve the project budget, pro-forma, and instrument for financing for the New Student Housing Project at West Virginia State University on behalf of the Commission.

**STAFF MEMBER:** Ed Magee

**BACKGROUND:**

At the December 7, 2012 meeting, the Commission authorized West Virginia State University to proceed with the New Student Housing Project and directed the staff to work with the University and Attorney General's Office to move the project forward pursuant to state law and the Commission's policies. The approval was made subject to the completion of the following steps:

- Developing a land lease with the developer;
- Working with the developer to create an expression of interest for architectural/engineering services. The architect/engineer hired would be employed by the developer to design the project and provide construction administration services;
- Hiring a design professional (architect/engineer) experienced in working with an Owner (the University) in developing design criteria for design/build projects as an advisor to the University and Commission staff (recommended by Commission staff);
- Developing a pro-forma financial statement and financing instrument, including proposed room rates. The pro-forma and instrument for financing the project shall be approved by the Commission;
- The project design and budget shall be approved by the Commission;
- A design/development agreement with the developer;
- A facility management agreement with the developer;

- All other work that may be required for the production of bidding and construction documents for the project;
- Overseeing construction of the project; and,
- Applicable provisions of West Virginia Code pertaining to “public improvements” shall be followed with respect to planning, designing, financing, and constructing the project.

The project design, budget, pro-forma, and financing instrument must be approved by the Commission. As of this date, the University has made substantial progress towards meeting these requirements. The budget, pro-forma, and financing instrument requiring Commission approval will not be completed until the financing is finalized in July. To ensure that the new residence hall is open for the Fall 2014 semester, construction must commence at the beginning of August 2013. An opening of the residence halls in August 2014 will provide sufficient revenues for the operation of the residence halls.

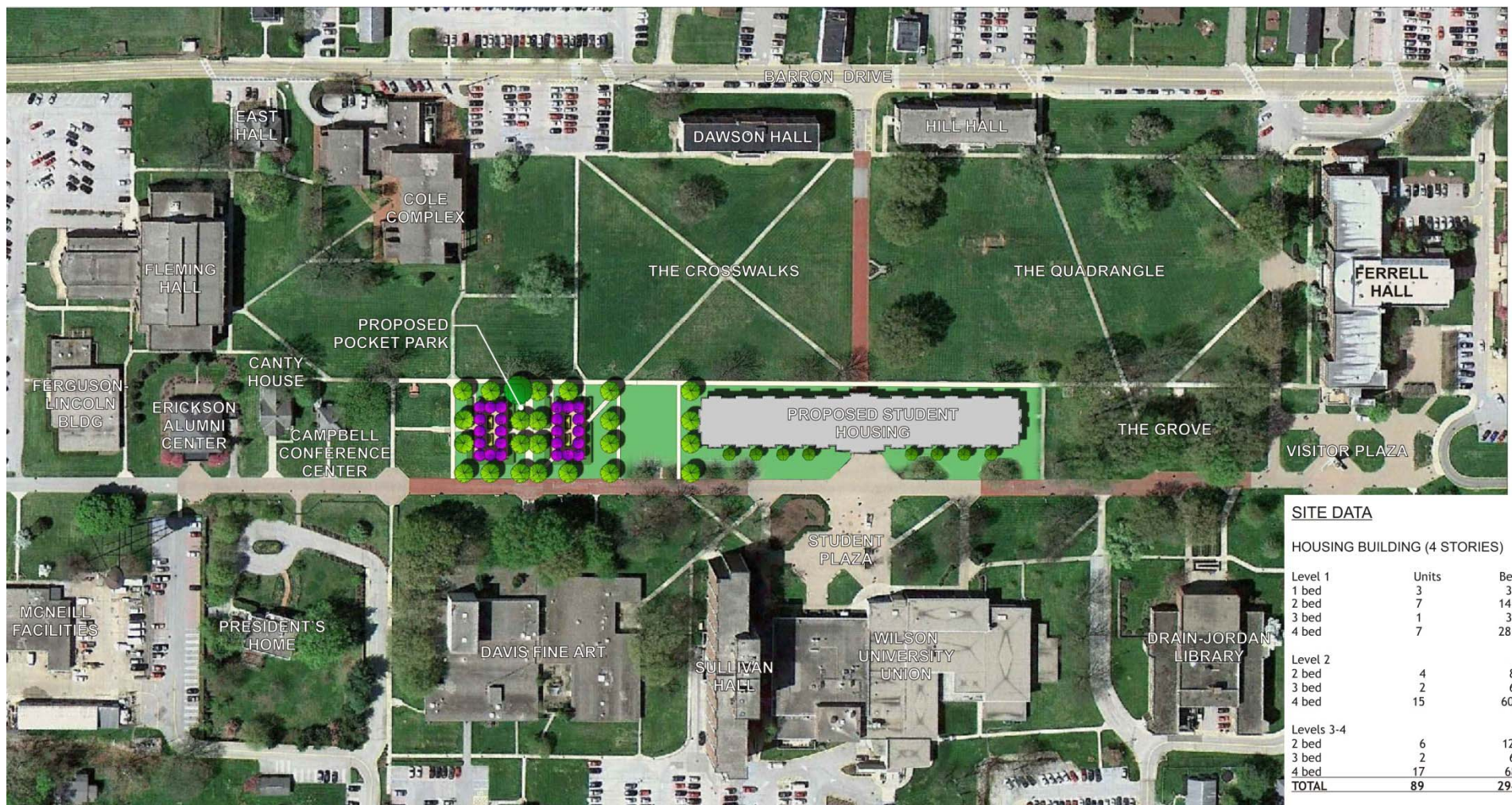
During the meeting, Commission staff will provide a brief presentation regarding budget and financing plans and institutional officials will be available to address any questions. It is recommended that the Commission delegate authority to the Chancellor, in consultation with the Chair, to approve the project budget, pro-forma, and instrument for financing.

