

Minutes
WEST LIBERTY STATE COLLEGE
BOARD OF GOVERNORS
Wednesday, November 16, 2005

ATTENDANCE:

Board Members: Clyde Campbell, Al de Jaager, Dan Greathouse, Dan Joseph, Mary Kosar, Will Turani, Bernie Twigg, Aaron Wilkinson

Unable to Attend: Lynne Exley, Roseanna Keller, Larry Miller, John Moore

Administration/Faculty/Staff: J. D. Carpenter, John Davis, Patrick Henry, Andrew Lewis, John McCullough, Genny McIntyre, Tammi Secrist, Jeff Turner

1. **Call to Order:**
Mr. Twigg called the meeting to order at 5:30 p.m.

2. **Approval of Minutes:**

Full Board
10/12/05
10/21/05

Executive Committee
None

ACTION ITEM I:

Mr. Twigg asked if there were any changes to the minutes. A motion to approve the minutes of the full Board of October 12, 2005 and October 21, 2005 was then made by Dan Greathouse and seconded by Al de Jaager; motion passed unanimously.

3. **President's Report:**

Dr. McCullough stated he has been meeting with campus constituent groups, academic departments, Classified Staff Council, Student Government officers, the Foundation Board, Alumni Board, and library staff, among others, and will continue meeting with these groups across campus. The purpose of these meetings is to make sure that we are all on the same page and headed in the right direction. Direct and accurate communication is the best way to resolve issues and answer questions. These are question and answer type sessions, reflective of what is going on and what will be going on at WLSC. These will continue in order to keep the lines of communication open to all administrative offices.

West Liberty has had four consecutive years of declining enrollment. In response to this we will be instituting a campus-wide enrollment management strategic planning retreat in December. Scott Cook and Brenda King will be coordinating this retreat, with direct input from J.D. Carpenter and other individuals. The purpose of the retreat is basic but important; to be sure we are consistent in terms of a level of definition and substance to what we do in marketing, and enhancing and improving the image of WLSC and in rebuilding enrollment. This group will be dealing with enrollment management issues, critical issues, with definitive feedback to provide to the Board at our next meeting. Final headcount figures received by HEPC for the fall 2005 semester were at 2,246. This is an approximate headcount decrease of 4%, with an FTE decrease of 5.4%. These numbers are not acceptable to anyone and work needs to be done to turn our enrollment around.

We will be reinstating the Superintendents Consortium and are working on plans to meet in the near future with the five local county superintendents. This is a very good group, and the interaction which takes place with these individuals can have a positive impact on recruitment and retention. Board member Larry Miller does an outstanding job and is a center piece to this group.

We are in the process of expanding our "College at Park" program with Wheeling Park. We currently teach a very limited number of college courses at the senior level and are looking into other courses to offer for college credit. J. D. Carpenter and Scott Cook have taken a positive lead in this expansion. We will work toward a modest offering of courses in Brooke, Hancock, Marshall, and Wetzel counties. All of the courses utilize the same syllabus as courses taught on campus, and the high school faculty teaching these courses must hold master's degrees and must be approved by the appropriate WLSC Dean/Chair.

West Liberty sponsored a fall field day for Marshall County disadvantaged students. Special Education faculty members Kay Beth Calabria and Shelby Haines, which coordinated the event, had a good turn out. This type of faculty involvement provides positive exposure for the college and helps students who need assistance.

The U.S. Tennis Association held a tennis workshop for Physical Education teachers. The workshop was very successful. Suzanne Reed did an excellent job coordinating this workshop. The workshop was in

collaboration with Marsha Roberts, who was named PE Teacher of the Year for the State of West Virginia. Roberts is a graduate of WLSC, and this type of recognition of our graduates helps in promoting the College.

WLSC's ongoing Concert Series and theatrical groups continue their programs throughout the semester. These performances are always top caliber, and are wonderful exposure for our students as well as providing positive community outreach.

