



**BELMONT**  
COLLEGE

**BOARD OF TRUSTEES  
MEETING**

**February 22, 2018**

**6:00 p.m.**

**Belmont College**  
**District Board of Trustees Meeting**

February 22, 2018

6:00 p.m.

<b>AGENDA</b>
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<b>CALL TO ORDER</b>	Mrs. Elizabeth Gates, Chair	
<b>ROLL CALL</b>	Kristy Kosky	
<b>PLEDGE OF ALLEGIANCE</b>		
<b>INTRODUCTION OF VISITORS</b>	Mrs. Elizabeth Gates, Chair	
<b>APPROVAL OF AGENDA</b>	Mrs. Elizabeth Gates, Chair	
<b>EXECUTIVE SESSION</b>	Personnel	
<b>APPROVAL OF MINUTES</b>	Mrs. Elizabeth Gates, Chair	<b>A</b>
	January 2018 Minutes	<b>A-1</b>
	<b><u>CONSENT AGENDA</u></b>	
	<b><u>Monitoring Activities</u></b>	<b>B</b>
	1. January 2018 Financial Report	<b>B-1</b>
	2. Enrollment Statistics	<b>B-2</b>
<b>PRESIDENT’S REPORT</b>	Dr. Paul Gasparro	
<b>COMMENTS FROM THE CHAIR</b>	Mrs. Elizabeth Gates, Chair	
<b>COMMENTS FROM THE COLLEGE COMMUNITY</b>		
<b>NEXT REGULAR MEETING</b>	March 22, 2018 Belmont College Board Room Workshop 5:00 p.m. Meeting 6:00 p.m.	
<b>ADJOURNMENT</b>		

# **TAB A**

# **MINUTES**

# **TAB A-1**

# **MINUTES**

January 2018

# **CONSENT AGENDA**

# **TAB B**

## **CONSENT AGENDA**

### Monitoring Activities

# TAB B-1

## CONSENT AGENDA

Monitoring Activities

*January 2018 Financial Report*

**AGENDA ITEM B-1: JANUARY 2018 FINANCIAL REPORT**  
**Board of Trustees Meeting Date: February 22, 2018**

The cash position of the College as of January 31, 2018 is as follows:

Checking Account	\$	692,611.46
Certificates of Deposit	\$	6,576,050.36
STAR Ohio/Plus	\$	1,489,164.33
Savings	\$	294,533.28
Total Temporary Investments	\$	8,359,747.97
<b>Total Cash and Temporary Investments</b>	<b>\$</b>	<b>9,052,359.43</b>

The Budget Report shows the following:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	67.5%	58.3%
Budgeted Expenditures	49.6%	58.3%

1. The Unexpended Plant Fund Report is in the amount of \$504,906.68.
2. The Repair and Replacement Fund Report (Plant Fund) is in the amount of \$1,975,621.59.
3. The Board Appropriated Fund Report is in the amount of \$1,670,352.73.
4. The Start up Fund is in the amount of \$97,600.18.

**RECOMMENDATION:** It is recommended that the Board accept the financial reports for January 2018 as presented.

**SUBMITTED BY:** John S. Koucoumaris, Vice President Administrative Affairs



# TAB B2

## CONSENT AGENDA

Monitoring Activities

*Enrollment Statistics*

## AGENDA ITEM B-2: ENROLLMENT STATISTICS

### Board of Trustees Meeting Date: February 22, 2018

#### Presentation of Data

Term enrollment statistics for spring semester 2018 are shown in this report. Charts I and II display headcount and credit hour trends, respectively, over a ten-year period, from spring quarter 2009 through spring semester 2018. Chart III displays the spring term full-time equivalent (FTE) history from spring quarter 2009 through spring semester 2018.

Charts I, II, and III are followed by Table I. Table I, *Enrollment Demographics Spring 2018, 15<sup>th</sup> day*, includes student demographic profiles on the fifteenth day of spring 2017 and the fifteenth day of spring 2018.

