

# LEGISLATIVE OVERSIGHT COMMISSION ON EDUCATION ACCOUNTABILITY

Senate Finance Committee Room  
December 13, 2010 @ 5:00 P.M.

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West Virginia  
Higher Education  
Policy Commission





# West Virginia Higher Education Policy Commission

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**Report to the Legislative Oversight Commission  
on Education Accountability**

**December 13, 2010**

**Series 20, Legislative Rule  
Authorization of Degree Granting Institutions**



Revision to  
Series 20  
Authorization of Degree Granting Institutions

Approved by the West Virginia Higher Education Policy Commission  
December 3, 2010

Series 20, Authorization of Degree Granting Institutions, is the legislative rule that outlines the procedures for the West Virginia Higher Education Policy Commission (HEPC) to approve any institution, association, agency, or organization external to or within the state that requests approval to offer programs or credit-bearing academic courses of post-secondary education in the State of West Virginia. Authorization is required for all post-secondary providers including: non-profit private institutions, proprietary institutions, out-of-state public institutions, degree-granting entities that offer degrees at the baccalaureate level or above, and entities that use the term “academy,” “college,” “institution,” or “university” or similar title.

The proposed revisions to Series 20, summarized below, strengthen the rule by clarifying the authority of the Higher Education Policy Commission in its review and approval of requests for authorization and by assigning greater responsibility to the Commission for monitoring the quality of post-secondary education within the state. The changes to Series 20 will help protect consumers by ensuring that they are offered quality education by post-secondary providers within West Virginia. A summary of significant revisions is as follows:

Major revisions

1. Adds a statement on consumer protection as a major focus of the rule. (Section 2.3)
2. Explicitly includes proprietary institutions as entities covered under Series 20. (Section 2.1 et. al.)
3. Expands the section that lists definitions. (Section 3)
4. Raises the amount needed for a surety bond from \$50,000 to \$100,000. (Section 6.13)
5. Assigns responsibility for Commission review to those institutions offering degrees above the associate level. (Section 6.5)
6. Recognizes that review of institutions offering associate degrees is the responsibility of the West Virginia Council for Community and Technical

College Education. (Section 6.6)

7. Explicitly states that no private or proprietary institution shall be authorized to operate in West Virginia until it meets the essential conditions defined in Series 20. (Section 7.1)
8. Establishes categories for institutions requesting authorization: Newly established institutions in West Virginia and those seeking accreditation (Section 7.2); Accredited, out-of-state institutions (Section 7.3); and Religious, theological or faith-based institutions (Section 7.4). Subsections that deal with these categories outline all steps an institution must follow to secure authorization.
9. Raises the application fee for newly established institutions in West Virginia and those seeking accreditation from \$2,000 to \$6,000. (Section 7.2.c)
10. Designates clearly the necessary steps for institutions seeking authorization: preliminary authorization, probationary authorization, and final authorization. (Subsections of Sections 7.2, 7.3 and 7.4)
11. Adds expanded criteria to the following essential conditions: degrees and academic programs, financial resources, tuition policies, institutional and student records, and catalog and official publications. (Section 8.1 and subsections)
12. Adds more explicit conditions under which the Commission may terminate authorization. (Section 9.1 and subsections)
13. Extends Commission authority to include an on-going monitoring process. A section, "Ongoing Monitoring" was added to emphasize that the Commission not only initially approves the institution to deliver programs in West Virginia but has the responsibility and authority to monitor the institutions once they have been approved. Likewise, a section on student complaints was added outlining the Commission's authority to respond when matters on quality are questionable. (Sections 13 and 14)

**FISCAL NOTE FOR PROPOSED RULES**

Rule Title: \_\_\_\_\_

Type of Rule: \_\_\_\_\_ Legislative \_\_\_\_\_ Interpretive \_\_\_\_\_ Procedural

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Fiscal Note Summary**

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

**Fiscal Note Detail**

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

<b>FISCAL YEAR</b>			
Effect of Proposal	Current Increase/Decrease (use “-“)	Next Increase/Decrease (use “-“)	Fiscal Year (Upon Full Implementation)
<b>1. Estimated Total Cost</b>			
Personal Services			
Current Expenses			
Repairs & Alterations			
Assets			
Other			
<b>2. Estimated Total Revenues</b>			

Rule Title: \_\_\_\_\_ **5** \_\_\_\_\_

Rule Title: \_\_\_\_\_

3. **Explanation of above estimates (including long-range effect):**  
Please include any increase or decrease in fees in your estimated total revenues.

**MEMORANDUM**

Please identify any areas of vagueness, technical defects, reasons the proposed rule **would not** have a fiscal impact, and/or any special issues **not** captured elsewhere on this form.

Date: \_\_\_\_\_

Signature of Agency Head or Authorized Representative



**TITLE 133  
LEGISLATIVE RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**SERIES 20  
AUTHORIZATION OF DEGREE GRANTING INSTITUTIONS**

**§133-20-1. General.**

- 1.1. Scope: This rule establishes the policy regarding accreditation and approval of degree-granting institutions which offer degrees above the associate level.
- 1.2. Authority: W. Va. Code §18B-4-7
- 1.3. Filing Date: ~~March 31, 2006~~
- 1.4. Effective Date: ~~March 31, 2006~~
- 1.5. ~~Repeal of Former Rule: Repeals and replaces Title 133, Series 20 which had an effective date of August 10, 2002.~~

**§133-20-2. Purpose.**

- 2.1. The West Virginia Higher Education Policy Commission is responsible for the approval of any institution, association or organization external to or within the state which desires to offer programs or credit-bearing academic courses of higher learning in the State of West Virginia. Authorization is required for all post-secondary providers including: non-profit private institutions, proprietary institutions, out-of-state public institutions, degree-granting entities that offer degrees at the baccalaureate level or above, and entities that use the term “academy,” “college,” “institution,” “university” or similar title.
- 2.2. Prior to offering any course or degree program above the associate level in the State as specified in section 6 of this rule, the entity shall apply to the Commission for authorization to operate in the State. The Commission shall consult with the West Virginia Council for Community and Technical College Education when an entity desires to offer associate level programs in addition to courses and programs above the associate level. The provisions of this rule shall also apply to any course or programs delivered in the State by an out-of-state institution via distance education-based instruction if the institution will have a physical presence in the State.
- 2.3. This rule is designed to protect consumers and to ensure consumers are

offered quality education by post-secondary education providers within the state of West Virginia.

**§133-20-3. Definitions.**

- 3.1. “Academic credit” means the certification of a student’s successful completion of a unit of a course of study leading to a formal award granted by an institution approved to offer a collegiate degree such as an associate, baccalaureate, masters or doctorate degree.
- 3.2. “Accreditation” means a status attained by the institution through voluntarily meeting standards set by a nongovernmental entity recognized by the U.S. Secretary of Education.
- 3.3 “Authorization” means the status attained by the institution that allows the institution to offer programs and courses within the state of West Virginia for a specified time in a specified place. This status is granted by the Higher Education Policy Commission when the institution demonstrates compliance with the requirements for such status.
- 3.14. "Commission" means the West Virginia Higher Education Policy Commission.
- 3.25. “Council” means the West Virginia Council for Community and Technical College Education.
- 3.6. "Course" means a formally organized, structured series of ~~meetings~~ instructional activities open to the general public for which a fee is charged, and for which credit toward a degree either is awarded or may reasonably be understood to be applicable to a degree with the intent of imparting information or understanding at a level appropriate to a postsecondary audience. Instruction may be in face-to-face meetings or delivered electronically or by other means.
- 3.47. "Degree" means any earned award conferred by a higher educational institution which represents satisfactory completion of the requirements of a program, or course of study, or any instruction beyond or apart from the secondary level of greater duration than eleven months of full-time study.
- 3.58. "Degree program" means a curriculum or course of study of greater duration than eleven months of full-time study in a discipline or field that leads to a degree.
- 3.79. "Distance education" means the delivery of any course or degree programs by synchronous or asynchronous technology ~~which the primary mode of delivery to a site is television, videocassette, film, computer or other~~

~~telecommunications devices.~~ Asynchronous or synchronous technology via distance delivery includes all forms of internet, electronic, digital, online, video, and any other technology driven delivery system.

3.310. "Institution of higher education" means any person, firm, corporation, association, agency, institute, trust or other entity of any nature whatsoever offering education beyond the secondary level which:

- offers courses or programs of study or instruction which lead to or which may reasonably be understood to be applicable toward an associate, baccalaureate, masters, doctorate, or other specialized certification/degree designation above the baccalaureate level degree; or
- operates a facility as a college or university or other entity ~~of whatever kind~~ which offers degrees or other indicia of a level of educational attainment beyond the secondary school level; or
- uses the term "college" or "university," or words of like meaning, in its name or in any manner in connection with its academic affairs or business.

3.811. "Physical Presence" means an institution, wherever domiciled or having its principal place of business, employs in West Virginia any person or persons for the purpose of administering, coordinating, teaching, training, tutoring, counseling, advising, recruiting, or any other activity on behalf of the sponsoring organization. Such activity would include advertising, promotional material, or public solicitation in any form that targets West Virginia residents through distribution or advertising in the State. In addition, the institution has physical presence in West Virginia if it delivers, or plans to deliver, instruction in West Virginia, and receives assistance from any other organization within the state in delivering the instruction, such as, but not limited to, a cable television company or a television broadcast station that carries instruction sponsored by the institution.

3.12. "Preliminary status" means six-month period of time that an institution is granted by the Commission to satisfactorily complete preliminary information as required by the regional or other appropriate, acceptable, accrediting association, and shall not accept students, offer instruction, award credits toward a degree, or award a degree until granted further authorization by the Commission.

3.913. "Private college or university" means an institution which is "doing business or maintaining a place of business in the State of West Virginia" which offers courses of instruction or study wherein credits may be earned toward a degree in a field of endeavor. A publicly-supported college or university in another state will be treated as a "private college or

university" and will be authorized to offer courses of instruction toward a degree, degree credits, or degrees if it qualifies under the criteria for such institutions. An institution that employs an agent or representative in West Virginia and delivers instruction by any means within the State shall be regarded as a private college or university and shall be authorized on the same basis as any other such institution.

- 3.14. “Probationary status” means that an institution has been authorized by the Commission to enroll students, offer instruction, graduate students and award degrees under the condition that the institution is continuously seeking and making satisfactory progress toward acquiring full accreditation and full state authorization.
- 3.15. “Proprietary institution” means a postsecondary institution that is operated for profit; a private, limited liability company or other entity that conducts business within the State and is investor-owned and/or organized for profit.
- 3.16. “Religious, Theological, or Faith-Based Institution” means a post-secondary institution that offers no degree programs other than those specifically related to the institution’s doctrine. Institutions that offer general degree programs cannot be exempted by this rule as religious, theological, or faith-based.
- 3.17. “Unearned tuition” means the anticipated amount of tuition revenue that will be generated within a one-year time frame of the institution’s authorized operation in West Virginia.

#### **§133-20-4. Exemptions.**

- 4.1. Institutions that clearly qualify as exemptions under this rule and after Commission staff review shall be considered exempt from authorization. Institutional exemption is subject to annual review and/or revocation any time the activity deviates from the original determination factors for exemption. The following institutions shall be exempt from the provisions of this rule: ~~The provisions of the rule shall not be applicable to the following institutions:~~
- 4.1.a. Any existing institutions of higher education approved to operate in West Virginia prior to ~~July 1, 2006~~[implementation date]. Should any such institution, as the result of a change of ownership, or operational status from a non-profit to a for-profit institution, be required to modify its accreditation status from the Higher Learning Commission of the North Central Association, such institution must secure approval for the change(s) from the Higher Education Policy Commission.

- 4.1.b. Correspondence, business, occupational and trade schools which
  - 4.1.b.1. offer nothing higher than a specialized associate degree,
  - 4.1.b.2. typically do not pursue regional accreditation, and
  - 4.1.b.3. are regulated under West Virginia Code provisions (18B-2B-9) on correspondence, business, occupational and trade schools.

4.1.c. Out-of-state institutions:

- 4.1.c.1. offering courses through brokering or other collaborative arrangements with a West Virginia public institution of higher education and which support programmatic offerings of the state institution;
- 4.1.c.2. offering a short course or seminar in which the instruction for the segment takes no more than twenty classroom hours, or
- 4.1.c.3. offering courses or programs on a military installation solely for military personnel or civilians employed on such installation.

4.1.d. Non-Degree granting institutions whose programs are designed primarily for job entry or upgrading of skills and are described in clock (contact) hours. These programs typically prepare individuals for employment and do not require courses beyond those specific to the job or its field with program length sufficient to effect outcomes.

- 4.2. Each institution of higher education which claims to be exempt under the provisions of this section must file with the Commission such information as may be required by the Commission to determine whether the institution is exempt. The written request for an exemption must be received by the Commission at least thirty (30) days prior to the proposed initiation date of a course of instruction. If the Commission determines that any institution is not exempt from the provisions of this rule, it shall notify the institution in writing with the reasons for the determination.

**§133-20-5. PROHIBITIONS Institutional Titles.**

- 5.1. An institution shall use within the State a title appropriate to the program and degree it offers in the State.
- 5.1.2. No person, firm, association, institution, trust corporation or other entity shall use in any manner within West Virginia the term "college" or "university" or any abbreviation thereof, or any words or terms tending to

designate it as, or create the impression that it is an institution of higher education, unless it shall have obtained the appropriate approval as provided in this rule.

- 5.23. This section shall not apply to any entity which used the term "college" or "university" prior to July 1, 2006~~[implementation date]~~.
- 5.34. This section shall not apply to individual proprietorships, associations, co-partnerships or corporations which use the words "college" or "university" in their training programs solely for their employees or customers, which do not offer degree granting programs, and whose name includes the word "college" or "university" in a context from which it clearly appears that such entity is not an educational institution.

**§133-20-6. Authorization to Operate.**

- 6.1. No entity may advertise, solicit, recruit, enroll, or operate a post-secondary education institution until it is authorized for operation in the state of West Virginia by the Higher Education Policy Commission.
- 6.12. An institution locating in West Virginia must register with the Secretary of State's office prior to making any application to the Commission for authorization.
- 6.23. All private colleges and universities, private proprietary schools and ~~seminaries or Bible~~ religious, theological, or faith-based colleges offering any degree above the associate level, as specified in section 7.4 of this rule, shall register with the Commission, shall meet the authorization criteria, and shall be granted authorization prior to offering any program of instruction, credit, or degree; opening a place of business; soliciting students or enrollees; or offering educational support services.
- 6.34. All private colleges and private proprietary schools, with the exception of correspondence, business, occupational, and trade schools as defined in Series 35, *Correspondence, Business, Occupational and Trade Schools*, of the Council for Community and Technical College Education, offering degrees not above the associate level shall register with the Council, shall meet the authorization criteria, and shall be granted authorization prior to offering any program of instruction, credit, or degree; opening a place of business; soliciting students or enrollees; or offering educational support services.
- 6.45. Private colleges and universities and private proprietary schools offering ~~associate level degrees and~~ degrees above the associate level shall register with the Commission, shall meet the authorization criteria, and shall be granted authorization prior to offering any program of instruction, credit,

or degree; opening a place of business; soliciting students or enrollees; or offering educational support services. Granting of authorization of such institution is the responsibility of the Higher Education Policy Commission ~~in consultation with the Council for Community and Technical College Education.~~

- 6.56. Authorization of private colleges and universities and private proprietary schools offering associate degrees is the responsibility of the West Virginia Council for Community and Technical College Education.
- 6.57. Private colleges or universities and ~~seminaries or Bible~~ religious, theological, or faith-based colleges shall be authorized under the provision of this rule. Private proprietary schools exempted under the provisions of section 4 of this rule shall be governed by the provisions of Title 135, Series 35, *Correspondence, Business, Occupational and Trade Schools*, administered by the Council.
- 6.78. Institutions which are formed, chartered, or established outside West Virginia and have been fully accredited by a regional accrediting association or by another accrediting body recognized by the U.S. Department of Education and which seek to offer courses and/or academic degree programs within West Virginia shall be authorized by the Commission to offer programs and courses within West Virginia under provisions of section 7.3 of this rule.
- 6.9. Newly established institutions in West Virginia and those seeking accreditation by a regional accrediting association and/or by another accrediting body recognized by the U.S. Department of Education, may not offer courses or degree programs without Commission authorization to locate, relocate or establish a branch campus in West Virginia. The institution must seek Commission authorization to offer courses and/or academic programs within West Virginia per the provisions of section 7.2 of this rule.
- 6.10. Institutions wishing to exceed or change their approved programmatic mission must receive approval from the Commission to offer each program that exceeds the level of academic degrees that the institution is authorized to grant. Documentation must be submitted that specifies the scope of the proposed change, including long-range plans for new degree programs and programs that exceed the level of academic degrees currently authorized for the institution. Requests to exceed an institution's programmatic mission shall be evaluated based on the following criteria: objectives of proposed program; relationship of program to statewide mission and plan; demonstration of need; effect of new program on existing programs at other institutions; resource availability; qualified faculty and administrators; library holdings and support; facilities and

equipment; and, evidence of strength to offer the proposed program.

6.11. Authorization is limited to those institutions that deliver instruction in West Virginia and have a physical presence in West Virginia.

6.12. Before an institution of higher education can be authorized by the Commission to operate within the State of West Virginia, a surety bond must be provided by the institution. The obligation of the bond will be that the institution, its officers, agents and employees will faithfully perform the terms and conditions of contracts for tuition and other instructional fees entered into between the institution and persons enrolling as students. The bond shall be issued by a company authorized to do business in the state. The bond shall be to the Commission in such form as approved by the Commission and is to be used only for payment of a refund of tuition and other instructional fees due a student or potential student. The amount of the bond shall be \$100,000 and shall be renewed annually. The Commission, if it deems appropriate, may reduce the amount of the bond if an institution has less unearned tuition than \$100,000, but in no event shall be less than \$20,000.

6.13. If instruction is to be delivered at a physical location within the state of West Virginia, the applicant institutions must secure, from appropriate local agencies, documentation that fire and sanitation codes are met by the proposed instructional facilities. If such inspections are unavailable, the institution must present a copy of a recent letter from the local inspection agency indicating that such inspections are unavailable. Additionally, instructional delivery sites must be compliant with Americans with Disabilities Act guidelines.

6.14. Institutions seeking West Virginia authorization may withdraw from the authorization process at any time upon written notification to the Director of Academic Affairs of the Higher Education Policy Commission.

**§133-20-7. Procedures for Granting of Authorization and Bond Requirements.**

7.1. ~~Authorization shall be granted upon presentation of adequate information by the postsecondary institution seeking authorization to the Commission. As the first step toward authorization, representatives of a seminary or Bible college or a private college or university shall consult with the Director of Academic Affairs or designee prior to submission of required documentation. No private college or university shall operate until it meets the essential conditions established by the Commission and defined in this rule.~~ **Process for securing authorization.**

An institution which is interested in gaining authorization to operate within the State of West Virginia must follow the prescribed procedures

outlined in this rule to be considered for the requested authorization. No private college or university or proprietary institution shall operate until it meets the essential conditions established by the Commission and defined in this rule. Institutional accreditation must be documented or its potential for accreditation established and accepted by the Commission. Institutions authorized to operate pending full accreditation shall pursue full accreditation continuously and shall make reasonable and timely progress toward accreditation in order to retain authorization.

When a change in ownership occurs with a private or proprietary institution, the Commission shall reassess the institution's authorization status within six (6) months of the notification of the change in ownership.

**7.2. Newly established institutions in West Virginia and those seeking accreditation.**

Newly established institutions in West Virginia and those seeking accreditation by a regional accrediting association and/or by another accrediting body must seek Commission authorization to offer courses and/or academic programs within West Virginia.

Following is a description of the steps in the authorization process:

7.2.a. It is the responsibility of the applying institution to contact the Secretary of State's office to determine if registration is required within the State.

7.2.b. A preliminary conference shall be held between the Chief Executive Officer or designee of the institution seeking authorization to operate a degree-granting institution in the State of West Virginia and the Director of Academic Affairs of the Higher Education Policy Commission or designee. The agenda shall include a discussion of criteria to be met by the institution and procedures used in applying for requested authorization.

7.2.c. Following the preliminary conference, the institution shall submit a self-study report including all requested documents and materials related to authorization, including those which address the essential conditions in section 8 of this rule as may be requested. An initial application fee of \$6,000 must accompany the submission of documentation for those institutions seeking authorization. The Commission may adjust all fees charged as deemed necessary.

7.2.d. Upon receipt of the completed self-study report and all documentation, the Commission staff shall organize a compliance

review committee to visit the site(s) of the institution seeking state authorization. At the discretion of the Commission staff, the compliance visit may take place at the Commission office or other appropriate locations. The principal task of the committee will be to verify that the institution complies with the Commission's standards for preliminary authorization and to report its findings to the Commission.

The compliance review committee shall be composed of:

7.2.d.1. Persons who are qualified by academic training or professional experience to verify the institution's compliance with Commission standards for approval.

7.2.d.2. Members of the Commission staff. The Director of Academic Affairs or designee shall serve as chair of the committee.

The visit will be scheduled at a time which is mutually convenient to the institution and the Commission. The institution shall pay the reasonable expenses associated with the compliance review visit.

7.2.e. Following the site visit and review of submitted documentation, the compliance review committee will prepare an analysis of the findings and develop a recommendation for the Commission regarding the institutional application. Only those institutions whose proposed offerings meet state standards of quality will be recommended for authorization. The report will contain:

7.2.e.1. a report by the compliance review committee; and

7.2.e.2. a recommendation by the compliance review committee for action by the Commission regarding granting preliminary authorization as provided for in section 7.2.h of this rule.

7.2.f. A draft of a staff report prepared in accordance with this section will be provided to the institution for correction of factual errors and comment. The institution may provide the Commission a response to the report within ten (10) working days of receipt of the report. The institutional comments will be included with the compliance review committee report presented to the Commission.

7.2.g. An out-of-state institution seeking to establish a campus in West Virginia that holds appropriate accreditation as determined by the Commission and that meets the essential conditions as provided in Section 8 of this rule may be granted full authorization by the Commission.

- 7.2.h. Upon receipt and review of the compliance review committee recommendation, the Commission will consider the institution for Preliminary State Authorization effective for a period of time up to six (6) months. Within that period of time the institution shall satisfactorily complete preliminary information as required by the regional and/or other appropriate accrediting association, and shall not accept students, offer instruction, award credits toward a degree, or award a degree until granted further authorization by the Commission.
- 7.2.i. If the institution does not hold accreditation, the Commission staff shall request submission of information verifying its accreditation status and/or evidence of "reasonable and timely progress" toward accreditation. Reasonable and timely progress toward accreditation is understood to be a status with the regional accrediting association or an acceptable alternative accrediting association recognized by the U.S. Department of Education (recognition shall be documented) that indicates that the institution has been determined to hold the potential for accreditation and is actively pursuing accreditation within the timetable established by the regional accrediting association (unless an alternative timetable has been presented to and accepted by the Commission).
- 7.2.j. Once the institution has been accepted for consideration for candidacy by the regional accrediting organization and/or other appropriate accrediting association and has submitted evidence to this fact to the Commission, the institution shall be placed on Probationary Authorization status. The institution shall remain on Probationary status no longer than six (6) years.
- 7.2.k. If satisfactory evidence is not received within six (6) months of the granting date of Preliminary Authorization status, that authorization is revoked.
- 7.2.l. An institution holding Probationary Status shall undertake the accreditation process immediately and shall comply with the accreditation requirements and procedures to achieve full institutional accreditation.
- 7.2.m. Failure to pursue accreditation continuously, as provided in this rule, shall result in loss of state authorization.
- 7.2.n. Each institution with Probationary State Authorization Status shall submit an annual report in a format determined by Commission staff. The annual report should include the following:

- 7.2.n.1. any changes or additions to information previously submitted as part of the basis for Preliminary State Authorization;
- 7.2.n.2. copy of current catalog with major changes cited;
- 7.2.n.3. the latest financial statement from the most recent institutional fiscal year;
- 7.2.n.4. an enrollment report from the most recent academic year;
- 7.2.n.5. a list of all institutional personnel including staff, instructors and agents;
- 7.2.n.6. summary data on student state and federal financial aid;
- 7.2.n.7. data on student retention;
- 7.2.n.8. program completion data, as applicable;
- 7.2.n.9. status of progress toward receiving full accreditation status from accrediting agency; and
- 7.2.n.10. such other information or clarification deemed necessary by Commission staff for determination of authorization recommendation.

A nonrefundable fee of \$500 shall accompany the submission of the annual report while the institution is maintaining Probationary State Authorization status. The Commission may adjust all fees charged as deemed necessary.

7.2.o. Following the on-site accreditation visit and action by the Higher Learning Commission of the North Central Association of Colleges and Schools and/or other appropriate accrediting association, the institution shall immediately notify the Commission which will then assign the institution an authorization status from among the following:

- 7.2.o.1. Fully authorized, as a result of the decision by the accrediting association to accredit the institution, and having demonstrated compliance with the Essential Conditions.
- 7.2.o.2. Continuation of Probationary State Authorization. An institution that holds candidacy for accreditation shall submit annual reports to the Commission documenting its progress toward the achievement of accreditation consistent with policy of appropriate accreditation associations. Continuation of this status shall not extend beyond six (6) years.
- 7.2.o.3. Not authorized as a result of denial of accreditation by the accrediting association.
- 7.2.o.4. Continuation of Probationary State Authorization status pending an appeal of denial of accreditation by the

Higher Learning Commission of the North Central Association. Continuation on these grounds shall only be granted upon showing good cause to the Commission. An institution's final authorization status will be based upon the action taken by the accrediting association.

~~7.2. No private college or university shall operate until its accreditation is documented or its potential for accreditation is established and accepted by the Commission. Institutions authorized to operate pending full accreditation shall pursue full accreditation continuously and shall make reasonable and timely progress toward accreditation in order to retain authorization.~~

~~7.3. No seminary or Bible college shall operate until the religious nature of the institution is documented and verified by the Commission.~~

~~7.4.3. Before an institution of higher education is authorized under the provisions of section 10 of this rule, a surety bond must be provided by the institution. The obligation of the bond will be that the institution, its officers, agents and employees will faithfully perform the terms and conditions of contracts for tuition and other instructional fees entered into between the institution and persons enrolling as students. The bond shall be issued by a company authorized to do business in the state. The bond shall be to the Commission in such form as approved by the Commission and is to be used only for payment of a refund of tuition and other instructional fees due a student or potential student. The amount of the bond shall be \$50,000 and shall be renewed annually. The Commission, if it deems appropriate, may reduce the amount of the bond if an institution has less unearned tuition than \$50,000, but in no event shall be less than \$10,000.~~ **Accredited, Out-of-State Institutions.**

Any higher education institution having its principal place of operation outside West Virginia which holds regional or other appropriate accreditation and which desires to offer courses and/or degree programs within West Virginia must be authorized by the Commission.

Following is a description of the steps in the authorization process:

7.3.a. It is the responsibility of the applying institution to contact the Secretary of State's office to determine if registration is required within the State.