4. **HEPC and Legislative Update (www.hepc.wvnet.edu):**

WLSC's facilities Master Plan update was unanimously approved by the HEPC with the incorporated changes through the bond funding. Jeff Turner, Pat Henry, and John Giesmann played key rolls in updating this document. The Promise scholarship has been in the news with talk of a possible cap for fall 2006. The figure most discussed was a \$3,000 cap per year. This would not represent a serious disadvantage to WLSC. This could even benefit in our competition with the privates and Marshall and WVU. It has also been decided not to raise academic standards. Special fees are being reviewed by LOCEA. WLSC's special fees were below the HEPC average for four-year colleges. Pat Henry closely monitors these figures and the Deans and Chairs also play a major roll in monitoring these fees.

5. **Academic Affairs:**

WLSC's Biology Program has been formally recognized by the HEPC with unanimous endorsement as an Academic Program of Excellence. The biology staff should be receiving the Board's endorsement as a marketing and promotional tool. Our biology program is the only one in the State of West Virginia recognized as a Program of Excellence in the current academic year. Fine work was done on the program review by Dr. Robert Kreisberg and his staff. Grant money brought into the program has provided additional outreach programs with students.

There will be additional appointments and transitions in this area in the future. Dr. Donna Lukich, Dean of the School of Sciences, has been recommended to serve as Acting Provost, and Dr. Robert Kreisberg, Chair of the Department of Natural Sciences and Mathematics, has been recommended to serve as Acting Dean of the School of Sciences. These recommendations were as a result of meetings with Dean's Council.

As a reminder, commencement will be held Saturday, December 10th at 11:00 a.m., with a reception to follow. There are approximately 168 in this graduating class. Two strong friends of the College, John Gompers and Jim Frum, our first and second Board of Governors chairs, will be serving as dual commencement speakers. All Board members are welcome, and we would like to see you there.

6. **Enrollment Update:**

Dr. Carpenter stated they are up to full speed with many of the initiatives introduced over the last few months. Through the reporting of mid-term grades they are able to compile aggregate data for the first time to look for trends. The information on students receiving mid-term grades is sent to the students and the center for student success. There has been a significant increase in student traffic in the office asking for guidance with regard to mid-term grades. This will give us time to intervene on the student's behalf before it's too late.

Admissions front-end of the high school fair season has concluded, which keeps our counselors almost constantly on the road since Labor Day. We now shift from gathering prospects and applications to working on prospects and increasing numbers.

We remain excited about the progress with Goalquest. We have been keeping up with their demands and spend a lot of time getting things together with them. Rollout for the first few steps of Goalquest will be around the first week of December. This is a 20 step program and we hope to have something for the next Board meeting to see what we are looking at and what students are seeing. Aaron Wilkinson is serving a very critical role in this process and has met with the design team while on campus and has seen some of this material as it's going to exist.

We are excited about the Strategic Enrollment Management Plan. Looking across the campus groups, departments, divisions, faculty, and staff, this new program will go from geography to financial aid on how we manage data.

At the last regular Board meeting Dr. Carpenter distributed a list with enrollment information and at that time, was asked if we had similar information for Ohio and Pennsylvania, which is included this evening. There are a number of things going on so feel free to ask questions.

Bernie noted he had lunch with the mayor of Wheeling today and discussed WLSC collaborating with local businesses, and how they can collaborate with us in terms of scholarships and programs with area businesses and hospitals. These would be things to consider doing and some food for thought.

Dan Joseph asked if there were any other ramifications with regard to the computer glitch and the information circulating regarding students in academic trouble at mid-term. Dr. Carpenter stated there were no ramifications.

7. **Budget and Finance:**

The budget information contained in the Board packet is as of November 7, 2005. Since the last Board meeting the Executive Committee and Finance Committee have met twice with Deloitte & Touche, and both audits are complete.

Mr. Henry reviewed the tuition and fees and state appropriations. Tuition and fees will be recalculated from current enrollment and enrollment in January. These figures will be presented at the next meeting. The Finance Committee will convene before the next board meeting for any issues that come up. Revenue is at 35%, which is on track with expenses. The budget to date is right on track.

Mr. Turani stated he would appreciate information from Mr. Henry to be submitted to the Finance Committee on any expenditure over \$25,000. All of the December information will be in the packets for the next board meeting.

Questions were asked regarding utility costs and the effect of the water rate increase. Pat is working with Jeff Turner and other departments to see what can be done to keep costs down. To date we have not been notified of any water rate increase.

