

**BOARD OF TRUSTEES
FINANCE AND ADMINISTRATION COMMITTEE**

**May 4, 2012
9:00 a.m., University Center, Room 214**

Agenda

1.0 Action Items

1.1 Fiscal Year 2013 General Fund Budget Resolution F12-12 Action

This resolution establishes the FY13 general fund budget.

1.2 Fiscal Year 2013 Auxiliary and Agency Budget Resolution F13-12 Action

This resolution establishes the FY13 auxiliary and agency budget.

1.3 AY12-13 Communication Fee Resolution F14-12 Action

Your approval of the proposed AY12-13 communication fee is requested.

1.4 Investment Committee Member Resolution F15-12 Action

Mr. Marc Cottle is recommended for reappointment for a three-year term to the Shawnee State University Investment Committee.

2.0 Information Items

2.1 Personnel Information

In accordance with Policy 5.16Rev, President's Authority University Personnel Actions, the attached listing summarizes personnel action(s). All personnel activity is reported in the attached consolidated report.

2.2 Investment Report Information

The University's investment activity performance report reflects current activity. A status update will be given on the SSU and SSUDF investment consultant request for proposal (RFP).

2.3 Capital Status Report

Information

The capital status report reflects current information on major capital projects.

3.0 Education

Joe VanDeusen, Assistant Director of Facilities, Planning and Construction will give a presentation on safety and environmental issues.

RESOLUTION F12-12

APPROVAL OF THE FY2013 GENERAL FUND BUDGET

WHEREAS, revenue projections have been developed based on estimated state share of instruction, state supplement, tuition, and other fees approved by the Board of Trustees and enrollment projections for the upcoming fiscal year; and

WHEREAS, planned expenditures have been estimated anticipating operational, personnel, and programmatic needs of the University that include known inflationary factors; and

WHEREAS, the President of the University recommends adoption of the proposed budget;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the proposed General Fund Budget for fiscal year 2013 as summarized in the accompanying exhibit.

(May 4, 2012)

