

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Finance and Administration Committee Meeting

**Thursday, February 27, 2025
2:00 PM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 201A**

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Finance and Administration Committee was held on February 27, 2025, beginning at 2:00 PM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Jeffrey Powell – Committee Chair, Vickie Findley, Anthony Hinton, and Christine Miller

Committee Members Absent: Lisa Lang

Other Board Members Present:

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Jeffrey Powell called the meeting to order at 2:00 PM.

II. Revenue Analysis

Dale Bradley presented and reviewed the FY 2025 Tuition Revenue Analysis as of February 24, 2025 Report (**Attachment A**). The Analysis reflected that overall FY 2025 tuition revenues were exceeding budgeted revenues by approximately \$848,000 with the Education and General portion exceeding budgeted revenues by approximately \$730,000.

Dale Bradley provided an overview of the components that make up the college's tuition structure. He explained that there are five subcomponents that contribute to the baseline tuition:

- Education & General (E&G) Fees
- Parking Fee

- Student Programs Fee
- Student Health Services Fee
- Facilities Fees

Dale Bradley explained the specific uses for each of the subcomponents that make up the baseline tuition and further explained that when reviewing the FY 2026 budget planning document and requested budget changes for FY 2026 are primarily related to the Education and General (E&G) portion of the FY 2026 Budget.

III. Discussion Items

Dale Bradley presented and reviewed the FY 2026 budget planning document and discussed various scenarios, including modifications to the plan.

Dale Bradley explained as part of the FY 2026 budget planning process, all institutional budget managers has been directed to submit all of their budget requests for FY 2026 and to identify any requests that were directly related the institutions strategic plan. Once all of the FY 2026 budget requests had been identified, each was reviewed by the President's Council and rated as either "High" priority, "Medium" priority, or "Low" priority. Given the limitation of financial resources to address all baseline, high, medium and low priority FY 2026 budget requests, the "Low" priority requests as identified by the President's Council were not included in any of the FY 2026 budget planning document scenarios.

The FY 2026 budget planning document included three scenarios. The first scenario identified as the "Baseline" scenario included the non-negotiable (FY 2026 budget changes the institution must address) budget changes needed in FY 2026. The second scenario included the baseline budget changes plus the "High" priority budget requests as identified by the President's Council. The third scenario included the baseline budget changes, the "High" priority budget requests and the "Medium" priority budget requests as identified by the President's Council.

The FY 2026 Baseline budget changes were reviewed with the Committee. The Committee members then reviewed and evaluated the high-priority items, which are expected to grow enrollment and have a significant impact, as well as medium-priority items categorized as "wants." These items were recommended to the committee by the President's Council for further consideration and discussion.