Renderings of the proposed facility follow this agenda item.



**Bird's Eye View**





Site Plan





**North Building Elevation – Facing Quad**



**Multi-Purpose Room**





**Gaming Lounge**

**West Virginia Higher Education Policy Commission  
Meeting of June 25, 2013**

**ITEM:** Approval of Lease Agreement

**INSTITUTION:** Glenville State College

**RECOMMENDED RESOLUTION:** *Resolved, That the West Virginia Higher Education Policy Commission approves the request of the Glenville State College Board of Governors to enter into a Contract of Lease with the Glenville State College Foundation for a 2.74 Acre Tract of land along Mineral Road in Glenville and for Building A of the Waco Center.*

**STAFF MEMBER:** Richard Donovan

**BACKGROUND:**

The Glenville State College Board of Governors owns approximately 76.2 acres along Mineral Road in Glenville, which is the site of the football field and stadium, the old land resources building, and the new Waco Center, a multipurpose facility which is currently under construction. The total cost of the Waco Center is \$27 million and is divided into two buildings. The larger building, Building B, is being funded with \$11 million in Commission bond proceeds from the 2010 bond issue and a \$4 million appropriation received from the Legislature in the 2013 regular session. This building houses a large gymnasium and basketball arena, locker shower rooms, faculty and coaches offices, and ancillary support spaces.

Building A of the Waco Center is being built with a \$12 million contribution from the Glenville State College Foundation and it will house Glenville State College's Land Resources Department on the second floor and shell space that is intended to be built out later for a health and wellness center that will be operated by a private entity. Once the second floor is finished, the Land Resources Department will move from its existing building to the second floor of Building A and the existing building will be demolished.

To assist the Foundation in recouping the funds that it will expend to construct Building A, the Board of Governors will lease to the Foundation 2.74 acres of the 76.2 Acre Tract and all of Building A of the Waco Center, which stands within the boundaries of the 2.74 Acre Tract. The Foundation will become the owner of Building A. The Foundation will then lease to the Board of Governors the second floor of Building A which consists of 18,000 square feet for the Land Resources Department. The Board of Governors shall have the option to lease from the Foundation up to 9,000 square feet of additional space that may become available in Building A during the term of this Contract of Lease.

According to information recently provided by the Foundation, the following is an accounting of the sources and uses of the Foundation's \$12 million in contributions and pledges:

Paid to date for design and construction	\$4,653,065
Balance of Project	\$7,346,935 (\$12m - \$4,653,065)
Amount on hand	\$5,004,737
Balance	\$2,342,198

The Foundation has firm pledge commitments of \$636,350 and high probability pledges of \$2,335,000.