FY2013 GENERAL FUND BUDGET

** DRAFT **

REVENUE	Approved BUDGET FY2012	Projected ACTUAL FY2012	VARIANCE from Budget (\$)	VARIANCE from Budget (%)	Proposed BUDGET FY2013	VARIANCE from Budget (\$)	VARIANCE from Budget (%)
STATE FUNDING							
Capital Component ¹	\$106,552	\$106,552	\$0	0.00%	\$64,520	-\$42,032	-39.45%
State Share of Instruction ²	\$13,473,212	\$13,565,628	\$92,416	0.69%	\$13,885,273	\$412,061	3.06%
Supplement ³	\$2,448,523	\$2,448,523	\$0	0.00%	\$2,326,097	-\$122,426	-5.00%
<i>subtotal state funding</i>	\$16,028,287	\$16,120,703	\$92,416	0.58%	\$16,275,890	\$247,603	1.54%
TUITION & STUDENT FEES⁴							
Course Fees - Graduate	\$143,021	\$123,333	-\$19,688	-13.77%	\$129,136	-\$13,885	-9.71%
Course Fees - Undergraduate	\$1,048,821	\$1,040,741	-\$8,080	-0.77%	\$1,044,828	-\$3,993	-0.38%
General Fee	\$3,006,776	\$2,937,186	-\$69,590	-2.31%	\$3,039,439	\$32,663	1.09%
Instructional Fee - Graduate	\$813,786	\$741,942	-\$71,844	-8.83%	\$767,931	-\$45,855	-5.63%
Instructional Fee - Undergraduate	\$26,354,341	\$25,731,803	-\$622,538	-2.36%	\$26,633,352	\$279,011	1.06%
Miscellaneous Fees	\$180,000	\$176,957	-\$3,043	-1.69%	\$186,000	\$6,000	3.33%
Non-Resident Surcharge	\$548,152	\$596,978	\$48,826	8.91%	\$617,874	\$69,722	12.72%
Payment Plan & Late Payment Fees	\$222,000	\$222,431	\$431	0.19%	\$224,442	\$2,442	1.10%
Technology Fee	\$450,230	\$439,494	-\$10,736	-2.38%	\$454,864	\$4,634	1.03%
University Center Bond Fee ⁵	\$1,269,681	\$1,243,600	-\$26,081	-2.05%	\$1,249,263	-\$20,418	-1.61%
<i>subtotal tuition & student fees</i>	\$34,036,808	\$33,254,466	-\$782,342	-2.30%	\$34,347,129	\$310,321	0.91%
OTHER INCOME							
Indirect Cost Recovery	\$225,000	\$190,000	-\$35,000	-15.56%	\$200,000	-\$25,000	-11.11%
Miscellaneous Income ⁶	\$250,000	\$238,851	-\$11,149	-4.46%	\$240,000	-\$10,000	-4.00%
Printing & Graphics	\$250,000	\$230,000	-\$20,000	-8.00%	\$225,000	-\$25,000	-10.00%
University Outreach	\$35,000	\$29,977	-\$5,023	-14.35%	\$28,000	-\$7,000	-20.00%
<i>subtotal other income</i>	\$760,000	\$688,828	-\$71,172	-9.36%	\$693,000	-\$67,000	-8.82%
TOTAL REVENUE	\$50,825,095	\$50,063,997	-\$761,098	-1.50%	\$51,316,019	\$490,924	0.97%
USE OF FUND BALANCE⁷	\$3,296,417	\$2,499,253	-\$797,164	-24.18%	\$2,990,856	-\$305,561	-9.27%
TOTAL REVENUE AND USE OF FUND BALANCE	\$54,121,512	\$52,563,250	-\$1,558,262	-2.88%	\$54,306,875	\$185,363	0.34%
EXPENDITURES							
COMPENSATION⁸							
Benefits	\$11,160,008	\$10,789,699	-\$370,309	-3.32%	\$11,324,891	\$164,883	1.48%
Salaries	\$25,499,540	\$25,289,160	-\$210,380	-0.83%	\$26,063,615	\$564,074	2.21%
<i>subtotal compensation</i>	\$36,659,548	\$36,078,860	-\$580,688	-1.58%	\$37,388,506	\$728,958	1.99%
NON-COMPENSATION							
Equipment & Buildings	\$1,730,679	\$1,527,982	-\$202,697	-11.71%	\$1,740,879	\$10,200	0.59%
Information, Communication, Shipping	\$990,000	\$1,079,835	\$89,835	9.07%	\$1,000,000	\$10,000	1.01%
Locally Funded Projects	\$1,298,000	\$998,000	-\$300,000	-23.11%	\$600,000	-\$698,000	-53.78%
Maintenance, Repairs, Rentals	\$2,070,200	\$2,215,372	\$145,172	7.01%	\$2,200,000	\$129,800	6.27%
Miscellaneous	\$990,000	\$875,478	-\$114,522	-11.57%	\$850,000	-\$140,000	-14.14%
Scholarships	\$2,937,306	\$2,780,557	-\$156,749	-5.34%	\$3,070,023	\$132,717	4.52%
Supplies	\$970,000	\$956,922	-\$13,078	-1.35%	\$955,000	-\$15,000	-1.55%
Travel & Entertainment	\$500,000	\$491,618	-\$8,382	-1.68%	\$505,000	\$5,000	1.00%
Utilities	\$1,774,052	\$1,322,591	-\$451,461	-25.45%	\$1,650,000	-\$124,052	-6.99%
<i>subtotal non-compensation</i>	\$13,260,237	\$12,248,355	-\$1,011,882	-7.63%	\$12,570,902	-\$689,335	-5.20%
TOTAL EXPENDITURES	\$49,919,785	\$48,327,215	-\$1,592,570	-3.19%	\$49,959,408	\$39,623	0.08%