7.3.b. The institution must submit an application for approval to the Commission for each course or degree program to be offered at the site. The application should include written unconditional assurance that:

- 7.3.b.1. Each course or program of study proposed to be offered in West Virginia has been approved by the governing board of the institution, and if applicable, by the appropriate state agency in the state where the main campus of the institution is located.
- 7.3.b.2. The institution has been approved as necessary by the appropriate agency, if any, in the state where the main campus of the institution is located.
- 7.3.b.3. The institution offers degree programs at the level for which credit is proposed to be awarded in those programs in West Virginia.
- 7.3.b.4. The accredited out-of-state institution offers degree programs outside the state where the main campus is located.
- 7.3.b.5. Any credit earned in West Virginia can be transferred to the institution's principal location outside West Virginia as part of an existing degree program offered by the institution.
- 7.3.b.6. The institution offers the same program at the same level at its principal location outside West Virginia that it seeks to offer in West Virginia.
- 7.3.b.7. The institution presents data that projects market demand and availability of openings in the job market to be served by the new program for which the institution is seeking authorization to offer in West Virginia.
- 7.3.c. In making its determination, the Commission will consider whether the proposed degree programs or courses duplicate existing offerings of other institutions of higher education at the locations for which approval is requested.
- 7.3.d. Authorization for degree programs may be for a period of up to four years at a specified location with an application for renewal of the authorization required to be filed with the Commission at least ninety days prior to the expiration of the authorization.

Authorization for courses may be granted for a period of one year at a specified location with an application for renewal of the authorization required to be filed annually with the Commission at

least ninety (90) days prior to the expiration of the authorization.

7.3.e. The Commission may waive any or all of the reporting requirements for institutions that are delineated in section 8 of this rule.

7.3.f. Any out-of-state or private accredited institution that is granted authorization shall receive written notification of acceptable status.

~~§133-20-8. Criteria For Authorization – Seminary Or Bible College.~~

**8.1.7.4. Religious, Theological or Faith-based Institutions.**

To qualify as a ~~seminary or Bible~~ religious, theological, or faith-based college, an institution must qualify both as an institution of higher education as defined in section 3 of this rule and as a religious institution based on meeting each of the following criteria:

~~8.1.7.4.a.~~ Be a non-profit institution owned, controlled, and operated and maintained by a bona fide church or religious denomination, lawfully operating as a non-profit religious corporation.

~~8.1.7.4.b.~~ Limit the educational program to the principles of that church or denomination, and the diploma or degree is limited to evidence of completion of that education.

~~8.1.7.4.c.~~ Only grant degrees or diplomas in areas of study that contain on their face, in the written description of the title of the degree or diploma being conferred, a reference to the theological or religious aspect of the degree's subject area.

~~8.1.7.4.d.~~ Not market, offer, or grant degrees or diplomas which are represented as being linked to a church or denomination, but which, in reality, are degrees in secular areas of study.

~~8.1.7.4.e.~~ Have obtained exemption from property taxation under state law and shall have submitted a copy of the certificate of this exemption to the Commission.

~~8.2.~~ 7.4.f. Additional evidence may be provided by an institution seeking to substantiate that the institution is a religious institution including:

~~8.2.a.~~ 7.4.f.1. Evidence that the institution holds at least pre-accreditation status with ~~one of the following~~ a nationally recognized accrediting associations.

- ~~8.2.a.1. The Accrediting Association of Bible Colleges; or~~
- ~~8.2.a.2. The Association of Advanced Rabbinical and Talmudic Schools; or~~
- ~~8.2.a.3. The Association of Theological Schools in the United States and Canada; or~~
- ~~8.2.a.4. Other appropriate accrediting association recognized by the U.S. Department of Education and determined as appropriate by the Commission.~~

~~8.2.b.~~ 7.4.f.2. A statement of institutional mission clearly establishing the mission of the institution as solely religious, and curricula and degree, diploma, or certification programs that clearly support that mission singularly.

~~8.2.c.~~ 7.4.f.3. Other appropriate, substantial, evidence of qualification for state authorization as a seminary or Bible college religious, theological, or faith-based college.

~~8.3~~ 7.4.g. An institution shall not be eligible for authorization as a seminary or Bible religious, theological, or faith-based college if it offers degrees appropriate only for academic institutions, such as, but not limited to, Bachelor of Arts or Bachelor of Science, Master of Arts or Master of Science, Doctor of Philosophy, or other degrees typically offered by academic institutions, regardless of curriculum of course content, unless the degree title includes the religious field of study (e.g., "Bachelor of Arts in Religious Studies"). Institutions authorized as seminaries and Bible religious, theological, or faith-based colleges also shall not offer degrees associated with specific professional fields or endeavors not clearly and directly related to religious studies or occupations. Examples of such degree titles are Bachelor of Business Administration or Master of Business Administration; Bachelor of Education, Master of Education or Doctor of Education; and Doctor of Psychology.

~~8.4.~~ 7.4.h. An authorized seminary or Bible religious, theological, or faith-based college, its educational programs, its degrees and diplomas, and its honorary degrees, have no state approval or recognition status whatsoever. An institution operating under this authorization shall not state or imply by any means whatsoever that there exists any recognition endorsement by the state or by any agency or agent of the state of the education, documents awarded by the institution, or the institution itself, other than the institution's authorization to operate.

**§133-20-98. Criteria For Authorization – Private College or University Essential Conditions.**

~~9.1. A private college or university, under the provisions of this rule, is an institution which is "doing business or maintaining a place of business in the state of West Virginia" which offers courses of instruction or study wherein credits may be earned toward a degree in a field of endeavor. A publicly supported college or university in another state will be treated as a "private college or university" and will be authorized to offer courses of instruction toward a degree, degree credits, or degrees if it qualifies under the criteria for such institutions. An institution that employs an agent or representative in West Virginia and delivers instruction by any means within the state shall be regarded as a private college or university and shall be authorized on the same basis as any other such institution.~~

98.21. Essential Conditions. An institution seeking authorization to operate in West Virginia must meet the following essential conditions ~~and accreditation standards~~ established by the Commission. To apply for Preliminary State Authorization the institution must provide to the Commission full documentation that demonstrates fulfillment of the essential conditions ~~and the accreditation standards~~ including evidence of a critical and compelling regional or statewide need or demand for the specific academic degree programs(s) in the state.

### ~~9.3~~ **Essential Conditions**

#### 9.38.1.a. Familiarity with accreditation and state authorization policies and procedures

The institution shall provide evidence that it is familiar with and understands accreditation procedures of the Higher Learning Commission of the North Central Association and/or other appropriate body and state authorization policies and procedures. The statement should indicate perceived strengths and weaknesses with respect to accreditation criteria and assess the capabilities of the institution in achieving accreditation status. It shall state the name of the accrediting association(s) from which accreditation will be sought. If the institution has secured full accreditation status, a copy of the final accreditation report shall be submitted to the Commission.

#### 9.38.1.b. Statement of mission

A statement of mission shall have been developed, formally adopted by the institution's governing body and made public, which defines the basic character of the institution, including a brief description of the educational programs to be offered and their purposes, the students for which the programs are intended,

the geographical area served by the institution (or the particular constituency it serves), and a description of how the institution will fit within the broader higher education community. The mission shall be appropriate to an institution of higher education and the institution must plan to award degrees. ~~The mission statement shall be provided to the Commission.~~

9.38.1.c. Institutional organization, administration, and delivery sites

~~9.38.1.c.1.~~ A governing board that possesses and exercises necessary legal power to establish and review basic policies that govern the institution shall have been formally established. The board shall include among its members some who represent the public interest and are sufficiently autonomous from the administration and ownership to assure the integrity of the institution. The Commission shall be provided a list of the members of the board with a brief resume of each.

~~9.38.1.c.2.~~ An executive officer shall be designated by the governing board to provide administrative leadership for the institution. This officer's name, ~~and~~ title, current vita and the address of the administrative office, shall be provided to the Commission.

~~9.38.1.c.3.~~ If faculty members are employed at the time the application is filed with the Commission, the faculty members' names ~~themselves~~, their academic credentials (degrees, previous experience, etc.), and teaching fields shall be identified. If no faculty members have been employed, the institution shall describe the qualifications of the faculty that is to be recruited and the procedures that will be used to find and contract with faculty members.

~~9.38.1.c.4.~~ The method of program delivery and/or physical location of course delivery shall be defined. If a program is designed for on-line delivery, it shall meet best practice guidelines for distance education delivery as outlined by the regional accrediting agency. If the program is designed for traditional classroom delivery, the proposed physical location shall be identified.

~~8.1.c.5.~~ To assure that instructional delivery sites meet applicable state standards for health and safety, institutions must secure a certificate of occupancy and recent fire inspection report from the State Fire Marshal's office for each instructional delivery site. These requirements are not applicable if delivery is in a public building that already has regular health, safety, and fire inspections

upon receipt of last approved inspection. If the nature of the building is changed, additional inspections will be required.

8.1.c.6. Instructional delivery sites must be compliant with Americans with Disabilities Act guidelines.

9.38.1.d. Degrees and academic programs

9.38.1.d.1. A degree shall be awarded upon successful completion of an educational program. The institution shall provide a list of the degrees it proposes to award.

9.38.1.d.2. The planned educational programs shall be compatible with the proposed institutional mission. The relationship shall be described in documents provided to the Commission.

9.38.1.d.3. The academic program proposed for offering shall be appropriately named and be based on fields of study recognized as appropriate for a postsecondary institution. Evidence shall be provided to the Commission that the fields of study upon which the academic programs are to be based are, in fact, so recognized. Such recognition, for example, could be demonstrated by the existence of professional literature in the field; the offering of similar programs in already-accredited institutions, generally; and by the existence of professional organizations related to the field.

9.38.1.d.4. The content and length of the proposed academic program shall follow practices common to institutions of higher education. The commonly accepted minimum program length is: 60 semester credits for associate's degrees, 120 semester credits for bachelor's degrees, 30 semester credits beyond the bachelor's degree for master's degrees, 30 semester credits beyond the master's degree for doctorates.

Academic credit shall be awarded upon completion of each unit of the course of study, leading to a formal award granted by the institution.

Documentation shall be provided to the Commission that lists requirements for each degree program including representative course syllabi specifying goals and requirements, course content, methods of evaluation, and bibliography.

The student-teacher ratio shall be reasonable at all times

in keeping with generally accepted teaching modes for the subject matter. The institution must employ at least one full-time faculty for each major.

9.38.1.d.5. Any proposed undergraduate degree program shall include a coherent general education component that is consistent with the institution's mission and appropriate to its educational programs. The undergraduate general education component shall be documented.

*General education is defined as follows:*

General Education is "general" in several clearly identifiable ways: it is not directly related to a student's formal technical, vocational or professional preparation; it is a part of every student's course of study, regardless of his or her area of emphasis; and it is intended to impart common knowledge, intellectual concepts, and attitudes that every educated person should possess.

The minimum requirement for general education for all undergraduate programs delivered through the traditional distributed curricula is 15 semester credits for technical associate's degrees, 24 for transfer associate's degrees, and 30 for bachelor's degrees. If the general education component is delivered through integrated, embedded, interdisciplinary, or other accepted models, institutions must demonstrate that the program meets minimum requirements equivalent to the distributed model.

9.38.1.d.6. Student access to all necessary learning resources and support services shall be provided. Necessary resources and support services vary by type of program, but all require some use of library resources. Laboratories may be required for some programs. Support services such as academic advising, financial aid counseling, and support for special, targeted, constituencies may be needed. The institution shall describe the learning resources and support services that it will provide and state how they will be provided to students on a regular, dependable basis.

9.38.1.d.7. Distance learning instruction, when offered, should be considered part of the total program and be judged by criteria as used for sessions and courses offered by the institution in the regular academic year. Documentation shall be provided to the Commission that shows that academic standards for all programs or courses offered electronically are the same as those for other courses delivered at the institution. Additionally, any programs

that are offered primarily through asynchronous or synchronous technology shall meet the standards of good practice for distance education delivery as outlined by the regional accrediting agency.

9.38.1.e. Admission policies

Admission policies shall be consistent with the institution's mission and appropriate to the educational program. The Commission shall be provided with a copy of the institution's admission policies, policies regarding tuition and fees assessment, and refund policies. The policies shall define the minimum requirements for eligibility for admission to the institution and for acceptance at the specific degree level or into all specific degree programs. These policies and related publications shall provide a true and accurate representation of the institution and its programs when recruiting students.

8.1.e.1. Degree program admission policies must be at least the following:

8.1.e.1.A. baccalaureate degrees must require a high school diploma or equivalency, and

8.1.e.1.B. graduate degrees must require at least a baccalaureate degree from an institution judged to be appropriate by the Commission.

8.1.e.2. These policies and related publications shall provide a true and accurate representation of the institution and its programs when recruiting students.

9.38.1.f. Financial resources

The institution shall have financial resources adequate to support start-up activities and sources of funds sufficient to ensure that the institution can sustain itself once students have been admitted. An institution shall continuously ascertain its financial requirements, determine its sources of revenue, plan for current and future needs, and budget its resources accordingly. The Commission shall be provided with:

9.38.1.f.1. A current financial statement compiled or audited by an independent certified public accountant. If the financial statement is unaudited or internally generated, a copy of the most recent income tax return must also be submitted;

9.38.1.f.2. A budget listing all sources of income and all Educational and General (E&G) expenditures and specifying the dollar amounts and percentages for each component of the budget for the preceding three fiscal years (including the current year). A projection of expenditures and revenues for the upcoming year should be included.

8.1.f.3. The institution shall demonstrate that it has the financial resources and planning sufficient to realize its mission over an extended period of time. It shall demonstrate that it has adequate financial resources to meet the following: facility maintenance and overhead; staff and faculty payroll; books, supplies, and/or equipment utilized by students; and general operating costs including printing and advertising.

9.38.1.g. Faculty credentials

9.38.1.g.1. The institution shall ensure that each full-time, part-time or adjunct instructional faculty member holds appropriate academic credentials in the program area or discipline in which the faculty member teaches. Each instructional faculty member shall either: (1) possess one or more degrees in an appropriate discipline; or (2) as an alternative to formal academic credentials, demonstrate competence by virtue of prior experience or academic training, or both, which are related to the field in which the instruction will be offered.

9.38.1.g.2. The institution shall ensure that each full-time, part-time or adjunct instructional faculty member holds academic credentials appropriate to the degree level of the programs or programs in which the faculty member teaches.

~~9.3.g.2.A. All instructional faculty teaching in a terminal occupational/technical program leading to the Associate of Applied Science degree shall:~~

~~-If teaching general education courses, hold a baccalaureate degree plus at least 18 graduate credit hours in the discipline taught.~~

~~-If teaching occupational/technical courses, hold either an associate degree or qualify for a faculty appointment by virtue of scholarly or professional achievements.~~

~~9.3.g.2.B. All instructional faculty teaching in a~~

~~college transfer program at the associate level shall:~~

~~-If teaching general education courses or in a program in the liberal arts and sciences, hold a baccalaureate degree plus at least 18 graduate credit hours in the discipline being taught.~~

~~-If teaching occupational/technical courses, either hold a baccalaureate degree or qualify for a faculty appointment by virtue of scholarly or professional achievements.~~

9.38.1.g.2.A. An institution that offers one or more degree programs at the baccalaureate level shall ensure that at least one-third of the instructional faculty, including at least one instructional faculty member teaching in each program, shall hold a doctoral or other terminal degree. All other instructional faculty members who teach in programs at the baccalaureate level shall either:

-Hold a master's degree; or

-Qualify for a faculty appointment by virtue of scholarly or professional achievements.

9.38.1.g.2.B. All instructional faculty teaching in a program at the master's, first professional or doctoral level shall either:

-Hold a doctoral or other terminal degree; or

-Qualify for a faculty appointment by virtue of scholarly or professional achievements.

9.38.1.g.3. An institution must employ faculty members whose highest earned degree presented as the credential qualifying the faculty member to teach at the institution is from an institution accredited by an accrediting body recognized by the U.S. Department of Education. Exceptions may be made only with the prior consent of the Commission.

#### 9.38.1.h. Evaluation and assessment

The institution must have a clearly defined process by which the curriculum is established, reviewed, and evaluated. The institution must provide for appropriate and regular evaluation of the institution and its program and course effectiveness including assessment of student learning, retention, graduation rates and student, graduate, faculty and employer satisfaction. The results

must be used to ensure and improve quality of instruction.

9.38.1.i. Tuition policies

9.38.1.i.1. A tuition policy shall be developed that provides:

9.38.1.i.1.A. The total tuition for any specific program shall be the same for all persons enrolled at the same time;

9.38.1.i.1.B. Tuition charges for programs shall be justifiable, effective on specific dates and applicable to all who enroll thereafter;

9.38.1.i.1.C. All extra charges and costs shall be revealed to the prospective student before he or she is enrolled;

8.1.i.1.D. The true and accurate costs of courses and program completion must be published and made readily available to all prospective and current students.

9.38.1.i.2. Institutions that the U.S. Department of Education has approved for eligibility for federal student financial aid must comply with the federal regulations governing institutional refunds. An institution must develop criteria for refunds of tuition and fees and make them available to all students.

9.38.1.j. Financial Aid

A policy shall have been developed that provides prospective students and applicants with basic opportunities for student financial aid. This information shall include but not be limited to: (1) types of federal, state, local, private and institutional aid offered to students at the institution; (2) description of the financial aid application process and the method for determining student eligibility for aid; (3) methods and schedules used to determine and disburse financial aid to students; and (4) statement of the rights and responsibilities of financial aid recipients. A copy of the policy must be attached to Commission submission materials.

Information related to student responsibility for repayment of loans and other financial aid must be readily available to students. Consequences relevant to non-payment and delinquent or default repayment of loans must be published and readily available to students.

9.38.1.k. Library resources

The institution shall maintain or ensure via current and formal written agreements with other libraries or from other resources that students have adequate access to a library with a collection, staff, services, equipment and facilities that are adequate and appropriate for the purpose and enrollment of the institution. Institutions offering graduate work shall provide library resources that include basic reference and bibliographic works in each field where work is offered and the major journal and serial sets for maintaining currency in each discipline. Utilization of electronic data collections should also be addressed. The institution shall provide clear and concise methods for on-campus and remote access of library electronic media resources and there shall be communication to students in a matter to minimize barriers to usage.

9.38.1.1. Institutional and sStudent records

9.38.1.1.1. The institution shall maintain accurate records on all enrolled students. These records minimally shall include:

9.38.1.1.1.A. Each student's application for admission and admissions records containing information regarding the educational qualifications of each regular student admitted which are relevant to the institution's admission standards. Each student record must reflect the requirements and justification for admission of the student to the institution. Admission records must be maintained for five years.

9.38.1.1.1.B. Transcript of the student's academic work at the institution shall be retained permanently in either hard copy forms or in a database with backup.

9.38.1.1.1.C. A record of student academic progress at the institution including programs of study, dates of enrollment, courses taken and completed, grades and indication of the student's status (graduated probation, etc.).

8.1.1.2 Financial records of the institution must be maintained and open for inspection by properly authorized officials of the Commission pursuant to compliance with confidentiality laws.

8.1.1.3 Institutions administering financial aid programs must maintain a ledger and a record of financial aid administered which includes a chronological record of debits and credits which is understandable to the enrollee.

~~9.38.1.1.24.~~ The institution must have policies concerning retention and disposal of records and information-release policies which respect the rights of individual privacy, the confidentiality of records and the best interests of the student and institution.

~~9.38.1.1.35.~~ The institution shall have a written plan for the preservation of students' transcripts by another institution or agency, as well as for access to the transcripts, in the event of institutional closure.

#### 8.1.m. Catalog and Official Publications

8.1.m.1. Official publications of the institution shall reflect the institution's integrity, commitment, and reputation and convey its sense of mission, character, goals and objectives to the public. All information released by the institution must be true and accurate.

8.1.m.2. Official catalogs must describe the institutional mission, requirements for satisfactory completion of degree programs, student policies, information on enrollment, tuition and fees, faculty credentials, academic calendar, student grievance procedure, transferability of credit, and other information specifically applicable to students.

#### ~~9.38.1.n.~~ Student grievances

An institution shall publish and make available to all students the institution's grievance policies and procedures regarding the receipt, investigation and resolution of student complaints. These policies must include:

~~9.38.1.n.1.~~An appropriate time frame for investigating and resolving the complaint;

~~9.38.1.n.2.~~Safeguards that those persons charged with resolving the complaint are capable of making a fair and impartial judgment;

~~9.38.1.n.3.~~Procedures to ensure that a student will not be subject to unfair actions as a result of an initiation of a complaint proceeding; and

~~9.38.1.n.4.~~The maintenance of records, disposition and other pertinent information concerning institutional complaints

for at least five (5) years.

~~9.38.1.o.~~ Other criteria deemed to be pertinent.

~~9.4. Accreditation Standards.~~

~~9.4.1. Accredited on the basis of an on-site review in West Virginia by one of the six regional accrediting associations; or~~

~~9.4.2. Accredited by an acceptable alternative accrediting agency determined by the Commission to be appropriate to its educational purposes and programs; or~~

~~9.4.3. Provide evidence that the institution is making reasonable and timely progress toward such accreditation, as determined by or in accordance with standards determined by the Commission.~~

~~9.58.2.~~ The Commission, at its discretion, may waive all or part of the reporting requirements in section 13 of this rule for nationally or regionally accredited institutions seeking authorization to offer credit courses or academic degree programs.

~~§133-20-109. Procedures For Review Of Essential Conditions And Accreditation Status, Private College Or University Termination of State Authorization.~~

~~10.1. As the first step toward state authorization, the executive leaders of an institution seeking state authorization to operate in West Virginia as a private college or university shall consult with the Director of Academic Affairs or designee and shall submit any appropriate documents or materials related to authorization, including those which address the essential conditions and accreditation standards in sections 9.3 and 9.4, as may be requested. The Commission staff may organize a site visit of any institutional facilities if deemed necessary.~~

~~109.21. Termination of Authorization. The Commission staff shall review the documentation submitted by the institution and determine whether the institution meets the essential conditions in section 9.3.~~

~~9.1.a. An institution shall provide the Commission with a copy of any notice of warning, suspension, revocation or other adverse action received from any national or regional accrediting agency within five (5) days of receipt of such notice.~~

~~9.1.b. The Commission may for good cause, suspend, withdraw or revoke the authorization of an institution to generate or solicit students within the state, place an institution on probation, order refunds to students, or forfeit the institution's surety bonds, or take~~

any other appropriate action. Good cause shall consist of:

- 9.1.b.1. The institution is no longer making reasonable and timely progress toward accreditation while assigned Preliminary or Probationary State Authorization;
- 9.1.b.2. Loss of accreditation by a nationally or regionally recognized accrediting agency;
- 9.1.b.3. Cancellation of the institution's bond by the bonding company and failure to secure a replacement in accordance with this rule;
- 9.1.b.4. Providing false, misleading, or incomplete information to the Commission;
- 9.1.b.5. Presenting information about the school which is false, fraudulent, misleading, deceptive, or inaccurate in a material respect to students or prospective students;
- 9.1.b.6. Refusal to allow reasonable inspection or to supply reasonable information after a written request by the Commission has been received;
- 9.1.b.7. A final determination that the institution has engaged in conduct prohibited by this rule, and any specified corrective action has not been taken within the required time;
- 9.1.b.8. Closure of the institution without adequately providing for the completion of students' classes or course work, without refunding students' unearned tuition or otherwise discharged the institution's contractual obligations to the students;
- 9.1.b.9. Conviction of the owner of an institution for a felony or crime involving administration of the institution or involving Federal Student Assistance programs.
- 9.1.b.10. Repeated and/or consistent violations of the guidelines found in this rule, particularly in areas such as advertising, fair consumer practices, or operational standards.
- 9.1.b.11. Exclusion from eligibility to participate in the West Virginia Higher Education Grant Program due to one of the following reasons:
  - 9.1.b.11.A. The institution does not have a signed participation agreement in place; or
  - 9.1.b.11.B. The institution has been deemed ineligible to participate in federal student financial aid programs by the United States Department of Education; or
  - 9.1.b.11.C. The Commission has determined, based upon audits and/or administrative site visits by Commission staff, that the

institution has seriously mismanaged higher education grant or other state financial aid funds or lacks adequate institutional controls to manage such funds properly.

9.1.b.12. Failure to submit an acceptable annual report, an incomplete or unsatisfactory annual report, as determined by Commission staff and as referenced in section 13 of this rule.

9.1.c. An institution authorized as a religious, theological or faith-based college that fails to continue to meet the criteria for a religious institution shall have its authorization terminated. The institution shall be so notified in writing. A phase-out period of not more than one additional academic term shall be permitted. An appeal to the Commission may be filed within ten (10) working days. In the absence of a timely appeal the termination shall be final.

9.2. Notification to Cease Offering Degrees or Degree Credits

Institutions that are not authorized but offer degrees and/or degree credits in West Virginia shall be notified by certified mail that they shall cease immediately to offer degrees and/or degree credits. The Commission shall initiate appropriate legal action if institutions fail to comply.

