



*Southern*

West Virginia  
Community and Technical College

*Board of Governors*

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**Emergency Meeting Agenda Book  
July 19, 2016**

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Dial: 1-877-302-0757  
Code: 8441795 #

**Members**

Thomas A. Heywood, Chair  
Wilma J. Zigmond, Vice Chair  
Glenn T. Yost, Secretary  
F. Raamie Barker  
Jada C. Hunter

George Kostas  
Kevin G. Zachary  
Russell F. Saunders  
Virginia L. Stepp

Robert E. Gunter, Ed.D  
President

**Southern West Virginia Community and Technical College  
Board of Governors  
Emergency Meeting of July 19, 2016  
9:00 a.m.  
Building C, Room 428, 2900 Dempsey Branch Road  
Mount Gay, West Virginia  
and by Teleconference**

**Dial: 1-877-302-0757  
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**AGENDA**

1. Verification of Quorum and Call to Order ..... Mr. Thomas Heywood  
Board Chair
2. Action Items
  - 2.1 Request for Approval to Amend 2016-2017 Tuition and Fee Increase ..... 3
  - 2.2 Request for Approval to Amend 2016-2017 Institutional Budget ..... 5
3. Adjournment ..... Chair Heywood

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
EMERGENCY MEETING OF JULY 19, 2016**

**ITEM:** Request for Approval to Amend Tuition and Fee Increase for the 2016-2017 Academic Year

**RECOMMENDED RESOLUTION:** *RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed resident tuition increase of \$72.00 per semester per FTE for the 2016-2017 academic year effective July 01, 2016, AND

*BE IT FURTHER RESOLVED*, that the tuition and fees are placed at a level to insure that out-of-state students pay the lower of the most recent reported System average or the calculated institutional full cost of instruction as required by West Virginia Code §18B-1D-3(a)(2)(B)(ii).

**STAFF MEMBER:** Samuel Litteral

**BACKGROUND:**

At its February 16, 2016 meeting, the Southern West Virginia Community and Technical College Board of Governors approved a 6.77% tuition increase for the 2016-2017 academic year to reflect a \$108.00 per semester per FTE increase for resident students effective July 1, 2016. The Board's request was submitted to the West Virginia Council for Community and Technical College Education for consideration of approval at its next meeting.

At its July 15, 2016 meeting, the West Virginia Council for Community and Technical College Education (Council) rejected the Board's recommendation for a 6.77% tuition increase for the 2016-2017 academic year.

West Virginia State Code §18B-10-1(k)(1) allows the governing boards for community and technical colleges to approve annual tuition and fee increases up to 5 percent (5%) without further approval by the Council. Further, West Virginia State Code §188-10-1 requires the local governing boards to approve changes in nonresident tuition and fees, program fees, and special or operational fees.

Therefore, the staff requests that the Board of Governors approve a 4.51% tuition increase for the 2016-2017 academic year which reflects a \$72.00 per semester increase per FTE for resident students effective July 1, 2016. This would reflect an increase of \$6.00 per credit hour increasing tuition from \$133.00 per credit hour to \$139.00 per credit hour, bringing the full-time tuition to \$1,668.00 per semester, and the annual tuition rate to \$3,336.00 for resident students.

The staff further recommends that the tuition and fee rates for nonresident students be placed at a level to insure that nonresident students pay the lower of the most recent reported System average or the calculated institutional full cost of instruction as required by statute.

**Southern West Virginia Community and Technical College  
Financial Impact Calculations of Proposed Tuition Fee Increases**

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
<b>Increase per Semester</b>	<b>Current</b>	<b>\$ 72.00</b>	<b>\$ 84.00</b>	<b>\$ 96.00</b>	<b>\$ 96.00</b>	<b>\$ 96.00</b>
Estimated FTE (Students) Per Semester	1,300	1,250	1,250	1,250	1,250	1,250
Rate Per FTE Per Semester	\$ 1,596	\$ 1,668	\$ 1,752	\$ 1,848	\$ 1,944	\$ 2,040
Annual Rate	\$ 3,192	\$ 3,336	\$ 3,504	\$ 3,696	\$ 3,888	\$ 4,080
Estimated Revenue Per Semester	\$ 2,074,800	\$ 2,085,000	\$ 2,190,000	\$ 2,310,000	\$ 2,430,000	\$ 2,550,000
Estimated Additional Annual Revenue Generated	\$ -	\$ 20,400	\$ 210,000	\$ 240,000	\$ 240,000	\$ 240,000
Estimated Annual Revenue	\$ 4,149,600	\$ 4,170,000	\$ 4,380,000	\$ 4,620,000	\$ 4,860,000	\$ 5,100,000
Per Credit Hour	\$ 133	\$ 139	\$ 146	\$ 154	\$ 162	\$ 170
<b>Increase per Credit Hour</b>		<b>\$ 6</b>	<b>\$ 7</b>	<b>\$ 8</b>	<b>\$ 8</b>	<b>\$ 8</b>
<b>Increase Percentage Per Credit Hour</b>		<b>4.51%</b>	<b>5.04%</b>	<b>5.48%</b>	<b>5.19%</b>	<b>4.94%</b>
					<b>25.16%</b>	

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
EMERGENCY MEETING OF JULY 19, 2016**

**ITEM:** Request for Approval to Amend Institutional Budget for the 2016-2017 Fiscal Year

**RECOMMENDED RESOLUTION:** *RESOLVED*, that the Southern West Virginia Community and Technical College Board of Governors approve the amended institutional operating budget for Southern West Virginia Community and Technical College the fiscal year beginning July 1, 2016.