Chart I, *Headcount, 10-year trend: Spring 2009 through spring 2018*

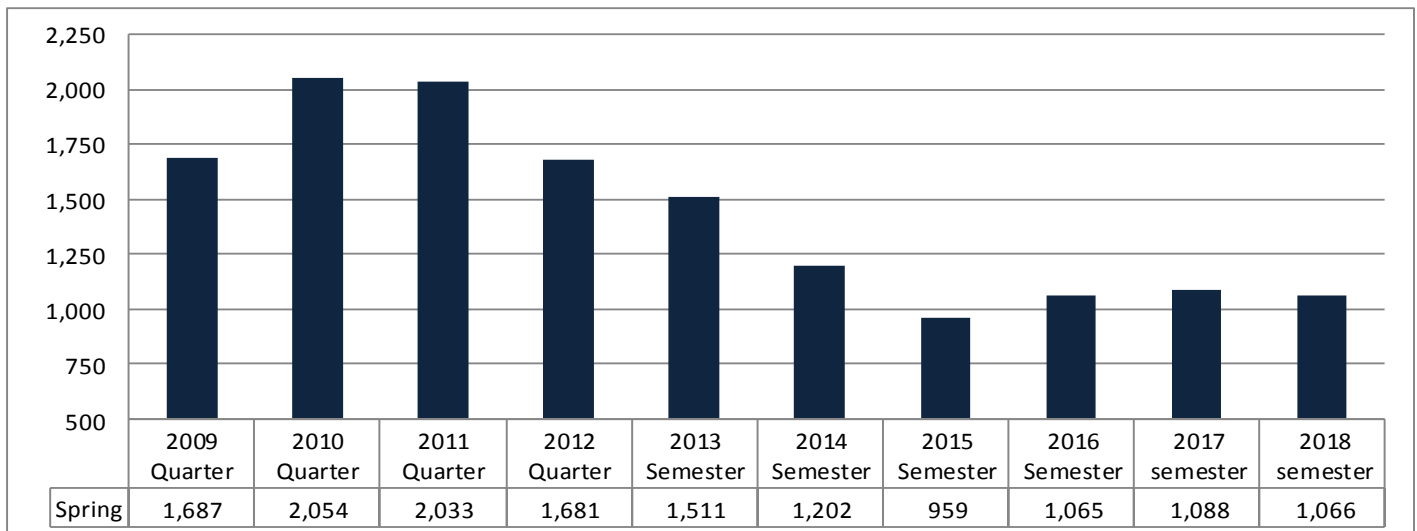


Chart II, *Credit hours, 10-year trend: Spring 2009 through spring 2018*

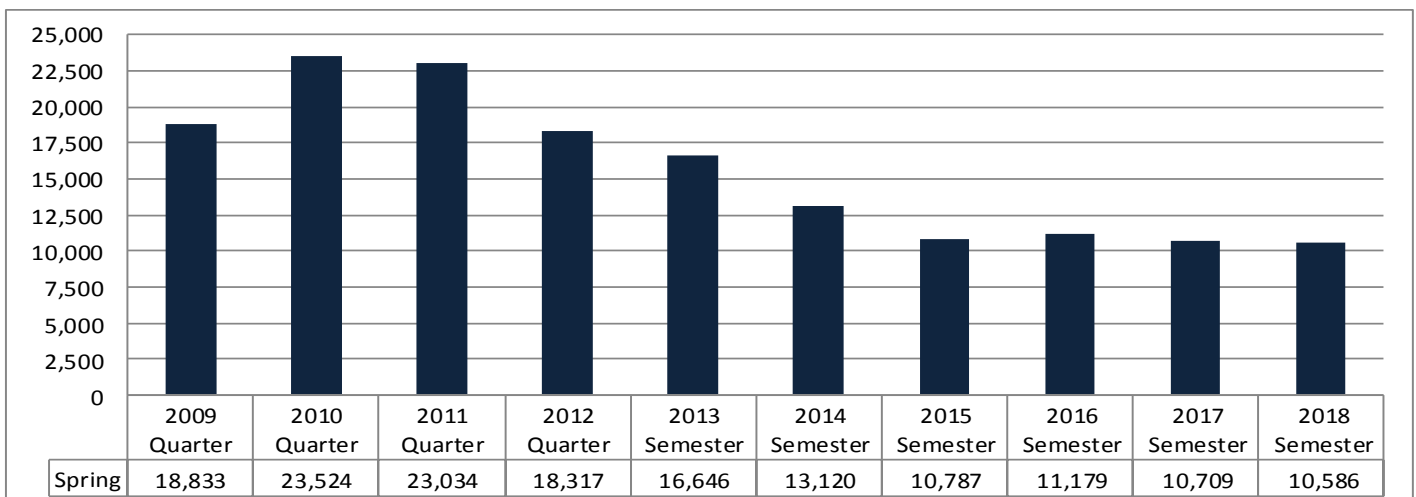
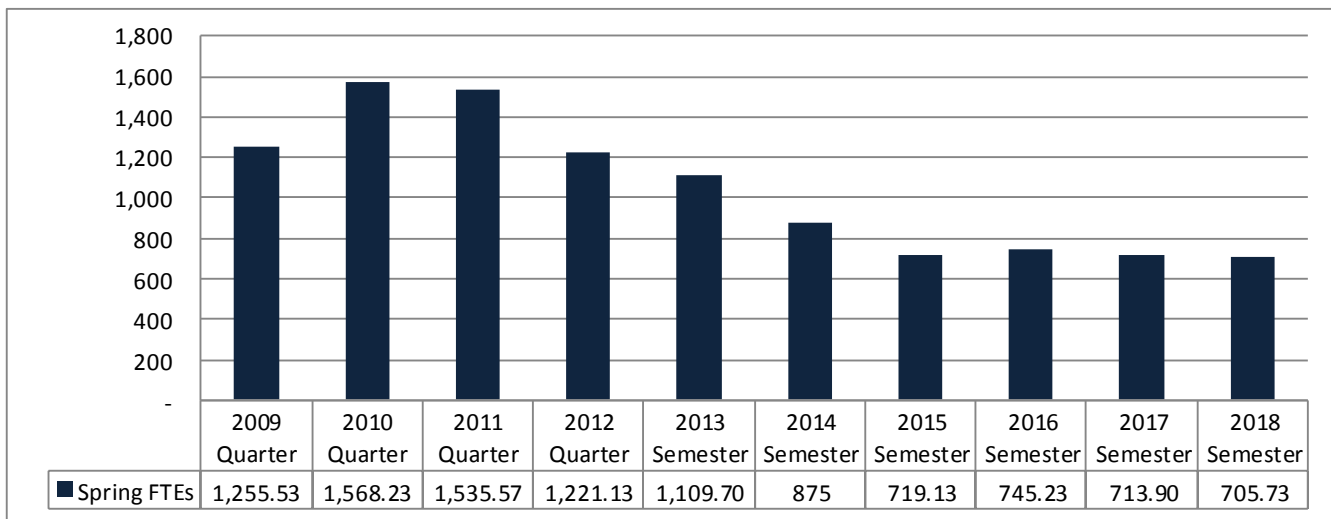