~~10.3 The Commission staff shall determine whether the institution is accredited either by:~~

- ~~(a) one of the six nationally recognized accrediting associations, or~~
- ~~(b) an accrediting association recognized by the United States Department of Education and determined as appropriate to the institution's educational purposes and programs by the Commission.~~

~~10.4 If the institution does not hold accreditation, the Commission staff shall request submission of information verifying its accreditation status and/or evidence of "reasonable and timely progress" toward accreditation. Reasonable and timely progress toward accreditation is understood to be a status with the regional accrediting association or an acceptable alternative accrediting association recognized by the U.S. Department of Education (recognition shall be documented) that indicates that the institution has been determined to hold the potential for accreditation and is actively pursuing accreditation within the timetable established by the regional accrediting association (unless an alternative timetable has been presented to and accepted by the Commission).~~

~~10.5 Consultation, Review of Documents, and Assignment of Institutional Status~~

~~10.5.1 After the consultation and review of all documents submitted, the~~

Commission shall assign the institution to one of the following categories:

~~10.5.1.1 Category I, Accredited Out of State Institutions~~

~~Institutions in this category are formed, chartered or established outside West Virginia and have been fully accredited by a regional accrediting association or by another accrediting body recognized by the U.S. Department of Education as approved by the Commission. An institution in Category I has its location outside West Virginia. Such institution is seeking to offer courses and/or an academic degree programs in West Virginia.~~

~~10.5.1.2 Category II, Accredited In State with On-Site West Virginia Review~~

~~Institutions in this category are accredited on the basis of on-site review in West Virginia by a regional accrediting association or by another accrediting body recognized by the U.S. Department of Education as approved by the Commission. An institution in Category II is one which is seeking authorization to relocate or to establish a branch campus in West Virginia.~~

~~10.5.1.3 Category III, Accredited In State Without On-Site West Virginia Review~~

~~Institutions accredited by a regional accrediting association or another accrediting body recognized by the U.S. Department of Education, as approved by the Commission, but not on the basis of an on-site review in West Virginia shall have a period of one year from the date its activities begin in West Virginia to obtain such a review. The time limit may be extended upon presentation of documentation of good cause. Once the institution has received accreditation on the basis of on-site review in West Virginia, it shall be assigned Category II status.~~

~~10.5.1.4 Category IV, Maintaining Reasonable and Timely Progress Toward Accreditation~~

~~Institutions in this category are making reasonable and timely progress toward accreditation in accordance with the statute and continue to make such progress in accordance with the policies and timetable outlined in section 10.7, below. An institution in Category IV is one which is seeking authorization to locate a campus in West Virginia.~~

~~10.6 Authorization Out of State Institutions Category I~~

~~10.6.1 Any higher education institutions having its principal place of operation outside West Virginia which desires to offer degrees or courses within West Virginia must be authorized by the Commission.~~

~~10.6.2 The institution must submit an application for approval to the Commission for each course or degree program to be offered at a site. The application should include written unconditional assurance that:~~

~~10.6.2.1 Each course, program of study, or degree, diploma, or certificate program proposed to be offered in West Virginia has been approved by the governing board of the institution, and if applicable, by the appropriate state agency in the state where the main campus of the institution is located.~~

~~10.6.2.2 The institution has been approved as necessary by the appropriate agency, if any, in the state where the main campus of the institution is located to:~~

~~(a) Offer degree, diploma, or certificate programs at the level for which credit is proposed to be awarded in those programs in West Virginia; and~~

~~(b) Offer degree programs outside the state where the main campus is located.~~

~~10.6.2.3 Any credit earned in West Virginia can be transferred to the institution's principal location outside West Virginia as part of an existing degree, diploma, or certificate program offered by the institution.~~

~~10.6.2.4 The institution offers the same program at the same level at its principal location outside West Virginia that it seeks to offer in West Virginia.~~

~~10.6.3 In making its determination, the Commission will consider whether the proposed degree programs or courses duplicate existing offerings of other institutions of higher education at the locations for which approval is requested.~~

~~10.6.4 Authorization for degree programs may be for a period of up to four years.~~

~~Authorization for courses may be granted for a period of one year at a specified location with an application for renewal of the authorization~~

~~required to be filed annually with the Commission at least ninety days prior to the expiration of the authorization.~~

~~10.6.5 The Commission may waive any or all of the reporting requirements for Category I institutions that are delineated in section 9.3 of this rule.~~

~~10.7 Authorization Policies and Timetables for Newly Established Institutions and Currently Operating Institutions Seeking Accreditation; Fees~~

~~10.7.1 Procedures for Institutions Applying for Initial State Authorization: Preliminary State Authorization~~

~~10.7.1.1 Prior to the acceptance of students, the offering of instruction, the award of credits toward a degree, or the award of a degree, an organization that seeks to be authorized as a "private college or university" shall provide to the Commission evidence that clearly and fully documents that it is an institution that meets the Essential Conditions and that can meet the accreditation criterion for state authorization. An institution seeking Preliminary State Authorization shall demonstrate that it is such an institution by providing information as described in section 9.3.~~

~~10.7.1.2 An initial application fee of \$2,000 shall accompany the submission of documentation required in section 9.3.~~

~~10.7.1.3 The Commission staff shall review documentation required in section 9.3 and shall determine whether or not the institution is in substantial compliance with the essential conditions. If the documentation indicates substantial compliance, the Commission staff will prepare a report with recommendation for Commission action.~~

~~10.7.1.3.1 Before preparing a report, the Commission staff may organize a committee to visit the site(s) of the institution seeking state authorization. The principal task of the site visit committee will be to verify that the institution complies with the Commission's standards for preliminary authorization and to report its findings to the Commission.~~

~~The site visit committee shall be composed of:~~

- ~~a) Persons who are qualified by academic training or professional experience to verify the institution's compliance with Commission standards for approval.~~

- b) ~~Members of the Commission staff. The Director of Academic Affairs or designee shall serve as chair of the committee.~~

~~The site visit will be scheduled at a time which is mutually convenient to the institution and the Commission. The institution shall pay the reasonable expenses associated with the site visit.~~

~~10.7.1.3.2 Following the site visit, the Commission staff will prepare a report that contains:~~

- a) ~~a signed report by the site visit committee;~~
- ~~and~~
- b) ~~a recommendation by the Commission staff for action by the Commission regarding granting preliminary authorization as provided for in section 10.7.1.4.~~

~~10.7.1.3.3 A draft of a staff report prepared in accordance with this section will be provided to the institution for correction of factual errors and comment. The institutional comments will be included with the staff report presented to the Commission.~~

~~10.7.1.4 An institution that provides satisfactory information will be granted Preliminary State Authorization by the Commission for a period of time up to six (6) months. Within that period of time the institution shall satisfactorily complete preliminary information as required by the regional or other appropriate, acceptable, accrediting association, and shall not accept students, offer instruction, award credits toward a degree, or award a degree until granted Category IV authorization status.~~

~~10.7.1.5 Upon presentation of documentation that the preliminary information submitted to the accrediting association is complete and satisfactory, the Commission will grant the institution Category IV state authorization, "Making Reasonable and Timely Progress Toward Accreditation." The institution shall continue the accreditation process immediately.~~

~~Upon receipt of Category IV authorization the institution shall:~~

- ~~(a) Immediately establish an evaluation schedule with the Higher Learning Commission of the North Central Association of Colleges and Schools or other appropriate~~

~~accrediting association~~

- ~~(b) Initiate the institutional self study;~~
- ~~(c) Host an on-site accreditation visit within 24 months of receipt of Category IV authorization status unless that time limit has been expressly modified by the Commission because of extenuating circumstances.~~

~~Failure to pursue accreditation continuously shall result in loss of state authorization.~~

~~10.7.1.6 An institution with Category IV state authorization shall submit an annual report in a format determined by Commission staff. The annual report should include the following:~~

- ~~(a) any changes or additions to information previously submitted as part of the basis for category IV authorization;~~
- ~~(b) copy of current catalog with major changes cited;~~
- ~~(c) the latest financial statement from the most recent institutional fiscal year;~~
- ~~(d) an enrollment report from the most recent academic year;~~
- ~~(e) a list of all institutional personnel including staff, instructors and agents;~~
- ~~(f) such other information or clarification deemed necessary by Commission staff for determination of authorization recommendation.~~

~~10.7.1.7 A fee of \$500 shall accompany the submission of the annual report.~~

~~10.7.1.8 Following the on-site accreditation visit, the institution shall be continued in Category IV status pending action by the Higher Learning Commission of the North Central Association of Colleges and Schools or other appropriate accrediting association. When that action has been taken, the institution shall immediately notify the Commission which will then assign the institution an authorization status from among the following:~~

- ~~(a) Category II, Accredited, as a result of the decision by the accrediting association to accredit the institution. This status shall change only if the accrediting association changes the institution's accreditation status. An accredited private college or university shall notify the Commission following each formal action of the accrediting association with respect to its accreditation.~~
- ~~(b) Continuation of Category IV, Maintaining Reasonable and Timely Progress Toward Accreditation, based upon the~~

~~accrediting association decision to grant the status of Candidate for Accreditation to the institution. An institution that holds candidacy for accreditation shall submit semi-annual reports to the Commission documenting its progress toward the achievement of accreditation consistent with policy of appropriate accreditation associations. Continuation of Category IV status shall not extend beyond 6 years.~~

~~(c) Not authorized as a result of denial of accreditation by the accrediting association.~~

~~(d) Continuation of Category IV status pending on appeal of denial of accreditation by the Higher Learning Commission of the North Central Association. Continuation on these grounds shall only be granted upon showing good cause to the Commission. An institution's final authorization status will be based upon the action taken by the accrediting association.~~

~~10.7.1.9 An institution that does not attain either accreditation or candidacy for accreditation status after its initial on-site accreditation review, but can fully demonstrate continuing progress toward accreditation and the likelihood of achieving a satisfactory status upon a second on-site review, may be continued in Category IV. The institution shall have no longer than 24 months to schedule a second on-site review in order to attempt to achieve accreditation or candidacy for accreditation status. Failure to achieve either result in the second attempt shall result in loss of state authorization.~~

~~10.7.1.10 An institution that is denied preliminary state authorization by the Commission may appeal the decision in accordance with the provisions of section 12 of this rule.~~

## ~~§133-20-11. AUTHORIZATION AND TERMINATION OF STATE AUTHORIZATION~~

### ~~11.1—Notification of Authorization Status~~

~~11.1.1 Any institution that is granted authorization may receive written notification of acceptable status upon request. Private colleges or universities authorized in Category III shall receive written notification of the time limits for a satisfactory on-site West Virginia accreditation review.~~

### ~~11.2—Termination of Authorization; Notification; Appeal~~

~~11.2.1 An institution shall provide the Commission with a copy of any notice of warning, suspension, revocation or other~~

~~adverse action received from any national or regional accrediting agency within five (5) days of receipt of such notice~~

~~11.2.2 The Commission may for good cause, suspend, withdraw or revoke the authorization of an institution to generate or solicit students within the state, place an institution on probation, order refunds to students, or forfeit the institution's surety bonds, or take any other appropriate action. Good cause shall consist of:~~

~~11.2.2.1 The institution is no longer making reasonable and timely progress toward accreditation while assigned a category IV designation as defined in section 10.5.1.4.~~

~~11.2.2.2 Loss of accreditation by a nationally or regionally recognized accrediting agency;~~

~~11.2.2.3 Cancellation of the institution's bond by the bonding company and failure to secure a replacement in accordance with this rule;~~

~~11.2.2.4 A final determination that the institution has engaged in conduct prohibited by this rule, and any specified corrective action has not been taken within the required time;~~

~~11.2.2.5 Closure of the institution without adequately providing for the completion of students' classes or course work, without refunding students' unearned tuition or otherwise discharged the institution's contractual obligations to the students;~~

~~11.2.2.6 Conviction of the owner of an institution for a felony or crime involving administration of the institution or involving Federal Student Assistance programs.~~

~~11.2.3 An institution authorized as a seminary or Bible college that fails to continue to meet the criteria for a religious institution shall have its authorization terminated. The institution shall be so notified in writing. A phase-out period of not more than one additional academic term shall be permitted. An appeal to the Commission may be filed.~~

~~In the absence of a timely appeal the termination shall be final.~~

#### ~~11.2.4 Notification to Cease Offering Degrees or Degree Credits~~

~~—Institutions that are not authorized but offer degrees and/or degree credits in West Virginia shall be notified by certified mail that they shall cease immediately to offer degrees and/or degree credits. The Commission shall initiate appropriate legal action if institutions fail to comply.~~

### **§133-20-120. Notification: Appeals.**

~~120.1. Upon receipt by the Commission~~ Once the Commission has received and verified the accuracy of information constituting any of the grounds identified in section ~~11.2.2~~ 9 or denial of preliminary authorization, the Commission shall notify the institution and its owner in writing of its intent to recommend denial, suspension, withdrawal, revocation, or other adverse action and the grounds for such recommendation.

~~120.1.a.~~ The owner of the institution may, within ten (10) work days of receipt of such notice, request a hearing upon the recommended action. Such hearing, if requested, shall be commenced within twenty (20) work days of such request at the Chancellor's office or at such other location convenient to the parties and witnesses as may be designated by the Chancellor.

~~120.1.b.~~ The hearing shall be conducted by the Chancellor of the Commission or his/her designee, pursuant to the procedures set forth in Chapter 29A, Article 5 of the Code of West Virginia.

~~120.1.c.~~ The Chancellor or his/her designee may continue the hearing at the request of the institution for good cause shown. Continuance shall not be granted as a matter of right.

~~120.1.d.~~ If the owner or a representative of the institution does not request a hearing within the requisite time period, the recommendation of the Chancellor or his/her designee shall be deemed unchallenged by the institution and reported to the Commission for final action.

~~120.2.~~ At the hearing, the grounds for denial, suspension, withdrawal, or revocation of authorization to operate the institution or other adverse action must be established by clear and convincing evidence.

~~120.3.~~ Irrelevant, immaterial, or unduly repetitious evidence may be excluded from the hearing. Formal rules of evidence as applied in civil cases in the circuit courts of this state shall not be applied. When necessary to

ascertain facts not reasonably susceptible of proof under those formal rules of evidence not admissible there under may be admitted, except where precluded by statute, if it is a type commonly relied upon by reasonably prudent persons in the conduct of their affairs.

- 120.4. The rules of privilege recognized by the law of this state shall be followed.
- 120.5. Objections to evidentiary offers shall be noted in the record. Any party to the hearing may vouch the record as to any excluded testimony or other evidence.
- 120.6. Any party to a hearing may appear with witnesses to testify on his or her behalf; may be heard in person, by counsel or both; may present such other evidence in support of his or her position as deemed appropriate by the Chancellor or his/her designee; and, may cross-examine witnesses called by the Commission in support of the charges.
- 120.7. The hearing shall be open to the general public.
- 120.8. A record of the hearing, including the complaint(s), if applicable, the notice of hearing, all pleadings, motions, rulings, stipulations, exhibits, documentary evidence, evidentiary depositions and the stenographic report of the hearing, shall be made and a transcript thereof maintained in the Commission's files. All recorded materials shall be transcribed. The Commission shall have the responsibility to make arrangements for the transcription and provision of the reported testimony and evidence to the parties. Upon request, a copy of the transcript shall be furnished to any party at his or her expense.
- 120.9. Documentary evidence may be received in the form of copies or excerpts or by incorporation by reference.
- 120.10. The Commission may call witnesses to testify in support of charges and may present such other evidence to support its position; and, may cross-examine witnesses called by the charged party in support of its position.
- 120.11. All parties shall have the right to offer opening and closing arguments.
- 120.12. Hearings may be continued or adjourned to a later date or different place by the Chancellor or his/her designee by appropriate notice to all parties.
- 120.13. All motions related to a case set for hearing, except motions for continuance and those made during the hearing, shall be in writing and shall be received in the office of the Chancellor at least ten (10) days before the hearing. Pre-hearing motions shall be heard at a pre-hearing conference or at the hearing prior to the commencement of testimony.

~~12.14 All testimony, evidence, arguments and rulings on the admissibility of testimony and evidence shall be reported by stenographic notes and characters or by mechanical means.~~

~~12.15 All reported materials shall be transcribed. The Commission shall have the responsibility to make arrangements for the transcription and provision of the reported testimony and evidence to the parties.~~

~~120.16~~4. Any party may submit proposed findings of fact and conclusions of law at a time and manner designated by the Chancellor or his/her designee.

~~120.17~~5. At any time prior to the hearing or thereafter, the Chancellor or his/her designee may hold conferences for the following purposes:

10.15.a. To dispose of procedural requests, pre-hearing motions or similar matters;

10.15.b. To simplify or settle issues by consent of the parties; or,

10.15.c. To provide for the informal disposition of cases by stipulation or agreement.

~~120.18~~ 6. The Chancellor or his/her designee may cause such conferences to be held on its own motion or by the request of a party.

~~120.19~~7. Evidentiary depositions may be taken and read or otherwise included into evidence as in civil actions in the circuit courts of this state.

~~120.20~~18. Subpoenas to compel the attendance of witnesses and subpoenas duces tecum to compel the production of documents may be issued by the Chancellor pursuant to West Virginia Code section 29A-5-1(b).

~~120.21~~19. Written requests by a party for the issuance of subpoenas duces tecum as provided in section ~~1210.18~~ of this rule must be received by the Commission no later than ten (10) days before a scheduled hearing. Any party requesting the issuance of subpoenas duces tecum shall see that they are properly served in accordance with West Virginia Code section 29A-5-1(b).

~~120.22~~20. Any final order entered by the Commission following a hearing conducted pursuant to these rules shall be made pursuant to the provisions of West Virginia Code section 29A-5-3. Such orders shall be entered within sixty (60) days following the submission of all documents and materials necessary for the proper disposition of the case, including transcripts, and shall contain findings of fact and conclusions of law unless good cause exists to extend such time or by agreement of the parties.

~~120.23~~1. Findings of fact and conclusions of law shall be recommended to the Commission by the Chancellor or his/her designee and must be approved by a majority of the Commission by vote at a regular meeting, before a final order is entered. A copy of the final order approved by a majority of the Commission shall be served upon the institution and/or his or her attorney of record, if any, within ten (10) days after entry by the Commission by personal service or by registered or certified mail.

~~120.24~~2. The final order may deny preliminary authorization; may suspend, withdraw or revoke the authorization of the institution, place an institution on probation; order refunds to students; order forfeiture of the institution's surety bond and disbursement of the funds forfeited disbursed to students injured by the institution's violation of this rule or its enabling statute; or order any other action deemed appropriate by the Commission, up to and including payment of loans, interest and other charges in connection with institution loans, ~~other out-of-pocket damages, and any nominal damages~~ caused a student by the institution's violation of this rule.

~~120.25~~3. All proceedings pursuant to this rule shall be conducted pursuant to and comply with applicable statute, including, but not limited to, West Virginia Code section 29A-5-1, et seq.

~~120.26~~4. Any relief a student believes he or she was not rightfully awarded by the Commission pursuant to this rule may be pursued in any other appropriate forum.

**§133-20-~~13~~1. Notification and Deposit of Records Upon Discontinuance of a Program or Institution.**

~~131.1~~1. If an authorized institution, branch campus, or extension program of an authorized institution discontinues operation in this state, its chief executive officer shall notify the Commission of the date of discontinuance and the name and address of the agency where records will be maintained.

~~131.2~~2. Records shall be permanently maintained and copies may be obtained by authorized parties. Such records shall include but not be limited to information pertaining to the admission of each student and former student and the educational record of each student and former student. Financial aid records of each student and former student shall be retained consistent with state and federal regulations.

~~11.3~~3. When an institution decides to cease postsecondary education operations, it must assist students to find alternative means to complete their studies with a minimum of disruption, and inform the Commission of the following:

- 11.3.a. the planned date of termination of postsecondary education operations;
- 11.3.b. the planned date for the transfer of student records;
- 11.3.c. confirmation of the name and address of the organization to receive and hold the student records; and
- 11.3.d. the official at the organization receiving the student records who is designated to provide official copies of records or transcripts upon request.

**§133-20-142. Advertisements, Announcements and Other Promotional Materials.**

124.1 An institution seeking authorization shall adhere to the following principles:

- 124.1.a. “Advertising” includes any form of public notice however distributed. Within this definition would be virtually all publications and promotional items and efforts that could normally be expected to be seen by significant numbers of prospective students or their sponsors. Examples include catalogs, bulletins, brochures and other institution publications, signs, mailing pieces, radio, television, newspaper, electronic or social media, or any other form of public notice designed to aid in the institution’s recruiting and promotional activities.
- 124.1.b. An institution shall use its name as shown in its letter of approval from the Commission, together with a complete address, for all advertising and promotional purposes within the state.
- 124.1.c. All advertisements, announcements and promotional material of any kind which are distributed in West Virginia shall be free from statements that are untrue, deceptive or misleading with respect to the institution, its personnel, its services or the content, accreditation status and transferability of its courses, ~~or~~ degree, ~~diploma~~ or certificate programs.
- 124.1.d. Reference in advertising to accreditation shall name the agency and shall be limited to accreditation currently held by the institution through nationally recognized accrediting agencies as defined and listed by the United States Department of Education.
- 124.1.e. No advertisement, announcement or any other material produced by or on behalf of an institution of higher education shall in any way indicate that the institution is supervised, recommended, endorsed or accredited by the Commission; neither shall it

include the name of the Commission except to assert that the Commission has authorized the institution to operate in the state.

**§133-20-13. Ongoing Monitoring.**

- 13.1. The Higher Education Policy Commission shall monitor institutional academic quality, an institution's financial viability, and compliance with the provisions of this rule and West Virginia laws with respect to consumer protection and other matters of State oversight.
- 13.2. Any post-secondary institution authorized to operate within West Virginia prior to the effective date of this rule is exempt from the monitoring requirements of this rule.
- 13.3 Each institution with full state authorization must demonstrate ongoing compliance with the essential conditions in an annual report submitted in a format determined by Commission staff. If the institution is found in compliance, the institution's approval may be continued with the timeframe for periodic monitoring determined by the Commission or its designee. The annual report should be submitted by July 1 each year and should include the following:
- 13.3.a. any changes or additions to information relative to the Essential Conditions of section 8.1 of this rule previously submitted as part of the basis for currently granted authorization;
- 13.3.b. such other information or clarification deemed necessary by Commission staff for determination of an authorization recommendation.
- 13.4. A nonrefundable fee of \$200 shall accompany the submission of the annual report.
- 13.5. The annual fee and annual report requirements shall be applicable for all years of authorization through the Commission. The Commission may adjust all fees charged as deemed necessary.

**§133-20-14. Student Complaints.**

- 14.1. Findings by Commission staff and/or ongoing complaints by current or prospective students that show a pattern of misinformation, misrepresentation, lack of disclosure or discrepancies between verbal and written information, intimidation or coercion may require corrective public announcements or in the opinion of the Commission significant deviation from fair consumer practices may result in conditional authorization or revocation of agent or instructional authorization.

14.2. If the institution does not take corrective action, the Commission may take what action it deems appropriate under Section 10 of this rule.

14.3. Institutions authorized under this rule must report to the Commission in writing within thirty (30) days any unresolved written complaints about their operation of which they are knowledgeable (including media accounts of complaints). Such complaints shall be resolved or determined to be irresolvable by the institution within thirty (30) working days of the receipt of the written complaint at the Commission offices. Complaints shall be considered as a factor in the decision when authorization to operate or continue to operate is sought.



# West Virginia Higher Education Policy Commission

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**Report to the Legislative Oversight Commission  
on Education Accountability**

**December 13, 2010**

**Classified Employee Salary Schedule Report - 2010**





West Virginia Higher Education Policy Commission  
1018 Kanawha Boulevard East, Suite 700  
Charleston, WV 25301  
(304) 558-4016  
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MEMORANDUM

TO: Legislative Oversight Commission on Education Accountability

FROM: Kevin G. Walthers   
Vice Chancellor for Administration

DATE: December 1, 2010

RE: Classified Employee Salary Schedule Report

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W.Va. Code§18B-9-3(b) requires the Commission to present a report on institutional progress toward funding of the 2001 classified employees salary schedule. The information provided in the attached tables reflects submission of personnel data from the institutions. HEPC staff worked closely with human resource and finance staff at the institutions to verify the accuracy of the information presented.

*Zero Step Funding.* Table 1 presents an institution level report on staff funded below the zero step. As of October 2010, only 52 of 5,219 classified employees were below the “zero step.”

*Full Funding of the Salary Schedule.* Table 2 provides information on progress toward funding the salary schedule. Institutions face a difficult task in maintaining funding for a schedule based on time of service. Funding for institutions has been flat for most institutions – keeping pace with the salary schedule requires funds to be found within the institution. As of October 2010, eleven institutions have fully-funded the salary schedule: four baccalaureate institutions, five community and technical colleges, the HEPC/CTCS central office and the West Virginia Network for Educational Telecomputing (WVNET). Tables 1 and 2 contain snapshot data from October 2010.

PERCENTAGE OF FULL-FUNDING	HEPC 2009	HEPC 2010	CCTCE 2009	CCTCE 2010
100%	1	4	2	5
99% - 99.9%	5	1	4	1
98% - 98.99%	1	1	1	1
Less than 98%	5	6	3	3

*Fiscal Year 2011 salary increases.* Table 3 reflects the salary increases provided at each institution during the first half of Fiscal Year 2011. This information was reported by the institutions separately from the October 2009 personnel data submission.



Table 1

Classified Employees Funded Below the Zero Step on the Classified Salary Schedule

October 2010

		Total Number of Employees	Employees Below Zero Step	Amount Below Zero Step	State Appropriations	Tuition and Fees	Other Revenues
<b>All HEPC/CTCS Classified Employees</b>		5,219	52	\$47,167	\$19,990	\$9,321	\$17,856
<b>HEPC Institutions</b>							
Bluefield State College	Exempt	48	0				
	Non Exempt	52	0				
	<b>Total</b>	100	0				
Concord University	Exempt	44	0				
	Non Exempt	71	0				
	<b>Total</b>	115	0				
Fairmont State University	Exempt	38	0				
	Non Exempt	166	0				
	<b>Total</b>	204	0				
Glennville State College	Exempt	39	1	\$453		\$453	
	Non Exempt	58	0				
	<b>Total</b>	97	1	\$453		\$453	
Marshall University	Exempt	188	0				
	Non Exempt	438	0				
	<b>Total</b>	626	0				
Potomac State College of WVU	Exempt	17	0				
	Non Exempt	80	0				
	<b>Total</b>	97	0				
Shepherd University	Exempt	61	0				
	Non Exempt	144	0				
	<b>Total</b>	205	0				
West Liberty University	Exempt	55	0				
	Non Exempt	68	0				
	<b>Total</b>	123	0				
West Virginia School of Osteopathic Medicine	Exempt	55	0				
	Non Exempt	85	0				
	<b>Total</b>	140	0				
West Virginia State University	Exempt	62	0				
	Non Exempt	126	4	\$15,199	\$4,989	\$3,354	\$6,856
	<b>Total</b>	188	4	\$15,199	\$4,989	\$3,354	\$6,856
West Virginia University	Exempt	631	0				
	Non Exempt	2,058	0				
	<b>Total</b>	2689	0				
West Virginia University Institute of Technology	Exempt	28	8	\$10,370	\$3,642	\$5,514	\$1,214
	Non Exempt	96	23	\$17,228	\$7,442		\$9,786
	<b>Total</b>	124	31	\$27,598	\$11,084	\$5,514	\$11,000
<b>All HEPC Institutions</b>	Exempt	1,266	9	\$10,823	\$3,642	\$5,967	\$1,214
	Non Exempt	3,442	27	\$32,427	\$12,431	\$3,354	\$16,642
	<b>Total</b>	4,708	36	\$43,250	\$16,073	\$9,321	\$17,856

Table 1

Classified Employees Funded Below the Zero Step on the Classified Salary Schedule

October 2010

		Total Number of Employees	Employees Below Zero Step	Amount Below Zero Step	State Appropriations	Tuition and Fees	Other Revenues
<b>CTCS Institutions</b>							
Blue Ridge Community and Technical College	Exempt	7	0				
	Non Exempt	14	0				
	<b>Total</b>	21	0				
Bridgemont Community and Technical College	Exempt	7	0				
	Non Exempt	15	0				
	<b>Total</b>	22	0				
Eastern WV Community and Technical College	Exempt	14	0				
	Non Exempt	5	0				
	<b>Total</b>	19	0				
Kanawha Valley CTC	Exempt	16	0				
	Non Exempt	9	0				
	<b>Total</b>	25	0				
Mountwest Community and Technical College	Exempt	19	0				
	Non Exempt	18	0				
	<b>Total</b>	37	0				
New River Community and Technical College	Exempt	33	0				
	Non Exempt	24	0				
	<b>Total</b>	57	0				
Pierpont Community and Technical College	Exempt	5	0				
	Non Exempt	22	0				
	<b>Total</b>	27	0				
Southern WV Community and Technical College	Exempt	23	0				
	Non Exempt	63	0				
	<b>Total</b>	86	0				
WV Northern Community College	Exempt	26	0				
	Non Exempt	40	0				
	<b>Total</b>	66	0				
WVU at Parkersburg	Exempt	21	1	\$21	\$21		
	Non Exempt	70	15	\$3,896	\$3,896		
	<b>Total</b>	91	16	\$3,917	\$3,917		
<b>All CTCS Institutions</b>	Exempt	171	1	\$21	\$21	\$0	\$0
	Non Exempt	280	15	\$3,896	\$3,896	\$0	\$0
	<b>Total</b>	451	16	\$3,917	\$3,917	\$0	\$0

<b>System/Central Functions</b>							
HEPC/CTCS	Exempt	17	0				
	Non Exempt	9	0				
	<b>Total</b>	26	0				
WVNET	Exempt	23	0				
	Non Exempt	11	0				
	<b>Total</b>	34	0				
<b>System/Central Units</b>	Exempt	40	0	\$0	\$0	\$0	\$0
	Non Exempt	20	0	\$0	\$0	\$0	\$0
	<b>Total</b>	60	0	\$0	\$0	\$0	\$0

