



Budget Committee Agenda
March 19th, 2018 10:00 AM
203B / B&O Building

Attendees: Peggy Carmichael, Shelly Deluca, Janet Fike, Alicia Frey, Chris Kefauver, Jill Loveless, April Schrupp, Larry Tackett, & Jeff Sayre (Linda Shelek provided input via e-mail based on meeting agenda and sent materials.)

- I. Approval of 3/7/18 Minutes
 - a. Jill Loveless made a motion to accept the minutes
 - b. Larry Tackett seconded
 - c. Passed unanimously after no discussion

- II. Replacement Faculty Members
 - a. The committee was reminded that Linda Shelek will be retiring next year and her concerns for spending while improving physical spaces / offices. The discussion spurred the reminder that the budget committee will be forming a sub-committee for FY 2019 to guide those projects.
 - b. The committee was updated that after the Faculty Assembly was asked for replacement members, that an new e-mail was received citing the 'ethical concerns' and inferring that it was in connection with the ECS parking lot. Jeff had replied to the e-mail citing that though the topic was not his to comment on, there was earlier communication sent out to the entire college explaining that the matter was under litigation and it was not to be discussed at all.
 - c. Jill Loveless made a suggestion to check with Applied Tech. to see if there may be a volunteer for the committee as that division is a healthy user of resources. Larry Tackett agreed and will ask the faculty.
 - i. It was noted that the Budget Committee does not appoint faculty members that the members came out of the Faculty Assembly process.

- III. Revenue Model
 - a. Distributed to all committee members prior to the meeting for review and comment.
 - b. Model Changes Implemented:
 - i. 2% Tuition Increase,
 - ii. \$25 summer fee,
 - iii. \$25 early entrance administrative fee,
 - iv. Elimination of program fees in summer except those programs that require a summer term.
 - c. Impact of changes
 - i. Tuition total increase of \$74K
 - ii. Fees total decrease of \$39K
 1. Plus \$15K in summer fee, plus \$22K in early entrance fee, minus \$77K in program fees.
 - iii. Capital Fees increase \$11K
 - iv. Impact to students
 1. Raises cost \$12 per student on average



- d. Motion – Jill Loveless recommended that even though the matter was passed by vote at a prior meeting, that another vote occur since the committee could actually see the impact of the changes. Hence she moved to 1) Increase tuition 2%, replace all summer fees (except from those programs which require a summer session) with a \$25 summer fee, and establish a \$25 early entrance fee.
 - e. Second – April Schrump
 - f. Vote – Unanimously passed after discussion
 - i. Those committee members who were not present were contacted for their direct comment that could be entered into the minutes if they so wished.
- IV. Fees
- a. Draft of Program Fees and the rationale for them was distributed to all committee members prior to the meeting
 - b. The Registrar’s office and Admissions keeps an official list of all programs that are active in the sense that a student could enroll. This is inclusive of sun-setting programs and the like.
 - c. Committee agreed that Program Fees should be decided by faculty
 - d. Institutional programs, like Early Entrance, can still be addressed by the committee. Future (next year) may see the addition of a distant education fee replacing program fees as they are.
 - e. In reviewing the list, Maintenance Mining was identified as a new program. Larry Tackett and Jill Loveless will discuss and make recommendation.
 - f. The merits of a Wheeling parking fee was discussed
 - i. Though there may be a value associated with this fee, with all the other changes and events, this is not the appropriate time to institute such a fee.
 - ii. Furthermore, it appears that it may be unfair to staff from other campus
- V. FY '19 Operational Budget
- a. Faculty Model was distributed prior to the meeting for review.
 - i. In prior year, a temporary committee was formed to review Faculty wages. The solution from that committee was explained and discussed by the budget committee.
 - ii. After committee discussion, it was the consensus that the program should continue and that it was being done in a fiscally responsible manner.
 - iii. It is separate from the state appropriation
 - b. Staff recommendation out of Ad Hoc committee
 - i. Budget Committee discussed the recommendation of the Ad Hoc Class & Comp Committee to have a 4% increase to employees. It was agreed that though this final decision didn’t rest in the budget committee, it was the committee’s obligation to police the fiducial responsibility of all spending.
 - ii. There was not objections to the Ad Hoc Committee suggestion.
 - c. Faculty to recommend increases in Program Director stipends
 - i. Division chairs are reviewing job descriptions
 - d. State Appropriation
 - i. It was asked if the Governor’s 5% raise would be given to WVNCC employees
 - 1. WVNCC’s practice is not to tie increases to the state allocation, as in the past when there was not an increase (or even a reduction) WVNCC employees were granted increases in their wages.



2. It was noted that the salary increases this year will likely exceed the amount of allocation increase.
 - ii. Committee agreed that we should work hard to educate Faculty & Staff on this matter. Jeff will be doing a 'Road Show' to entertain any and all budget questions in early April.

- VI. Timeline Monitoring
 - a. 3/22 BOG Meetings
 - b. 4/2 CTCS Submission

- VII. Miscellaneous
 - a. Alicia Frey volunteered to solicit input for the next meeting date and time.

- VIII. Move to adjourn by April Schrump