8. **Proposed New Projects for Remaining Bond Proceeds:**

Jeff Turner presented an update on campus projects. To date there are 55 completed projects, which includes Curtis Hall, the Student Union and site improvements counting as one project, breaking down to more than 55 total projects. 20 projects will be done in the next nine to twelve months. 18 projects were most recently completed with 12 currently in various stages of process and nearing completion.

Mr. Turner discussed the first page of the spread sheet summary of bonds which outlined expenditures by building. Projects are also listed separately to keep focused on the reporting aspect. We have performed favorably financially, with excess of \$1.3 million to apply to Beta Hall and other site improvement projects in the residence halls. We are in the process of receiving bids on windows for Boyd and Rogers Hall's to replace the original single pain windows. It will be to our benefit to upgrade these windows as we cope with the cost of energy for heating and cooling. Engineers are going through Beta Hall to determine what is needed to bring the building up to code. Beta is offline this semester for upgrades.

The I-70 project at the Highlands Development Area pre-proposal meeting was held November 4th for interested architectural firms. 31 firms signed in that date. We have received a great deal of interest on this project, including national award winning firms and are off to a good start for a quality design firm. We have also had great cooperation from the Ohio County Development Authority. An architect should be selected by early February. This phase of the project is funded by a \$97,000 grant from Alan Mollohan.

Pat Henry, Jeff Turner, John Davis and J. D. Carpenter meet every two weeks, and sometimes every week, to monitor and review the ongoing bond initiatives.

Dr. Campbell asked about the relocation of the Warwood Center, i.e. will it be abandoned, or is there a long-term plan for the Center. There has been much success in the growth and programs at the Warwood Center. Mr. Turner reported the Warwood Center needs major repairs and work done at this site, plus the building is far from being ADA compliant. We will continue to rent areas of the building to bring in revenue to offset the costs. As long as budgets allow, there is no reason not to keep the Warwood Center.

Mr. Twigg stated that he could not recall a full presentation ever being made on the I-70 project. It would be a good idea to have this presentation at the next Board meeting. Dr. McCullough stated that the I-70 Committee has been meeting on this project for over a year. If this project comes to fruition, it will probably be totally dependent on federal funding. A discussion followed on location and accessibility, among other areas, with regard to the Highlands location. Dr. McCullough stated that a presentation can be given at the next Board meeting by the I-70 Committee.

Mr. Turani asked about the process for prioritizing the bond projects. Mr. Henry stated that we are following the Board approved priority list established during the bond approval process. To date, we have been able to accomplish projects according to priority, in addition to "wish list" projects due to the substantial savings on completed projects. This savings was through the utilization of in-house painting and other work done by WLSC employees and students.

9. **Student Survey Results:**

Aaron Wilkinson presented results of a student survey taken by the Student Government office. Results are based on the 312 students who participated in the survey, with the highest percentage of responses being from senior class students. Aaron proceeded to review the various questions and responses.

Aaron stated that although it is an unrealistic goal to have every student respond to this survey, this is a good way to look at a generalization of what WLSC students are feeling. What students think is important.

A discussion followed with regard to areas and offices receiving poor rankings and working together to remedy these situations.

Mr. Davis asked for a framework for how well WLSC students participate in surveys. As an example, an estimate on how many students participated in the student government elections. Aaron stated approximately 600 participated in the student government elections, and 700 in the homecoming queen election. 312 students participated in this survey.

Continuing to another matter, Mr. Twigg, upon the Board's recommendation, read a proclamation honoring former board member John E. Gompers into the minutes, which read as follows:

WHEREAS, John E. Gompers has demonstrated exceptional dedication to West Liberty State College, serving as the first Chairman and past Secretary of the West Liberty State College Board of Governors; and

WHEREAS, John E. Gompers continues to serve as counsel and advisor, giving freely of his time, energy, and dedication to the West Liberty State College Board of Governors; and

WHEREAS, John E. Gompers holds the College, the Board, and himself accountable to high standards of quality, integrity, and loyalty; and

WHEREAS, John E. Gompers supports the vision for West Liberty State College as a model of educational excellence; and

WHEREAS, John E. Gompers has demonstrated enthusiastic leadership with his involvement in various other local boards and organizations in the local community; and

THEREFORE, BE IT RESOLVED THAT the West Liberty State College Board of Governors extends sincere appreciation to John E. Gompers for his exemplary service to the Board and the College;

FURTHER, BE IT RESOLVED THAT this resolution is inscribed upon the minutes of this Board and that a copy be delivered to John E. Gompers.