TRANSFERS	Approved BUDGET FY2012	Projected ACTUAL FY2012	VARIANCE from Budget (\$)	VARIANCE from Budget (%)	Proposed BUDGET FY2013	VARIANCE from Budget (\$)	VARIANCE from Budget (%)
BOND FEE							
Bond Debt Repayment	\$1,269,681	\$1,243,600	-\$26,081	-2.05%	\$1,249,263	-\$20,418	-1.61%
<i>subtotal bond fee transfer</i>	\$1,269,681	\$1,243,600	-\$26,081	-2.05%	\$1,249,263	-\$20,418	-1.61%
GENERAL FEE							
Agencies	\$151,097	\$151,097	\$0	0.00%	\$151,097	\$0	0.00%
Athletics	\$1,782,659	\$1,794,826	\$12,167	0.68%	\$1,880,826	\$98,167	5.51%
Other Auxiliaries	\$490,539	\$538,435	\$47,896	9.76%	\$568,530	\$77,991	15.90%
Plant Funds	\$259,751	\$259,751	\$0	0.00%	\$259,751	\$0	0.00%
<i>subtotal general fee transfers</i>	\$2,684,046	\$2,744,109	\$60,063	2.24%	\$2,860,204	\$176,158	6.56%
GENERAL FUND							
Center for the Arts	\$198,000	\$200,240	\$2,240	1.13%	\$198,000	\$0	0.00%
Children's Learning Center	\$10,000	\$8,086	-\$1,914	-19.14%	\$0	-\$10,000	100.00%
Restricted Contingency	\$40,000	\$40,000	\$0	0.00%	\$40,000	\$0	0.00%
<i>subtotal general fund transfers</i>	\$248,000	\$248,326	\$326	0.13%	\$238,000	-\$10,000	-4.03%
TOTAL TRANSFERS	\$4,201,727	\$4,236,035	\$34,308	0.82%	\$4,347,467	\$145,740	3.47%
TOTAL EXPENDITURES AND TRANSFERS	\$54,121,512	\$52,563,250	-\$1,558,262	-2.88%	\$54,306,875	\$185,363	0.34%

NOTES

- ¹ Scheduled distribution of funds from previous capital bills. SSU's allocation will decrease in FY2013, remain the same for FY2014, and decrease again in FY2015.
- ² Based on the most recent State Share of Instruction estimate published by the Ohio Board of Regents (4/19/12).
- ³ 5% Supplement reduction contained in Am. Sub. H.B. 153.
- ⁴ Actual enrollment growth for FY2012 did not meet assumptions. FY2013 revenue projections are based on actual, rather than budgeted, FY2012 enrollments.
- ⁵ All revenue from the University Center Bond Fee is applied to service on the bond.
- ⁶ Includes interest received from STAR account and Attorney General collections.
- ⁷ Use of Fund Balance reflects General Fund revenue net of expenditures only. It does not include balance sheet adjustments, including the change in investment values booked during the fiscal year.
- ⁸ Salary and benefits pools will cover personnel adjustments and minimum wage increases for both the General Fund and Auxiliaries.

ASSUMPTIONS

0.0% enrollment increase over FY2012 actual enrollment for both Graduates and Undergraduates.
3.5% tuition increase for both Graduates and Undergraduates.
Investment gains are budgeted at zero, as are investment earnings, which are automatically reinvested.
Passage of a capital bill will lessen reliance on local funds for renovation and construction.

RESOLUTION F13-12

APPROVAL OF THE FY2013 AUXILIARY AND AGENCY BUDGET

WHEREAS, revenue projections have been developed based on estimated general fee income, predicted housing occupancy, and approved housing and meal plan rates; and

WHEREAS, planned expenditures have been estimated anticipating operational and personnel needs, student academic support, psychological support services, student athletic and campus enrichment activities, and quality residential life programs; and

WHEREAS, the President of the University recommends adoption of the proposed budget;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University adopts the proposed Auxiliary and Agency Budget for fiscal year 2013 as summarized in the accompanying exhibit.

