

**Southern West Virginia Community and Technical College
Board of Governors Tuition and Fees Ad Hoc Committee
Meeting of February 12, 2018
9:00 a.m.
2900 Dempsey Branch Road, Building C - Room 442*
Mount Gay, WV**

MINUTES

Members Present: Jada C. Hunter, Chair; (by phone); Latisha Marcum, Randal Johnson, Student Representative; President Bob Gunter, Samuel Litter, Vice President for Finance and Administration; Emma Baisden, Recorder (by phone).

Members Absent: None

1. Verification of Quorum and Call to Order

Ms. Jada Hunter, Tuition and Fees Committee Chair, declared a quorum present and convened the meeting at 9:00 a.m.

2. Discussion Item

Chair Hunter requested for Vice President Litteral to give a preview of the financial impact calculation documents of proposed tuition fee increases which were sent to the Committee for review prior to the meeting. Vice President Litteral, presented the 5% and 7% tuition scenarios to Committee members. He recommended a 4.79% increase in resident tuition which is an increase of \$7.00 per credit hour or \$84.00 per semester. He explained to the Committee that he tries to keep the figure rounded to the nearest dollar so it is divisible by 12 and will not cause calculation issues for the cashiers. It is anticipated the increase will generate approximately \$210,000 in revenue.

West Virginia Code §18B-10-1(k)(1) requires the West Virginia Council for Community and Technical College Education (Council) to approve any resident tuition and fee increase greater than ten percent in any one year or where the increase would be more than seven percent per year, averaged over a rolling three year period calculated by averaging the proposed increase with the increase for the immediate two previous years. Although Southern could request a 7% tuition increase, Mr. Litteral recommended for the Committee to request only a minimal tuition increase for fiscal year 2018-2019.

Vice President Litteral presented to the Committee course fee requests for FY 2018-2019. The following is a list of new fees and changes to existing fees:

Course Fee (Per Credit Hour)	Current Fee	FY 19 Request	Change
Electrical Engineering Technology (EG)	\$10.00	\$15.00	\$5.00
Information Technology (IT)	\$10.00	\$15.00	\$5.00
Mechatronics Technology (MX) New	\$0.00	\$20.00	\$20.00

Salon Management/Cosmetology (SM)	\$20.00	\$25.00	\$5.00
Welding Technology (WL)	\$50.00	\$60.00	\$10.00
Industrial Technology: Machinist Technology/Computer Numerical Control (MT/CNC)* New	\$0.00	\$160.00	\$160.00

*This program is offered through an agreement with the Robert C. Byrd Institute (RCBI). The fees will be used to purchase program books, tools, supplies, equipment and necessary CAD/CAM software and pay for initial drug testing.

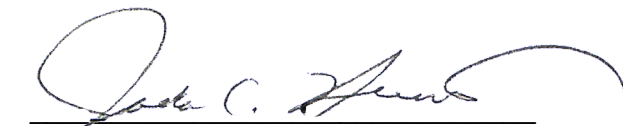
MOTION: Samuel Litteral motioned to be presented to the full Board of Governors for review and consideration for approval a resolution for a 4.79% resident tuition increase for the 2018-2019 academic year. This increase would be a \$84.00 per semester per FTE increase for resident students effective July 1, 2018. This reflects an increase of \$7.00 per credit hour which will increase tuition from \$146.00 per credit hour to \$153.00 per credit hour. This increase will bring the full-time tuition to \$1,836.00 per semester, and the annual tuition rate to \$3,672.00 for resident students.

It is further recommended 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 West Virginia Code §18B-1D-3(a)(2)(B).

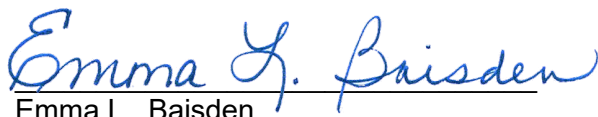
For further consideration, it is recommended to present to the full Board of Governors a resolution to approve the aforementioned fees as recommended for the 2018-2019 academic year.

ACTION: Latisha Marcum seconded the motion which was unanimously approved.

Being no further business to come before the Committee, Chair Hunter declared the meeting adjourned.



 Jada C. Hunter, Chair



 Emma L. Baisden
 Executive Assistant to the President
 and Board of Governors