A motion was made to adopt this proclamation by Al de Jaeger and seconded by Dan Joseph; motion passed unanimously.

Mr. Twigg proceeded to read a proclamation honoring former board member James P. Frum into the minutes, which read as follows:

WHEREAS, James P. Frum, as an alumnus of West Liberty State College, has demonstrated exceptional dedication, serving as the second Chairman of the West Liberty State College Board of Governors; and

WHEREAS, James P. Frum is an enthusiastic advocate of the College, giving freely of his time, energy, and dedication not only to the West Liberty State College Board of Governors, but also to the Alumni Association and Foundation Board; and

WHEREAS, James P. Frum holds the College, the Board, and himself accountable to high standards of quality, integrity, and loyalty; and

WHEREAS, James P. Frum supports the vision for West Liberty State College as a model of educational excellence; and

WHEREAS, James P. Frum has demonstrated enthusiastic leadership with his involvement in the local community; and

THEREFORE, BE IT RESOLVED THAT the West Liberty State College Board of Governors extends sincere appreciation to James P. Frum for his exemplary service to the Board and the College;

FURTHER, BE IT RESOLVED THAT this resolution be inscribed upon the minutes of this Board and that a copy be delivered to James P. Frum.

A motion was made to adopt this proclamation by Will Turani and seconded by Dan Joseph; motion passed unanimously.

Mr. Twigg continued with a discussion regarding a proposal from Alltel Communications with regard to the sale of property at 151 Chatham Street. Mr. Twigg directed the Finance Committee to review this proposal

and discuss the proper disposition, along with any regulations with regard to the college selling this property. The Committee is to get back to the Board's Executive Committee with their recommendation prior to the next Board meeting. Mr. Wilkinson asked if the college has an exclusive contract with Alltel, to which Mr. Davis stated we do not. Singular is in the process of negotiating with Alltel to install their equipment on the same tower.

Pursuant to WV Code § 6-9A-4, a motion to retire to executive session was made by Al de Jaager and seconded by Dan Joseph; motion passed unanimously.

Following discussion in executive session; a motion to rise from executive session was made by Al de Jaager and seconded by Dan Joseph; by unanimous approval, the Board rose from executive session.

10.

Adjournment:

A motion to adjourn was made by Al de Jaager and seconded by Aaron Wilkinson; motion passed unanimously. The meeting adjourned at 6:48 p.m.

Bernie Twigg _____
Chair

Will Turani _____
Secretary

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Minutes
West Liberty State College Board of Governors
Executive Committee
WesBanco Conference Room, Wheeling, WV
December 19, 2005

Executive Committee Members: John Moore, Will Turani, Bernie Twigg

WLSC Administrators: John McCullough

1. Mr. Twigg called the meeting to order at 4:00 p.m.
2. The salary recommended by Dean David Javersak and Chair Richard Lizza for Dr. Owens' faculty position as Professor of History was confirmed.
3. The ads for the position of Vice President for Institutional Advancement, per Genny McIntyre's resignation, will be placed in two national publications. March 1 and March 15 were identified as possible start dates for the new vice president.
4. The pending appointments of Jim Clark as Interim Director of Institutional Computing, Donna Lukich as Acting Provost/Vice President of Academic Affairs, and Robert Kreisberg as Acting Dean of School of Sciences were confirmed.
5. The importance and implications of the campus-wide Enrollment Management Strategic Planning Retreat were discussed.
6. Concerns regarding the accurate reporting of time off for hourly/classified employees, along with the need to ensure that "full eight-hour work days" are consistently abided by, were discussed, with immediate compliance action to be taken by the administration.
7. The meeting adjourned at approximately 5:20 p.m.