(May 4, 2012)

FY2013 AUXILIARY AND AGENCY FUND BUDGET

** DRAFT **

REVENUE	Approved BUDGET FY2012	Projected ACTUAL FY2012	VARIANCE from Budget (\$)	VARIANCE from Budget (%)	Proposed BUDGET FY2013	VARIANCE from Budget (\$)	VARIANCE from Budget (%)
AUXILIARY REVENUE							
Athletics	\$13,000	\$12,463	-\$537	-4.13%	\$13,000	\$0	0.00%
Bookstore Commission	\$235,000	\$239,092	\$4,092	1.74%	\$235,000	\$0	0.00%
Center for the Arts ¹	\$457,000	\$458,067	\$1,067	0.23%	\$485,000	\$28,000	6.13%
Children's Learning Center	\$206,900	\$229,298	\$22,398	10.83%	\$229,900	\$23,000	11.12%
Housing	\$3,700,033	\$3,851,527	\$151,494	4.09%	\$3,802,557	\$102,524	2.77%
Senior Citizen Grant	\$40,000	\$40,000	\$0	0.00%	\$40,000	\$0	0.00%
Sports Center Memberships	\$15,163	\$13,866	-\$1,297	-8.55%	\$15,163	\$0	0.00%
University Center	\$147,000	\$152,184	\$5,184	3.53%	\$152,000	\$5,000	3.40%
subtotal Auxiliary revenue	\$4,814,096	\$4,996,498	\$182,402	3.79%	\$4,972,620	\$158,524	3.29%
AGENCY REVENUE							
Pouring Rights Contract	\$20,000	\$20,000	\$0	0.00%	\$20,000	\$0	0.00%
Student Programming Board	\$18,200	\$8,724	-\$9,476	-52.07%	\$15,000	-\$3,200	-17.58%
subtotal Agency revenue	\$38,200	\$28,724	-\$9,476	-24.81%	\$35,000	-\$3,200	-8.38%
TRANSFERS							
General Fee Support	\$2,424,295	\$2,443,766	\$19,471	0.80%	\$2,600,453	\$176,158	7.27%
General Fund Support	\$208,000	\$206,086	-\$1,914	-0.92%	\$198,000	-\$10,000	-4.81%
subtotal transfers	\$2,632,295	\$2,649,852	\$17,557	0.67%	\$2,798,453	\$166,158	6.31%
TOTAL REVENUE AND TRANSFERS	\$7,484,591	\$7,675,074	\$190,483	2.54%	\$7,806,073	\$321,482	4.30%
EXPENDITURES							
ATHLETICS							
Athletic Contingency	\$8,000	\$8,000	\$0	0.00%	\$8,000	\$0	0.00%
Athletic Director ²	\$555,374	\$567,405	\$12,031	2.17%	\$475,374	-\$80,000	-14.40%
Athletic Scholarships	\$532,000	\$487,287	-\$44,713	-8.40%	\$618,000	\$86,000	16.17%
Athletic Trainers	\$127,980	\$116,609	-\$11,371	-8.89%	\$140,147	\$12,167	9.51%
Men's Baseball	\$46,908	\$65,953	\$19,045	40.60%	\$62,908	\$16,000	34.11%
Men's Basketball	\$73,268	\$72,446	-\$822	-1.12%	\$82,868	\$9,600	13.10%
Men's Cross Country	\$33,296	\$39,445	\$6,149	18.47%	\$36,096	\$2,800	8.41%
Men's Golf	\$24,064	\$24,251	\$187	0.78%	\$24,064	\$0	0.00%
Men's Soccer	\$30,200	\$29,420	-\$780	-2.58%	\$36,600	\$6,400	21.19%
Post Season Travel	\$50,600	\$10,791	-\$39,809	-78.67%	\$50,600	\$0	0.00%
Sports Center/Natatorium	\$146,877	\$119,755	-\$27,122	-18.47%	\$146,877	\$0	0.00%
Women's Basketball	\$54,000	\$57,629	\$3,629	6.72%	\$66,800	\$12,800	23.70%
Women's Cheerleading & Dance Team	\$11,700	\$10,530	-\$1,170	-10.00%	\$12,500	\$800	6.84%
Women's Cross Country	\$31,810	\$35,599	\$3,789	11.91%	\$34,610	\$2,800	8.80%
Women's Soccer	\$29,800	\$25,908	-\$3,892	-13.06%	\$36,200	\$6,400	21.48%
Women's Softball	\$40,790	\$42,445	\$1,655	4.06%	\$51,190	\$10,400	25.50%
Women's Tennis	\$19,458	\$18,201	-\$1,257	-6.46%	\$19,458	\$0	0.00%
Women's Volleyball	\$34,697	\$36,530	\$1,833	5.28%	\$46,697	\$12,000	34.59%
subtotal Athletics	\$1,850,822	\$1,768,205	-\$82,617	-4.46%	\$1,948,989	\$98,167	5.30%
OTHER AUXILIARIES							
Bookstore Utilities	\$20,000	\$10,051	-\$9,949	-49.74%	\$10,000	-\$10,000	-50.00%
Center for the Arts	\$655,000	\$672,635	\$17,635	2.69%	\$683,000	\$28,000	4.27%
Children's Learning Center	\$409,400	\$423,930	\$14,530	3.55%	\$432,400	\$23,000	5.62%
Housing	\$2,672,141	\$2,757,971	\$85,830	3.21%	\$2,709,360	\$37,219	1.39%
Residence Life	\$851,892	\$832,627	-\$19,265	-2.26%	\$917,197	\$65,305	7.67%
Student Activities	\$216,074	\$244,740	\$28,666	13.27%	\$294,065	\$77,991	36.09%
Student Health Clinic	\$90,000	\$88,690	-\$1,310	-1.46%	\$90,000	\$0	0.00%
University Center	\$353,965	\$309,111	-\$44,854	-12.67%	\$358,965	\$5,000	1.41%
subtotal other Auxiliaries	\$5,268,472	\$5,339,754	\$71,282	1.35%	\$5,494,987	\$226,515	4.30%

