

**SHEPHERD UNIVERSITY
BOARD OF GOVERNORS MEETING**

**9:00 a.m.
March 12, 2015**

**President's Conference Room, Ikenberry Hall
Shepherdstown, WV**

**AGENDA
Regular Session**

- | | |
|--|---|
| 1. Call to Order | Chair Mark Rudolph |
| 2. Public Comments | |
| 3. 2015-2016 Enrollment, Housing, Dining and Other Fees | Dr. Suzanne Shipley, President |
| a. Review of 2015-2016 Undergraduate Enrollment, Housing,
Dining and Other Fees Approved at November 2014 Meeting | Ms. Anna Barker, Vice President
for Finance and Chief Financial
Officer |
| b. Review and Approval of 2015-2016 Graduate Enrollment Fees
and Other Fees | Dr. Shari Payne, Vice President
for Enrollment Management |
| 4. New Business | Chair Rudolph |

Adjournment

2015-2016 ENROLLMENT, HOUSING, DINING AND OTHER FEES

During the November meeting, the Board of Governors approved increases in undergraduate enrollment, housing and dining fees. These approved fees include a commitment to no FY2016 increase in the out-of-state tuition and fees.

The Graduate Council has recommended a tuition increase for both in-state and out-of-state rates at the graduate level. Based on a cost comparison of institutions in the surrounding area, it is apparent that Shepherd provides an excellent graduate education at a very low cost. The recommendation is to increase both in-state and out-of-state graduate tuition by four percent. This is in keeping with a similar increase at the in-state undergraduate level. It is anticipated that peer institutions are likely to have similar or higher increases for 2015-2016. While undergraduate tuition for out-of-state students will not increase, the graduate rate is still less than the undergraduate out-of-state rate. The Budget Advisory Council and the Executive Staff have approved that recommendation and also recommend increases to the Online Course Fee and the Graduation Fee.

The Online Course Fee is assessed because a variety of additional administrative costs are associated with online delivery of academic services. Direct costs include hosting services of the Learning Management System (LMS) and personnel support costs to maintain the LMS and provide training and certification for faculty. A comparison of this fee with other HEPC peers, shows that Shepherd University is significantly lower than other institutions. The current fee is \$25 per credit hour, and it is recommended that the fee be increased to \$35 per credit hour.

On-Line Course Fees		
Academic Year 2014-15		
Institution	Name and Description of Fee	Per Credit Fee
Fairmont State University	E-Learning Course Fee	\$ 50.00
Glennville State College	On-Line Course Fee	\$ 46.67
Marshall University	Electronic Course Fee - Undergraduate	\$ 237.00
Marshall University	Electronic Course Fee - Graduate	\$ 327.00
Marshall University	Electronic Course Fee - High School	\$ 134.00
Shepherd University	Electronic Course Fee	\$ 25.00
West Liberty University	Electronic Course Fee	\$ 41.67
West Virginia State University	Internet Course Fee - Undergraduate	\$ 45.33
West Virginia State University	Internet Course Fee - Graduate	\$ 66.00
West Virginia State University	Internet Course Fee - Online (Web 50)	\$ 17.67
Potomac State College	Electronic Course Fee	\$ 13.33

\$95.37 – Average

\$38.21 – Average excluding Marshall

\$43.50 – Median excluding Marshall

A review of all graduation costs by the Commencement Committee showed that costs have increased beyond the revenues generated by the Graduation Fee. The Committee gathered information from other HEPC and COPLAC institutions and determined that the average fee was just under \$60. The current fee is \$35, and it is recommended that the fee be increased to \$50. The Budget Advisory Council has recommended that a \$100 Graduation Late Application Fee be implemented. That recommendation will be studied and considered in the FY2017 budget cycle.