The Foundation is negotiating for a bridge loan of \$2,342,198 to fund its commitment to finish Building A. This loan will be paid back by pledges and lease revenues from the first floor of Building A. The Foundation is negotiating with the West Virginia School of Osteopathic Medicine for part of the first floor and it also has a firm offer from Minnie Hamilton Heath Care Center for 9,000 square feet of the 17,000 square feet available on the first floor. In addition, there are negotiations with the Gilmer County EMS and the Gilmer County Commission (for a 911 Call Center) to lease space on the first floor.

A copy of the Contract of Lease is provided on the following pages.

## CONTRACT OF LEASE

**THIS CONTRACT OF LEASE**, effective July 1, 2013, by and between the **GLENVILLE STATE COLLEGE BOARD OF GOVERNORS**, an instrumentality of government of the State of West Virginia, created, organized and existing pursuant to the provisions of West Virginia Code, §18B-2A-4(b), party of the first part, sometimes hereinafter referred to as **GSC BOARD OF GOVERNORS**, and the **GLENVILLE STATE COLLEGE FOUNDATION**, a West Virginia nonprofit corporation, party of the second part, sometimes hereinafter referred to as **GSC FOUNDATION**,

**WHEREAS**, the GSC Board of Governors owns the 76.2 acre residue of a certain lot, tract or parcel of real estate originally containing 78 acres, more or less, lying and being situate along West Virginia Secondary Route 119/8, also and more commonly known as Mineral Road, and on the waters of Sycamore Run, a tributary of the Little Kanawha River, in Glenville District, Gilmer County, West Virginia (hereinafter referred to as **76.2 Acre Tract**), and

**WHEREAS**, the GSC Board of Governors acquired the 76.2 Acre Tract by item no. 1 of that certain deed dated Dec 13, 2002, and recorded in the Office of the Clerk of the County Commission of Gilmer County, West Virginia, in Deed Book No. 449, at page 22, which names West Virginia Higher Education Policy Commission, as Grantor, and Glenville State College Board of Governors, as Grantee, and

**WHEREAS**, the GSC Board of Governors has heretofore authorized the construction of a certain multi-purpose facility on the 76.2 Acre Tract, which has been named the Waco Center (hereinafter referred to as **Waco Center**), and

**WHEREAS**, the Waco Center will be used for educational purposes, cultural and athletic events, health care services, and possibly as the future home for the Gilmer County 911 Emergency Services Center, all of which will be of significant benefit to Glenville State College (hereinafter referred to as **GSC**) students, GSC student athletes, visiting students, visiting student athletes, and the public at large, and

**WHEREAS**, the GSC Board of Governors is of the opinion that the Waco Center will contribute to the broad advancement of the central region of the State of West Virginia which GSC has so ably served since its founding in 1872, and

**WHEREAS**, the space leased by this Contract of Lease will be used for necessary and proper functions of GSC, and comparable space that is satisfactory for the uses to which such leased space will be put is not now available in other local buildings owned or leased by the State of West Virginia, and

**WHEREAS**, the Waco Center is presently under construction, and the GSC Board of Governors expects the project to be completed prior to December 31, 2013, and

**WHEREAS**, total project costs for the Waco Center will not exceed Twenty Seven Million Dollars (\$27,000,000.), and

**WHEREAS**, the funding for the Waco Center has been secured from the following sources, viz., Fifteen Million Dollars (\$15,000,000.) from the State of West Virginia, and Twelve Million Dollars (\$12,000,000.) from the GSC Foundation, and

**WHEREAS**, the Waco Center consists of two connected buildings, which for the purposes of this Contract of Lease are identified and designated as Building A (hereinafter referred to as **Building A**) and Building B (hereinafter referred to as **Building B**), respectively, and

**WHEREAS**, total construction costs for Building A of the Waco Center will not exceed Twelve Million Dollars (\$12,000,000.) and the GSC Foundation has obligated itself to fund such costs, and

**WHEREAS**, Building A of the Waco Center, which is presently under construction, is solely owned by the GSC Foundation, and Building B of the Waco Center, which is also presently under construction, is solely owned by the GSC Board of Governors, and

**WHEREAS**, to assist the GSC Foundation in recouping the funds that it will expend to construct Building A of the Waco Center, the GSC Board of Governors will lease to the GSC Foundation, a part or parcel of the 76.2 Acre Tract which consists of 2.74 acres, more or less (hereinafter referred to as **2.74 Acre Tract**), and all of Building A of the Waco Center which stands within the boundaries of the 2.74 Acre Tract (hereinafter referred to as **Lease of the 2.74 Acre Tract**), and