Bernie Twigg _____
Chairman

Will Turani _____
Secretary



WEST LIBERTY STATE COLLEGE
WEST LIBERTY, WV 26074-0295

INTERIM FINANCIAL STATEMENTS

Second Quarter

December 31, 2005 and 2004

APPROVED BY _____ TITLE _____ DATE _____

APPROVED BY _____ TITLE _____ DATE _____

WEST LIBERTY STATE COLLEGE

**STATEMENT OF NET ASSETS
DECEMBER 31, 2005 and 2004**

ASSETS:	12/31/2005	12/31/2004
Current assets:		
Cash and cash equivalents	\$ 5,454,170	\$ 5,555,799
Appropriation due from Primary Government	188,387	18,509
Accounts receivable—net	8,068,592	7,116,937
Due from commission	19,000	7,577
Loans to students—current portion	321,225	317,163
Prepaid expenses	4,152	11,357
Inventories	87,000	77,400
Total current assets	<u>14,142,526</u>	<u>13,104,742</u>
Noncurrent assets:		
Cash and cash equivalents	4,293,999	8,445,524
Loans to students—net of allowance of \$681,510 and \$645,273	944,437	1,075,124
Capital assets—net	<u>36,736,783</u>	<u>32,633,119</u>
Total noncurrent assets	<u>41,975,219</u>	<u>42,153,767</u>
TOTAL ASSETS	<u>\$ 56,117,745</u>	<u>\$ 55,258,509</u>
LIABILITIES:		
Current liabilities:		
Accounts payable	\$ 515,219	\$ 714,241
Due to commission	399	
Accrued liabilities	480,874	1,424,034
Deferred revenue	135,324	81,089
Compensated absences—current portion	667,527	571,925
Debt obligation to commission—current portion	222,725	217,019
Capital leases—current portion	355,654	394,569
Bonds payable—current portion	<u>355,000</u>	<u>275,000</u>
Total current liabilities	<u>2,732,722</u>	<u>3,677,877</u>
Noncurrent liabilities:		
Advances from federal sponsors	1,554,337	1,580,688
Compensated absences	2,069,363	2,335,676
Debt obligation to commission	3,784,195	4,006,870
Capital leases	807,826	1,099,159
Bonds payable	<u>12,847,262</u>	<u>13,194,907</u>
Total noncurrent liabilities	<u>21,062,983</u>	<u>22,217,300</u>
Total liabilities	<u>23,795,705</u>	<u>25,895,177</u>
NET ASSETS:		
Invested in capital assets—net of related debt	<u>21,529,484</u>	<u>21,570,056</u>
Restricted for:		
Expendable:		
Scholarships	49,836	246,543
Debt service	1,112,448	1,126,229
Capital Projects	<u>(291,082)</u>	<u>(279,220)</u>
Total restricted expendable	<u>871,202</u>	<u>1,093,552</u>
Unrestricted	<u>9,921,354</u>	<u>6,699,724</u>
Total net assets	<u>32,322,040</u>	<u>29,363,332</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 56,117,745</u>	<u>\$ 55,258,509</u>

For Management Use Only

WEST LIBERTY STATE COLLEGE

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
PERIODS ENDED DECEMBER 31, 2005 and 2004**

	<u>12/31/2005</u>	<u>12/31/2004</u>
OPERATING REVENUES:		
Student tuition and fees (net of scholarship allowance of	\$ 8,016,599	\$ 8,222,949
Contracts and grants:		
Federal	1,717,531	1,467,640
State	971,024	523,236
Private	378,263	119,278
Interest on student loans receivable	9,035	9,461
Auxiliary enterprise revenue (net of scholarship allowance of	5,867,116	5,342,794
Miscellaneous—net	137,236	347
Total operating revenues	<u>17,096,804</u>	<u>15,685,705</u>
OPERATING EXPENSES:		
Salaries and wages	5,087,114	5,035,715
Benefits	1,517,428	1,463,729
Supplies and other services	2,836,760	3,198,660
Utilities	464,330	488,165
Student financial aid—scholarships and fellowships	567,303	569,710
Depreciation	876,079	680,923
Loan cancellations and write-offs	(33)	8,357
Fees assessed by the Commission for operations	82,592	86,030
Total operating expenses	<u>11,431,573</u>	<u>11,531,289</u>
OPERATING INCOME (LOSS)	<u>5,665,231</u>	<u>4,154,416</u>
NONOPERATING REVENUES (EXPENSES):		
State appropriations	3,527,598	3,576,333
Investment income	194,629	121,756
Interest on indebtedness	(404,716)	(424,437)
Fees assessed by the Commission for debt service	(247,131)	(252,243)
Other nonoperating expenses—net		
Net nonoperating revenues (expenses)	<u>3,070,380</u>	<u>3,021,409</u>
INCREASE (DECREASE) IN NET ASSETS BEFORE	8,735,611	7,175,825
CAPITAL PROCEEDS FROM POLICY COMMISSION		
CAPITAL GIFTS AND GRANTS		
TRANSFER OF LIABILITY FROM POLICY COMMISSION		
INCREASE (DECREASE) IN NET ASSETS	8,735,611	7,175,825
NET ASSETS—Beginning of year	<u>23,586,429</u>	<u>22,187,507</u>
NET ASSETS—End of period	<u>\$ 32,322,040</u>	<u>\$ 29,363,332</u>