EXPENDITURES (continued)	Approved BUDGET FY2012	Projected ACTUAL FY2012	VARIANCE from Budget (\$)	VARIANCE from Budget (%)	Proposed BUDGET FY2013	VARIANCE from Budget (\$)	VARIANCE from Budget (%)
AGENCIES							
Chronicle	\$15,000	\$9,465	-\$5,535	-36.90%	\$15,000	\$0	0.00%
Intramurals	\$23,587	\$19,284	-\$4,303	-18.24%	\$23,587	\$0	0.00%
Silhouette	\$6,210	\$4,905	-\$1,305	-21.01%	\$6,210	\$0	0.00%
Student Government	\$40,000	\$39,184	-\$816	-2.04%	\$40,000	\$0	0.00%
Student Programming Board	\$104,500	\$92,557	-\$11,943	-11.43%	\$101,300	-\$3,200	-3.06%
<i>subtotal Agencies</i>	\$189,297	\$165,395	-\$23,902	-12.63%	\$186,097	-\$3,200	-1.69%
TOTAL EXPENDITURES	\$7,308,591	\$7,273,354	-\$35,237	-0.48%	\$7,630,073	\$321,482	4.40%
TRANSFERS							
HOUSING							
Plant Funds	\$176,000	\$176,000	\$0	0.00%	\$176,000	\$0	0.00%
TOTAL TRANSFERS	\$176,000	\$176,000	\$0	0.00%	\$176,000	\$0	0.00%
TOTAL EXPENDITURES AND TRANSFERS	\$7,484,591	\$7,449,354	-\$35,237	-0.47%	\$7,806,073	\$321,482	4.30%

NOTES

¹ Vern Riffe Center for the Arts revenue reflects projected increases in ticket sales, gifts and grants.

² Athletic team travel expenses were previously budgeted to the Athletic Director account. For FY2013, these expenses are distributed among the individual team budgets.

ASSUMPTIONS

3.5% housing rate increase.

4.0% meal plan rate increase.

Housing occupancy of 95.0% fall semester and 85.0% spring semester.

0.0% salary and benefits increases for all accounts. Any approved adjustments will be covered by the General Fund.

Second year of a 5-year plan to increase athletic scholarships, improving competitiveness within the NAIA Mid-South Conference.