Table 2

## Classified Employees Funded Below the Proper Step on the Classified Salary Schedule

October 2010

	Total Number of Employees	Number of Employees Below Full Funding	Total Salary	Total Shortfall	Average % of Funding	
<b>All HEPC/CTCS Classified Employees</b>	5,219	2,689	\$166,952,266	\$4,488,317	97.38%	
<b>HEPC Institutions</b>						
Bluefield State College	Exempt	48	40	\$2,029,056	\$105,358	95.06%
	Non Exempt	52	44	\$1,452,288	\$56,934	96.23%
	<b>Total</b>	100	84	\$3,481,344	\$162,292	95.55%
Concord University	Exempt	44	0	\$1,808,347	\$0	100.00%
	Non Exempt	71	0	\$2,228,933	\$0	100.00%
	<b>Total</b>	115	0	\$4,037,280	\$0	100.00%
Fairmont State University	Exempt	38	0	\$1,555,776	\$0	100.00%
	Non Exempt	166	0	\$3,996,617	\$0	100.00%
	<b>Total</b>	204	0	\$5,552,393	\$0	100.00%
Glennville State College	Exempt	39	35	\$1,480,512	\$96,328	93.89%
	Non Exempt	58	50	\$1,502,880	\$77,747	95.08%
	<b>Total</b>	97	85	\$2,983,392	\$174,075	94.49%
Marshall University	Exempt	188	173	\$7,274,733	\$494,586	93.63%
	Non Exempt	438	415	\$12,097,684	\$757,386	94.11%
	<b>Total</b>	626	588	\$19,372,417	\$1,251,972	93.93%
Potomac State College of WVU	Exempt	17	9	\$671,309	\$13,536	98.02%
	Non Exempt	80	51	\$2,003,632	\$54,823	97.34%
	<b>Total</b>	97	60	\$2,674,941	\$68,359	97.51%
Shepherd University	Exempt	61	0	\$2,263,967	\$0	100.00%
	Non Exempt	144	0	\$3,789,734	\$0	100.00%
	<b>Total</b>	205	0	\$6,053,701	\$0	100.00%
West Liberty University	Exempt	55	1	\$1,999,692	\$45	99.998%
	Non Exempt	68	1	\$1,986,728	\$20	99.999%
	<b>Total</b>	123	2	\$3,986,420	\$65	99.998%
West Virginia School of Osteopathic Medicine	Exempt	55	0	\$2,178,552	\$0	100.00%
	Non Exempt	85	0	\$2,313,048	\$0	100.00%
	<b>Total</b>	140	0	\$4,491,600	\$0	100.00%
West Virginia State University	Exempt	62	54	\$2,447,537	\$213,526	91.98%
	Non Exempt	126	105	\$3,393,443	\$249,507	93.15%
	<b>Total</b>	188	159	\$5,840,980	\$463,033	92.65%
West Virginia University	Exempt	631	247	\$28,793,755	\$456,110	98.44%
	Non Exempt	2,058	1,151	\$59,313,007	\$1,164,425	98.07%
	<b>Total</b>	2,689	1,398	\$88,106,762	\$1,620,535	98.19%
West Virginia University Institute of Technology	Exempt	28	26	\$1,147,469	\$93,631	92.46%
	Non Exempt	96	92	\$2,639,573	\$199,951	92.96%
	<b>Total</b>	124	118	\$3,787,042	\$293,582	92.81%
<b>HEPC Total</b>	Exempt	1,266	585	\$53,650,705	\$1,473,120	97.33%
	Non Exempt	3,442	1,909	\$96,717,567	\$2,560,793	97.42%
	<b>Total</b>	4,708	2,494	\$150,368,272	\$4,033,913	97.39%

Table 2

## Classified Employees Funded Below the Proper Step on the Classified Salary Schedule

October 2010

		Total Number of Employees	Number of Employees Below Full Funding	Total Salary	Total Shortfall	Average % of Funding
<b>CTCS Institutions</b>						
Blue Ridge Community and Technical College	Exempt	7	0	\$247,732	\$0	100.00%
	Non Exempt	14	0	\$331,509	\$0	100.00%
	<b>Total</b>	<b>21</b>	<b>0</b>	<b>\$579,241</b>	<b>\$0</b>	<b>100.00%</b>
Bridgemont Community and Technical College	Exempt	7	2	\$171,693	\$5,301	97.00%
	Non Exempt	15	0	\$505,215	\$0	100.00%
	<b>Total</b>	<b>22</b>	<b>2</b>	<b>\$676,908</b>	<b>\$5,301</b>	<b>99.22%</b>
Eastern WV Community and Technical College	Exempt	14	3	\$491,289	\$7,138	98.57%
	Non Exempt	5	3	\$120,407	\$2,790	97.74%
	<b>Total</b>	<b>19</b>	<b>6</b>	<b>\$611,696</b>	<b>\$9,928</b>	<b>98.40%</b>
Kanawha Valley CTC	Exempt	16	0	\$733,663	\$0	100.00%
	Non Exempt	9	0	\$260,742	\$0	100.00%
	<b>Total</b>	<b>25</b>	<b>0</b>	<b>\$994,405</b>	<b>\$0</b>	<b>100.00%</b>
Mountwest Community and Technical College	Exempt	19	11	\$744,281	\$17,868	97.66%
	Non Exempt	18	11	\$492,103	\$9,823	98.04%
	<b>Total</b>	<b>37</b>	<b>22</b>	<b>\$1,236,384</b>	<b>\$27,691</b>	<b>97.81%</b>
New River Community and Technical College	Exempt	33	0	\$1,202,064	\$0	100.00%
	Non Exempt	24	0	\$660,840	\$0	100.00%
	<b>Total</b>	<b>57</b>	<b>0</b>	<b>\$1,862,904</b>	<b>\$0</b>	<b>100.00%</b>
Pierpont Community and Technical College	Exempt	5	0	\$193,392	\$0	100.00%
	Non Exempt	22	0	\$440,820	\$0	100.00%
	<b>Total</b>	<b>27</b>	<b>0</b>	<b>\$634,212</b>	<b>\$0</b>	<b>100.00%</b>
Southern WV Community and Technical College	Exempt	23	23	\$866,747	\$122,492	87.62%
	Non Exempt	63	57	\$1,565,350	\$176,062	89.89%
	<b>Total</b>	<b>86</b>	<b>80</b>	<b>\$2,432,097</b>	<b>\$298,554</b>	<b>89.07%</b>
WV Northern Community College	Exempt	26	0	\$903,861	\$0	100.00%
	Non Exempt	40	0	\$1,084,691	\$0	100.00%
	<b>Total</b>	<b>66</b>	<b>0</b>	<b>\$1,988,552</b>	<b>\$0</b>	<b>100.00%</b>
WVU at Parkersburg	Exempt	21	18	\$900,709	\$27,571	97.03%
	Non Exempt	70	67	\$1,898,002	\$85,359	95.70%
	<b>Total</b>	<b>91</b>	<b>85</b>	<b>\$2,798,711</b>	<b>\$112,930</b>	<b>96.12%</b>
<b>CTCS Total</b>	Exempt	171	57	\$6,455,431	\$180,370	97.28%
	Non Exempt	280	138	\$7,359,679	\$274,034	96.41%
	<b>Total</b>	<b>451</b>	<b>195</b>	<b>\$13,815,110</b>	<b>\$454,404</b>	<b>96.82%</b>

Table 2

Classified Employees Funded Below the Proper Step on the Classified Salary Schedule

October 2010

		Total Number of Employees	Number of Employees Below Full Funding	Total Salary	Total Shortfall	Average % of Funding
<b>System/Central Functions</b>						
<b>HEPC/CTCS</b>	<b>Exempt</b>	17	0	\$786,080	\$0	100.00%
	<b>Non Exempt</b>	9	0	\$314,527	\$0	100.00%
	<b>Total</b>	26	0	\$1,100,607	\$0	100.00%
<b>WVNET</b>	<b>Exempt</b>	23	0	\$1,299,632	\$0	100.00%
	<b>Non Exempt</b>	11	0	\$368,645	\$0	100.00%
	<b>Total</b>	34	0	\$1,668,277	\$0	100.00%
<b>System/Central Units</b>	<b>Exempt</b>	40	0	\$2,085,712	\$0	100.00%
	<b>Non Exempt</b>	20	0	\$683,172	\$0	100.00%
	<b>Total</b>	60	0	\$2,768,884	\$0	100.00%

Table 3: FY 2010  
 FACULTY, CLASSIFIED STAFF AND NON-CLASSIFIED STAFF  
 SALARY INCREASES BY INSTITUTION

<b>HEPC Salary Changes for Fiscal Year 2011 (approved as of 12/01/2010)</b>										
Institution	Total Number of Employees	Total Number of Employees Receiving Increases	Reason(s) for Increases with Number of Employees for Each Reason	Total Dollars Utilized for Increases	Average Amount of Increases	Number of Classified Employees Paid Above Step at Institution	Number of Classified Employees Paid Above Step Receiving Increases	Effective Date or Proposed Date of Increases	Date of BOG Approval	Notes
<b>Bluefield State College</b>										
Faculty	78	3	promotion in rank							
Classified Staff	103	4	1 upgrade; 3 promotions through competitive search			0	0			
Non-Classified Staff	24	2	1 promotion; 1 adjustment for internal salary equity							
<b>Concord University</b>										
Faculty	121	11	Promotions	\$79,345	\$7,213			8/16/2010	6/16/2010	
Classified Staff	118	59	Fund Mercer Scale	\$54,065	\$916	0	0	7/1/2010	6/16/2010	
Non-Classified Staff	20	0	NA	\$0	\$0			NA	NA	
<b>Fairmont State University</b>										
Faculty	168	158	One time non-recurring increase for current FY	\$216,716	\$1,372			12/1/2010	10/1/2010	There were 10 who already received promotions/increases prior to December 1, 2010 or were new hires.
Classified Staff	197	153	Mercer full funding for those up to 15 years; one time non-recurring increase for those at over 15 years	\$117,133	\$766	67	53	10/1/2010 and 12/1/2010	10/1/2010 and June 2010	Forty four people are either new hires or reclassifications or have zero years of service.
Non-Classified Staff	94	84	One time non-recurring increase for current FY	\$108,337	\$1,290			12/1/2010	10/1/2010	There are ten who received promotions or were new hires.
<b>Glennville State College</b>										
Faculty	67	49	Merit increases per Faculty Role Model (49)	\$50,607.00	\$1,033.00			10/1/2010	6/16/2010	
Classified Staff	97	88	Proportional increases toward funding schedule (88)	\$62,996.00	\$716.00	0	0	10/1/2010	6/16/2010	
Non-Classified Staff	35	27	2% across the board increases (27)	\$24,726.00	\$916.00			10/1/2010	6/16/2010	
<b>Marshall University</b>										
Faculty	824	506	One time temporary salary adjustment	\$626,329	\$1,238			10/1/2010	8/26/2010	
Classified Staff	631	589	25% of total cost of full funding of salary schedule	\$419,526	\$712.27	1	0	10/1/2010	8/26/2010	
Non-Classified Staff	212	210	One time temporary salary adjustment	\$223,503	\$1,064			10/1/2010	8/26/2010	
<b>Shepherd University</b>										
Faculty	149	137	9 received promotion increase( 10%) effective Aug 15. 137 (all continuing faculty) received across the board temporary enhancements of 2.3%	\$197,407	\$1,441			10/1/2010	9/9/2010	Temporary Salary enhancements took effect Oct. 1 and expire June 30, 2011.
Classified Staff	201	190	126 received statutory salary step increases to maintain full funding of Schedule. 64 (already at step 15) received temporary salary enhancements of 2.3%	\$110,768	\$580	66	64	10/1/2010	9/9/2010	Temporary Salary enhancements took effect Oct. 1 and expire June 30, 2011.
Non-Classified Staff	69	68	All continuing NC staff received across the board temporary salary enhancements of 2.3%	\$72,631	\$1,068			10/1/2010	9/9/2010	Temporary Salary enhancements took effect Oct. 1 and expire June 30, 2011.
<b>West Liberty University</b>										
Faculty	119	5	Promotions	\$24,591	\$4,918			7/1/2010	N/A	
Classified Staff	119	52	Step inc. (52) to retain full-funding status	\$46,724	\$899	45	0	7/1/2010	N/A	
Non-Classified Staff	46	0	No regular salary adjustments/increases made	\$0	\$0			N/A	N/A	
<b>West Virginia School of Osteopathic Medicine</b>										
Faculty	50	0								
Classified Staff	139	74	To maintain full funding of the salary schedule	\$52,128	\$704	34	0.00%	7/1/2010	4/10/2010	Due to rounding of a few dollars in order that an employee's salary will be divisible by 24 pay periods several additional employees are paid above step but by only a negligible amount. These employees have not been included.
Non-Classified Staff	38	0								
<b>West Virginia State University</b>										
Faculty	126	14	12 promotions and 2 change in contract months	\$69,007	\$4,929			8/16/2010		
Classified Staff	206	0	No pay increase	-	-	0	0	N/A	N/A	
Non-Classified Staff	53	0	No pay increase	-	-			N/A	N/A	
<b>West Virginia University</b>										
Faculty promoted in rank*	2,888	40	40 faculty Promoted in Rank	\$278,000	\$6,950			8/16/2010	6/4/2010	Faculty receive 10% raise when promoted. These increases are awarded effective August 16 of each year so the full amount of increases for FY11 are reflected. Faculty totals include Med/Dent/Pharmacy Residents.
Faculty enhancement*	2,888	7	7 Faculty Enhancement (continued Academic Excellence)	\$45,000	\$6,429			8/16/2010	6/4/2010	Faculty receive 7.5% if awarded Faculty Enhancement. These increases are awarded effective August 16 of each year so the full amount of increases for FY11 are reflected. Faculty totals include Med/Dent/Pharmacy Residents.
Faculty*	2,888		Merit	\$3,250,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months. Faculty totals include Med/Dent/Pharmacy Residents.
Classified Staff	2,709	2,709	938 got 1.75%, 1,771 got \$648 min.	\$1,900,000	\$701	885	885	1/1/2011	6/4/2010	1.75% raise or \$648, whichever is higher--distributed over 6 months
Non-Classified Staff 1.75% raise	787		Merit	\$1,050,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months
<b>Potomac State College of West Virginia University</b>										
Faculty	46		Merit	\$38,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months
Classified Staff	85	85	23 got 1.75%, 62 got \$648 min.	\$57,000	\$671	24	24	1/1/2011	6/4/2010	1.75% raise or \$648, whichever is higher--distributed over 6 months
Non-Classified Staff	17		Merit	\$18,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months
<b>West Virginia University Institute of Technology</b>										
Faculty	111		Merit	\$97,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months
Classified Staff	111	111	27 got 1.75%, 84 got \$648 min.	\$77,000	\$694	3	3	1/1/2011	6/4/2010	1.75% raise or \$648, whichever is higher--distributed over 6 months
Non-Classified Staff	21		Merit	\$26,000				1/1/2011	6/4/2010	1.75% pool, individual raise amounts determined by merit--distributed over 6 months

Table 3: FY 2010  
 FACULTY, CLASSIFIED STAFF AND NON-CLASSIFIED STAFF  
 SALARY INCREASES BY INSTITUTION

<b>CTCS Salary Changes for Fiscal Year 2011 (approved as of 12/01/2010)</b>										
Institution	Total Number of Employees	Total Number of Employees Receiving Increases	Reason(s) for Increases with Number of Employees for Each Reason	Total Dollars Utilized for Increases	Average Amount of Increases	Number of Classified Employees Paid Above Step at Institution	Number of Classified Employees Paid Above Step Receiving Increases	Effective Date or Propose Date on Increases	Date of BOG Approval	Notes
<b>Blue Ridge CTC</b>										
Faculty	37	4	Promotion in rank	\$19,840	\$4,960			7/1/2010		Pursuant to WV Code 18B-8-2
Classified Staff	18	10	To maintain full funding of the salary schedule	\$5,024	\$502	3	0	7/1/2010		Pursuant to WV Code 18B-9-3
Non-Classified Staff	14	0		\$0	\$0					
<b>Bridgemont CTC</b>										
Faculty	37	5	4 faculty received promotions. 1 received a senior faculty enhancement per policy.	\$16,230	\$3,246			Various		Per BOG policy
Classified Staff	22	4	2 received promotions for assuming new positions and 2 received step increases to be at 100% on mercer scale.	\$17,511	\$4,378	0	0	Various		Per BOG policy
Non-Classified Staff	9	2	1 employee promoted to assume shared position with KVCTC. 1 promoted to assume additional grant funded responsibilities.	\$27,835	\$13,918			Various		Per BOG policy
<b>Eastern CTC</b>										
Faculty	5									3% Temporary Enhancement was given
Classified Staff	18									3% Temporary Enhancement was given
Non-Classified Staff	6									3% Temporary Enhancement was given
<b>Kanawha Valley CTC</b>										
Faculty	52	4	Four faculty promotion per policy	\$20,872	\$5,218					
Classified Staff	27	9	Bring nine to proper step on salary schedule	\$28,120	\$3,124					
Non-Classified Staff	9	0								
<b>Mountwest CTC</b>										
Faculty	49	49	Temporary Salary Enhancement FY2010-2011	\$24,500	\$500			1/1/2011	10/15/2010	Benefits will also be paid on increases
Classified Staff	36	22	Temporary Salary Enhancement FY2010-2011	\$18,682	\$849	1	0	1/1/2011	10/15/2010	Benefits will also be paid on increases
Non-Classified Staff	14	14	Temporary Salary Enhancement FY2010-2011	\$7,000	\$500			1/1/2011	10/15/2010	Benefits will also be paid on increases
<b>New River CTC</b>										
Faculty	46	3	Promotion in Rank Only	15888.00	5296.00			N/A	N/A	faculty-46: does not include one-time
Classified Staff	57	35	Remain 100% funded	\$30,696.00	\$877.03	5	0	7/1/2010	6/4/2010	Does not include One-time Enhancements
Non-Classified Staff	17	0	No discretionary raises	0.00	0.00			N/A	N/A	Does not include One-time Enhancements
<b>Pierpont CTC</b>										
Faculty	62	54	One time non-recurring increase for current	\$66,616	\$1,234			12/1/2010	10/1/2010	Eight already received
Classified Staff	26	19	Mercer full funding for those up to 15 years; one time non-recurring increase for those at over 15 years	\$20,824	\$1,096	5	3	10/1/2010 and 12/1/2010	10/1/2010 raises were approved June 2010	Seven people are either new hires or reclassifications or have zero years of service.
Non-Classified Staff	9	5	One time non-recurring increase for current	\$6,768	\$1,354			12/1/2010	10/1/2010	There are four who received promotions
<b>Southern WV CTC</b>										
Faculty	76	6	Six faculty received promotion in rank.	\$23,727	10% per person			8/17/2010	n/a	Faculty promotion increases only.
Classified Staff	87	0	n/a	\$0	\$0	3	0	n/a	n/a	No increases for classified staff.
Non-Classified Staff	27	0	n/a	\$0	\$0			n/a	n/a	No increases for non-classified staff.
<b>WV Northern CC</b>										
Faculty	62	3	Faculty Promotions per Series 9-10% increase	\$11,012	\$3,671			8/16/2010	4/22/2010	BOG approved increases for all faculty, only promotions were permitted by State
Classified Staff	68	37	Eligible Step move on salary scale	\$27,310	\$719	0	0	7/1/2010	4/22/2010	BOG approved increases for all eligible Classified Employees only step move on salary scale were permitted by State
Non-Classified Staff	19	0	No Increase	\$0	\$0				4/22/2010	BOG approve Salary increases for non-classified which were not permitted by the State
<b>WVU Parkersburg</b>										
Faculty	92	1	1 faculty - promotion	\$5,082	\$0			8/16/2010	6/9/2010	
Classified Staff	99	94	94 staff - 50% of salary schedule gap	\$55,735	\$593	3	0	10/1/2010	6/9/2010	
Non-Classified Staff	24	0		\$0	\$0			n/a	6/9/2010	

Table 3: FY 2010  
 FACULTY, CLASSIFIED STAFF AND NON-CLASSIFIED STAFF  
 SALARY INCREASES BY INSTITUTION

<b>Administrative Salary Changes for Fiscal Year 2011 (approved as of 12/01/2010)</b>										
Unit	Total Number of Employees	Total Number of Employees Receiving Increases	Reason(s) for Increases with Number of Employees for Each Reason	Total Dollars Utilized for Increases	Average Amount of Increases	Number of Classified Employees Paid Above Step at Institution	Number of Classified Employees Paid Above Step Receiving Increases	Effective Date or Propose Date on Increases	Date of BOG Approval	Notes
<b>HEPC/CTCS Central Office</b>										
Classified Staff	20	5	Step Increase	\$4,060	\$812	14	0	Varies		Does not include one-time enhancement
Non-Classified Staff	41	2	Contract Increase	\$39,500	\$19,750					
<b>WVNET</b>										
Classified Staff	34	8	8 step increases	\$7,532	\$942	0	0	10/1/2010		Does not include enhancement
Non-Classified Staff	9	3	Promotions from leadership changes	\$35,300	\$11,767					Promotions due to leadership changes.



# West Virginia Higher Education Policy Commission

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**Report to the Legislative Oversight Commission  
on Education Accountability**

**December 13, 2010**

**Financial Aid Comprehensive Report - 2010**





West Virginia Higher Education Policy Commission  
1018 Kanawha Boulevard East, Suite 700  
Charleston, WV 25301  
(304) 558-4016  
www.hepc.wvnet.edu

## MEMORANDUM

TO: Legislative Oversight Commission on Education Accountability

FROM: Brian Noland

DATE: December 13, 2010

RE: Financial Aid Comprehensive Report-2010

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The second annual Financial Aid Comprehensive Report provides (a) information about the national status of financial aid, (b) descriptions of and changes to West Virginia aid programs, (c) longitudinal data about state financial aid recipients and their outcomes, and (d) policy recommendations. Data presented are for the 2008-09 academic year; data for the 2009-10 year were submitted by institutions in mid-October, too late to be included in this year's publication.

### Changes in West Virginia

Several important policy developments transpired across the financial aid landscape in 2009-10. The establishment of CFWV.com creates a one-stop shop for students to learn about, prepare for, and apply to college. The portal, funded through a federal College Access Grant, went live on October 4, 2009. In its first year, 32,129 accounts were created on CFWV by middle school, high school, and prospective and current college students. As directed in 2009 Senate Bill 373, the PROMISE Scholarship award became a floor amount of \$4,750 per year (or a higher amount as funding permits) for students who began college after January 1, 2010. This policy change secured the long-term financial viability of the program; eliminated the need to increase academic criteria for the award to reduce costs; and made student financial planning for college more predictable. Other changes to PROMISE include the introduction of summer awards and requiring recipients to take four years of math in high school commensurate with high school graduation requirements and public college admission criteria.

Changes for the Higher Education Grant Program included the elimination of a separate state application and the March 1 priority deadline. The Higher Education Financial Aid Advisory Board recommended, in order to serve as many students as possible, that the maximum award be reduced from \$3,300 to \$2,100 for the 2010-11 academic year. Finally, Commission staff

continued the 2009-10 precedent of holding ten percent of the state allocation to the Grant Program in reserve to assist adult students.

## **Data Highlights**

### ***PROMISE Scholarship Program***

- The number of PROMISE recipients increased from 2004-05 to 2005-06 but declined thereafter due to increases in qualification criteria. Costs, however, rose throughout the time period as the award amount was tied to the rising cost of tuition and fees. This will change with the new block award amount.
- The percentage of eligible high school graduates accepting the award rose from 86.6 to 88.2%.
- Regarding outcomes, scholarship retention increased; the percentage of PROMISE scholars earning associate's or bachelor's degree within four years increased; and the rate of transfer to four-year institutions of scholars at two-year institutions increased. PROMISE scholars' graduation and transfer rates were higher than those for the general student body.

### ***Higher Education Grant Program***

- The average award increased from \$2,009 in 2004-05 to \$2,619 in 2007-08 before declining to \$2,187 in 2008-09 as a result of an increase in recipients.
- The percentage of first-year students offered the award that were eligible and enrolled was between 77 and 79 percent in 2008-09 in West Virginia public institutions, West Virginia independent non-profit institutions, and Pennsylvania institutions, but was only 62 percent at West Virginia independent for-profit institutions.
- The percentage of grant recipients earning a bachelor's degree within five or six years increased but was slightly lower than the general student body. The percentage of recipients earning an associate's degree within three or four years, as well as rates of transfer from two-year to four-year institutions, increased and were higher than those of the overall student body.

### ***Higher Education Adult Part-Time Student (HEAPS) Grant Program***

- HEAPS Part-Time Enrollment Component number of recipients, total award, and average award increased from 2004-05 to 2008-09.
- About one-third of recipients attend four-year public institutions; a little over one half attend public two-year institutions; 9 percent attend independent, non-profit institutions; and 5 percent attend public vocational/technical centers.
- The HEAPS Workforce Development Component experienced an increase over time in students served and total dollars awarded though there was a decline in average award amount.
- Sixty-three percent of recipients attend public two-year institutions; 24 percent attend public vocational-technical centers; 9 percent attend independent, for-profit institutions; and 2 percent attend an independent, non-profit organization.

## **Policy Recommendations**

The implementation of the PROMISE block award and the supplementary funding provided in Senate Bill 373 have stabilized the PROMISE budget for the foreseeable future. However, because there is not excess surplus, an increase in the award amount is not recommended at this time. Stabilizing program expenses through the block award has also prevented the need to increase academic criteria and reduce the number of scholars.

Higher Education Grant Program award amounts were reduced this year to accommodate the large number of eligible students. All who applied by the April 15 deadline with an expected family contribution up to \$6000 were offered awards. The Commission is requesting an additional \$6 million from the legislature for the next two years and the Financial Aid Advisory Board is examining the award process. The application deadline will not change this spring.





# West Virginia Higher Education Policy Commission

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**Report to the Legislative Oversight Commission  
on Education Accountability**

**December 13, 2010**

**West Virginia Higher Education Graduate Employment by Industry  
2009**



# West Virginia Higher Education Graduate Employment By Industry 2009

July 2010

Prepared for the  
West Virginia Higher Education Policy  
Commission

By

George W. Hammond, Associate Director  
Adam Hoffer, Graduate Research Assistant

Bureau of Business and Economic Research  
College of Business and Economics  
West Virginia University

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This research was conducted under contract  
with the West Virginia Higher Education  
Policy Commission. Opinions expressed  
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## Executive Summary

This report analyzes the West Virginia industry of employment (and wages) of graduates from state public higher education institutions during the past 12 years. We disaggregate this industry information by the summary degree, workplace experience, gender, and area of concentration of the graduates. The results show that West Virginia higher education graduates work in **all sectors** of the state economy, although the largest shares of graduates work in Health Care and Education. Thus, state graduates tend to work in industries that help build West Virginia's human capital.

The results also show that some industries are much more likely to employ higher education graduates than others and that some industries are much more likely to require particular degrees than others. The employment opportunities for higher education graduates in West Virginia in the future will be determined by the relative size of these industries and their growth. If job growth in the state is slow or is weighted toward industries which tend to hire fewer graduates, then it is likely that local employment opportunities for graduates will lag as well. Note that Health Care is likely to generate strong job gains in the future, which suggests job opportunities for state graduates. Highlights of the study include:

### *Industry And Summary Degree*

- Health Care and Education attracted the most graduates working in West Virginia in 2009. Indeed, 17,614 graduates worked in Health Care in the state (25.3 percent of the total) and 16,551 graduates worked in Education (23.7 percent).
- For graduates working in the state in 2009, annualized wages were highest in Mining (\$67,677) and lowest in Accommodation & Food Services (\$11,605).
- Master's and Doctoral graduates tended to concentrate in a few sectors (particularly Education), while Associate's, Bachelor's, and First Professional graduates tend to be more widely dispersed.
- Associate's, Bachelor's, and Master's graduates earned the highest wages in Mining and Utilities, while Doctoral graduates earned the highest wages in Manufacturing. First Professional graduates earned the highest wages in Health Care.