**STAFF MEMBER:** Samuel Litteral

**BACKGROUND:**

At its June 21, 2016 meeting, the Southern West Virginia Community and Technical College Board of Governors approved the institutional operating budget for the 2016-2017 fiscal year. The budget was submitted to the West Virginia Council for Community and Technical College Education for final approval. Since the College's budget is based in part on anticipated revenue generated from tuition, with the Council's rejection of Southern's request to increase its tuition above 5%, a revised budget must be presented to the Council for approval. The date for that meeting has not yet been set.

This request seeks the Board of Governors approval of the proposed operating budget for Southern West Virginia Community and Technical College for fiscal year 2016-2017 as presented to the Board.

Southern West Virginia Community and Technical College  
Proposed Budget for 2016-17

	<u>2015-16</u>	<u>2016-17</u>	<u>Difference</u>
<b>Revenue Sources</b>			
General Revenue (State Funds)	\$ 8,203,924	\$ 7,991,778	\$ (212,146)
Required funds for zero step	-	-	-
General Revenue (Special)	-	-	-
Stimulus Funding (Backfill)	-	-	-
Stimulus Funding (ARRA Projects)	-	-	-
General Revenue (Mining)	593,375	\$ 558,000	(35,375)
Tuition	3,942,120	\$ 3,985,250	43,130
Fees	602,400	\$ 562,400	(40,000)
Major gifts campaigns	95,000	\$ 95,000	-
Miscellaneous revenue	632,310	\$ 425,000	(207,310)
Auxiliary enterprises	200,000	\$ 100,000	(100,000)
State grants and contracts	2,568,972	\$ 1,491,234	(1,077,738)
Private gifts, grants, and contracts	-	\$ -	-
Federal programs	4,299,827	\$ 3,997,995	(301,832)
<b>Total Revenue</b>	<u>21,137,928</u>	<u>19,206,657</u>	<u>(1,931,271)</u>
Carryover from prior years	433,789	68,851	(364,938)
<b>Total Revenue and Carryover</b>	<u>\$ 21,571,717</u>	<u>\$ 19,275,508</u>	<u>\$ (2,296,209)</u>
<b>Salaries and benefits</b>			
Personal services	8,937,843	8,248,721	(689,121)
Employee benefits	2,578,281	2,448,593	(129,687)
	<u>11,516,123</u>	<u>10,697,315</u>	<u>(818,808)</u>
<b>Operating expenses</b>			
Current expenses	8,731,719	7,477,841	(1,253,878)
Utilities	743,730	781,680	37,950
Auxiliary non-personnel costs	40,000	40,000	-
Repairs and alterations	95,225	62,725	(32,500)
Equipment	442,168	213,019	(229,149)
<b>Total Operating Expenses</b>	<u>10,052,842</u>	<u>8,575,265</u>	<u>(1,477,577)</u>
Total expenditures	21,568,965	19,272,579	(2,296,386)
Total revenues over expenditures	<u>\$ 2,752</u>	<u>\$ 2,929</u>	<u>\$ 177</u>

Southern West Virginia Community and Technical College  
Proposed Budget for 2016-2017

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Revenue Sources</b>			
General Revenue (State Funds)	\$ 7,991,778		\$ 7,991,778
General Revenue (Special)			-
General Revenue (Mining)	-	558,000	558,000
Tuition	3,861,750	123,500	3,985,250
Fees	562,400	-	562,400
Major gifts campaigns	95,000	-	95,000
Miscellaneous revenue	425,000	-	425,000
Auxiliary enterprises	100,000	-	100,000
State grants and contracts	-	1,491,234	1,491,234
Private gifts, grants, and contracts	-		-
Federal programs	-	3,997,995	3,997,995
<b>Total Revenue</b>	<b>13,035,928</b>	<b>6,170,729</b>	<b>19,206,657</b>
Carryover from prior years	-	68,851	68,851
<b>Total Revenue and Carryover</b>	<b>\$ 13,035,928</b>	<b>\$ 6,239,580</b>	<b>\$ 19,275,508</b>
<b>Salaries and benefits</b>			
Personal services	7,057,342	1,191,379	8,248,721
Employee benefits	2,141,519	307,074	2,448,593
	9,198,861	1,498,453	10,697,315
<b>Operating expenses</b>			
Current expenses	2,939,264	4,538,577	7,477,841
Utilities	767,630	14,050	781,680
Auxiliary non-personnel costs	40,000	-	40,000
Repairs and alterations	24,225	38,500	62,725
Equipment	63,019	150,000	213,019
<b>Total Operating Expenses</b>	<b>3,834,138</b>	<b>4,741,127</b>	<b>8,575,265</b>
 Total expenditures	 13,032,999	 6,239,580	 19,272,579
 Total revenues over expenditures	 2,929	 0	 2,929

**Southern West Virginia Community and Technical College  
Financial Impact Calculations of Proposed Tuition Fee Increases**

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