**WHEREAS**, in recognition of plans heretofore made by GSC and its President with the GSC Land Resources Department, the GSC Foundation will lease to the GSC Board of Governors the second floor of Building A of the Waco Center, which consists of 18,000 square feet, more or less, subject to the requirement that such space will be made available by the GSC Board of Governors to the GSC Land Resources Department (hereinafter referred to as **Lease of the Second Floor of Building A**), and

**WHEREAS**, the parties further acknowledge that the GSC Foundation will transfer its ownership of Building A of the Waco Center to the GSC Board of Governors as soon as practicable after this Contract of Lease has expired,

**NOW THEREFORE, THIS CONTRACT OF LEASE FOR USE BY THE GSC FOUNDATION AND GSC BOARD OF GOVERNORS, WITNESSETH:**

The parties hereto covenant and bind themselves as follows:

**OWNERSHIP OF WACO CENTER AND 76.2 ACRE TRACT.** The GSC Board of Governors and the GSC Foundation do hereby acknowledge that ownership of the Waco Center is shared by them as follows. The GSC Foundation is sole owner of Building A of the Waco Center, and the GSC Board of Governors is sole owner of Building B of the Waco Center. The

GSC Board of Governors and the GSC Foundation do hereby further acknowledge that the GSC Board of Governors is sole owner the 76.2 Acre Tract which includes the 2.74 Acre Tract.

**TRANSFER OF OWNERSHIP OF BUILDING A.** The GSC Foundation does hereby acknowledge that it will transfer its ownership of Building A of the Waco Center to the GSC Board of Governors as soon as practicable after this Contract of Lease has expired.

**LEASE OF THE 2.74 ACRE TRACT.** That for and in consideration of the full and complete performance of the covenants, terms, and conditions hereinafter set forth, the GSC Board of Governors does hereby lease unto the GSC Foundation (a) the 2.74 Acre Tract, which is more particularly described by metes and bounds on (i) a two page paper entitled *Description of Survey for Glenville State College Tract No. 1 = 2.74 Acres-Lease Description Area around new Waco Center Building "A,"* dated April 13, 2013, and sealed by Mark C. Echard, PLS No. 490, of Glenville, West Virginia, and (ii) a one page paper entitled Plat of Survey for Glenville State College surveyed in April, 2013, by the aforesaid surveyor, respectively, which are attached hereto, made a part hereof, and incorporated herein by reference, and (b) Building A of the Waco Center which stands within the boundaries of the 2.74 Acre Tract; and

**LEASE OF THE SECOND FLOOR OF BUILDING A.** That for and in consideration of the full and complete performance of the covenants, terms, and conditions hereinafter set forth, the GSC Foundation does hereby lease back to the GSC Board of Governors the second floor of Building A of the Waco Center which consists of 18,000 square feet, more or less, subject to the requirement that such space will be made available by the GSC Board of Governors to the GSC Land Resources Department.

#### **(1) TERM AND NOTICES**

The term of this Contract of Lease, subject to the provisions hereof, shall begin on July 1, 2013, and end at midnight on June 30, 2043. This Contract of Lease shall be considered renewed for each ensuing fiscal year during the term hereof unless it is cancelled by mutual agreement of the parties or as otherwise provided herein.

Notices may be given by personal service upon the party entitled to such notice, or by certified mail, duly stamped and directed to the last-known address of the party to be notified, and deposited in the post office. The proper mailing of such notice and not the receipt thereof shall constitute the giving of such notice by either party to the other. Notices shall be directed as follows:

To GSC Board of Governors:

Glenville State College  
200 High Street  
Glenville, WV 26351

To GSC Foundation:

Glenville State College Foundation  
200 High Street  
Glenville, WV 26351

**(2) RENTAL**

The GSC Board of Governors and the GSC Foundation covenant that each shall pay rental unto the other of One Dollar (\$1.00) per year for the thirty year term of this Contract of Lease beginning on July 1, 2013, and continuing on the 1<sup>st</sup> day of July of each and every year thereafter during which this Contract of Lease is in effect.

**(3) UTILITIES AND OTHER RELATED SERVICES**

The GSC Board of Governors shall pay for all utilities and janitorial services provided to the second floor of Building A of the Waco Center.

**(4) MAINTENANCE**

The GSC Board of Governors shall maintain the second floor of Building A of the Waco Center, both interior and exterior, including, without limitation, the electrical, HVAC and plumbing fixtures and equipment associated therewith.

