

Budget Committee Meeting Minutes
Boyd Conference Room
Thursday, April 17, 2025, 3:00 PM

Members Present: Chair Randall Price; Mr. Shannon Remines; Mr. Mike Hastings; Mr. Tim McKenzie; Mr. Bill Cole.

Guests: President Darrin Martin; Mr. Brent Benjamin; Ms. Cynthia Higgins-Atwell; Mr. Darrel Malamisura.

1. Call to Order

Mr. Price called the meeting to order at 3:00 p.m., and welcomed attendees.

2. Financial Update and Fiscal Year Review – Master Controller’s Report – Ms. Higgins-Atwell

a. Budget and Fiscal Year Update – Ms. Higgins-Atwell reviewed the current state of BSU’s budget with the Committee (see attachment 1). She reported that the budget will be close this year, but that we are much better than at this point last year. Dr. Martin confirmed this. Ms. Higgins-Atwell detailed cash reports, deferred maintenance projects and statuses, A/R owed, and monthly costs. She advised that the Student Freedom Initiative had proposed some options for struggling students. Thereupon, a general discussion occurred among the Board members.

b. 2026 – Tuition & Fees – Ms. Higgins-Atwell presented proposals for the next academic year. A discussion ensued. An Agenda item will be placed on the 04/24/25 Board of Governors’ Agenda for Approval of BSU’s Proposed 2026 Tuition & Fees.

3. Adjournment

Chair Price adjourned the meeting at approximately 3:46 p.m..

Finance Committee
Attachment 1
04/17/2025



BOG Budget Committee Agenda
Thursday, April 17, 2025
Boyd Conference Room

1. Call to Order Randy Price, Chair
2. Opening Comments Randy Price, Chair
3. Budget Update
 FY2025 and 2026 Review Cynthia Higgins-Atwell
 2026 Tuition & Fees Presentation
4. Adjournment

BOARD OF GOVERNORS
BLUEFIELD STATE UNIVERSITY
April 24, 2025

MOTION TO APPROVE MAXIMUM TUITION AND FEES FOR AY 2025-2026

RESOLVED: BY THE BOARD OF GOVERNORS OF BLUEFIELD STATE UNIVERSITY that tuition and fees for Academic Year 2025-2026 may not exceed the following amounts:

TUITION AND FEES – ALL STUDENTS (per semester)

Regular Fees	Resident	Metro	Non-resident
Tuition and Required E&G Fees	\$4,188	\$5,208	\$7,356
Required Education and Capital Fees			
System E&G Capital Fees	\$300	\$960	\$984
Special Institutional E&G Capital Fees	\$0	\$0	\$0
Auxiliary and Auxiliary Capital Fees			
Student Auxiliary Fees	\$180	\$180	\$180
Mandatory Auxiliary Fees	\$0	\$0	\$0
Auxiliary Capital Fee	\$0	\$0	\$0
Special Equity	\$156	\$168	\$168
TOTAL STUDENT FEE	\$4,824	\$6,516	\$8,688

Engineering Technology & Computer Science Fee (per credit hour)	\$ 55
RBA Programmatic Fee	\$385
Health Science Programmatic Fee	
A.S.N.	\$648
A.S.R.T. – Summer I & II, Fall, Spring	\$324
LPN to RN Program (Annual Fee)	\$648
BS Nursing (per credit hour)	\$ 42
BS Radiologic Science (per credit hour)	\$ 42
Business Programmatic	\$216
BS Education Programmatic	\$216
Academic Support Fee (per credit hour >18 hours)	
Resident	\$296
Metro	\$381
Non-resident	\$544
Regents' BA Degree Evaluation	\$300
Portfolio RBA Fee (per credit hour)	\$ 25
Science Programmatic Fee (per credit hour)	\$ 55
Late Registration	\$ 75
Mid-term Late Payment Fee	\$500
Transcript (after first)	\$ 25
Returned Check Fee	\$ 25
Administrative Fee	\$500
Commencement Fee	\$ 50
Diploma Replacement	\$ 25

BPR	Fund	Fund Name	Adopted	Amendments	Current Budget	Encumbered	Actual Expenses	Remaining Budget
2025	0354	GENERAL ADMINISTRATION FUND	7,081,263.00	0.00	7,081,263.00	0.00	5,465,917.98	1,615,345.02
2025	4371	TUITION & REQUIRED E&G FEES FUND	14,229,489.00	1,000,460.00	15,229,949.00	476,526.15	9,123,878.86	5,629,543.99
2025	4372	AUXILIARY & AUXILIARY CAPITAL FEES FUND	2,229,190.00	1,500,000.00	3,729,190.00	3,083.41	2,773,323.94	952,782.65
2025	4373	EDUCATION & GENERAL CAPITAL FEES FUND	1,150,000.00	1,000,000.00	2,150,000.00	0.00	1,236,572.76	913,427.24
2025	4375	GIFTS GRANTS & DONATIONS (NON FEDERAL)	145,790.00	3,430,000.00	3,575,790.00	0.00	709,936.36	2,865,853.64
2025	8767	FEDERAL GRANTS/CONTRACTS FUND	1,807,336.00	5,346,442.00	7,153,778.00	2,419.61	6,156,486.95	994,871.44
			\$26,643,068.00	\$12,276,902.00	\$38,919,970.00	\$482,029.17	\$25,466,116.85	\$12,971,823.98