### *Experience, Gender, And Area Of Concentration*

- Accommodation & Food and Retail Trade (among others) work participation rates tended to decline rapidly with experience. In contrast, work participation rates tended to rise in Education; Manufacturing; Public Administration; and Health Care.
- Returns to experience were highest in Wholesale Trade and Transportation & Warehousing, where graduates with 12 years of experience earn \$37,000-\$39,000 more than graduates with one year of experience.
- Industry of work varied significantly by gender, with female graduates much more likely to work in Health Care and Education and male graduates much more likely to work in Utilities and Mining.
- West Virginia wages in 2009 for male graduates were higher than wages for female graduates in every industry.
- Some areas of concentration sent most graduates to related industries. For instance, graduates in Health Professions and Public Administration tended to work in Health Care. Similarly, graduates in Education tended to work in the Education sector.
- In contrast, graduates in other areas of concentration, for instance Business, Management, Marketing; Communications Technologies; and Engineering Technologies/Technicians; (among others) found work in a wide variety of industries

# Results By Industry And Summary Degree

## Industry

In this report, we analyze West Virginia public higher education graduate employment and wages in the state by industry. Employment is assigned to industries using the North American Industry Classification System (NAICS). We focus on two-digit NAICS industries for this report. NAICS groups establishments into industries according to similarity in the processes used to produce goods or services.

In 2009, graduates from West Virginia public higher education institutions during the past 12 years filled 69,742 jobs in 21 different industries in West Virginia. As shown in Table 1, the industries employing the most graduates in 2009 were Health Care & Social Assistance, with 17,614 graduates (25.3 percent of all graduates employed in West Virginia), Educational Services, with 16,551 graduates (23.7 percent), and Retail Trade, with 5,408 graduates (7.8 percent).

Note that the employment share in Education in West Virginia for graduates was much higher than the estimated industry employment share (9.6 percent). We found a similar pattern for Health Care; Professional, Scientific, & Technical Services; and Public Administration. Graduate employment shares fell short of the state industry employment share in Retail Trade; Accommodation & Food Services; Construction; Manufacturing; Mining; Transportation & Warehousing; Other Services (which includes barber shops, laundry services, etc); and Wholesale Trade.

**Table 1**  
**Work Participation And Annualized Wages Of West Virginia Public**  
**Higher Education Graduates From 1996-1997 to 2007-2008**  
**Working In West Virginia In 2009 By Industry**

NAICS Code	Industry	Number Of Graduates Employed	Percent of Graduates Working*	Average Annualized Wages	Industry Share: All Workers**
72	Accommodation and Food Services	2,888	4.1%	\$11,605	9.4%
56	Admin. and Waste Mgmt and Remed. Serv.	2,744	3.9%	\$24,042	4.6%
11	Agriculture, Forestry, Fishing and Hunting	105	0.2%	\$31,804	0.3%
71	Arts, Entertainment, and Recreation	804	1.2%	\$13,315	1.4%
23	Construction	1,151	1.7%	\$37,345	5.7%
61	Educational Services	16,551	23.7%	\$35,148	9.6%
52	Finance and Insurance	2,506	3.6%	\$36,535	3.0%
62	Health Care and Social Assistance	17,614	25.3%	\$44,451	18.0%
51	Information (telecommunications, etc.)	1,348	1.9%	\$34,486	1.7%
55	Management of Companies and Enterprises	293	0.4%	\$56,968	0.8%
31-33	Manufacturing	2,619	3.8%	\$51,573	7.6%
21	Mining	995	1.4%	\$67,677	4.3%
81	Other Services (personal services, etc.)	1,486	2.1%	\$22,196	3.2%
54	Professional, Scientific, and Technical Services	5,040	7.2%	\$44,235	3.6%
92	Public Administration	4,754	6.8%	\$34,267	5.2%
53	Real Estate and Rental and Leasing	601	0.9%	\$31,463	1.1%
44-45	Retail Trade	5,408	7.8%	\$24,249	13.0%
48-49	Transportation and Warehousing	583	0.8%	\$43,758	2.5%
99	Unclassifiable	59	0.1%	\$37,987	0.1%
22	Utilities	526	0.8%	\$63,147	1.3%
42	Wholesale Trade	1,667	2.4%	\$57,185	3.5%
--	<b>Total</b>	<b>69,742</b>	<b>100%</b>	<b>\$37,331</b>	--

\*Percent of Graduates Working is the percent of graduates working in West Virginia that are employed in a given industry. \*\*Estimate of the share of West Virginia jobs held by state government, local government, and private workers.

The 69,742 graduates earned \$2.6 billion in annualized wages in West Virginia during 2009, an average wage of \$37,331, also illustrated in Table 1. Graduates employed in Mining averaged the highest wage, at \$67,677, followed by those employed in Utilities, earning \$63,147, and those employed in Wholesale Trade, earning \$57,185, while graduates employed in Accommodation & Food Services earned the lowest average wage \$11,605. Keep in mind that these wage comparisons (and in the remainder of the report) do not control for other socio-economic characteristics (besides industry of work) that might have an impact.

### *Summary Degree*

Table 2 shows the industry composition and annualized average wages of graduates employed in West Virginia in 2009 by highest degree earned.<sup>1</sup> As expected, the degree earned by a graduate had a strong influence on a graduate's decision to work in the state, the industry in which they worked, and the wage they earned. Graduates with Associate's, Bachelor's, and First Professional degrees tended to be fairly widespread across industries, in contrast to Master's and Doctoral graduates, which tended to concentrate in a few sectors.

Graduates earning an Associate's degree were most likely to find a job in Health Care & Social Assistance, which employed 39.5 percent of all Associate's degree graduates working in West Virginia. Bachelor's degree recipients were also most likely to find employment in Health Care & Social Assistance, at 20.7 percent, and Educational Services, at 20.0 percent. Both Master's and Doctoral degree recipients were most likely to be employed in Educational Services, at 50.8 percent and 71.0 percent respectively. As expected, graduates earning a First Professional degree, primarily doctors and lawyers, were most likely to be employed in Health Care & Social Assistance, at 38.4 percent, and Professional, Scientific, & Technical Services, at 21.5 percent. In the North American Industry Classification System, lawyers are classified in the Professional, Scientific, & Technical Services sector.

Among Associate's degree recipients, wages were highest in Utilities and Mining, at \$64,956 and \$58,895, respectively. Similarly, wages for Bachelor's degree and Master's degree recipients were highest in Mining, at \$66,318 and \$98,307, and Utilities, at \$58,356 and \$89,491 respectively. Wages for Doctoral degree recipients were highest in Manufacturing, at \$100,782, and wages for First Professional graduates were highest in Health Care & Social Assistance, at \$151,405.

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<sup>1</sup> We withhold information for sectors with less than 10 graduates in order to maintain confidentiality of the data. We denote these instances with n/d.

**Table 2**  
**Industry Composition And Annualized Wages Of Graduates From W.Va. Public Higher Education**  
**Institutions From 1996-1997 To 2007-2008 Employed In W.Va. In 2009 By Degree and Industry**

Industry	Associate's		Bachelor's		Master's		First Professional		Doctoral	
	Percent of Workers	Average Annualized Wages								
Accommodation and Food Services	4.9%	\$11,487	5.1%	\$11,716	1.4%	\$11,993	0.4%	\$18,553	n/d	n/d
Admin. and Waste Mngmnt and Remed. Serv.	4.7%	\$17,745	4.6%	\$22,957	1.9%	\$46,988	1.2%	\$38,526	n/d	n/d
Agriculture, Forestry, Fishing and Hunting	0.2%	\$30,360	0.2%	\$28,988	0.1%	\$49,098	n/a	n/a	n/a	n/a
Arts, Entertainment, and Recreation	0.9%	\$14,811	1.5%	\$13,296	0.8%	\$12,872	n/d	n/d	n/d	n/d
Construction	2.3%	\$34,585	1.9%	\$38,536	0.6%	\$39,524	n/d	n/d	n/d	n/d
Educational Services	7.1%	\$20,171	20.0%	\$27,769	50.8%	\$42,966	14.9%	\$41,714	71.0%	\$60,062
Finance and Insurance	3.2%	\$27,751	4.7%	\$35,568	1.9%	\$59,729	n/d	n/d	n/d	n/d
Health Care and Social Assistance	39.5%	\$36,321	20.7%	\$35,329	19.4%	\$53,155	38.4%	\$151,405	9.7%	\$54,445
Information	1.6%	\$33,791	2.7%	\$33,858	0.8%	\$41,798	n/d	n/d	n/d	n/d
Management of Companies and Enterprises	0.3%	\$41,543	0.5%	\$50,417	0.4%	\$85,901	n/d	n/d	n/d	n/d
Manufacturing	5.1%	\$44,011	4.0%	\$49,912	2.5%	\$73,955	n/d	n/d	2.4%	\$100,782
Mining	1.9%	\$58,895	1.6%	\$66,318	0.7%	\$98,307	0.5%	\$114,483	n/d	n/d
Other Services (except Public Administration)	2.8%	\$19,916	2.2%	\$20,944	1.7%	\$29,946	0.4%	\$30,074	n/d	n/d
Professional, Scientific, and Technical Services	4.8%	\$28,377	8.0%	\$39,567	5.6%	\$54,835	21.5%	\$74,492	6.4%	\$87,332
Public Administration	6.7%	\$31,777	7.1%	\$31,026	6.0%	\$42,421	8.5%	\$50,754	3.6%	\$63,381
Real Estate and Rental and Leasing	0.8%	\$28,028	1.1%	\$30,923	0.4%	\$44,951	n/d	n/d	n/d	n/d
Retail Trade	8.8%	\$15,845	9.1%	\$21,855	2.6%	\$21,967	11.9%	\$96,692	n/d	n/d
Transportation and Warehousing	1.2%	\$33,404	0.9%	\$44,300	0.4%	\$73,498	n/a	n/a	n/d	n/d
Unclassifiable	n/d	n/d	0.1%	\$35,717	0.1%	\$46,825	n/a	n/a	n/d	n/d
Utilities	1.3%	\$64,956	0.8%	\$58,356	0.3%	\$89,491	n/d	n/d	n/a	n/a
Wholesale Trade	1.9%	\$30,853	3.1%	\$56,657	1.6%	\$88,308	0.9%	\$105,803	n/d	n/d

n/a: no data available. n/d: data not disclosed.

It is informative not only to analyze the industry in which degree holders gain employment, but also the degree (or skill) composition of each industry. Table 3 shows the percent of West Virginia graduates employed for each industry by highest degree earned. Bachelor's degree recipients dominated the composition for most industries, as they were by far the most numerous degree earned. However, Health Care and Utilities employed relatively large shares of Associate's degree graduates, at 32.8 percent and 35.2 percent respectively.

Bachelor's degree graduates accounted for the largest share of jobs held by West Virginia graduates in Information (including telecommunications) and Finance & Insurance, at 72.7 percent and 69.4 percent, respectively. Bachelor's degree graduates accounted for the smallest share in Health Care, at 43.1 percent.

Master's degree graduates accounted for 44.1 percent of jobs held by West Virginia graduates in Education, by far the highest share of any industry. First Professional graduates made up a relatively large share of jobs in Health Care and Professional, Scientific, & Technical Services. Finally, Doctoral graduates made up a relatively large share of jobs in Education.

Table 4 summarizes annualized wages by industry and degree. Note that there was significant variation in wages by degree across industries. For instance, annual wages rose by 83.6 percent in Wholesale Trade for graduates with a Bachelor's degree versus those with an Associate's degree. We also found a large increase in wages for a Bachelor's degree in Professional, Scientific, & Technical Services; Retail Trade; and Education. In contrast, we found smaller increases for a Bachelor's degree in Utilities; Arts, Entertainment, & Recreation; and Agriculture.

It is important to keep in mind that the wages vary across industries and also by degree. For instance, we found that wages for Bachelor's degree recipients are similar to those for Associate's degree holders in Health Care. But we also found that wages rose significantly for graduates with First Professional and Master's degrees working in Health Care.

**Table 3**  
**Industry Skill Composition**  
**W. Va. Public Higher Education Graduates Working in W. Va. in 2009 By Degree Earned**

Degree	Industry												
	Accommodation and Food Services	Admin. and Waste Mgmt and Remed. Serv.	Agriculture, Forestry, and Fishing and Hunting	Arts, Entertainment, and Recreation	Construction	Educational Services	Finance and Insurance	Health Care and Social Assistance	Information	Management of Companies and Enterprises	Manufacturing	Other Services (except Public Administration)	Professional, Scientific, and Technical Services
Associate's	25.0%	25.1%	23.8%	16.4%	28.8%	6.3%	18.7%	32.8%	16.9%	16.7%	28.5%		
Bachelor's	64.6%	61.8%	63.8%	66.5%	61.8%	44.2%	69.4%	43.1%	72.7%	61.1%	56.3%		
Masters	7.2%	9.9%	12.4%	13.4%	7.5%	44.1%	10.7%	15.9%	8.8%	19.8%	13.6%		
First Professional	0.4%	1.1%	n/a	n/d	n/d	2.2%	n/d	5.3%	n/d	n/d	n/d		
Doctoral	n/d	n/d	n/a	n/d	n/d	2.1%	n/d	0.3%	n/d	n/d	0.5%		

Degree	Industry									
	Mining	Real Estate and Rental and Leasing	Transportation and Warehousing	Retail Trade	Utilities	Wholesale Trade	Other Services (except Public Administration)	Professional, Scientific, and Technical Services	Public Administration	Real Estate and Rental and Leasing
Associate's	28.3%	19.1%	31.0%	23.9%	35.2%	16.5%				
Bachelor's	57.8%	68.7%	57.1%	61.8%	56.5%	67.6%				
Masters	10.6%	10.0%	10.6%	6.9%	8.0%	13.6%				
First Professional	1.2%	n/d	n/a	5.4%	n/d	1.4%				
Doctoral	n/d	n/d	n/d	n/d	n/a	n/d				

n/a: no data available. n/d: data not disclosed.

**Table 4**  
**Average Annualized Wages Of Graduates From W.Va. Public**  
**Higher Education Institutions Working In W.Va. In 2009 By Degree Earned And Industry**

Degree	Industry												
	Accommodation and Food Services	Admin. and Waste Mgmt and Remed. Serv.	Agriculture, Forestry, and Fishing and Hunting	Arts, Entertainment, and Recreation	Construction	Educational Services	Finance and Insurance	Health Care and Social Assistance	Information	Management of Companies and Enterprises	Manufacturing	Wholesale Trade	Retail Trade
Associate's	\$11,487	\$17,745	\$30,360	\$14,811	\$34,585	\$20,171	\$27,751	\$36,321	\$33,791	\$41,543	\$44,011	\$30,853	\$15,845
Bachelor's	\$11,716	\$22,957	\$28,988	\$13,296	\$38,536	\$27,769	\$35,568	\$35,329	\$33,858	\$50,417	\$49,912	\$56,657	\$21,855
Masters	\$11,993	\$46,988	\$49,098	\$12,872	\$39,524	\$42,966	\$59,729	\$53,155	\$41,798	\$85,901	\$73,955	\$88,308	\$21,967
First Professional	\$18,553	\$38,526	n/a	n/d	n/d	\$41,714	n/d	\$151,405	n/d	n/d	n/d	\$105,803	\$96,692
Doctoral	n/d	n/d	n/a	n/d	n/d	\$60,062	n/d	\$54,445	n/d	n/d	\$100,782	n/d	n/d

Degree	Industry												
	Mining	Other Services (except Public Administration)	Professional, Scientific, and Technical Services	Public Administration	Real Estate and Rental and Leasing	Retail Trade	Transportation and Warehousing	Utilities	Wholesale Trade				
Associate's	\$58,895	\$19,916	\$28,377	\$31,777	\$28,028	\$15,845	\$33,404	\$64,956	\$30,853	\$30,853	\$30,853	\$30,853	\$30,853
Bachelor's	\$66,318	\$20,944	\$39,567	\$31,026	\$30,923	\$21,855	\$44,300	\$58,356	\$56,657	\$56,657	\$56,657	\$56,657	\$56,657
Masters	\$98,307	\$29,946	\$54,835	\$42,421	\$44,951	\$21,967	\$73,498	\$89,491	\$88,308	\$88,308	\$88,308	\$88,308	\$88,308
First Professional	\$114,483	\$30,074	\$74,492	\$50,754	n/d	\$96,692	n/a	n/d	\$105,803	\$105,803	\$105,803	\$105,803	\$105,803
Doctoral	n/d	n/d	\$87,332	\$63,381	n/d	n/d	n/d	n/a	n/d	n/d	n/d	n/d	n/d

n/a: no data available. n/d: data not disclosed.

## Results By Experience, Gender, And Area Of Concentration

### *Experience*

As time since graduation increases, graduates gain additional experience and become more valuable employees. Thus, they earn higher wages and receive additional job opportunities. Further, industries differ in their employment of graduates with varying workforce experience. Table 5 shows the breakdown of graduate employment from graduation year 1996-1997 to 2007-2008, by industry employed.

Accommodation & Food Services and Retail Trade were industries in 2009 that employed many recent graduates, but tended to lose graduates as they gained experience. For instance, in 2009 7.6 percent of graduates during 2007-2008 working in the state were in the Accommodation & Food Services sector. In contrast, only 1.9 percent of graduates during 1996-1997 working in the state were that industry. Thus, graduates with 12 years experience were much less likely to work in Accommodation & Food Services than were more recent graduates. We found a similar pattern for Retail Trade; Administration, Waste Management, & Remedial Services; and Professional, Scientific, & Technical Services. This may reflect the fact that some of these jobs are part-time or entry level positions that graduates move out of as they gain workplace experience and/or find positions more suited to their educational background and interests.

Employment by experience tended to be more stable in Arts & Entertainment; Construction; Finance & Insurance; Information; Management of Companies; Mining; Other Services; Real Estate; Transportation; Utilities; and Wholesale Trade. In contrast, we found increases in graduate employment as experience rose for Education Services; Manufacturing; Public Administration; and Health Care. Indeed, 19.0 percent of recent graduates working in the state were in the Educational Services sector. This share rose to 24.2 percent of graduates during 1996-1997.

As industries employ graduates with varying amount of experience, they also pay graduates with additional experience differently, as shown in Table 6. Wholesale Trade rewarded experience the most, paying graduates with 12 years experience \$38,840 more than graduates employed with only one year experience. Results were similar for Transportation & Warehousing. Utilities, however, gave the smallest pay increases for experience, at only \$624 (1.1 percent), for graduates with the same 12 years additional experience.

**Table 5**  
**Work Participation Of Graduates From W. Va. Public Higher Education**  
**Institutions Working In W. Va. In 2009 By Industry And Experience**

Industry	Graduation Year													
	1996-1997	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008		
Accommodation and Food Services	1.9%	1.8%	2.2%	2.6%	2.3%	3.0%	3.4%	3.4%	4.3%	4.9%	6.3%	7.6%		
Admin. and Waste Mgmt and Remed. Serv.	3.2%	3.6%	2.9%	3.3%	3.7%	3.4%	3.7%	3.7%	3.8%	4.3%	4.2%	5.2%		
Agriculture, Forestry, Fishing and Hunting	n/d	n/d	n/d	0.2%	n/d	n/d	0.2%	0.2%	0.2%	n/d	0.2%	0.1%		
Arts, Entertainment, and Recreation	0.9%	0.7%	0.7%	1.0%	1.1%	0.9%	1.2%	1.2%	1.2%	1.1%	1.6%	1.4%		
Construction	1.9%	1.9%	1.8%	1.6%	1.6%	1.6%	1.5%	1.6%	1.9%	1.5%	1.4%	1.7%		
Educational Services	24.2%	24.2%	25.7%	25.3%	25.3%	24.9%	25.6%	25.0%	23.7%	25.2%	21.9%	19.0%		
Finance and Insurance	4.1%	3.2%	3.8%	3.8%	3.4%	3.5%	3.9%	3.3%	3.8%	3.7%	3.3%	3.5%		
Health Care and Social Assistance	26.2%	26.5%	25.4%	26.1%	25.7%	26.1%	25.0%	26.1%	24.4%	24.2%	25.1%	24.4%		
Information	1.8%	2.0%	2.0%	1.9%	1.9%	1.8%	1.5%	1.9%	2.1%	2.4%	1.9%	1.9%		
Management of Companies and Enterprises	0.4%	0.6%	0.7%	0.4%	0.5%	0.4%	0.4%	0.5%	0.4%	0.4%	0.3%	0.3%		
Manufacturing	5.3%	5.7%	4.6%	4.0%	3.4%	4.4%	4.0%	3.6%	3.6%	3.4%	2.9%	2.7%		
Mining	1.7%	1.8%	1.4%	1.7%	1.4%	1.7%	1.2%	1.5%	1.6%	1.3%	1.3%	1.2%		
Other Services (except Public Administration)	2.2%	1.8%	2.1%	2.0%	2.1%	2.1%	2.4%	2.1%	2.5%	2.0%	2.3%	2.0%		
Professional, Scientific, and Technical Services	6.3%	6.6%	7.7%	7.3%	7.0%	7.4%	7.5%	7.4%	7.3%	6.8%	7.2%	7.6%		
Public Administration	8.4%	8.3%	7.2%	7.1%	8.9%	7.2%	6.4%	6.7%	6.6%	5.7%	6.3%	5.8%		
Real Estate and Rental and Leasing	0.6%	0.9%	0.6%	0.8%	0.7%	0.6%	0.9%	1.0%	0.9%	0.8%	0.9%	1.2%		
Retail Trade	6.3%	6.0%	5.8%	6.3%	6.1%	6.7%	6.6%	6.8%	7.6%	8.5%	9.3%	11.4%		
Transportation and Warehousing	1.2%	0.9%	0.9%	0.9%	0.7%	0.8%	0.9%	0.7%	0.8%	0.7%	1.0%	0.7%		
Unclassifiable	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d		
Utilities	1.0%	0.8%	1.1%	1.0%	1.0%	0.7%	0.8%	0.7%	0.8%	0.6%	0.6%	0.6%		
Wholesale Trade	2.4%	2.8%	3.0%	2.6%	2.9%	2.4%	2.9%	2.6%	2.4%	2.3%	1.9%	1.7%		

n/a: no data available. n/d: data not disclosed.

**Table 6**  
**Annualized Wages Of Graduates From W.Va. Public Higher Education**  
**Institutions Working In W. Va. In 2009 By Industry And Experience**

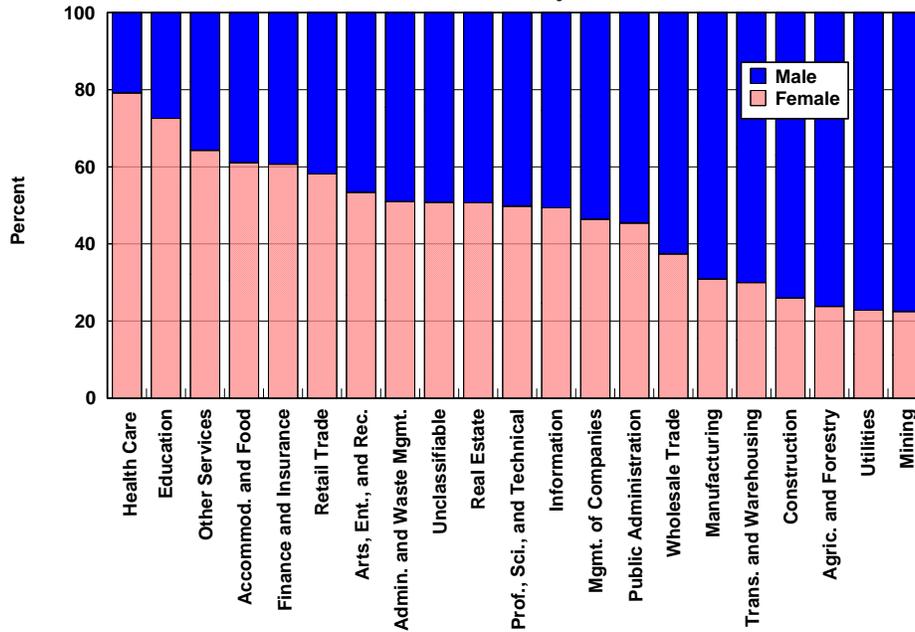
Industry	Graduation Year												
	1996-1997	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	
Accommodation and Food Services	\$18,198	\$19,377	\$18,002	\$18,448	\$16,550	\$15,112	\$13,599	\$11,007	\$12,361	\$10,693	\$9,281	\$8,383	
Admin. and Waste Mgmt and Remed. Serv.	\$31,858	\$32,477	\$38,071	\$33,041	\$27,108	\$23,816	\$23,004	\$29,148	\$23,692	\$19,818	\$19,078	\$17,063	
Agriculture, Forestry, Fishing and Hunting	n/d	n/d	n/d	\$41,195	n/d	n/d	n/d	\$32,073	\$28,550	n/d	\$27,149	\$15,353	
Arts, Entertainment, and Recreation	\$22,809	\$22,979	\$14,973	\$11,461	\$16,421	\$12,746	\$13,556	\$16,334	\$14,601	\$11,607	\$8,898	\$10,989	
Construction	\$42,455	\$47,008	\$55,247	\$45,391	\$45,701	\$40,162	\$38,680	\$34,263	\$32,594	\$35,026	\$31,706	\$23,550	
Educational Services	\$41,467	\$40,949	\$39,726	\$40,260	\$38,633	\$36,692	\$36,541	\$35,730	\$34,389	\$32,373	\$29,767	\$26,872	
Finance and Insurance	\$48,784	\$47,981	\$46,960	\$39,170	\$49,140	\$39,658	\$39,260	\$35,743	\$34,559	\$32,132	\$26,440	\$24,394	
Health Care and Social Assistance	\$57,033	\$58,080	\$54,446	\$52,131	\$53,535	\$46,255	\$49,467	\$43,773	\$40,518	\$37,667	\$34,663	\$32,659	
Information	\$48,678	\$50,840	\$47,084	\$46,110	\$41,187	\$34,181	\$34,426	\$31,432	\$33,631	\$27,609	\$25,324	\$24,546	
Management of Companies and Enterprises	\$71,878	\$75,738	\$65,344	\$92,590	\$54,009	\$54,620	\$62,257	\$57,257	\$48,597	\$38,322	\$46,554	\$39,024	
Manufacturing	\$63,493	\$64,914	\$60,231	\$59,993	\$56,412	\$51,077	\$53,059	\$49,736	\$46,959	\$43,687	\$41,416	\$36,264	
Mining	\$78,714	\$78,787	\$72,733	\$71,892	\$79,722	\$72,656	\$67,793	\$68,701	\$63,224	\$66,432	\$59,508	\$50,281	
Other Services (except Public Administration)	\$29,418	\$29,369	\$31,640	\$27,377	\$23,356	\$26,052	\$24,636	\$22,547	\$20,077	\$19,147	\$17,607	\$13,748	
Professional, Scientific, and Technical Services	\$57,783	\$56,911	\$58,044	\$49,450	\$53,058	\$50,625	\$47,302	\$45,023	\$43,660	\$37,648	\$34,376	\$30,288	
Public Administration	\$43,295	\$39,890	\$40,566	\$38,070	\$40,821	\$36,520	\$34,539	\$33,272	\$31,345	\$30,025	\$28,696	\$24,902	
Real Estate and Rental and Leasing	\$35,113	\$36,331	\$45,422	\$41,424	\$39,728	\$35,470	\$31,298	\$29,368	\$33,345	\$25,310	\$29,518	\$24,006	
Retail Trade	\$38,144	\$35,140	\$34,805	\$29,173	\$27,797	\$32,465	\$30,073	\$27,112	\$25,742	\$19,398	\$18,841	\$14,603	
Transportation and Warehousing	\$64,275	\$55,783	\$45,475	\$45,886	\$47,935	\$52,483	\$46,610	\$44,517	\$46,643	\$39,140	\$31,012	\$27,103	
Unclassifiable	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	n/d	
Utilities	\$59,932	\$64,966	\$65,922	\$65,143	\$66,585	\$73,445	\$63,366	\$64,706	\$62,465	\$56,991	\$59,612	\$59,308	
Wholesale Trade	\$73,055	\$75,012	\$78,382	\$69,805	\$67,532	\$64,296	\$60,791	\$59,568	\$45,739	\$43,991	\$36,873	\$34,215	

n/a: no data available. n/d: data not disclosed.