For Management Use Only

WEST LIBERTY STATE COLLEGE

**STATEMENT OF CASH FLOWS
PERIODS ENDED DECEMBER 31, 2005 and 2004**

	<u>12/31/2005</u>	<u>12/31/2004</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Student tuition and fees	\$ 4,874,739	\$ 4,890,326
Contracts and grants	3,093,395	2,025,632
Payments to and on behalf of employees	(6,771,890)	(6,654,954)
Payments to suppliers	(2,522,082)	(3,481,574)
Payments to utilities	(533,205)	(455,235)
Payments for scholarships and fellowships	(2,348,243)	(1,335,390)
Loans issued to students	(209,417)	(156,817)
Collection of loans to students	263,873	130,929
Auxiliary enterprise charges	2,956,679	3,178,066
Debt service assessed by Commission	(82,592)	(86,030)
Other receipts—net	161,038	15,405
Net cash provided (used) in operating activities	<u>(1,117,705)</u>	<u>(1,929,642)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
State appropriations	3,339,416	3,576,333
William D. Ford direct lending receipts	3,508,985	3,887,057
William D. Ford direct lending payments	<u>(3,509,020)</u>	<u>(3,887,750)</u>
Cash provided by noncapital financing activities	<u>3,339,381</u>	<u>3,575,640</u>
CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES:		
Purchases of capital assets	(3,813,620)	(4,099,358)
Capital gifts and grants		
Proceeds from sale of assets		
Principal paid on long term liabilities	(288,937)	(298,235)
Principal paid on bond obligations		
Interest paid on bond obligations	(369,406)	(373,531)
Interest paid on long term liabilities	(131,506)	(150,932)
Decrease (Increase) in noncurrent cash and cash equivalents	2,106,940	3,857,787
Debt service assessed by Commission	<u>(247,131)</u>	<u>(252,243)</u>
Cash used in capital financing activities	<u>(2,743,660)</u>	<u>(1,316,512)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest on investments	<u>187,907</u>	<u>116,429</u>
Cash provided by investing activities	<u>187,907</u>	<u>116,429</u>
INCREASE (DECREASE) IN CASH	(334,077)	445,915
CASH AND CASH EQUIVALENTS—Beginning of year	<u>5,788,247</u>	<u>5,109,884</u>
CASH AND CASH EQUIVALENTS—End of year	<u>\$ 5,454,170</u>	<u>\$ 5,555,799</u>

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WEST LIBERTY STATE COLLEGE**STATEMENT OF CASH FLOWS
PERIODS ENDED DECEMBER 31, 2005 and 2004**

RECONCILIATION OF NET OPERATING INCOME (LOSS) TO NET CASH USED IN OPERATING ACTIVITIES:	<u>12/31/2005</u>	<u>12/31/2004</u>
Operating income (loss)	\$ 5,665,231	\$ 4,154,416
Adjustments to reconcile net income (loss) to net cash used in operating activities:		
Depreciation expense	876,079	680,923
Changes in assets and liabilities:		
Due from Primary Government	(169,878)	197
Accounts receivable, net	(7,366,615)	(6,648,094)
Due from Commission	2,323	(7,577)
Loans to students, net	45,357	(27,679)
Prepaid expenses	7,666	(1,316)
Inventories	26	1,013
Accounts payable	72,426	160,048
Due to Commission	(25,511)	
Accrued liabilities	(321,616)	(264,289)
Compensated absences	110,574	94,750
Deferred revenue	(167,374)	(189,092)
Advances from federal sponsors	22,941	6,975
Other operating activities	130,666	110,083
NET CASH PROVIDED (USED) IN OPERATING ACTIVITIES	<u>\$ (1,117,705)</u>	<u>\$ (1,929,642)</u>