**(5) TAXES AND ASSESSMENTS**

The GSC Foundation shall pay any and all real property taxes and assessments levied against Building A of the Waco Center for so long as it owns the same.

**(6) FIRE AND HEALTH HAZARDS**

The GSC Board of Governors shall be obligated to remove and correct any fire or health hazards in Building A of the Waco Center that are not caused by the neglect or acts of the GSC Foundation or its lessees, their agents, employees or servants, which any public authority may order corrected or removed, and if the GSC Board of Governors becomes aware of any fire or health hazards in Building A of the Waco Center that have been caused by the neglect or acts of the GSC Foundation or its lessees, their agents, employees or servants, which any public authority may order corrected or removed, the GSC Board of Governors will inform the GSC Foundation of the same.

**(7) HAZARD AND LIABILITY INSURANCE**

The GSC Foundation, or its lessees, shall be required to obtain such hazard insurance as they deem necessary for their purposes to protect Building A of the Waco Center and any of the contents thereof owned by them, or any of them, from the perils covered by such insurance.

The GSC Foundation, or its lessees, shall be required to obtain such liability insurance as they deem necessary for their purposes to protect them from liability for personal injuries or death occurring in or outside of Building A of the Waco Center or within the boundaries of the 2.74 Acre Tract on which it stands.

**(8) SUITABILITY OF PREMISES**

The GSC Board of Governors warrants the premises covered by the Lease of the Second Floor of Building A to be suitable for use as a State facility and for the conduct of the business of GSC.

**(9) TRANSFER OR ASSIGNMENT OF LEASES**

The GSC Foundation agrees not to transfer or assign its rights under this Contract of Lease, or sublet the premises covered by the Lease of the 2.74 Acre Tract, without the written consent of the GSC Board of Governors.

The GSC Board of Governors agrees not to transfer or assign its rights under this Contract of Lease, or sublet the premises covered by the Lease of Second Floor of the Building A to the GSC Board of Governors, without the written consent of the GSC Foundation.

**(10) NEGLECT OF PREMISES**

Neither the GSC Board of Governors, nor the GSC Foundation, shall commit waste on the premises covered by the Lease of the 2.74 Acre Tract, or the premises covered by the Lease of the Second Floor of Building A to the GSC Board of Governors.

The premises covered by the Lease of the 2.74 Acre Tract will be returned to the GSC Board of Governors at the termination of such Lease in substantially as good condition as at the commencement thereof, damages from natural elements, normal depreciation and decay excepted.

The premises covered by the Lease of the Second Floor of Building A will be returned to the GSC Foundation at the termination of such Lease in substantially as good condition as at the commencement thereof, damages from natural elements, normal depreciation and decay excepted.

**(11) DEFAULTS**

In the event either the GSC Board of Governors, or the GSC Foundation, default in any of the covenants contained herein, the defaulting party shall be notified, in writing, of such default and if such default is not corrected within sixty (60) days after receipt of notification, this Contract of Lease shall be terminated.

**(12) DAMAGES TO PREMISES BY FIRE, ETC.**

It is agreed by and between the parties hereto that in the event the premises covered by the Lease of the Second Floor of Building A are destroyed or damaged by fire, natural elements, or other cause to such an extent that continued occupancy by the GSC Board of Governors would be impractical, the GSC Foundation shall give immediate notice thereof to the GSC Board of Governors, in writing, of its intent to vacate such premises and the Lease shall thereupon



terminate. If only a part of such premises shall be rendered untenable, leaving the remainder suitable for occupancy, the rental shall be proportionately abated until the damaged premises have been repaired. The GSC Board of Governors shall have five (5) days from receipt of such notice to decide whether or not to repair such damaged premises. If the GSC Board of Governors decides to undertake the repairs, they must be completed within a reasonable length of time. Should the GSC Board of Governors decide not to repair such damaged premises, the Lease shall terminate, and the GSC Foundation shall deliver possession of the premises to the GSC Board of Governors and thereupon be relieved of any and all liability hereunder or concerning the premises except for any unpaid rent through the final day of occupancy.