**Gender**

Industry employment varies significantly by gender. This is also true when we examine the industry of employment for West Virginia public higher education graduates. For instance, in 2009 Health Care & Social Assistance and Educational Services industries were composed of 79.2 percent and 72.6 percent female graduates and only 20.8 percent and 27.4 percent male graduates respectively, illustrated in Figure 1. Conversely, Mining; Utilities; and Agriculture, Forestry, Fishing & Hunting were heavily male dominated, consisting of 77.5 percent, 77.2 percent, and 76.2 percent male graduates.

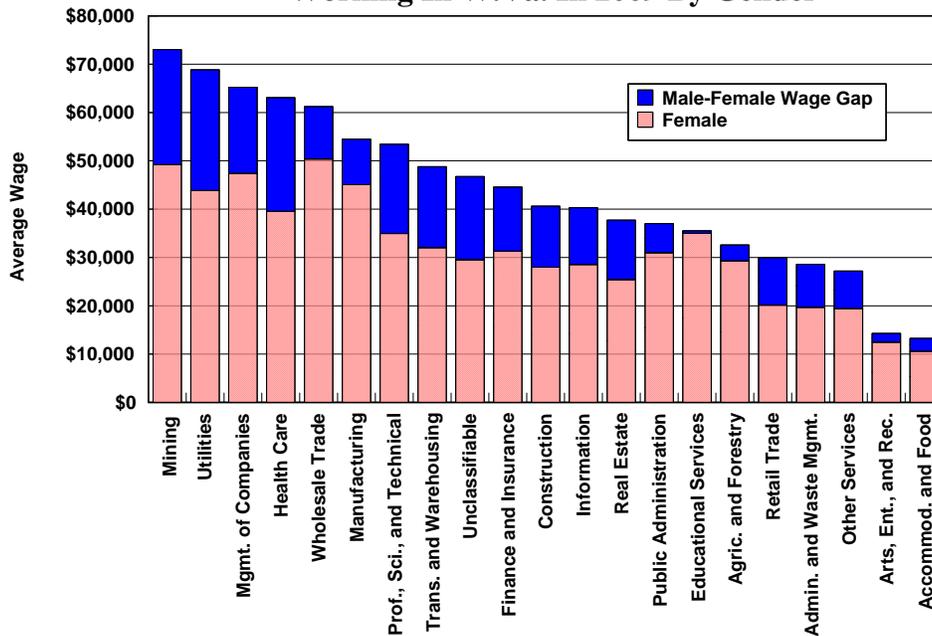
**Figure 1  
Industry Composition Of W.Va. Graduates Working In  
W.Va In 2009 By Gender**



On average, male graduates working in West Virginia tend to earn higher wages than female graduates. We also found it to be true for each two-digit NAICS industry, as Figure 2 shows.<sup>2</sup> In the figure, the total height of the bar for each industry is male average wages. This total height is divided into female average wages and the male-female wage gap. The largest wage differentials were in Utilities, with male graduates earning \$24,988 more than female graduates, Mining, at \$23,799, and Health Care & Social Assistance, at \$23,547. Conversely, the smallest wage gaps were in Educational Services, with males earning \$510 more than females, and Arts, Entertainment, & Recreation, at \$1,790. Among male graduates, the highest wages were found in Mining at \$73,034 and Utilities, at \$68,864, whereas among female graduates, the highest wages were in Wholesale Trade, at \$50,390, and Mining, at \$49,235.

<sup>2</sup> This is an unconditional comparison (except for the industry of work). The gap will also be affected by degree, experience, race, and other socio-economic factors.

**Figure 2**  
**Average Annualized Wages Of W.Va. Graduates**  
**Working In W.Va. In 2009 By Gender**



**Area Of Concentration**

We also disaggregate work participation and wages by area of concentration while in college. Areas of concentration are groups of individual majors (Appendix II provides additional details). Table 7 shows our results for work participation and Table 8 provides results for annualized wages. Several areas of concentration matched closely with industries for employment. For instance, 72.5 percent of graduates in Health Professions & Related Clinical Sciences were employed in one industry: Health Care & Social Assistance. In addition, 72.2 percent of graduates with a degree in Education found employment in Educational Services and 50.2 percent of graduates with a degree in Legal Professions found employment in Professional, Scientific, & Technical Services. Graduates in other areas of concentration, such as Agriculture; Business, Management, & Marketing; Communications Technologies; Engineering Technologies/Technicians; Natural Resources & Conservation; Physical Sciences; and Social Sciences, found work in a variety of industries, since these had no more than 20 percent of graduate employment in any one industry.

Several areas of concentration generated significantly different wages depending on the industry in which the graduates were employed (Table 8). For instance, graduates earning a degree in Physical Sciences experienced a \$90,685 wage differential between graduates employed in Mining compared to graduates employed in Accommodation & Food Services. Similarly, graduates in Legal Professions experienced a wage differential of \$86,622 in Mining compared to Retail Trade. Other areas of concentration saw similar wages, regardless of industry employed. Graduates with degrees in Foreign Languages, Literatures, & Linguistics and Visual & Performing Arts saw a wage differential of less than \$20,000 between the highest and lowest earning industries in which they were employed.

**Table 7**  
**Work Participation Of Graduates From W.Va. Public Higher**  
**Education Institutions Working In W.Va. In 2009 By Industry And Area Of Concentration**

Industry	Area Of Concentration									
	Agriculture, Biological and Agricultural Operations	Blomedical Sciences	Agriculture, Biological and Management, Marketing, and Related Programs	Business, Communication, Journalism, and Related Programs	Communications Technologies	Computer and Information Sciences	Education	Engineering	Engineering Technologies/ Technicians	English Language and Literature/Letters
Accommodation and Food Services	5.9%	5.2%	5.4%	6.6%	8.9%	3.7%	2.7%	1.5%	1.4%	6.6%
Admin. and Waste Mgmt and Remed. Serv.	4.9%	3.5%	6.1%	4.4%	8.9%	7.2%	1.4%	4.9%	4.8%	6.5%
Agriculture, Forestry, Fishing and Hunting	2.0%	n/d	0.2%	n/a	n/a	n/a	0.1%	n/d	n/d	n/a
Arts, Entertainment, and Recreation	1.8%	1.5%	1.4%	1.6%	n/d	1.5%	0.9%	n/d	0.6%	2.0%
Construction	4.8%	1.3%	2.5%	0.9%	n/d	1.4%	0.5%	5.5%	8.7%	n/d
Educational Services	15.7%	15.9%	8.0%	27.3%	7.5%	14.1%	72.2%	6.7%	5.4%	26.7%
Finance and Insurance	2.6%	2.1%	10.8%	4.7%	4.7%	3.4%	0.9%	n/d	2.1%	4.1%
Health Care and Social Assistance	8.8%	27.4%	12.5%	7.6%	7.5%	7.3%	7.9%	1.2%	3.5%	9.1%
Information	1.8%	0.7%	2.6%	13.2%	12.1%	3.7%	0.5%	2.3%	2.3%	6.6%
Management of Companies and Enterprises	n/d	n/d	1.3%	n/d	n/a	1.4%	n/d	1.1%	0.7%	n/d
Manufacturing	7.3%	5.8%	6.0%	1.6%	8.4%	5.1%	0.7%	16.0%	14.7%	2.1%
Mining	1.8%	1.2%	2.6%	n/d	n/a	1.5%	0.3%	7.0%	9.0%	n/d
Other Services (except Public Administration)	2.0%	2.3%	2.5%	3.6%	n/d	1.4%	1.5%	1.2%	2.9%	2.6%
Professional, Scientific, and Technical Services	14.4%	9.8%	10.2%	7.2%	6.1%	28.6%	1.6%	27.8%	14.7%	9.3%
Public Administration	11.5%	6.5%	6.6%	6.1%	5.6%	6.2%	3.8%	10.3%	7.3%	5.0%
Real Estate and Rental and Leasing	n/d	n/d	1.8%	1.5%	n/d	n/d	0.3%	n/d	1.2%	1.5%
Retail Trade	8.4%	10.7%	11.8%	8.4%	15.9%	7.6%	3.5%	2.3%	6.2%	12.9%
Transportation and Warehousing	n/d	1.0%	1.3%	1.0%	n/a	n/d	0.2%	3.2%	2.8%	n/d
Unclassifiable	n/a	n/d	0.1%	n/d	n/a	n/d	n/d	n/d	n/d	n/d
Utilities	n/d	1.0%	1.0%	0.4%	n/d	n/d	0.1%	3.4%	7.6%	n/d
Wholesale Trade	3.1%	3.2%	5.2%	3.1%	6.5%	4.1%	0.9%	4.7%	3.9%	2.6%

Industry	Area Of Concentration									
	Family and Consumer Sciences/ Human Sciences	Foreign Languages, Literatures, and Linguistics	Health Professions Sciences and Related Clinical Sciences	History	Legal Professions and Studies	Liberal Arts and Humanities and Statistics	Mathematics and Statistics	Mechanic and Repair Technicians	Multi/ Interdisciplinary Studies	Natural Resources and Conservation
Accommodation and Food Services	5.7%	10.4%	1.4%	8.1%	2.3%	5.8%	7.0%	n/d	4.4%	3.9%
Admin. and Waste Mgmt and Remed. Serv.	2.9%	5.4%	1.9%	5.9%	3.2%	5.5%	6.4%	5.5%	4.5%	4.6%
Agriculture, Forestry, Fishing and Hunting	n/a	n/a	n/d	n/a	n/a	n/a	n/a	n/a	n/d	7.4%
Arts, Entertainment, and Recreation	n/d	n/d	0.4%	2.1%	n/d	1.4%	n/d	n/d	1.3%	1.8%
Construction	n/d	n/d	0.3%	n/d	n/d	1.7%	n/d	7.7%	3.3%	6.1%
Educational Services	18.7%	43.2%	9.8%	20.8%	6.1%	17.9%	33.7%	n/d	19.8%	8.5%
Finance and Insurance	2.1%	n/d	1.1%	4.3%	1.5%	4.7%	2.3%	n/d	2.3%	n/d
Health Care and Social Assistance	36.2%	11.3%	72.5%	13.1%	6.8%	21.7%	7.6%	n/d	22.3%	2.5%
Information	1.5%	4.5%	0.1%	3.1%	n/d	2.6%	n/d	n/a	1.3%	n/d
Management of Companies and Enterprises	n/a	n/a	0.1%	n/a	n/d	0.3%	n/d	n/a	n/d	n/d
Manufacturing	1.8%	n/d	0.5%	2.4%	n/d	4.4%	n/d	30.1%	5.2%	13.8%
Mining	n/a	n/d	0.2%	n/d	1.2%	1.2%	n/d	n/d	n/d	5.4%
Other Services (except Public Administration)	4.1%	n/d	0.9%	3.3%	1.2%	3.0%	n/d	n/d	7.8%	3.1%
Professional, Scientific, and Technical Services	3.8%	n/d	1.7%	9.5%	50.2%	4.8%	8.1%	n/d	5.7%	11.8%
Public Administration	2.5%	n/d	2.2%	6.7%	20.3%	8.4%	n/d	n/d	9.5%	17.5%
Real Estate and Rental and Leasing	n/d	n/d	0.3%	n/d	n/d	1.3%	n/a	n/a	0.9%	n/d
Retail Trade	15.3%	9.5%	5.3%	14.0%	3.2%	10.6%	9.3%	n/d	7.9%	3.3%
Transportation and Warehousing	n/a	n/d	0.2%	n/d	n/d	1.0%	n/a	19.1%	n/d	n/d
Unclassifiable	n/d	n/a	n/d	n/a	n/d	n/d	n/a	n/d	n/a	n/a
Utilities	n/d	n/d	n/d	n/a	n/d	0.8%	n/a	n/d	n/d	2.0%
Wholesale Trade	2.8%	n/d	0.8%	2.4%	n/d	2.7%	n/d	n/d	1.7%	3.8%

n/a: no data available. n/d: data not disclosed.

Table 7. Cont.

Industry	Area Of Concentration										
	Parks, Recreation, Leisure and Fitness Studies	Personal and Culinary Services	Physical Sciences	Precision Production	Psychology	Public Administration and Social Service Prof	Science Technologists/ Technicians	Security and Protective Services	Social Sciences	Performing Arts	Visual and
Accommodation and Food Services	8.0%	34.4%	4.0%	n/d	5.9%	3.0%	4.9%	6.0%	n/a	n/a	8.8%
Admin. and Waste Mgmt and Remed. Serv.	4.7%	n/d	5.1%	n/d	4.0%	2.7%	4.7%	5.6%	n/a	n/a	5.6%
Agriculture, Forestry, Fishing and Hunting	n/a	n/a	n/d	n/a	n/a	n/a	n/d	n/d	n/d	n/d	n/d
Arts, Entertainment, and Recreation	5.7%	n/a	n/d	n/a	1.0%	0.6%	n/d	1.0%	n/a	n/a	4.8%
Construction	3.1%	n/d	n/d	18.4%	0.8%	0.8%	2.4%	1.8%	1.3%	n/a	1.1%
Educational Services	15.0%	9.6%	15.0%	5.5%	12.7%	12.6%	7.3%	5.8%	n/a	n/a	25.4%
Finance and Insurance	3.3%	n/a	n/d	n/d	2.9%	2.4%	n/d	3.0%	3.9%	n/a	2.3%
Health Care and Social Assistance	20.4%	24.0%	10.8%	n/d	45.0%	56.7%	32.6%	16.3%	n/a	n/a	8.2%
Information	1.8%	n/a	n/d	n/d	1.5%	n/d	n/d	1.3%	n/a	1.7%	5.7%
Management of Companies and Enterprises	n/d	n/a	n/d	n/a	n/d	n/d	n/a	n/d	n/a	n/a	n/d
Manufacturing	2.1%	n/d	17.7%	35.9%	1.4%	n/d	14.2%	2.9%	2.2%	n/a	3.7%
Mining	n/d	n/d	4.0%	4.6%	0.5%	n/d	2.4%	2.2%	1.1%	n/a	n/d
Other Services (except Public Administration)	4.1%	n/d	n/d	6.9%	1.8%	2.7%	2.1%	1.4%	n/a	n/a	2.7%
Professional, Scientific, and Technical Services	5.9%	n/d	13.5%	n/d	5.0%	3.4%	3.6%	6.7%	9.8%	n/a	9.3%
Public Administration	7.2%	n/d	8.6%	n/d	5.1%	7.1%	4.3%	30.0%	n/a	n/a	3.6%
Real Estate and Rental and Leasing	1.6%	n/a	n/d	n/d	0.5%	n/d	n/d	1.1%	1.1%	1.1%	1.3%
Retail Trade	9.1%	n/d	9.9%	n/d	8.9%	4.9%	8.8%	10.6%	10.1%	10.1%	14.3%
Transportation and Warehousing	1.6%	n/a	n/d	n/d	n/d	n/d	n/d	1.5%	1.0%	1.0%	n/d
Unclassifiable	n/a	n/a	n/d	n/a	n/d	n/a	n/a	n/d	n/d	n/d	n/d
Utilities	n/d	n/a	n/d	n/d	n/d	n/d	3.6%	0.7%	0.6%	n/d	n/d
Wholesale Trade	4.2%	n/d	3.0%	5.5%	1.8%	0.8%	2.6%	1.7%	1.8%	1.8%	1.2%

n/a: no data available. n/d: data not disclosed.

**Table 8  
Annualized Wages Of Graduates From W.Va. Public Higher  
Education Institutions Working In W.Va. In 2009 By Industry And Area Of Concentration**

Industry	Area Of Concentration									
	Agriculture, Operations	Biological and Biomaterial Sciences	Business, Management, Marketing, and Related Programs	Communication, Journalism, and Related Programs	Computer and Information Technologies	Education	Engineering	Engineering Technicians	English Language and Literature/Letters	Health Professions and Related Sciences
Accommodation and Food Services	\$13,764	\$10,425	\$15,906	\$12,778	\$9,917	\$11,357	\$7,986	\$13,816	\$7,447	
Admin. and Waste Mgmt. and Remed. Serv.	\$15,351	\$25,149	\$27,666	\$17,599	\$17,916	\$31,070	\$15,558	\$45,959	\$13,136	
Agriculture, Forestry, Fishing and Hunting	\$37,130	n/d	\$38,167	n/a	n/a	n/a	\$33,547	n/d	n/a	
Arts, Entertainment, and Recreation	\$14,959	\$8,903	\$18,818	\$22,678	n/d	\$15,909	\$9,671	\$15,831	\$9,687	
Construction	\$33,338	\$30,591	\$36,968	\$27,283	n/d	\$20,604	\$25,548	\$67,934	n/d	
Educational Services	\$30,981	\$29,613	\$26,731	\$39,880	\$20,647	\$35,954	\$39,388	\$46,321	\$24,182	
Finance and Insurance	\$26,511	\$27,257	\$41,017	\$33,819	\$43,599	\$31,838	\$33,863	\$45,230	\$25,035	
Health Care and Social Assistance	\$31,483	\$45,342	\$35,740	\$27,980	\$24,635	\$30,763	\$24,739	\$34,607	\$20,596	
Information	\$31,775	\$27,203	\$38,760	\$27,603	\$26,544	\$48,544	\$28,816	\$79,793	\$19,879	
Management of Companies and Enterprises	n/d	n/d	\$54,852	n/d	n/a	\$61,416	n/d	\$93,149	\$65,296	
Manufacturing	\$39,688	\$55,517	\$56,288	\$46,468	\$30,981	\$49,757	\$40,221	\$69,619	\$31,961	
Mining	\$54,420	\$41,714	\$65,774	n/d	n/a	\$69,948	\$45,929	\$91,934	\$77,748	
Other Services (except Public Administration)	\$12,512	\$14,539	\$26,146	\$29,230	n/d	\$30,697	\$13,971	\$39,447	\$22,120	
Professional, Scientific, and Technical Services	\$45,360	\$31,802	\$41,965	\$36,680	\$30,666	\$58,898	\$27,658	\$64,003	\$33,702	
Public Administration	\$28,596	\$28,953	\$31,315	\$20,993	\$20,993	\$40,143	\$34,196	\$50,850	\$28,927	
Real Estate and Rental and Leasing	n/d	n/d	\$36,879	\$28,277	n/d	n/d	\$18,826	n/d	\$16,666	
Retail Trade	\$18,261	\$19,482	\$24,794	\$16,291	\$18,429	\$19,681	\$12,288	\$17,511	\$13,018	
Transportation and Warehousing	n/d	\$37,757	\$43,958	\$33,463	n/a	n/d	\$36,755	\$92,584	\$53,086	
Unclassifiable	n/a	n/d	\$48,098	n/d	n/a	n/d	n/d	n/d	n/d	
Utilities	n/d	\$58,604	\$58,017	\$44,224	n/d	n/d	\$41,848	\$82,919	\$71,274	
Wholesale Trade	\$51,587	\$69,067	\$61,898	\$54,281	\$39,321	\$55,418	\$55,716	\$66,607	\$54,391	

Industry	Area Of Concentration									
	Family and Consumer Sciences/ Human Sciences	Foreign Languages, Literatures, and Linguistics	Health Professions and Related Sciences	History	Legal Professions and Studies	Liberal Arts and Humanities	Mathematics and Statistics	Mechanic and Repair Technicians	Multi/ Interdisciplinary Studies	Natural Resources and Conservation
Accommodation and Food Services	\$11,083	\$10,236	\$8,997	\$14,284	\$12,990	\$10,732	\$7,143	n/d	\$10,571	\$6,981
Admin. and Waste Mgmt. and Remed. Serv.	\$22,565	\$9,551	\$23,356	\$15,464	\$20,424	\$19,394	\$42,846	\$11,593	\$18,721	\$32,631
Agriculture, Forestry, Fishing and Hunting	n/a	n/a	n/d	n/a	n/a	n/a	n/a	n/a	n/d	\$31,802
Arts, Entertainment, and Recreation	n/d	n/d	\$12,301	\$10,751	n/d	\$12,476	n/d	n/d	\$11,985	\$9,559
Construction	n/d	n/d	\$20,125	n/d	n/d	\$27,936	n/d	\$32,259	\$43,383	\$40,378
Educational Services	\$22,437	\$26,235	\$35,820	\$26,917	\$24,539	\$23,777	\$36,629	n/d	\$26,626	\$36,472
Finance and Insurance	\$18,278	n/d	\$31,394	\$27,541	\$34,023	\$32,606	\$27,692	n/d	\$26,792	n/d
Health Care and Social Assistance	\$22,589	\$16,010	\$58,931	\$22,314	\$30,860	\$29,080	\$40,148	n/d	\$24,689	\$27,214
Information	\$27,612	\$15,541	\$30,234	\$22,208	n/d	\$38,988	n/d	n/a	\$26,814	n/d
Management of Companies and Enterprises	n/a	n/a	\$43,113	n/a	n/d	\$60,561	n/d	n/a	n/d	n/d
Manufacturing	\$37,357	n/d	\$44,831	\$44,044	n/d	\$47,301	n/d	\$52,858	\$54,183	\$44,078
Mining	n/a	n/d	\$47,665	n/d	\$96,706	\$61,823	n/d	n/d	n/d	\$50,900
Other Services (except Public Administration)	\$16,076	n/d	\$19,495	\$22,960	\$31,801	\$20,740	n/d	n/d	\$26,733	\$34,040
Professional, Scientific, and Technical Services	\$23,644	n/d	\$34,226	\$32,162	\$67,625	\$32,657	\$60,235	n/d	\$37,881	\$34,627
Public Administration	\$27,409	n/d	\$30,926	\$26,159	\$46,929	\$32,129	n/d	n/d	\$38,112	\$32,360
Real Estate and Rental and Leasing	n/d	n/d	\$34,931	n/d	n/d	\$31,659	n/a	n/a	\$34,959	n/d
Retail Trade	\$18,728	\$7,069	\$64,775	\$12,483	\$10,084	\$17,480	\$21,950	n/d	\$14,913	\$23,041
Transportation and Warehousing	n/a	n/d	\$17,921	n/d	n/d	\$33,237	n/a	\$41,038	n/d	n/d
Unclassifiable	n/d	n/a	n/d	n/a	n/a	n/d	n/a	n/d	n/a	n/a
Utilities	n/d	n/d	n/d	n/d	n/d	\$55,162	n/a	n/d	n/d	\$63,930
Wholesale Trade	\$46,849	n/d	\$70,898	\$38,329	n/d	\$52,157	n/d	n/d	\$50,828	\$44,407

n/a. no data available. n/d. data not disclosed.

Table 8 Cont.

Industry	Area Of Concentration										
	Recreation, Leisure and Fitness Studies	Personal and Culinary Services	Physical Sciences	Precision Production	Psychology	Public Administration and Social Service Prof	Science Technicians	Security and Protective Services	Social Sciences	Performing Arts	Visual and Performing Arts
Accommodation and Food Services	\$11,199	\$16,875	\$8,064	n/d	\$9,919	\$11,829	\$10,033	\$11,899	n/a	n/a	\$8,905
Admin. and Waste Mgmt and Remed. Serv.	\$15,355	n/d	\$36,203	n/d	\$16,608	\$24,538	\$21,925	\$17,919	n/a	n/a	\$14,796
Agriculture, Forestry, Fishing and Hunting	n/a	n/a	n/d	n/d	n/a	n/a	n/d	n/d	n/d	n/d	n/d
Arts, Entertainment, and Recreation	\$24,854	n/a	n/d	n/a	\$7,546	\$8,105	n/d	\$6,343	n/a	n/a	\$7,882
Construction	\$23,123	n/d	n/d	\$47,831	\$21,096	\$20,994	\$24,526	\$26,249	\$39,040	n/a	\$23,626
Educational Services	\$21,848	\$20,606	\$28,179	\$20,147	\$29,058	\$29,260	\$18,186	\$18,913	n/a	n/a	\$27,473
Finance and Insurance	\$37,094	n/a	n/d	n/d	\$31,579	\$36,958	n/d	\$28,212	\$33,653	n/a	\$17,637
Health Care and Social Assistance	\$29,173	\$20,425	\$50,260	n/d	\$27,841	\$33,108	\$23,568	\$24,183	n/a	n/a	\$24,726
Information	\$32,496	n/a	n/d	n/d	\$30,109	n/d	n/d	\$30,542	\$28,053	n/a	\$23,007
Management of Companies and Enterprises	n/d	n/a	n/d	n/a	n/d	n/d	n/a	n/d	n/a	n/a	n/d
Manufacturing	\$34,693	n/d	\$60,210	\$40,529	\$44,593	n/d	\$45,891	\$39,524	\$34,421	n/a	\$21,029
Mining	n/d	n/d	\$98,749	\$45,693	\$48,292	n/d	\$53,022	\$55,748	\$49,401	n/d	n/d
Other Services (except Public Administration)	\$16,997	n/d	n/d	\$30,588	\$14,057	\$25,769	\$11,228	\$21,520	n/a	n/a	\$12,324
Professional, Scientific, and Technical Services	\$31,919	n/d	\$37,845	n/d	\$26,805	\$31,995	\$31,765	\$33,507	\$33,763	n/a	\$25,611
Public Administration	\$29,800	n/d	\$34,596	n/d	\$27,640	\$31,981	\$27,737	\$38,278	n/a	n/a	\$15,395
Real Estate and Rental and Leasing	\$29,084	n/a	n/d	n/d	\$24,082	n/d	n/d	\$25,678	\$25,189	n/a	\$17,150
Retail Trade	\$20,097	n/d	\$20,823	n/d	\$13,277	\$9,224	\$12,900	\$19,083	\$16,738	n/a	\$12,634
Transportation and Warehousing	\$46,568	n/a	n/d	n/d	n/d	n/d	n/d	\$26,953	\$42,455	n/d	n/d
Unclassifiable	n/a	n/a	n/d	n/a	n/d	n/a	n/a	n/d	n/d	n/d	n/d
Utilities	n/d	n/a	n/d	n/d	n/d	n/d	\$66,550	\$58,264	\$55,169	n/d	n/d
Wholesale Trade	\$68,853	n/d	\$82,101	\$30,086	\$51,375	\$38,378	\$33,638	\$35,568	\$41,982	n/d	\$22,736

n/a: no data available. n/d: data not disclosed.