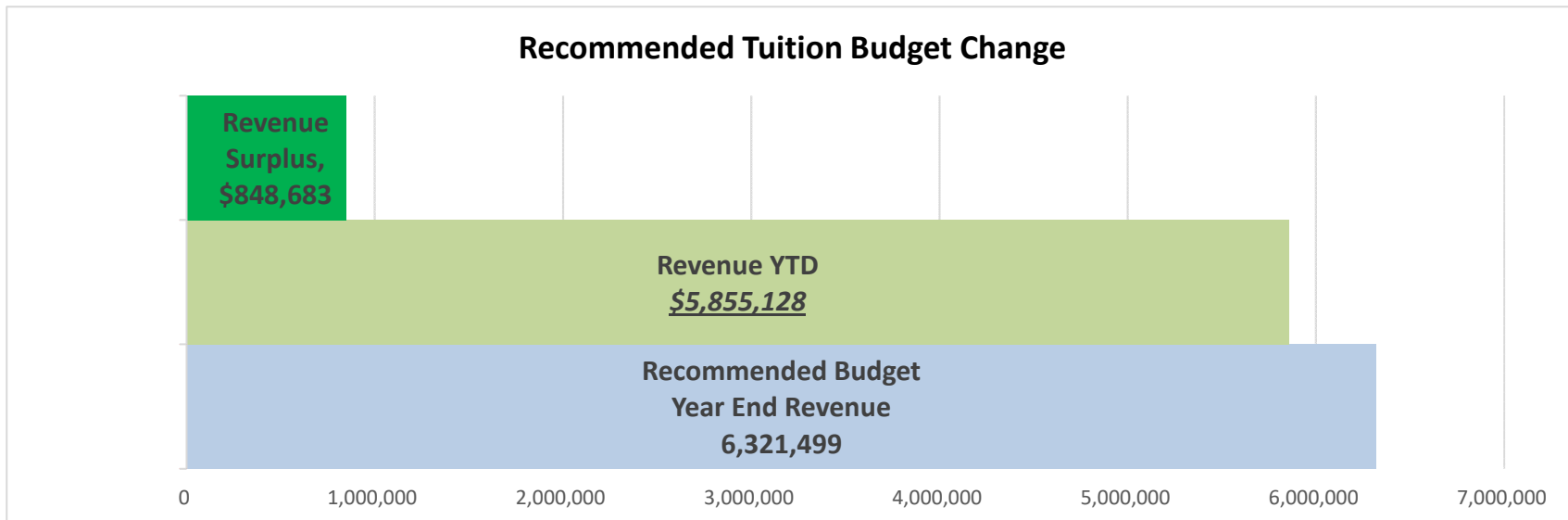
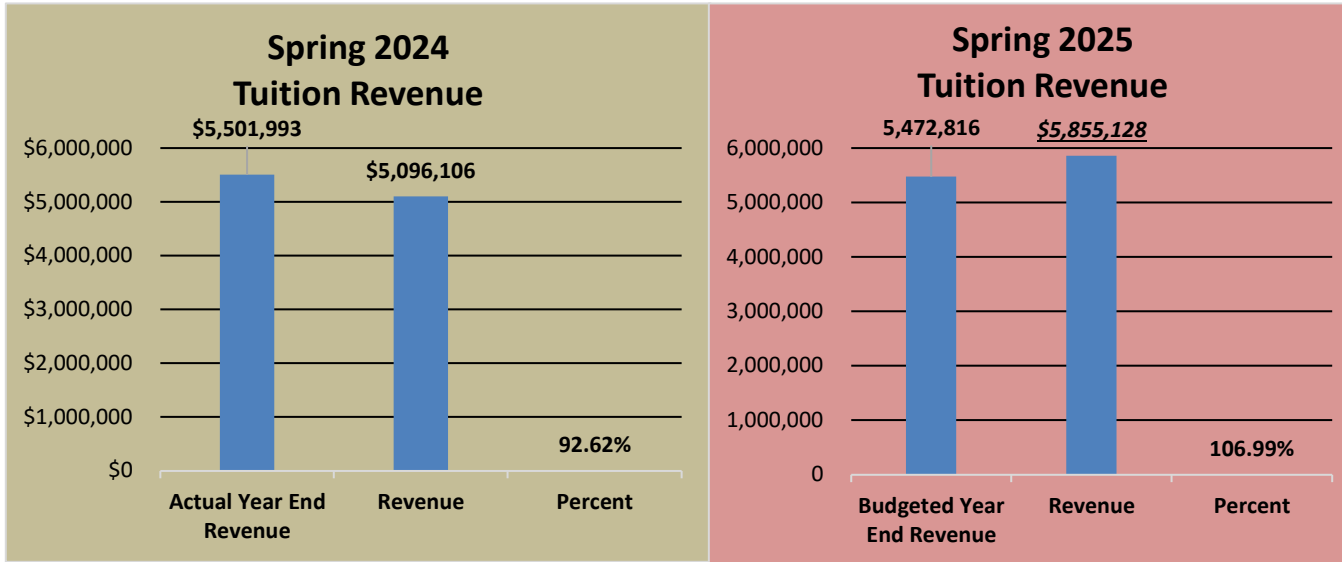
The Committee requested for the next Committee meeting on March 6th that each FY 2026 budget planning scenario (baseline, high priority, and medium priority) include additional scenarios with both enrollment increases and decreases of 2% and 4%.

IV. Adjournment

There being no further business, Anthony Hinton moved to adjourn the meeting. Vickie Findley seconded the motion. All agreed. Motion carried.

Respectfully submitted by Amanda N. Hawkinberry

FY 2025 TUITION REVENUE ANALYSIS AS OF FEBRUARY 10, 2025



FY 2025 ACADEMIC PROGRAM FEES ANALYSIS AS OF FEBRUARY 10, 2025