For Management Use Only

**West Liberty State College
Budget Fiscal Year 2006
As of January 19, 2006**

	<u>Percent (%) of Budget</u>	<u>Original Budget Totals</u>	<u>Adjusted Budget Totals</u>	<u>Revised Budget Totals</u>	<u>Actual Totals</u>	<u>Variance to Budget</u>	<u>Percent Budget</u>
Revenues:							
Tuition and Fees Less Waivers \$327,970	41.87%	11,003,650	10,023,095		9,520,657	(502,438)	94.99%
State Government Appropriations	31.81%	8,358,965	8,442,113		5,644,589	(2,797,524)	66.86%
Auxiliary Enterprise Revenues Less Waivers	23.32%	6,127,926	6,185,520		6,908,133	722,613	111.68%
Other Sources	3.01%	<u>791,096</u>	<u>791,096</u>		<u>996,850</u>	<u>205,754</u>	<u>126.01%</u>
Total Revenues	100.00%	26,281,637	25,441,824		23,070,229	(2,371,595)	90.68%
Expenditures:							
Personal Services	43.52%	11,371,842	11,163,864	(105,887)	5,765,972	5,397,892	51.65%
Fringe Benefits	12.36%	3,230,439	3,216,803	(10,000)	1,577,964	1,638,839	49.05%
Other	<u>44.12%</u>	<u>11,529,964</u>	<u>11,216,259</u>	<u>(45,000)</u>	<u>5,966,392</u>	<u>5,249,867</u>	<u>53.19%</u>
Total Expenditures	100.00%	26,132,245	25,596,926	(160,887)	13,310,328	12,286,598	52.00%
Net Increase/(Decrease)		<u>149,392</u>	<u>(155,102)</u>	<u>160,887</u>	<u>9,759,902</u>	<u>9,915,004</u>	
Net Increase/(Decrease) Adjustment				<u>5,785</u>			

Budget Assumptions:		Bond Covenants Compliance %	Covenant Balance	Cash Balance	Actual Percent	Fund #
1	Adjusted Budget is based on 2,146 HC					
2	Raises 2%	110%	A	937,968	214%	8322
3	Small reserves	154%	B	230,112	248%	8342
4	Mercer scale adjustment via raise	163%	C	705,397	366%	8653
				724,406		
				1,873,477		

Analysis FY 07 Budgets

Additional Revenue Sources:

Tuition Increase				
2150 Students		5.9%	\$	627,495
Fee Increases			\$	50,000
Room/Board Increase		5.9%	\$	255,170
PEER Equity			\$	100,000
State Funding increase			\$	120,000
Total			\$	<u>1,152,666</u>

Goalquest	software			\$	35,000
Wages	Increase	FY07	2%	\$	211,179
Benefits	Increase	FY07	14% of F22	\$	29,565
Benefits	FY06			\$	44,316
Raises FY06				\$	233,902
Promotions				\$	50,000
HR 1FTE				\$	44,643
Workers Comp				\$	30,000
PEIA				\$	125,000
Retirees PEIA				\$	25,000
BRIM				\$	28,000
Position	1FTE			\$	35,500
Winans			2%	\$	35,000
Sodexho			2%	\$	23,000
Gas				\$	100,000
Accreditation				\$	15,000
Staff Request				\$	22,900
Copiers				\$	50,000
Total				\$	<u>1,138,004</u>