As many areas of concentration lead graduates to seek employment in similar industries, industries may also seek and employ graduates with specific degree concentrations. Table 9 shows how industries vary in areas of concentration of West Virginia graduates they employ.

Industries tend to seek a diverse selection of graduate areas of concentration. Schools, for example, need to employ not only teachers, but also a school nurse, cafeteria workers, a custodial staff, and administrators. Indeed, only three industries drew over 50 percent of their workers from a single area of concentration: Educational Services, with Education at 57.4 percent, Management of Companies, with Business, Management, & Marketing at 52.9 percent, and Health Care & Social Assistance, with Health Professions & Related Clinical Sciences at 50.4 percent.

The broader and more encompassing industries employ a wide range of graduates with varying areas of concentration. Public Administration drew its highest share of graduates from Security & Protective Services (police, fireman, etc.), at 16.2 percent, and Other Services (which includes personal care services, religious services, death care services, pet care services, etc.) drew its highest share of graduates from Business, Management, & Marketing (at 19.7 percent).

Table 10 summarizes annual wages by area of concentration and industry. Given that industries employ graduates with a variety of areas of concentration, graduates with various areas of concentration within an industry may expect to receive immensely different wages, particularly when dealing with specialists. This can easily be seen in Management of Companies, where Engineering graduates earned \$83,598 more than Foreign Languages, Literatures, & Linguistics graduates. Likewise, in Transportation & Warehousing, Engineering graduates earned \$74,663 more than Health Professions & Related Clinical Sciences graduates. Other industries saw very small wage differentials by area of concentration such as Accommodation & Food Services, at a maximum of only \$9,894, and Arts, Entertainment, & Recreation, at a maximum of only \$18,511.

**Table 9**  
**Work Participation Of Graduates From W.Va. Public Higher**  
**Education Institutions Working In W. Va. In 2009 By Area Of Concentration And Industry**

Area of Concentration	Industry										
	Accommodation and Food Services	Admin. and Waste Mgmt and Remed. Serv.	Agriculture, Forestry, Fishing and Hunting	Arts, Entertainment, and Recreation	Construction	Educational Services	Finance and Insurance	Health Care and Social Assistance	Information	Management of Companies and Enterprises	Manufacturing
Agriculture, Agriculture Operations	1.1%	1.0%	10.5%	1.2%	2.3%	0.3%	0.6%	0.3%	0.7%	n/d	1.5%
Architecture and Related Services	n/d	n/d	n/a	n/a	n/d	n/d	n/d	n/a	n/a	n/d	n/d
Biological and Biomedical Sciences	2.5%	1.7%	n/d	2.5%	1.6%	1.3%	1.1%	2.1%	0.7%	n/d	3.0%
Business, Management, Marketing, and Related	21.7%	25.5%	17.1%	20.4%	24.6%	5.6%	49.7%	8.2%	22.0%	52.9%	26.3%
Communication, Journalism, and Related Programs	5.3%	3.8%	n/a	4.7%	1.7%	3.9%	4.3%	1.0%	23.0%	n/d	1.4%
Communications Technologies	0.7%	0.7%	n/a	n/d	n/d	0.1%	0.4%	0.1%	1.9%	0.7%	0.7%
Computer and Information Sciences	1.3%	2.7%	n/a	1.9%	1.2%	0.9%	1.4%	0.4%	2.7%	4.8%	1.9%
Education	12.1%	6.8%	10.5%	15.5%	5.4%	0.7%	4.5%	5.9%	4.7%	n/d	3.5%
Engineering	0.9%	3.0%	n/d	n/d	8.2%	0.6%	n/d	0.1%	2.9%	6.5%	10.3%
Engineering Technologies/Technicians	0.9%	3.0%	n/d	1.2%	13.1%	0.6%	1.5%	0.3%	3.0%	4.1%	9.7%
English Language and Literature/Letters	1.8%	1.9%	n/a	2.0%	n/d	1.3%	1.3%	0.4%	3.9%	n/d	0.6%
Family and Consumer Sciences/Human Sciences	1.3%	0.7%	n/a	n/d	n/d	0.7%	0.6%	1.3%	0.7%	0.7%	0.5%
Foreign Languages, Literatures, and Linguistics	0.8%	0.4%	n/a	n/d	n/d	0.6%	n/d	0.1%	0.7%	0.4%	n/d
Health Professions and Related Clinical Sciences	6.1%	8.5%	n/d	6.8%	3.4%	7.2%	5.2%	50.4%	1.3%	5.8%	2.3%
History	1.6%	1.2%	n/a	1.5%	n/d	0.7%	1.0%	0.4%	1.3%	1.2%	0.5%
Legal Professions and Studies	1.0%	1.4%	n/a	n/d	n/d	0.4%	0.7%	0.5%	n/d	n/d	n/d
Liberal Arts and Sci., Gen. Stud., and Humanities	14.0%	13.9%	n/a	12.4%	10.2%	7.5%	13.0%	8.6%	13.4%	7.2%	11.8%
Library Science	n/a	n/a	n/a	n/a	n/a	n/d	n/d	n/a	n/d	n/d	n/a
Mathematics and Statistics	0.4%	0.4%	n/a	n/d	n/d	0.4%	0.5%	0.1%	n/d	n/d	n/d
Mechanic and Repair Technologies/Technicians	n/d	0.4%	n/a	n/d	1.2%	n/d	n/d	n/d	n/d	0.4%	2.1%
Multi/Interdisciplinary Studies	1.9%	2.1%	n/d	2.0%	3.6%	1.5%	1.2%	1.6%	1.2%	n/d	2.6%
Natural Resources and Conservation	0.8%	1.0%	42.9%	1.4%	3.2%	0.3%	n/d	0.1%	n/d	n/d	3.2%
Parks, Recreation, Leisure and Fitness Studies	1.7%	1.1%	n/a	4.4%	1.7%	0.6%	0.8%	0.7%	0.8%	n/d	0.5%
Personal and Culinary Services	1.5%	n/d	n/a	n/a	n/d	0.1%	n/d	0.2%	n/a	n/d	n/d
Philosophy and Religious Studies	n/d	n/d	n/a	n/d	n/a	n/d	n/d	n/d	n/a	n/d	n/d
Physical Sciences	0.7%	1.0%	n/d	n/d	n/d	0.5%	n/d	0.3%	n/d	n/d	3.6%
Precision Production	n/d	n/d	n/d	n/a	3.5%	0.1%	n/d	n/d	n/d	n/d	3.0%
Psychology	4.1%	3.0%	n/a	2.6%	1.4%	1.5%	2.4%	5.1%	2.3%	n/d	1.1%
Public Administration and Social Service Prof	1.7%	1.6%	n/a	1.2%	1.1%	1.2%	1.5%	5.1%	n/d	n/d	1.1%
Science Technologies/Technicians	0.8%	0.8%	n/d	n/d	1.0%	0.2%	n/d	0.9%	n/d	0.8%	2.5%
Security and Protective Services	5.3%	5.2%	n/d	3.1%	2.3%	0.9%	3.1%	2.4%	2.5%	n/d	2.9%
Social Sciences	4.3%	4.1%	n/d	3.9%	2.3%	1.6%	3.1%	2.7%	2.5%	4.1%	1.6%
Transportation and Materials Moving	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Visual and Performing Arts	3.3%	2.2%	n/d	6.6%	1.0%	1.7%	1.0%	0.3%	4.6%	n/d	1.6%

n/a: no data available. n/d: data not disclosed.

Table 9 Cont.

Area of Concentration	Industry									
	Mining	Other Services (except Public Administration)	Professional, Scientific, and Technical	Public Administration	Real Estate and Rental and Leasing	Retail Trade	Transportation and Warehousing	Unclassifiable	Utilities	Wholesale Trade
Agriculture, Agriculture Operations	1.0%	0.7%	1.6%	1.3%	n/d	0.9%	n/d	n/a	n/d	1.0%
Architecture and Related Services	n/d	n/d	0.2%	n/d	n/a	n/d	n/d	n/a	n/a	n/d
Biological and Biomedical Sciences	1.6%	2.1%	2.6%	1.9%	n/d	2.7%	2.2%	n/d	2.7%	2.6%
Business, Management, Marketing, and Related	29.6%	19.7%	23.4%	16.0%	35.1%	25.2%	25.2%	23.7%	22.8%	35.7%
Communication, Journalism, and Related Programs	n/d	5.7%	3.4%	3.0%	5.7%	3.7%	3.9%	n/d	1.9%	4.3%
Communications Technologies	n/a	n/d	0.3%	0.3%	n/d	0.6%	n/a	n/a	n/d	0.8%
Computer and Information Sciences	1.5%	0.9%	5.7%	1.3%	n/d	1.4%	n/d	n/d	n/d	2.5%
Education	3.8%	13.0%	4.3%	10.5%	6.7%	8.5%	4.5%	n/d	2.9%	7.3%
Engineering	12.0%	1.3%	9.3%	3.7%	n/d	0.7%	9.3%	n/d	11.0%	4.7%
Engineering Technologies/Technicians	15.7%	3.4%	5.0%	2.7%	3.3%	2.0%	8.2%	n/d	24.9%	4.1%
English Language and Literature/Letters	n/d	1.4%	1.5%	0.8%	2.0%	1.9%	n/d	n/d	n/d	1.3%
Family and Consumer Sciences/Human Sciences	n/a	1.8%	0.5%	0.3%	n/d	1.8%	n/a	n/d	n/d	1.1%
Foreign Languages, Literatures, and Linguistics	n/d	n/d	n/d	n/d	n/d	0.4%	n/d	n/a	n/d	n/d
Health Professions and Related Clinical Sciences	2.8%	7.6%	4.2%	5.6%	5.7%	12.1%	4.5%	n/d	n/d	5.6%
History	n/d	1.3%	1.1%	0.8%	n/d	1.5%	n/d	n/a	n/d	0.8%
Legal Professions and Studies	1.5%	0.9%	12.0%	5.2%	n/d	0.7%	n/d	n/a	n/d	n/d
Liberal Arts and Sci., Gen. Std., and Humanities	8.5%	14.3%	6.6%	12.4%	15.3%	13.6%	12.2%	n/d	10.6%	11.1%
Library Science	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Mathematics and Statistics	n/d	n/d	0.3%	n/d	n/a	0.3%	n/a	n/d	n/a	n/d
Mechanic and Repair Technologies/Technicians	n/d	n/d	n/d	n/d	n/a	n/d	6.0%	n/a	n/d	n/d
Multi/Interdisciplinary Studies	n/d	6.7%	1.4%	2.5%	2.0%	1.9%	n/d	n/a	n/d	1.3%
Natural Resources and Conservation	3.3%	1.3%	1.4%	2.3%	n/d	0.4%	n/d	n/a	2.3%	1.4%
Parks, Recreation, Leisure and Fitness Studies	n/d	1.7%	0.7%	0.9%	1.7%	1.0%	1.7%	n/a	n/d	1.6%
Personal and Culinary Services	n/d	n/d	n/d	n/d	n/a	n/d	n/a	n/a	n/a	n/d
Philosophy and Religious Studies	n/a	n/d	n/d	n/d	n/a	n/d	n/a	n/a	n/a	n/a
Physical Sciences	2.1%	n/d	1.4%	0.9%	n/d	1.0%	n/d	n/d	n/d	1.0%
Precision Production	1.0%	1.0%	n/d	n/d	n/d	n/d	n/d	n/a	n/d	0.7%
Psychology	1.1%	2.5%	2.0%	2.2%	1.8%	3.3%	n/d	n/d	n/d	2.2%
Public Administration and Social Service Prof	n/d	2.9%	1.1%	2.4%	n/d	1.5%	n/d	n/a	n/d	0.8%
Science Technologies/Technicians	1.1%	0.7%	0.3%	0.4%	n/d	0.8%	n/d	n/a	3.2%	0.7%
Security and Protective Services	5.7%	2.4%	3.4%	16.2%	4.7%	5.0%	6.5%	n/d	3.6%	2.6%
Social Sciences	2.2%	2.8%	3.8%	5.0%	3.5%	3.7%	3.3%	n/d	2.3%	2.2%
Transportation and Materials Moving	n/a	n/a	n/a	n/a	n/a	n/a	n/d	n/a	n/a	n/a
Visual and Performing Arts	n/d	2.0%	2.0%	0.8%	2.3%	2.9%	n/d	n/d	n/d	0.8%

n/a: no data available. n/d: data not disclosed.

**Table 10**  
**Annualized Wages Of Graduates From W. Va. Public**  
**Higher Education Institutions Working In W. Va. In 2009 By Area Of Concentration And Industry**

Area of Concentration	Industry										
	Accommodation and Food Services	Admin. and Waste Mgmt and Remed. Serv.	Agriculture, Forestry, Fishing and Hunting	Arts, Entertainment, and Recreation	Construction	Educational Services	Finance and Insurance	Health Care and Social Assistance	Information	Management of Companies and Enterprises	Manufacturing
Agriculture, Agriculture Operations	\$13,764	\$15,351	\$37,130	\$14,959	\$33,338	\$30,981	\$26,511	\$31,483	\$31,775	n/d	\$39,688
Architecture and Related Services	n/d	n/d	n/a	n/a	n/d	n/d	n/d	n/a	n/a	n/d	n/d
Biological and Biomedical Sciences	\$10,425	\$25,149	n/d	\$8,903	\$30,591	\$29,613	\$27,257	\$45,342	\$27,203	n/d	\$55,517
Business, Management, Marketing, and Related	\$15,906	\$27,666	\$38,167	\$18,818	\$36,968	\$26,731	\$41,017	\$35,740	\$38,760	\$54,852	\$56,288
Communication, Journalism, and Related Programs	\$12,778	\$17,599	n/a	\$22,678	\$27,283	\$39,890	\$33,819	\$27,980	\$27,603	n/d	\$46,468
Communications Technologies	\$9,917	\$17,916	n/a	n/d	n/d	\$20,647	\$43,599	\$24,635	\$26,544	\$17,916	\$30,981
Computer and Information Sciences	\$11,357	\$31,070	n/a	\$15,909	\$20,604	\$35,954	\$31,838	\$30,763	\$48,544	\$61,416	\$49,757
Education	\$8,213	\$15,558	\$33,547	\$9,671	\$25,548	\$39,388	\$33,863	\$24,739	\$28,816	n/d	\$40,221
Engineering	\$7,986	\$68,667	n/d	n/d	\$67,934	\$46,321	n/d	\$47,279	\$79,793	\$93,149	\$69,619
Engineering Technologies/Technicians	\$13,816	\$45,959	n/d	\$15,831	\$47,628	\$25,782	\$45,230	\$34,607	\$65,833	\$65,296	\$52,863
English Language and Literature/Letters	\$7,447	\$13,136	n/a	\$9,687	n/d	n/d	\$24,182	\$20,596	\$19,879	n/d	\$31,961
Family and Consumer Sciences/Human Sciences	\$11,083	\$22,565	n/a	n/d	n/d	\$22,437	\$18,278	\$22,589	\$27,612	\$22,565	\$37,357
Foreign Languages, Literatures, and Linguistics	\$10,236	\$9,551	n/a	n/d	n/d	\$26,235	n/d	\$16,010	\$15,541	\$9,551	n/d
Health Professions and Related Clinical Sciences	\$8,997	\$23,356	n/d	\$12,301	\$20,125	\$35,820	\$31,394	\$58,931	\$30,234	\$43,113	\$44,831
History	\$14,284	\$15,464	n/a	\$10,751	n/d	\$26,917	\$27,541	\$22,314	\$22,208	\$15,464	\$44,044
Legal Professions and Studies	\$12,990	\$20,424	n/a	n/d	n/d	\$24,539	\$34,023	\$30,860	n/d	n/d	n/d
Liberal Arts and Sci., Gen. Std., and Humanities	\$10,732	\$19,394	n/a	\$12,476	\$27,936	\$23,777	\$32,606	\$29,080	\$38,988	\$60,561	\$47,301
Library Science	n/a	n/a	n/a	n/a	n/a	n/d	n/d	n/a	n/d	n/d	n/a
Mathematics and Statistics	\$7,143	\$42,846	n/a	n/d	n/d	\$36,629	\$27,692	\$40,148	n/d	n/d	n/a
Mechanic and Repair Technologies/Technicians	n/d	\$11,593	n/a	n/d	\$32,259	n/d	n/d	n/d	n/d	\$11,593	\$52,858
Multi/interdisciplinary Studies	\$10,571	\$18,721	n/d	\$11,985	\$43,383	\$26,626	\$26,792	\$24,689	\$26,814	n/d	\$54,183
Natural Resources and Conservation	\$6,981	\$32,631	\$31,802	\$9,559	\$40,378	\$36,472	n/d	\$27,214	n/d	n/d	\$44,078
Parks, Recreation, Leisure and Fitness Studies	\$11,199	\$15,355	n/a	\$24,854	\$23,123	\$21,848	\$37,094	\$29,173	\$32,496	n/d	\$34,693
Personal and Culinary Services	\$16,875	n/d	n/a	n/a	n/d	\$20,606	n/d	\$20,425	n/a	n/d	n/d
Philosophy and Religious Studies	n/d	n/d	n/a	n/d	n/a	n/d	n/d	n/d	n/a	n/d	n/d
Physical Sciences	\$8,064	\$36,203	n/d	n/d	n/d	\$28,179	n/d	\$50,260	n/d	n/d	\$60,210
Precision Production	n/d	n/d	n/a	n/a	\$47,831	\$20,147	n/d	n/d	n/d	n/d	\$40,529
Psychology	\$9,919	\$16,608	n/a	\$7,546	\$21,096	\$29,058	\$31,579	\$27,841	\$30,109	n/d	\$44,593
Public Administration and Social Service Prof	\$11,829	\$24,538	n/a	\$8,105	\$20,994	\$29,260	\$36,958	\$33,108	n/d	n/d	n/d
Science Technologies/Technicians	\$10,033	\$21,925	n/d	\$24,526	\$24,526	\$18,186	n/d	\$23,568	n/d	\$21,925	\$45,891
Security and Protective Services	\$11,899	\$17,919	n/d	\$6,343	\$26,249	\$18,913	\$28,212	\$24,183	\$30,542	n/d	\$39,524
Social Sciences	\$10,650	\$16,066	n/d	\$7,619	\$39,040	\$25,975	\$33,653	\$24,811	\$28,053	\$16,066	\$34,421
Transportation and Materials Moving	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Visual and Performing Arts	\$8,905	\$14,796	n/d	\$7,882	\$23,626	\$27,473	\$17,637	\$24,726	\$23,007	n/d	\$21,029

n/a: no data available. n/d: data not disclosed.

Table 10 Cont.

Area of Concentration	Industry									
	Mining	Other Services (except Public Administration)	Professional, Scientific, and Technical Services	Public Administration	Real Estate and Rental and Leasing	Retail Trade	Transportation and Warehousing	Unclassifiable	Utilities	Wholesale Trade
Agriculture, Agriculture Operations	\$54,420	\$12,512	\$45,360	\$28,596	n/d	\$18,261	n/d	n/a	n/d	\$51,587
Architecture and Related Services	n/d	n/d	\$42,064	n/d	n/a	n/d	n/d	n/a	n/a	n/d
Biological and Biomedical Sciences	\$41,714	\$14,539	\$31,802	\$28,953	n/d	\$19,482	\$37,757	n/d	\$58,604	\$69,067
Business, Management, Marketing, and Related	\$65,774	\$26,146	\$41,965	\$31,315	\$36,879	\$24,794	\$43,958	\$48,098	\$58,017	\$61,898
Communication, Journalism, and Related Programs	n/d	\$29,230	\$36,680	\$31,105	\$28,277	\$16,291	\$33,463	n/d	\$44,224	\$54,281
Communications Technologies	n/a	n/d	\$30,666	\$20,993	n/d	\$18,429	n/a	n/a	n/d	\$39,321
Computer and Information Sciences	\$69,948	\$30,697	\$58,898	\$40,143	n/d	\$19,681	n/d	n/d	n/d	\$55,418
Education	\$45,929	\$13,971	\$27,658	\$34,196	\$18,826	\$12,268	\$36,755	n/d	\$41,848	\$55,716
Engineering	\$91,934	\$39,447	\$64,003	\$50,850	n/d	\$17,511	\$92,584	n/d	\$82,919	\$66,607
Engineering Technologies/Technicians	\$77,748	\$26,547	\$43,896	\$34,870	\$34,733	\$26,214	\$53,086	n/d	\$71,274	\$54,391
English Language and Literature/Letters	n/d	\$22,120	\$33,702	\$28,927	\$16,666	\$13,018	n/d	n/d	n/d	\$43,169
Family and Consumer Sciences/Human Sciences	n/a	\$16,076	\$23,644	\$27,409	\$16,666	\$18,728	n/a	n/d	n/d	\$46,849
Foreign Languages, Literatures, and Linguistics	n/d	n/d	n/d	n/d	n/d	\$7,069	n/d	n/a	n/d	n/d
Health Professions and Related Clinical Sciences	\$47,665	\$19,495	\$34,226	\$30,926	\$34,931	\$64,775	\$17,921	n/d	n/d	\$70,898
History	n/d	\$22,960	\$32,162	\$26,159	n/d	\$12,483	n/d	n/a	n/d	\$38,329
Legal Professions and Studies	\$96,706	\$31,801	\$67,625	\$46,929	n/d	\$10,084	n/d	n/a	n/d	n/d
Liberal Arts and Sci., Gen. Std., and Humanities	\$61,823	\$20,740	\$32,657	\$32,129	\$31,659	\$17,480	\$33,237	n/d	\$55,162	\$52,157
Library Science	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Mathematics and Statistics	n/d	n/d	\$60,235	n/d	n/a	\$21,950	n/a	n/d	n/a	n/d
Mechanic and Repair Technologies/Technicians	n/d	n/d	n/d	n/d	n/a	n/d	\$41,038	n/a	n/d	n/d
Multi/Interdisciplinary Studies	n/d	\$26,733	\$37,881	\$38,112	\$34,959	\$14,913	n/d	n/a	n/d	\$50,828
Natural Resources and Conservation	\$50,900	\$34,040	\$34,627	\$32,360	n/d	\$23,041	n/d	n/a	\$63,930	\$44,407
Parks, Recreation, Leisure and Fitness Studies	n/d	\$16,997	\$31,919	\$29,800	\$29,084	\$20,097	\$46,568	n/a	n/d	\$68,853
Personal and Culinary Services	n/d	n/d	n/d	n/d	n/a	n/d	n/a	n/a	n/a	n/d
Philosophy and Religious Studies	n/a	n/d	n/d	n/d	n/a	n/d	n/a	n/a	n/a	n/a
Physical Sciences	\$98,749	n/d	\$37,845	\$34,596	n/d	\$20,823	n/d	n/d	n/d	\$82,101
Precision Production	\$45,693	\$30,588	n/d	n/d	n/d	n/d	n/d	n/a	n/d	\$30,086
Psychology	\$48,292	\$14,057	\$26,805	\$27,640	\$24,082	\$13,277	n/d	n/d	n/d	\$51,375
Public Administration and Social Service Prof	n/d	\$25,769	\$31,995	\$31,981	n/d	\$9,224	n/d	n/a	n/d	\$38,378
Science Technologies/Technicians	\$53,022	\$11,228	\$31,765	\$27,737	n/d	\$12,900	n/d	n/a	\$66,550	\$33,638
Security and Protective Services	\$55,748	\$21,520	\$33,507	\$38,278	\$25,678	\$19,083	\$26,953	n/d	\$58,264	\$35,568
Social Sciences	\$49,401	\$23,292	\$33,763	\$29,272	\$25,189	\$16,738	\$42,455	n/d	\$55,169	\$41,982
Transportation and Materials Moving	n/a	n/a	n/a	n/a	n/a	n/a	n/d	n/a	n/a	n/a
Visual and Performing Arts	n/d	\$12,324	\$25,611	\$15,395	\$17,150	\$12,634	n/d	n/d	n/d	\$22,736

n/a: no data available, n/d: data not disclosed.

## Conclusion And Future Direction

This report shows that West Virginia public higher education graduates work in **all sectors** of the state economy, but that they tend to concentrate in Education and Health Care. We also find significant variation in industry of work and wages by summary degree, experience, gender, and area of concentration.

Overall, this report highlights the contributions that public higher education graduates make to all sectors of the state economy. It also makes clear that industries differ significantly in their employment of graduates. Thus, while it is likely that there are fewer employment opportunities (compared to other states) for college graduates in the state, there are also many industries that require large numbers of highly educated workers.

Further, future demand for graduates will depend on the rate of job growth in West Virginia and how that growth is distributed across industries. In particular, job growth in Health Care is likely to be relatively strong in the future, which will mean additional job opportunities for graduates.

Recent academic research highlights the characteristics of local economies that contributed to strong growth in human capital accumulation during the past 30 years.<sup>3</sup> This research suggests that labor markets with large employment shares in Construction, Finance, and Services also tended to generate particularly strong increases in the share of residents with a Bachelor's degree or better.<sup>4</sup> Further, large metropolitan areas also tended to generate particularly strong gains. Part of the low college attainment in West Virginia is thus attributable to employment mix (low shares in Finance and Services) and the lack of large metropolitan areas.

The impact of industry structure (as well as metropolitan status) suggests the importance of demand-side influences on human capital growth. However, the supply side matters as well because this research also suggests that local economies with more colleges per capita tended to post faster increases in the share of residents with a Bachelor's degree or better.

Finally, it's important to consider that in the long run, growing the concentration of college graduates may change the underlying industry/occupation mix, make the overall state economy more competitive, and in turn contribute to additional job growth for college graduates.

Our next report in the 2010 series will document the geography of work of public higher education graduates in West Virginia. Thus, we will track graduates by their place of employment in the state. This will provide information on the degree to which graduates match employment opportunities across regions of the state. We will also address geographic variation in wages earned by graduates.

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<sup>3</sup> See Hammond, George W. and Eric C. Thompson. Forthcoming. "Divergence and Mobility in College Attainment Across U.S. Labor Market Areas: 1970-2000," *International Regional Science Review*.

<sup>4</sup> Finance and Services are defined using the Standard Industrial Classification code. Services defined in this way includes Health Care, Education, and Business Services, among several other NAICS sectors.

## **Appendix I: Detailed Description Of Employment Data**

The West Virginia data analyzed in this study come from the matching of demographic information on graduates from West Virginia institutions of higher education (compiled by the HEPC<sup>5</sup>) with employment records maintained by Workforce West Virginia. Graduates reflect the highest degree earned at the time of measurement (during the 1996-1997 to 2007-2008 period).

The employment data used is gathered from West Virginia unemployment compensation records. This is a well-known dataset which measures employment by place of work. It covers jobs and wages reported by firms participating in the West Virginia Unemployment Compensation system. As a general rule, any firm which employs one or more workers for some part of a day in at least 20 different weeks of a calendar year is required to contribute to the state's unemployment insurance system. Major exceptions are railroad companies and the federal government, which contribute to separate systems. The self-employed, student workers, most church workers, and unpaid family workers are also generally not covered.

For this report, we do not include civilian federal government employment and wages due to recent administrative problems with the FEDES match. The U.S. Postal Service and the Office of Personnel Management have begun to vary their response quarter (and whether they respond at all). Based on recent matches to Federal employment data, there are roughly 2,000 graduates (during the past decade) that hold Federal jobs.