Chart III, Spring full-time equivalent (FTE) history: Spring 2009 through spring 2018



**Data Highlights**

- Compared to spring term 2017, there is a decrease in headcount of 2% or 22 heads in spring, 2018, on the fifteenth day.
- Compared to spring term 2017, there is a decrease in credit hours of 1.2% or 123 credit hours in spring, 2018, on the fifteenth day.
- Compared to FALL term 2017, the headcount in SPRING term 2018 decreased by 7% or by 84 heads. This represents an improvement of 2.5% in the fall-to-spring headcount compared to that in 2016-2017.
- Compared to FALL term 2017, the credit hours in SPRING term 2018 have decreased 8% or 953 credit hours. This represents an improvement of 4.4% in the fall-to-spring headcount compared to that of 2016-2017.
- The fall-to-spring headcount and credit hour comparisons indicate the retention of students from fall to spring has improved.
- In the spring term, 2018, flexibly scheduled classes, beginning after the fifteenth day, have the potential to add 400 credit hours to the term total which would be an overall 2.5% increase in credit hours from last year.
- As shown in Table I, the average credit hours per student enrolled for spring semester, 2018, increased from 9.84 in the spring 2017 to 9.94 per student in spring of 2018. For the most part, College Credit Plus students take classes part-time and effect this number.