Graduation Fee Comparison	
HEPC and COPLAC Institutions	
WV-HEPC Institutions	Amount
Bluefield State College	\$50.00
Concord University	\$50.00
Fairmont State University	\$70.00
Glenville State College	\$40.00
Marshall University	\$50.00
Shepherd University	\$35.00
West Liberty University	\$150.00
West Virginia University	\$25.00
AVERAGE	\$58.75
COPLAC Institutions	
University of Alberta-Augustanna	\$75.00
Eastern Conn. State University	\$65.00
Fort Lewis College	\$45.00
Georgia College	\$45.00
Henderson State University	\$50.00
Mid-Western State University	\$30.00
Ramapo College of New Jersey	\$100.00
Shepherd University	\$35.00
Southern Oregon University	\$75.00
Southern Utah University	\$50.00
St. Mary's College of Maryland	\$100.00
SUNY Geneseo	\$75.00
The Evergreen State College	\$25.00
AVERAGE	\$59.23

On the following page is a summary of the recommended 2015-2016 Enrollment, Housing, Dining and Other Fees:

	Undergraduate (Per Semester)					
	In-State			Out-of-State		
	Current	Proposed	Requested Increase	Current	Proposed	Requested Increase
Tuition and Required Educational & General	\$ 2,329	\$ 2,459	\$ 130	\$ 6,883	\$ 6,883	\$ -
Capital Fees	\$ 292	\$ 292	\$ -	\$ 767	\$ 767	\$ -
Auxiliary Fees	\$ 183	\$ 183	\$ -	\$ 183	\$ 183	\$ -
Athletic Equity Fee	\$ 75	\$ 75	\$ -	\$ 75	\$ 75	\$ -
Athletic Fee	\$ 205	\$ 205	\$ -	\$ 205	\$ 205	\$ -
Auxiliary Capital Fee	\$ 201	\$ 201	\$ -	\$ 201	\$ 201	\$ -
TOTAL	\$ 3,285	\$ 3,415	\$ 130	\$ 8,314	\$ 8,314	\$ -
Percentage Increase			3.96%			0.00%
	Graduate (Per Credit Hour)					
	In-State			Out-of-State		
	Current	Proposed	Requested Increase	Current	Proposed	Requested Increase
Tuition and Required Educational & General	\$ 375	\$ 391	\$ 16	\$ 506	\$ 529	\$ 23
Capital Fees	\$ 20	\$ 20	\$ -	\$ 59	\$ 59	\$ -
Auxiliary Capital Fee	\$ 4	\$ 4	\$ -	\$ 4	\$ 4	\$ -
TOTAL	\$ 399	\$ 415	\$ 16	\$ 569	\$ 592	\$ 23
Percentage Increase			4.01%			4.04%

	Current	Proposed	Requested Increase
Online Course Fee	\$ 25.00	\$ 35.00	\$ 10.00
Graduation Fee	\$ 35.00	\$ 50.00	\$ 15.00
Graduation Late Application Fee	\$ -	\$ 100.00	\$ 100.00

	Housing				
	Double	Single		Double	Single
	FY15	FY15	FY16%	FY16	FY16
East Campus: TU, KE, GA	\$ 2,445	\$ 3,668	-7.98%	\$ 2,250	\$ 3,375
Shaw/Thatcher	\$ 2,565	\$ 3,848	7.20%	\$ 2,750	\$ 4,125
Westwoods/Miller	\$ 2,950	\$ 4,425	4.90%	\$ 3,095	\$ 4,642
Apartments	\$ 3,235	\$ 4,797	4.65%	\$ 3,385	\$ 5,020
Apartments (Deluxe)	\$ 3,370	\$ 5,061	4.90%	\$ 3,535	\$ 5,309
Average			2.19%		

	Meal Plans		
	FY15	FY16 %	FY16
The Deluxe Block 300	\$2,229	2.50%	\$2,285
The Basic 19	\$1,999	2.50%	\$2,049
The Flex 15	\$1,969	2.35%	\$2,015
The Upper Class 12	\$1,889	0.51%	\$1,899
Average		1.97%	

The following resolutions are recommended for adoption by the Board:

RESOLVED, that the Shepherd University Board of Governors approves the increases in graduate tuition and fees as presented in the March 12, 2015 Agenda Book, and ratifies the tuition and fee and housing and dining increases and rates approved at the November 2014 meeting; and

FURTHER RESOLVED, that the Shepherd University Board of Governors approves the increases in the On-Line Course Fee and the Graduation Fee as presented in the March 12, 2015 Agenda Book.