RESOLUTION F14-12

APPROVAL OF AY12-13 COMMUNICATION FEE

WHEREAS, a communication fee is charged to students residing in University-owned and University managed housing to partially defray costs associated with residential network services; and

WHEREAS, in the University's ongoing effort to contain student costs, the President is recommending that the established communication fee not be increased for the upcoming academic year;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the residential student communication fee as follows:

Academic Year 2012-13	\$102/semester per resident
Summer Term 2012-13	\$ 68/semester per resident

(May 4, 2012)

RESOLUTION F15-12

APPOINTMENT OF INVESTMENT COMMITTEE MEMBER

WHEREAS, Mr. Marc Cottle has completed a three year appointment to the Shawnee State University Investment Committee; and

WHEREAS, Mr. Cottle has provided exemplary service and commitment to the Committee and has expressed a willingness to continue his service; and

WHEREAS, Mr. Dan Mooney, Chairperson of the SSU Board of Trustees, nominates Marc Cottle for reappointment, and the nomination is supported by Ms. Kay Reynolds, Chair of the Investment Committee; and

WHEREAS member reappointments by policy are for three years;

THEREFORE BE IT RESOLVED that Mr. Marc Cottle is appointed to the SSU Investment Committee for a three-year term ending on June 30, 2015.

(May 4, 2012)

PERSONNEL INFORMATION ITEMS
MAY 2012 BOT MEETING
Changes processed February 16 to April 11, 2012
(Developed from information received in the HR Department through April 11, 2012)

DIVISION OF ACADEMIC AFFAIRS

Appointment – Faculty

April A. Barnette, full-service, temporary Senior Instructor in the Department of Health Sciences, Physical Therapy Assistant Program, beginning May 21, 2012, at an academic year salary of \$45,350. Ms. Barnette possesses a Master of Education in Classroom Teaching from the University of Rio Grande, a Bachelor of Science in Athletic Training from Shawnee State University, and an Associate of Applied Science in the Physical Therapy Assistant program from Shawnee State University.

Dr. Linda D. Hunt, full-service Assistant Professor in the Department of Mathematical Sciences, beginning August 20, 2012, at an academic year salary of \$61,550. Dr. Hunt possesses a Doctorate (Ed.D) and Specialist in Education (Ed.S) in Curriculum and Instruction from the Marshall University Graduate College, a Master of Arts in Secondary Mathematics from Marshall University, and a Bachelor of Science in Computer Science from Bethany College (WV).

Retirement – Faculty

Julia L. Basham, Professor of Biology in the Department of Natural Sciences, retirement effective June 1, 2012.

Dr. Lawrence “Larry” Lonney, Assistant Professor of Physics in the Department of Natural Sciences, retirement effective June 1, 2012.

Dr. George M. Trampe, Associate Professor of Chemistry in the Department of Natural Sciences, retirement effective June 1, 2012.

DIVISION OF FINANCE & ADMINISTRATION

Nothing to report

PRESIDENT’S OFFICE / CENTRAL ADMINISTRATION

Nothing to report

DIVISION OF STUDENT AFFAIRS

Nothing to report

Per University Personnel Actions Policy 5.16:

4.1 The Board of Trustees will be informed of all appointments, separations, removals and changes in status for full-time employees including faculty

Prepared: 4/11/12

APRIL BARNETTE

2415 TODD STREET, FLATWOODS, KY 41139

POSITION OFFERED

Senior Instructor, Physical Therapy Assistant Program

(Full-service Temporary Appointment)

Effective Date: May 21, 2011

EDUCATION

Master of Education, Classroom Teaching <i>University of Rio Grande</i>	2006
Bachelor of Science, Athletic Training <i>Shawnee State University</i>	2002
Associate of Applied Science, Physical Therapy Assistant Program <i>Shawnee State University</i>	2010

TEACHING AND PROFESSIONAL WORK EXPERIENCE

Physical Therapy Assistant <i>Kingsbrook LifeCare Center</i>	2011 - Present
Physical Therapy Assistant / Certified Athletic Trainer <i>Premier Physical Therapy & Health Centers</i>	2010 - 2011
Certified Athletic Trainer <i>Scott Orthopedic Center</i>	2009 - 2010
Certified Athletic Trainer <i>Shawnee State University</i>	2002 - 2009
Adjunct Instructor <i>Shawnee State University</i>	2002 - 2009