BSU CASH POSITION - 4.16.2025

Fund	Sub-Fund	Sub-Fund Name	L - Delta (I + J - K)
4361	0000	DEFAULT	\$291,253.53
4371	0000	DEFAULT	\$26,076.87
4372	0000	DEFAULT	\$36,778.37
4372	5300	ATHLETICS	\$919.81
4373	0000	DEFAULT	\$621,083.52
4373	25A1	Room & Board	\$269,880.83
4373	4100	CAPITAL BUILDING AND LAND IMPROVEM	\$50,000.00
4373	5905	Building C Renovation	\$442.46
4375	0000	DEFAULT	\$241,852.61
4375	1000	WV Educator Preparation Partnership Grant	\$7,000.00
4375	1111	SAEF Infrastructure Dev Grant	\$967.48
4375	4641	WV Emergency Access Grant	\$239,166.97
4375	4701	NC COAL INSTITUTE (NCCI) 5411	\$2,000.00
4375	4719	TIERNEY SCHOLARSHIP	\$11,799.17
4375	4723	CREDIT BUREAU OF THE VA'S 3556	\$10,000.00
4375	4739	Foundation General	\$10,000.00
4375	4766	WV CNTR NURS SCHOL PRGM AS	\$15,000.00
4375	4788	Global WV ED Abroad Off Intern	\$2,500.00
4375	4794	HEPC Assessment Grant 7650	\$7,440.03
4375	5820	WV ENGIN SCI TECH SCHOL 3527	\$1,500.00
4375	7800	NURSING INSTRUCTION BLUEFIELD AREA	\$84,454.42
4375	7860	WV Center Nursing Scholarship Prgm BS	\$10,000.00
4375	7950	NCAA Coaching Grant	\$20,888.76
4375	8300	Underwood Smith Teaching Scholarship	\$10,000.00
4375	8402	BBB Grant / Handshake	(\$5,000.00)
4375	8500	WV Nursing Expansion	(\$34,500.00)
4375	8501	WV Junior Nursing Academy	\$0.00
4375	8502	Nursing Investment Grant	\$0.00
4375	8510	Nursing Expansion Grant - Year 2	\$19,025.83
4375	8511	Jr. Nursing Grant	\$6,121.54
4375	8520	Nursing Expansion Grant - Year 3	\$5,410.57
4375	8600	WV Campus Mental Health Grant	\$0.00
4375	8700	FBLA Project	\$0.00
4375	8701	MBA Project	\$201.00
4375	8800	Competitive IHE Grant	\$0.00
4375	8801	Competitive IHE Grant 2023-24	\$0.00
4375	8809	Ellucian Path Scholarship	\$9,135.28
4375	8810	Student Freedom Grant	\$23,108.86
4375	8811	Study WV International Grant	\$651.00
4375	9000	Deferred Maintenance	\$0.00
4375	9001	DM-Electrical-Fire Alarm	\$393,277.22
4375	9002	DM-Electrical-Serv Entrance	\$331,472.96
4375	9003	DM-HVAC	\$1,113,887.33
4375	9004	DM-Roofing	\$392,375.00
4375	9005	DM-Plumbing	\$156,991.43
4375	9006	DM-Pedestrian Safety	\$174,780.45
4375	BLNK		\$0.00
8767	0000	DEFAULT	(\$1,915,190.61)
8767	5610	COLLEGE WORKSTUDY FEDERAL	\$2,070.25
8767	6712	CARES ACT 4402	\$1,399,506.00
8767	6799	IND ADM ALLOWANCE FED	\$3,070.00
8767	7000	Project Success - Hatcher	\$34,073.10
8767	7958	Title III Futures 2024	\$404,280.59
8767	7959	Title III Futures 2025	\$35,238.69
8767	7963	Title III 2024	\$361.00
8767	7964	Title III 2025	\$218,125.02
8767	8100	Undergrad Intern'l Studies & Foreign Lang Program	\$36,422.27
8767	BLNK		\$0.00
			\$4,775,899.21
Restricted			\$4,420,870.83
Unrestricted			\$355,028.38
			<u>\$4,775,899.21</u>