### **(13) PROVISIONS FOR IMMEDIATE TERMINATION**

It is further agreed by and between the parties hereto that the Lease of the Second Floor of Building A shall be considered cancelled, without further obligation on the part of the GSC Board of Governors, if the State Legislature or the Federal Government should subsequently fail to appropriate sufficient funds therefor, or should otherwise act to impair such lease, or cause it to be cancelled, or in the event it shall become unlawful to maintain a State facility on premises covered by such lease. In any event aforementioned, the GSC Board of Governors may immediately redeliver possession of such premises to the GSC Foundation and thereupon be relieved from any and all obligations hereunder or concerning such premises except for rent accruing prior to such date of redelivery.

### **(14) QUIET ENJOYMENT OF PREMISES**

The GSC Board of Governors covenants that as of the date of this Contract of Lease, it was sole owner of the 2.74 Acre Tract, in fee simple, free of all liens, encumbrances and any outstanding interests whatsoever, except for those it created, and that upon payment of rentals as hereinbefore set forth, it will warrant and defend the title of the GSC Board of Governors to the 2.74 Acre Tract against any and all claims whatsoever, not arising hereunder during the term of this Contract of Lease; and that the GSC Foundation shall, at all times during the term of this Contract of Lease, peaceably and quietly have, hold and enjoy the 2.74 Acre Tract.

The GSC Foundation covenants that as of the date of this Contract of Lease, it is the sole owner of Building A of the Waco Center, free of all liens, encumbrances and any outstanding interests whatsoever, except for those it has or may hereafter create, and that upon payment of rentals as hereinbefore set forth, it will warrant and defend its title to Building A against any and all claims whatsoever, not arising hereunder during the term of this Contract of Lease; and that the GSC Board of Governors shall, at all times during the term of this Contract of Lease, peaceably and quietly have, hold and enjoy the second floor of Building A.

### **(15) CANCELLATION OF LEASES**

It is agreed by and between the parties hereto that the GSC Foundation shall have the right to cancel the Lease of the 2.74 Acre Tract, without further obligation on the part of the GSC Foundation, upon giving thirty (30) days written notice to the GSC Board of Governors, such notice being given at least thirty days prior to the last day of the succeeding month.

It is further agreed by and between the parties hereto that the GSC Board of Governors shall have the right to cancel the Lease of the Second Floor of Building A, without further obligation on the part of the GSC Board of Governors, upon giving thirty (30) days written notice to the GSC Foundation, such notice being given at least thirty days prior to the last day of the succeeding month.

**(16) REMOVAL OF MACHINERY AND EQUIPMENT**

It is understood and agreed that all machinery and equipment installed by the GSC Board of Governors on the second floor of Building A of the Waco Center, or placed upon such premises incident to the business of the GSC Board of Governors, whether annexed to the freehold or not, shall remain the personal property of the GSC Board of Governors, and the GSC Board of Governors shall have the privilege and right to remove same at any time during the term of this Contract of Lease, provided the premises are restored to as good condition as existed prior to installation of said machinery and equipment, reasonable wear and tear expected.

**(17) STRUCTURAL OR OTHER CHANGES TO PREMISES**

In the event the GSC Board of Governors requires structural or other changes to the premises covered by the Lease of the Second Floor of Building A to improve the use and efficiency of the same, and if said changes are completed by the GSC Foundation at its cost and expense, the GSC Board of Governors agrees to reappraise and renegotiate such lease to arrive at a fair rental value, if warranted.

**(18) OPTION TO LEASE ADDITIONAL SPACE IN BUILDING A**

The GSC Board of Governors shall have the option to lease from the GSC Foundation up to 9,000 square feet of additional space that may become available in Building A of the Waco Center during the term of this Contract of Lease. Upon receipt of any bona fide offer from a willing lessee to lease space in Building A of the Waco Center, the GSC Foundation shall provide the GSC Board of Governors with satisfactory proof of such offer and its terms, and the GSC Board of Governors shall have forty-five (45) days within which it may either lease such space in its then "as is" condition from the GSC Foundation on the same terms and conditions that such willing lessee would agree to, or decline to lease such space.

**(19) OPTION TO RENEW**

Either party may, at its option, extend the term of this Contract of Lease for two (2) additional one-year periods by giving written notice unto the other party sixty (60) days prior to the expiration of the then-current lease term. There shall be no increase in the nominal rental provided for in this Contract of Lease.

**(20) PARKING**

The GSC Foundation agrees to provide parking spaces in lots located on the 2.74 Acre Tract at no additional cost to the GSC Board of Governors which may be used by faculty, staff and students of GSC, or the public at large, having legitimate business at the Waco Center.