PROFESSIONAL LICENSES & CERTIFICATIONS

Kentucky Physical Therapy Assistant License

Certified Athletic Trainer - Athletic Training Board of Certification

Ohio Physical Therapy Assistant and Athletic Trainers Licensure

Certified Athletic Trainer - Kentucky Board of Medical Licensure

LINDA D. HUNT, ED.D

450 TOWNSHIP ROAD 1535, PROCTORVILLE, OH 45669

POSITION OFFERED

Assistant Professor, Mathematics

(Full-service Appointment)

Effective Date: August 20, 2012

EDUCATION

Doctorate of Education, Curriculum & Instruction <i>Marshall University Graduate College</i>	2011
Specialist in Education, Curriculum & Instruction <i>Marshall University Graduate College</i>	2003
Masters of Arts, Secondary Mathematics Education <i>Marshall University</i>	1993
Bachelor of Arts, Computer Science <i>Bethany College (WV)</i>	1985

TEACHING AND PROFESSIONAL EXPERIENCE

Associate Professor, Mathematics <i>Ashland Community & Technical College</i>	2006 - Present
Director, Title III <i>University of Rio Grande</i>	2003 - 2006
Adjunct Instructor, Applied Math <i>Ashland Community & Technical College</i>	2002 - 2006
Assistant Professor, College of Education <i>Marshall University</i>	2002 - 2003
Associate Professor <i>Marshall University Community & Technical College</i>	1993 - 2002

PROFESSIONAL CERTIFICATION

Developmental Education Specialist, Kellogg Institute	2001
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DISSERTATION

Title: Predictors of Student Outcomes in Developmental Math at a Public Community and Technical College. Marshall University Graduate College, South Charleston, WV (2011)

INVESTMENT PORTFOLIO PERFORMANCE

FISCAL YEAR 11:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2010	GAIN/(LOSS) JULY	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
BNY MELLON	\$ 5,328,868.28	\$ 219,800.04	\$ (88,146.49)	\$ 273,190.96	\$ 104,225.41	\$ (24,286.16)	\$ 202,429.41	\$ 36,738.70	\$ 109,010.96	\$ 45,608.30	\$ 143,011.32	\$ (45,264.49)	\$ (75,356.05)	\$ 900,961.91
COMMONFUND	\$ 5,882,715.14	\$ 233,988.81	\$ (87,613.27)	\$ 292,732.99	\$ 143,135.79	\$ (12,048.85)	\$ 187,537.17	\$ 72,259.60	\$ 131,507.57	\$ (1,166.48)	\$ 169,965.40	\$ (26,385.58)	\$ (64,978.67)	\$ 1,038,934.48
Accrued Interest Receivable Adjustment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,776.46	\$ 8,776.46
CURRENT MTD TOTAL GAIN/(LOSS)	\$ 11,211,583.42	\$ 453,788.85	\$ (175,759.76)	\$ 565,923.95	\$ 247,361.20	\$ (36,335.01)	\$ 389,966.58	\$ 108,998.30	\$ 240,518.53	\$ 44,441.82	\$ 312,976.72	\$ (71,650.07)	\$ (131,558.26)	\$ 1,948,672.85

INVESTMENT FUND BALANCES:

BNY MELLON	\$ 5,548,668.32	\$ 5,460,521.83	\$ 5,733,712.79	\$ 5,837,938.20	\$ 5,813,652.04	\$ 6,016,081.45	\$ 6,052,820.15	\$ 6,161,831.11	\$ 6,207,439.41	\$ 6,350,450.73	\$ 6,305,186.24	\$ 6,229,830.19
COMMONFUND	\$ 6,116,703.95	\$ 6,029,090.68	\$ 6,321,823.67	\$ 6,464,959.46	\$ 6,452,910.61	\$ 6,640,447.78	\$ 6,712,707.38	\$ 6,844,214.95	\$ 6,843,048.47	\$ 7,013,013.87	\$ 6,986,628.29	\$ 6,921,649.62
TOTAL	\$ 11,665,372.27	\$ 11,489,612.51	\$ 12,055,536.46	\$ 12,302,897.66	\$ 12,266,562.65	\$ 12,656,529.23	\$ 12,765,527.53	\$ 13,006,046.06	\$ 13,050,487.88	\$ 13,363,464.60	\$ 13,291,814.53	\$ 13,151,479.81