Variance				\$	<u>14,662</u>
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Breakeven					FY07					FTE			
Location	Rate	FTE	Tuition	5%	5.9%	6.9%	FTE			FY06			
		75/25					71/29						
							5.9%						
In-State	\$1,803	1,613	\$5,816,478	\$290,824	\$343,172	\$401,337	\$324,875	1527	Total	4176			
Out-of State	\$4,487	537	\$4,819,038	\$240,952	\$284,323	\$332,514	\$329,857	623	In	2963	0.709531		
Waivers			-\$327,970						Out	1213	0.290469		
Totals		2,150	\$10,307,546	\$531,776	\$627,495	\$733,851	\$654,733						
State Appropriations			\$8,358,965										
Housing	Rate												
Single	\$2,098	60	\$251,760										
Double	\$1,199	890	\$2,134,220	\$106,711	\$125,919	\$147,261	\$125,919						
Capital Fees	\$376	39	\$743,728										
Waivers			-\$376,446										
Totals		989	\$2,753,262	\$106,711	\$125,919	\$147,261	\$125,919						
Meals	\$1,153	950	\$2,190,700	\$109,535	\$129,251	\$151,158	\$129,251						
Total Income			\$23,610,473										
Depreciation			\$1,500,000										
Contingencies			\$465,000										
Grand Total			\$25,575,473	\$748,022	\$882,666	\$1,032,270	\$909,903						

		In-State FY2006	In-State FY2007		Out-State FY2006	Out-State FY2007
Tuition & Fees						
Tuition	5	175	200	25	450	475
Registration		50	50		250	250
HERF		350	350		825	825
Faculty Improvement		45	45		130	130
Activities	6	125	135		125	135
Athletics		166	180	10	166	180
Student Union		65	65		65	65
Student Union Capital Fee		40	40		40	40
Operations		607	664		2256	2471
Technology		80	80		80	80
Special Capital Fee		100	100		100	100
Totals per semester		1803	1909		4487	4751
Increase 5.9%			106			265

Graduate Fees WVU
MU

Residence Halls						
Capital Fee		376	376			
Single		2,098	2098			
Double	5.9%	1,199	1,270	71		
Board - meal plan	5.9%	1,153	1,221	68		

Special Fees		FY2006	FY2007	Increase
Health Professionals		50	50	
Late Registration		65	65	
Transcripts		5	6	\$1
Priority transcript		20	20	
Return Check Charge		20	25	\$5
Graduation	15	75	75	
Off Campus Instruction		17.7	17.7	
Orientation		50	50	
Diploma replacement		20	20	
Regents BA Degree		300	300	
Work life credit	25	350	350	
Scuba diving		100	100	
Basic Horsemanship	15	75	75	
Firearms		80	80	
Science Lab	10	60	60	
Liberal Arts Lab	10	60	60	
Electronic course		100	100	
Student teaching		125	125	
Parking	15	50	50	
Regional practical/internship		75	75	
Security card replacement		10	10	
Late graduation	50	75	75	
Math/SPA/GEO/PSYC/SS/ENG/ACC/CIS/EDU/RD	10	60	60	
Tuition Payment Plan Fee		50	50	
Special Equity (Title IX)	20	40	50	\$10
Registration Reinstatement Fee		25	25	
Laundry Fee		40	40	
Credit Card Processing Fee		\$10-1st \$1K	\$10-1st \$1K	
Credit Card Processing Fee		\$20-over \$1K	\$20-over \$1K	
NEW - Reserved Parking Permit	GSC		150	
NEW - International Application Fee	MU		100	
NEW - Improper Check out Fee	MU		50	
NEW - Art Studio Fee	per hour SU		30	

**SALE OF REAL PROPERTY RESOLUTION
WEST LIBERTY STATE COLLEGE**

Action Item

The Board of Governors is asked to consider and approve sale of a parcel of real property, together with improvements, situated at 151 Chatham Street (Route 88) in West Liberty, WV. The prospective purchaser is Alltel Communications, Inc. The offer tendered is ninety thousand dollars (\$90,000).

Presently, the Board leases said property to Alltel which has operated a cellular telecommunications tower at the site since January 2005.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the sale of real property situated at 151 Chatham Street (Route 88), together with improvements, in the Town of West Liberty, Ohio County, West Virginia to Alltel Communications, Inc. for \$90,000; further *resolved*, that closing of said sale shall occur within sixty (60) days of Board approval and shall conform to the requirements of West Virginia Code Section 18B-14-5; further *resolved*, that the Board authorizes John E. Gompers, Esq., of Wheeling to prepare a title deed and any other documents necessary to consummate said sale.