**(21) NON-SMOKING ORDINANCE**

The GSC Board of Governors and the GSC Foundation shall make every effort to be in compliance at the Waco Center with the non-smoking building ordinance issued by the Gilmer County Health Department.

**(22) ACCESSIBILITY REQUIREMENTS**

The GSC Board of Governors and the GSC Foundation shall make no renovations to the space herein leased that fail to comply with the accessibility standards established and set forth by the Americans with Disabilities Act of 1990, whether requested by the Lessee or required by law.

**(23) SEVERABILITY**

Any provision of this Contract of Lease found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder hereof.

**(24) HEADINGS**

The headings to the various paragraphs of this Contract of Lease have been inserted for reference only and shall not in any manner be construed as modifying or amending in any way the express terms and provisions hereof.

***IN WITNESS WHEREOF***, the parties hereto have caused their names to be affixed to this Contract of Lease.

GLENVILLE STATE COLLEGE  
BOARD OF GOVERNORS

By: \_\_\_\_\_  
Richard Heffelfinger,  
Its President

GLENVILLE STATE COLLEGE FOUNDATION,  
a West Virginia nonprofit corporation

By: \_\_\_\_\_  
Sue Morris,  
Its President

STATE OF WEST VIRGINIA  
COUNTY OF GILMER, *to-wit*:

The foregoing Contract of Lease was acknowledged before me this \_\_\_\_ day of June, 2013, by Richard Heffelfinger, as President of the Glenville State College Board of Governors, for and on behalf of such Board of Governors, and by Sue Morris, as President of the Glenville State College Foundation, a West Virginia nonprofit corporation, for and on behalf of such corporation.

My commission expires:\_\_\_\_\_

(Notary Seal)

\_\_\_\_\_  
Notary Public

Approved as to form this \_\_\_\_ day of June, 2013.

By \_\_\_\_\_  
Deputy Attorney General of the  
State of West Virginia



# MARK C. ECHARD, LAND SURVEYOR

REGISTERED WV AND PA

905 Walnut St  
Glenville, WV 26351

Home & Office:  
(304) 462-5565

## DESCRIPTION OF SURVEY

FOR

GLENVILLE STATE COLLEGE

### TRACT No. 1 = 2.74 Acres - Lease Description Area around new Waco Center Building "A"

A tract or parcel of land in Glenville District, Gilmer County, West Virginia on waters of a branch of Sycamore Run, a tributary of the Little Kanawha River, more particularly described as follows:

Beginning at a point in the center of Mineral Road, AKA West Virginia Secondary 119/8, from which a point at the junction of Mineral Road and Walnut Street bears S 9°33'45" W 21.61 feet and a 1-inch iron pipe was found flush with the ground 60.6 feet southeast of the center of Mineral Road on a hillside between the Glenville State College Board of Governors' 78 acre tract of land and Ralph Bame and bears S 1°25'22" E 352.87 feet, thence leaving said road and with the low gap ridge between Sycamore Run and Turkey Run for two lines and with nine (9) division lines through the interior of said GSC Board of Governors' 78 acre tract

N 64°07'49" W 118.08 feet to a point at a low gap, 20.74 feet from the center of said Walnut Street, thence

N 73°43'54" W 205.43 feet to a point on a ridge spur, thence

N 54°58'57" W 148.44 feet to a point in a ditch line at the toe of a slope, thence

N 9°35'45" E, passing a point at 36.86 feet, said point being 20.00 feet northwest of and at right angles to the southwest corner of Building "A" of the new Waco Center, in all 236.60 feet to a point on the northwest side of said Building "A", thence

S 80°27'26" E, passing the northwest corner of said Building "A" at 20.00 feet from which a 1-inch iron pipe was found on the west side of Mineral Road, a corner to Glenville State College, said to be 15 feet west of center of said road, in a northern line of said Glenville State College's Tract 5 of 78 acres and a corner to Beall and



Glenville State College Tract 4 and bears N 34°38'50" E 1003.39 feet, in all 84.00 feet to a point at junction of an expansion joint on the northeast side of said Building "A" and a circular room called an Entrance Lobby in Building "B", a corner to said Building "A" and the beginning of a curve concave to the northeast, having a radius of 40.01 feet, thence