FISCAL YEAR 12:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2011	GAIN/(LOSS) JULY	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
BNY MELLON	\$ 6,229,830.19	\$ (56,681.19)	\$ (246,258.09)	\$ (318,315.90)	\$ 335,735.25	\$ (50,280.78)	\$ 4,165.56	\$ 215,425.86	\$ 152,435.24	\$ 37,698.06	As of 4/20/2012 \$ (46,883.51)			\$ 27,040.50
COMMONFUND	\$ 6,921,649.62	\$ (18,353.60)	\$ (258,313.79)	\$ (275,661.82)	\$ 345,059.48	\$ (54,158.11)	\$ 48,784.33	\$ 206,901.12	\$ 178,740.17	\$ 99,752.91	\$ (41,018.95)			\$ 231,731.74
Accrued Interest Receivable Adjustment		\$ (8,776.46)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ (8,776.46)
CURRENT MTD TOTAL GAIN/(LOSS)	\$ (83,811.25)	\$ (504,571.88)	\$ (593,977.72)	\$ 680,794.73	\$ (104,438.89)	\$ 52,949.89	\$ 422,326.98	\$ 331,175.41	\$ 137,450.97	\$ (87,902.46)				\$ 249,995.78
PRIOR WEEK'S REPORT TOTAL GAIN/(LOSS) FROM PRIOR WEEK											\$ (131,336.04)			
											<u>\$ 43,433.58</u>			

INVESTMENT FUND BALANCES:

BNY MELLON	\$ 6,173,149.00	\$ 5,926,890.91	\$ 5,608,575.01	\$ 5,944,310.26	\$ 5,894,029.48	\$ 5,898,195.04	\$ 6,113,620.90	\$ 6,266,056.14	\$ 6,303,754.20	\$ 6,256,870.69			
COMMONFUND	\$ 6,903,296.02	\$ 6,644,982.23	\$ 6,369,320.41	\$ 6,714,379.89	\$ 6,660,221.78	\$ 6,709,006.11	\$ 6,915,907.23	\$ 7,094,647.40	\$ 7,194,400.31	\$ 7,153,381.36			
TOTAL	\$ 13,076,445.02	\$ 12,571,873.14	\$ 11,977,895.42	\$ 12,658,690.15	\$ 12,554,251.26	\$ 12,607,201.15	\$ 13,029,528.13	\$ 13,360,703.54	\$ 13,498,154.51	\$ 13,410,252.05	\$ -	\$ -	\$ -

Status of Projects through April 30, 2012

PROJECT TITLE	PROJECT TYPE	PHASE	PHASE % COMPLETE	TOTAL PROJECT % COMPLETE	SCHEDULE NEXT ACTION	REMARKS	PROJECTED CONSTRUCTION BUDGET	FUNDING SOURCE
1. Founders Plaza Project	B/C/D	III	0%	30%	Construction	The plaza area between the Administration Building and the Athletic Center will be totally renovated. Construction documents complete. Capital budget signed by Governor. New schedule being developed.	TBD	State Capital
2. Administration Building Renovation	B	I	50%	15%	Design	New office and classroom space being evaluated. New HVAC equipment will be installed in newly renovated areas. Programming complete. Construction documents being developed.	TBD	State Capital
3. 310 Chillicothe Street	B	I	20%	6%	Design	Programming started. First floor will be renovated for office and classroom space by January, 2013.	TBD	Local

PROJECT TYPES	PROJECT PHASES
A = New Construction	I = Programming
B = Remodeling	II = Design
C = Site work/Civil	III = Bid Documents
D = Landscaping	IV = Construction
E = Internally Funded Capital Projects	V = Occupancy/Accepted
F = Consulting	

Updated 4/10/12