Table I, Enrollment Demographics Spring 2018, 15<sup>th</sup> day

Belmont College 15th Day Census	SPRING 16-17		SPRING 17-18		Change SG 16-17 to SG 17-18	%Change SG 16-17 to SG 17-18
	Enrollment	% Total	Enrollment	% Total		
<b>Total Headcount</b>	1,088		1,065		-23	-2.1%
F.T.E.	714		706		-8	-1.2%
Full-time Credit Hours	6,532	61.00%	6,466.5	61.09%	-66	-1.0%
Part-time Credit Hours	4,177	39.00%	4,119.0	38.91%	-58	-1.4%
Total Credit Hours	10,709.0		10,585.5		-124	-1.2%
Average Credit Hours per student	9.84		9.94		0.096605737	1.0%
		100.00%		100.00%		
<b>GENDER</b>						
Total Females	709	65.17%	712	66.85%	3	0.4%
Total Males	379	34.83%	353	33.15%	-26	-6.9%
<i>Total</i>	<i>1,088</i>	<i>100.00%</i>	<i>1,065</i>	<i>100.00%</i>		
<b>FULL-TIME / PART-TIME STATUS</b>						
Full time Students	465	42.74%	460	43.19%	-5	-1.1%
Part-time Students	623	57.26%	605	56.81%	-18	-2.9%
Females Full-time	284	26.10%	277	26.01%	-7	-2.5%
Females Part-time	425	39.06%	435	40.85%	10	2.4%
Males Full-time	181	16.64%	183	17.18%	2	1.1%
Males Part-time	198	18.20%	170	15.96%	-28	-14.1%
<i>Total</i>	<i>1,088</i>	<i>100.00%</i>	<i>1,065</i>	<i>100.00%</i>		
<b>AGE</b>						
Enrolled in high school and College & under	185	17.00%	172	16.15%	-13	-7.0%
Enrolled in high school and College & 18 or o	40	3.68%	41	3.85%	1	2.5%
First time enrolled in college and under 18 y	0	0.00%	0	0.00%	0	#DIV/0!
Under 18	2	0.18%	1	0.09%	-1	-50.0%
18-24	524	48.16%	528	49.58%	4	0.8%
25-30	150	13.79%	145	13.62%	-5	-3.3%
31-40	96	8.82%	102	9.58%	6	6.3%
Over 40	91	8.36%	76	7.14%	-15	-16.5%
<i>Total</i>	<i>1,088</i>	<i>100.00%</i>	<i>1,065</i>	<i>100.00%</i>		
<b>RACE / ETHNICITY</b>						
American Indian/Alaskan Native	2	0.18%	1	0.09%	-1	-50.0%
Asian/Pacific Islander/Native Hawaiian	2	0.18%	4	0.38%	2	100.0%
Black/Non-Hispanic	19	1.75%	20	1.88%	1	5.3%
White Non-Hispanic	1,022	93.93%	969	90.99%	-53	-5.2%
Hispanic of any race	11	1.01%	5	0.47%	-6	-54.5%
Two or more races	29	2.67%	32	3.00%	3	10.3%
Unknown	3	0.28%	34	3.19%	31	1033.3%
	1,088	100.00%	1,065	100.00%		
<b>COUNTY of RESIDENCE</b>						
<b>Ohio Counties</b>						
Belmont	607	55.79%	614	57.65%	7	1.2%
Guernsey	48	4.41%	45	4.23%	-3	-6.3%
Harrison	69	6.34%	72	6.76%	3	4.3%
Jefferson	54	4.96%	55	5.16%	1	1.9%
Monroe	150	13.79%	128	12.02%	-22	-14.7%
Other Ohio counties	45	4.14%	37	3.47%	-8	-17.8%
<b>West Virginia counties</b>						
Brooke	2	0.18%	3	0.28%	1	50.0%
Marshall	48	4.41%	43	4.04%	-5	-10.4%
Ohio	53	4.87%	54	5.07%	1	1.9%
Tyler and Wetzel	3	0.28%	5	0.47%	2	66.7%
Outside Ohio and West Virginia	9	0.83%	9	0.85%	0	0.0%
<i>Total</i>	<i>1,088</i>	<i>100.00%</i>	<i>1,065</i>	<i>100.00%</i>		

## Data Highlights

Demographic profiles for students enrolled on the fifteenth day of spring 2017 and spring 2018 are provided in Table 1. The overall enrollment changes are reflected in the two columns on the right in the table, *Net Change 2017 to 2018* and *% Change Spring 2017 to Spring 2018*.

A change in the profiles can be seen in the *Full-Time/Part-Time Status* category. 14.1% more males, or 28 students, are going to college part time. This number has been increasing over time, as the economy recovers and jobs are available.

There is a shift in demographics within the student *Age* categories. The number of students Enrolled in High School and College and Under 18, has decreased from 185 or 17% in the spring of 2017, to 172 or 16.15% in the spring of 2018. The College Credit Plus Program has most likely been impacted by other colleges competing for Belmont students.

The student population category, Over 40, declined by 15 heads or 16.5% in the spring of 2018. We are continuing to lose the older adult population.

Belmont College lost 25 students from Monroe and Guernsey Counties in the spring term of 2018 compared to the previous spring term. In 2016, 10.57% of the students, or 115 students, came from the five West Virginia contiguous counties. This year, 2017, 10.7%, or 114, came from the five contiguous counties in West Virginia.

## Analysis, Conclusions and Targets for Improvement

1. It is recommended that the College Credit Plus (CCP) students adhere to the 15 and 30 credit hour guided pathways designed for them. These pathways lead to an Associate of Arts or an Associate of Science Degree. In this way, students stay on sequence and may be able to take more credit hours per term while the college maximizes CCP section enrollment. In addition, these courses apply to most technical majors and transfer agreements, should a student change majors at any time.
2. It is recommended that the College monitor the transition rate of CCP students from high school to Belmont College and set enrollment goals for the high school-to-Belmont College transition rate.
3. Target the growth in enrollment among adults. This cohort has a declining base at Belmont College. Increase enrollment from the five contiguous West Virginia counties to 15%.
4. Target recruitment from Monroe and Harrison Counties.
5. Reorganize the recruitment and on-boarding/"admissions" processes at Belmont College to meet FTE enrollment goals.

6. Continue the work of the Student Success Leadership Team (SSLT) to bring the Guided Pathways Model to scale. Revise the advising model to enable individualized support services and tracking of student progress across the curriculum.
7. Investigate automatically conferring degrees and certificates.
8. Increase the number of transfer students who complete an associate degree before transferring to a four-year institution.
9. Track yield and conversion rates, and develop strategies to maximize the rates to meet the long term enrollment goals of the college.