Southeasterly with the arc of a 143°12'13" degree of curve to the left, a distance of 62.63 feet and through a central angle of 89°41'13" (the long chord being S 35°32'44" E 56.43 feet), to a point in an expansion joint between Building "B" and the northeast corner of Building "A", thence along said eastern side of Building "A" for one line

S 9°35'38" W 15.63 feet to a point along the eastern side of said Building "A", thence leaving said building and through an unfinished construction area

S 80°24'22" E 327.27 feet to a point in the center of said Mineral Road, AKA WV Secondary 119/8, on the south side of a 30-foot wide road approach to said construction site, from which a point in the center of said Mineral Road at the center of said road approach bears N 9°33'45" E 21.47 feet, thence with the center of said Mineral Road for one line

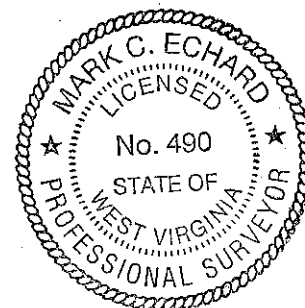
S 9°33'45" W 301.94 feet to the beginning containing 2.74 acres, more or less, as surveyed in April of 2013 by Mark C. Echard, PLS No.490 of Glenville, West Virginia and as shown on a plat attached hereto and made a part of this description;

Being 2.74 acres out of the same 78-acre tract, more or less, as conveyed to the State Board of Control (now Board of Governors) from E.G. Rohrbough and Lillian H. Rohrbough by a deed dated the 12th day of September, 1919 in Deed Book 88 at page 494.

April 12, 2013

*Mark C. Echard*

Mark C. Echard, PLS No. 490  
Glenville, WV 26351



# PLAT OF SURVEY FOR GLENVILLE STATE COLLEGE

GLENVILLE DISTRICT GILMER COUNTY  
WEST VIRGINIA

Situate: On the waters of a branch of Sycamore Run,  
a tributary to the Little Kanawha River.

STATE BOARD OF CONTROL  
(Now GSC Board of Governors)  
T.S. 10 / P. 45  
DB 449 / Pg. 22  
DB 88 / Pg. 494

POINT	NORTHING	EASTING	DESCRIPTION
1	10222.8210	9149.5529	1" IPF
2	9929.5458	10434.0972	POINT 20.74' from C/L Walnut St
3	9987.0939	10236.8940	CORNER - Lease
4	10072.2709	10115.3281	CORNER - Lease, in Ditch Line
5	10108.6114	10121.4717	POINT on Line Perp to Bldg Cr
6	10305.5604	10154.7886	CORNER - Lease
7	10302.2447	10174.4918	NW Corner - Bldg A
8	10291.6345	10237.6062	NE Corner - Bldg A
9	10245.7217	10270.4107	NE Corner - Bldg A
10	10230.3103	10267.8058	Canopy Offset - Bldg A
11	10175.7658	10590.5016	CORNER - Lease, E Side Bldg A
12	9525.2647	10549.1037	1" IPF
13	10105.2957	10141.1949	SW Corner - Bldg A
14	9856.7148	10536.7529	JCT Walnut St & Mineral Rd
15	10196.9353	10594.0583	JCT Mineral Rd & 30' wide aprch
16	11127.7041	10744.9444	1" IPF - West Side Mineral Rd
17	10285.1701	10277.0908	WP - Nail Set by Builders

NOTE: Being 2.74 acres out of the same 78-acre tract,  
more or less, as conveyed to the State Board of  
Control (now GSC Board of Governors) from  
E.G. Rohrbough and Lillian H. Rohrbough by a  
deed dated the 12th day of September, 1919  
in Deed Book 88 at page 494.



SURVEYED IN APRIL, 2013  
BY

*Mark C. Echard*

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## LEGEND

● 1" IPF	1-INCH IRON PIPE FOUND
○	SURVEY POINT
---	LEASE LINE
---	TIE LINE
---	BUILDING FOOTPRINT
---	ROAD CENTERLINE
---	EDGE OF PAVEMENT
---	EDGE OF DIRT/GRAVEL ROAD
---	RIGHT-OF-WAY LIMITS
---	ROADWAY APPROACH
---	BUILDING
---	CENTERLINE
---	JUNCTION OF
---	POINT
---	ROUTE
T.S. XX / P. XX	TAX SHEET / PARCEL NUMBER
D.B. XX / Pg. XX	DEED BOOK / PAGE NUMBER
WP	WORK POINT