BSU Spring A/R Breakdown

325,611.36	Total Outstanding Balances
61,727.42	56 students have payment plans
141,888.72	65 Athletes
93,775.00	19 students removed from class 4/15/2025

Bluefield State University Deferred Maintenance Grant Funding

Grant Number	Category	Project Name	Unit	Budget	Budget Changes	Expenditures	Design Start	Design Completed	Target Bid Date	Construction Start	Substantial Complete
WVHEPC-B-001 (Subfund 9000)	Alarm Replacement	Basic Science	7000	\$ 50,000.00							
	Alarm Replacement	Conley Hall	7001	\$ 50,000.00			Going out to bid / by Thursday				
	Alarm Replacement	Dickason Hall	7002	\$ 50,000.00			Equipment included in bid package				
	Alarm Replacement	Hatter Hall	7003	\$ 20,000.00							
	Alarm Replacement	Mathood Hall	7004	\$ 30,000.00							
	Alarm Replacement	Shot PE Building	7005	\$ 30,000.00							
	Alarm Replacement	Student Center	3800	\$ 30,000.00							
	Alarm Replacement	Physical Plant Building	7006	\$ 30,000.00							
	Alarm Replacement	Medical Education Center	25A1	\$ 220,000.00							
	Alarm Replacement	Residence Cottages (5)	25A0	\$ 50,000.00							
	Alarm Replacement	Library	4511	\$ 20,000.00							
	Alarm Replacement	Not Charged to Specific	2590			26,722.78					
(Subfund 9001)	Lighting Upgrades	Basic Science	7000	\$ 225,000.00							
	Lighting Upgrades	Conley Hall	7001	\$ 35,000.00			Robbie is buying fixtures				
	Lighting Upgrades	Dickason Hall	7002	\$ 85,000.00			Harry Electrical contract returned from AG 4/8/2025				
	Lighting Upgrades	Hatter Hall	7003	\$ 10,000.00			Notice to proceed will be sent out by Monday, 4/21/2025				
	Lighting Upgrades	Mathood Hall	7004	\$ 65,000.00							
	Lighting Upgrades	Shot PE Building	7005	\$ 95,000.00							
	Lighting Upgrades	Student Center	3800	\$ 80,000.00							
	Lighting Upgrades	Medical Education Center	25A1	\$ 400,000.00							
	Lighting Upgrades	Residence Cottages (5)	25A0	\$ 50,000.00							
	Lighting Upgrades	Library	4511	\$ 75,000.00							
	Lighting Upgrades	Not Charged to Specific	2590			26,722.78					
WVHEPC-B-002 (Subfund 9002)	Service Entrance Upgrades	Conley Hall	7001	\$ 600,000.00	600,000.00						
	Service Entrance Upgrades	Dickason Hall	7002	\$ 400,000.00	600,000.00	6,027.04					
	Service Entrance Upgrades	Physical Plant Building	7006	\$ 200,000.00	-		BOGGESS updated to make Dickason main project, next steps to be discussed Monday, 3/31				
	Service Entrance Upgrades	Residence Cottages (5)	25A0	\$ 150,000.00	150,000.00		BOGGESS TO AG 4/9/2025				
						6,027.04					
WVHEPC-B-003 (Subfund 9003)	BSU24152 - \$265,709.00	Basic Science	7000	\$ 236,000.00		236,126.81					
		Conley Hall	7001	\$ 600,000.00							
		Dickason Hall	7002	\$ 1,207,250.00							
		Hatter Hall	7003	\$ 40,000.00							
HVAC Upgrades	BSU24153 - \$172,827.00	Mathood Hall	7004	\$ 100,000.00			Conley Hall / Outbuildings at MEC are being specced and will be put out to bid very soon				
		Shot PE Building	7005	\$ 525,000.00		16,140.46	Building C - bid opening 4/15/2025				
		Student Center	3800	\$ 563,000.00			Building D - Quote for \$46,900 - Work in progress				
		Physical Plant Building	7006	\$ 3,000.00		56,772.00					
BSU24151 - \$657,022.00	Medical Education Center	25A1	\$ 657,000.00								
	Residence Cottages (5)	25A2	\$ 230,000.00								
	Library	4511	\$ 792,000.00			16,662.03					
	Design Fees	2590	\$ 250,000.00			330,691.30					

[illegible]

	Amount Received	Amount Spent	Remaining \$ to Spend
9001	420,000.00	26,722.78	393,277.22
9002	337,500.00	6,027.04	331,472.96
9003	1,360,812.50	330,691.30	1,020,121.20
9004	392,375.00	-	392,375.00
9005	200,475.00	43,483.57	156,991.43
9006	225,000.00	50,219.55	174,780.45
	2,926,162.50	457,144.24	