Also excluded in this study are results from a match of West Virginia graduates with covered employment (including federal employment) at establishments located in five nearby states (and the District of Columbia). These include Maryland, New Jersey, Ohio, Pennsylvania, Virginia, and the District of Columbia. These states participate in the Regional Wage Record Exchange Project (TRADE), but the data does not include industry of employment.

Covered employment counts 709,575 jobs at establishments in West Virginia in 2008.<sup>6</sup> As Figure 3 shows, this measure of employment is lower than two other major measures of employment: employment measured by the U.S. Bureau of Economic Analysis (BEA) and employment measured by the U.S. Bureau of Labor Statistics (BLS) household survey. Differences arise because of the treatment of the self-employed, who are excluded from covered jobs but are included in the BEA measure and in the BLS household survey, as well as the exclusion of student workers, most church workers, and unpaid family members from the measure of covered jobs. Further, BLS household employment is measured by place of residence, which includes state residents working out of state.

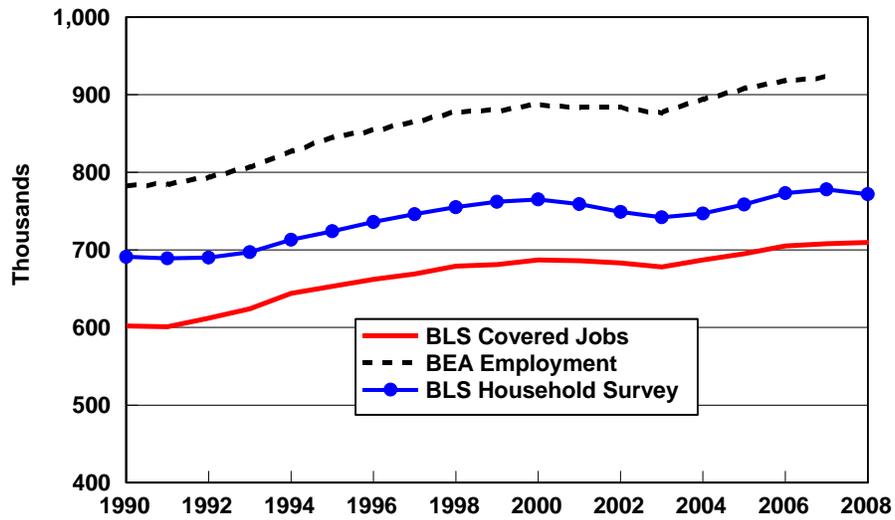
Finally, the wages documented in the report are an important source of compensation, but they are not the only source. Data on wage income is readily available, well understood, and is useful in the evaluation of returns to work of state higher education graduates. However, wage data does not include fringe benefits provided by firms, particularly employer-paid pension and health insurance. This source of income has accounted for an increasing share of work compensation during the last 30 years. Indeed, the share of other labor income to gross earnings by place of work has risen from 6.3 percent in 1969 to 13.3 percent by 2007 for West Virginia.

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<sup>5</sup> We would like to thank Rob Anderson and Larry Ponder of the WVHEPC for providing the bulk of the data used in this study.

<sup>6</sup> Federal government jobs are added in separately for completeness.

**Figure 3**  
**Three Measures Of West Virginia Employment**



## **Appendix II: List Of Institutions, Degrees, And Areas Of Concentration**

### **Public Higher Education Institutions**

Bluefield State College  
Community and Technical College at WVU Tech  
Community and Technical College of Shepherd  
Concord University  
Fairmont State University  
Eastern West Virginia Community and Technical College  
Fairmont State Community and Technical College  
Glenville State College  
Marshall Community and Technical College  
Marshall University  
New River Community and Technical College  
Potomac State College of West Virginia University  
Shepherd University  
Southern West Virginia Community & Tech College  
West Liberty State College  
West Virginia Northern Community College  
West Virginia School of Osteopathic Medicine  
West Virginia State Community and Technical  
West Virginia State University  
West Virginia University  
West Virginia University Institute of Technology  
West Virginia University at Parkersburg

### **Degrees**

Undergraduate Certificate  
Associate's Degree  
Bachelor's Degree  
First Professional  
Master's Degree  
Post-Master's Certificate  
Doctoral Degree

### **Areas Of Concentration And Majors**

#### **Agriculture, Agriculture Operations, and Related Sciences**

Agricultural Economics  
Agriculture, Agriculture Operations, and Related Sciences, Other.  
Agriculture, General  
Animal Sciences, General.  
Aquaculture  
Plant Sciences, Other.

#### **Architecture and Related Services**

Landscape Architecture

#### **Biological and Biomedical Sciences**

Anatomy  
Biochemistry  
Biochemistry, Biophysics and Molecular Biology, Other  
Biological and Biomedical Sciences, Other.  
Biology/Biological Sciences, General  
Botany/Plant Biology  
Exercise Physiology  
Genetics, General.  
Medical Microbiology and Bacteriology  
Microbiological Sciences and Immunology, Other.  
Pharmacology and Toxicology  
Physiology, General  
Reproductive Biology  
Zoology/Animal Biology

**Business, Management, Marketing, and Related Support Services**

Accounting  
Accounting Technology/Technician and Bookkeeping  
Administrative Assistant and Secretarial Science, General  
Business Administration and Management, General  
Business Administration, Management and Operations, Other  
Business, Management, Marketing, and Related Support Services, Other  
Business/Commerce, General  
Business/Managerial Economics  
Business/Office Automation/Technology/Data Entry  
Entrepreneurship/Entrepreneurial Studies  
Executive Assistant/Executive Secretary  
Fashion Merchandising  
Finance, General  
Hospitality Administration/Management, General  
Hospitality Administration/Management, Other  
Hotel/Motel Administration/Management  
Information Resources Management/CIO Training.  
Labor and Industrial Relations  
Management Information Systems, General  
Marketing/Marketing Management, General  
Office Management and Supervision  
Operations Management and Supervision  
Retailing and Retail Operations.  
Sales, Distribution, and Marketing Operations, General  
Tourism and Travel Services Marketing

**Communication, Journalism, and Related Programs**

Communication Studies/Speech Communication and Rhetoric.  
Communication, Journalism, and Related Programs, Other.  
Journalism

**Communications Technologies/Technicians and Support Services**

Graphic and Printing Equipment Operator, General Production.  
Printing Press Operator.  
Graphic Communications, Other.  
Communications Technologies/Technicians and Support Services, Other

**Computer and Information Sciences and Support**

Computer and Information Sciences and Support Services, Other.  
Computer and Information Sciences,  
Computer and Information Sciences, General.  
Computer Programming, Specific Applications.  
Computer Programming/Programmer, General.  
Computer Science.  
Information Science/Studies.

**Education**

Adult and Continuing Education and Teaching  
Agricultural Teacher Education.  
Business Teacher Education  
Counselor Education/School Counseling and Guidance Services.  
Curriculum and Instruction.  
Early Childhood Education and Teaching.  
Education, General.  
Educational Administration and Supervision, Other.  
Educational Leadership and Administration, General.  
Educational Psychology. (Moved, Report Under 42.18 series)  
Educational/Instructional Media Design.  
Elementary Education and Teaching  
Junior High/Intermediate/Middle School Education and Teaching  
Kindergarten/Preschool Education and Teaching  
Physical Education Teaching and Coaching  
Reading Teacher Education  
Secondary Education and Teaching  
Special Education and Teaching, General  
Teacher Assistant/Aide.  
Teacher Education and Professional Development, Specific Levels and Methods, Other  
Technical Teacher Education.  
Trade and Industrial Teacher Education

**Engineering**

Aerospace, Aeronautical and Astronautical Engineering

Chemical Engineering.  
Civil Engineering, General  
Computer Engineering, General.  
Computer Software Engineering.  
Electrical, Electronics and Communications Engineering  
Engineering Physics  
Engineering Science  
Engineering, General.  
Engineering, Other  
Environmental/Environmental Health Engineering  
Industrial Engineering.  
Mechanical Engineering.  
Mining and Mineral Engineering  
Petroleum Engineering.  
Systems Engineering.

**Engineering Technologies/Technicians**

Aeronautical/Aerospace Engineering Technology/Technician  
Architectural Drafting and Architectural CAD/CADD  
Architectural Engineering Technology/Technician  
Automotive Engineering Technology/Technician  
Civil Engineering Technology/Technician  
Computer Engineering Technology/Technician  
Computer Technology/Computer Systems Technology  
Drafting and Design Technology/Technician, General  
Electrical, Electronic and Communications Engineering Technology/Technician  
Electromechanical Technology/Electromechanical Engineering Technology  
Energy Management and Systems Technology/Technician  
Engineering Technologies/Technicians, Other  
Engineering/Industrial Management  
Environmental Engineering Technology/Environmental Technology  
Industrial Production Technologies/Technicians, Other  
Industrial Technology/Technician  
Manufacturing Technology/Technician  
Mechanical Drafting and Mechanical Drafting CAD/CADD.  
Mechanical Engineering Related Technologies/Technicians, Other  
Mechanical Engineering/Mechanical Technology/Technician  
Mining Technology/Technician.  
Occupational Safety and Health Technology/Technician  
Petroleum Technology/Technician  
Surveying Technology/Surveying.

**English Language and Literature/Letters**

Creative Writing.  
English Language and Literature, General.  
Speech and Rhetorical Studies.

**Family and Consumer Sciences/Human Sciences**

Child Care and Support Services Management.  
Family and Consumer Sciences/Human Sciences, General  
Housing and Human Environments, Other.

**Foreign Languages, Literatures, and Linguistics**

Foreign Languages and Literatures, General  
French Language and Literature.  
Sign Language Interpretation and Translation.

**Health Professions and Related Clinical Sciences**

Athletic Training/Trainer  
Audiology/Audiologist and Speech-Language Pathology/Pathologist.  
Clinical Laboratory Science/Medical Technology/Technologist  
Clinical/Medical Laboratory Science and Allied Professions, Other  
Clinical/Medical Laboratory Technician  
Community Health Services/Liaison/Counseling  
Cytotechnology/Cytotechnologist  
Dental Clinical Sciences, General  
Dental Hygiene/Hygienist  
Dental Laboratory Technology/Technician  
Dentistry (DDS, DMD).  
Dietetics/Dietitian (RD).  
Emergency Medical Technology/Technician (EMT Paramedic).  
Health Information/Medical Records Technology/Technician  
Health Professions and Related Clinical Sciences, Other  
Health/Health Care Administration/Management  
Medical Administrative/Executive Assistant and Medical Secretary  
Medical Radiologic Technology/Science – Radiation Therapist  
Medical Transcription/Transcriptionist  
Medical/Clinical Assistant  
Medicine (MD).  
Nuclear Medical Technology/Technologist  
Nurse/Nursing Assistant/Aide and Patient Care Assistant  
Nursing, Other  
Nursing/Registered Nurse (RN, ASN, BSN, MSN)  
Occupational Therapy/Therapist  
Osteopathic Medicine/Osteopathy (DO).  
Pharmaceutics and Drug Design.  
Pharmacy (PharmD [USA], PharmD or BS/BPharm [Canada])

Pharmacy Technician/Assistant  
Physical Therapist Assistant  
Physical Therapy/Therapist  
Psychiatric/Mental Health Services Technician  
Public Health, General (MPH, DPH).  
Respiratory Care Therapy/Therapist  
Speech-Language Pathology/Pathologist  
Surgical Technology/Technologist  
Veterinary/Animal Health Technology/Technician and Veterinary Assistant  
Vocational Rehabilitation Counseling/Counselor

**History**

History, General

**Legal Professions and Studies**

Law (LL.B., J.D.).  
Legal Administrative Assistant/Secretary.  
Legal Assistant/Paralegal.  
Legal Professions and Studies, Other.

**Liberal Arts and Sciences, General Studies and Humanities**

General Studies  
Humanities/Humanistic Studies.  
Liberal Arts and Sciences, General Studies and Humanities, Other  
Liberal Arts and Sciences/Liberal Studies

**Library Science**

Library Science/Librarianship

**Mathematics and Statistics**

Mathematics, General.  
Statistics, General

**Mechanic and Repair Technologies/Technicians**

Avionics Maintenance Technology/Technician  
Heating, Ventilation, AC and Refrigeration Maintenance Technology (HAC(R), HVAC(R)).  
Heavy/Industrial Equipment Maintenance Technologies, Other  
Mechanic and Repair Technologies/Technicians, Other

**Multi/Interdisciplinary Studies**

Biological and Physical Sciences  
Gerontology  
Multi-/Interdisciplinary Studies, Other  
Science, Technology and Society  
Systems Science and Theory

**Natural Resources and Conservation**

Environmental Studies.  
Forest Management/Forest Resources Management.

Forest Sciences and Biology.  
Forest Technology/Technician.  
Forestry, General.  
Natural Resource Economics.  
Natural Resources Management and Policy, Other.  
Wildlife and Wildlands Science and Management.  
Wood Science and Wood Products/Pulp and Paper Technology.

**Parks, Recreation, Leisure and Fitness Studies**

Health and Physical Education, General  
Kinesiology and Exercise Science  
Parks, Recreation and Leisure Facilities Management  
Parks, Recreation and Leisure Studies

**Personal and Culinary Services**

Culinary Arts/Chef Training.  
Food Preparation/Professional Cooking/Kitchen Assistant.  
Institutional Food Workers  
Restaurant, Culinary, and Catering Management/Manager

**Philosophy and Religious Studies**

Philosophy

**Physical Sciences**

Chemistry, General.  
Geology/Earth Science, General  
Physical Sciences.  
Physics, General.

**Precision Production**

Machine Shop Technology/Assistant  
Welding Technology/Welder  
Precision Metal Working, Other

**Psychology**

Counseling Psychology  
Educational Psychology  
Psychology, General  
School Psychology

**Public Administration and Social Service Prof**

Community Organization and Advocacy  
Public Administration  
Social Work

**Sciences Technologies/Technicians**

Chemical Technology/Technician  
Science Technologies/Technicians, Other

**Security and Protective Services**

Corrections  
Criminal Justice/Police Science  
Criminal Justice/Safety Studies  
Criminalistics and Criminal Science  
Fire Protection and Safety Technology/Technician  
Forensic Science and Technology  
Security and Protective Services, Other

**Social Sciences**

Economics, General  
Geography  
International Relations and Affairs  
Political Science and Government, General.  
Social Sciences, General.  
Social Sciences, Other.  
Sociology

**Visual and Performing Arts**

Art/Art Studies, General  
Commercial and Advertising Art  
Design and Visual Communications, General  
Drama and Dramatics/Theatre Arts, General  
Drawing  
Graphic Design  
Interior Design  
Music, General  
Visual and Performing Arts, General  
Visual and Performing Arts, Other





**Report to the Legislative Oversight Commission  
on Education Accountability**

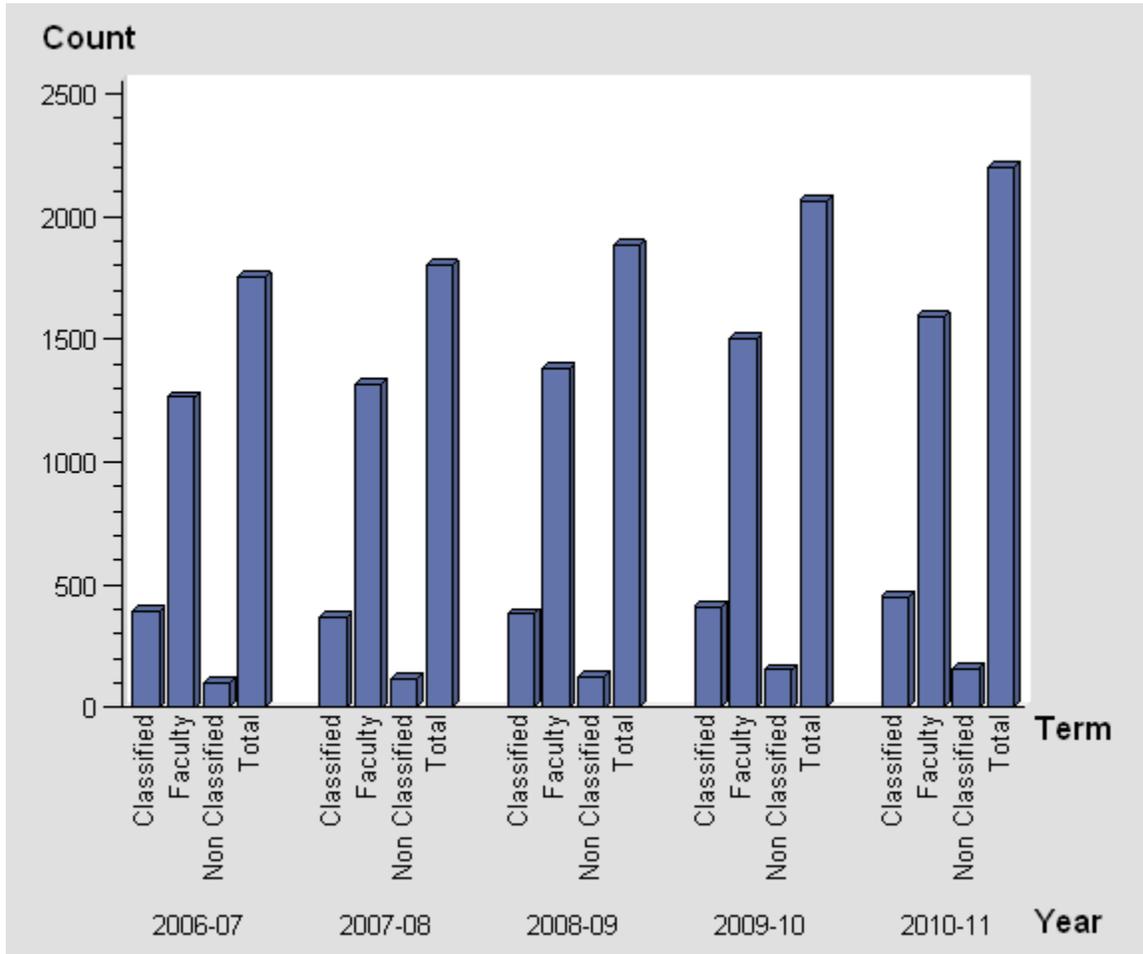
**December 13, 2010**

**YEARLY FULL-TIME/PART-TIME PERSONNEL  
PEER COMPARISONS**



# Community and Technical College System of WV: Yearly Personnel

## AGGREGATE REPORT



Year	Faculty	Classified	Non Classified	Total
2006-07	1,264	391	99	1,754
2007-08	1,317	367	118	1,802
2008-09	1,379	380	124	1,883
2009-10	1,502	410	154	2,066
2010-11	1,592	451	159	2,202

**Community and Technical College System of WV:  
Yearly Personnel**

**AGGREGATE REPORT**

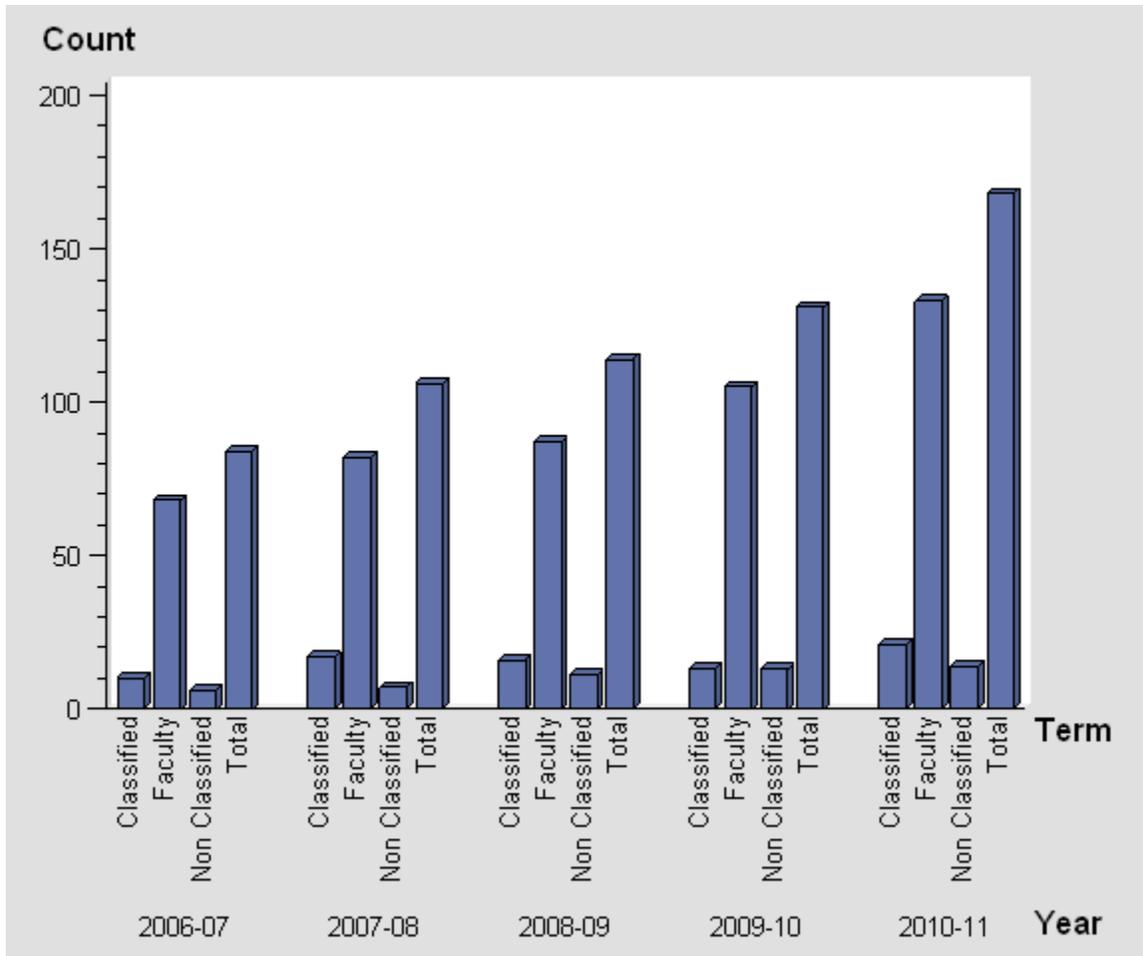
**FULL-TIME YEARLY PERSONNEL**

<b>Year</b>	<b>Faculty</b>	<b>Classified</b>	<b>Non Classified</b>	<b>Total</b>
2006-07	412	357	97	866
2007-08	457	345	117	919
2008-09	488	355	121	964
2009-10	502	375	153	1,030
2010-11	516	416	155	1,087

**PART-TIME YEARLY PERSONNEL**

<b>Year</b>	<b>Faculty</b>	<b>Classified</b>	<b>Non Classified</b>	<b>Total</b>
2006-07	852	34	2	888
2007-08	860	22	1	883
2008-09	891	25	3	919
2009-10	1,000	35	1	1,036
2010-11	1,076	35	4	1,115

## Blue Ridge Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	68	10	6	84
2007-08	82	17	7	106
2008-09	87	16	11	114
2009-10	105	13	13	131
2010-11	133	21	14	168

**Blue Ridge Community and Technical College:  
Yearly Personnel**

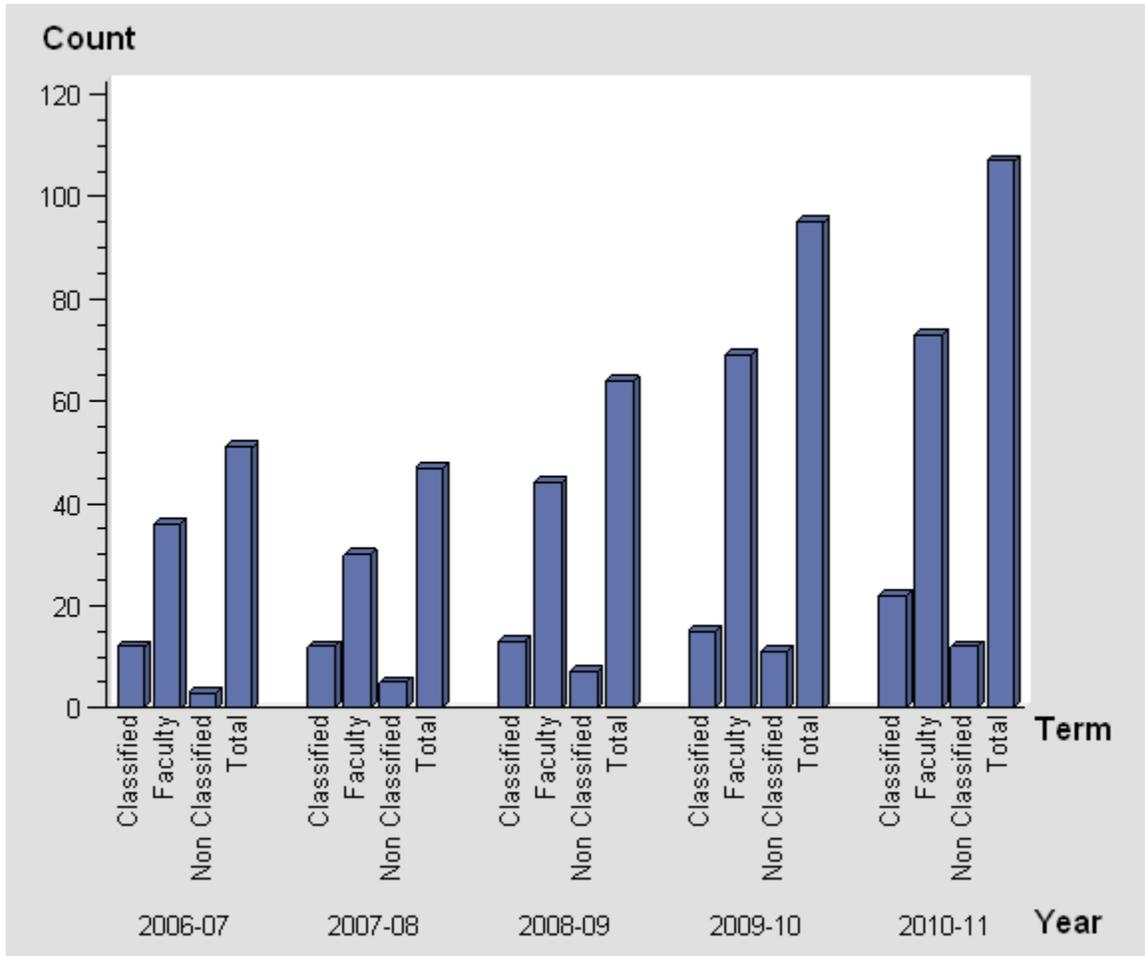
**FULL-TIME YEARLY PERSONNEL**

<b>Year</b>	<b>Faculty</b>	<b>Classified</b>	<b>Non Classified</b>	<b>Total</b>
2006-07	20	9	5	34
2007-08	27	15	6	48
2008-09	36	14	10	60
2009-10	38	10	13	61
2010-11	42	17	14	73

**PART-TIME YEARLY PERSONNEL**

<b>Year</b>	<b>Faculty</b>	<b>Classified</b>	<b>Non Classified</b>	<b>Total</b>
2006-07	48	1	1	50
2007-08	55	2	1	58
2008-09	51	2	1	54
2009-10	67	3	.	70
2010-11	91	4	.	95

## Bridgmont Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	36	12	3	51
2007-08	30	12	5	47
2008-09	44	13	7	64
2009-10	69	15	11	95
2010-11	73	22	12	107

## Bridgemont Community and Technical College: Yearly Personnel

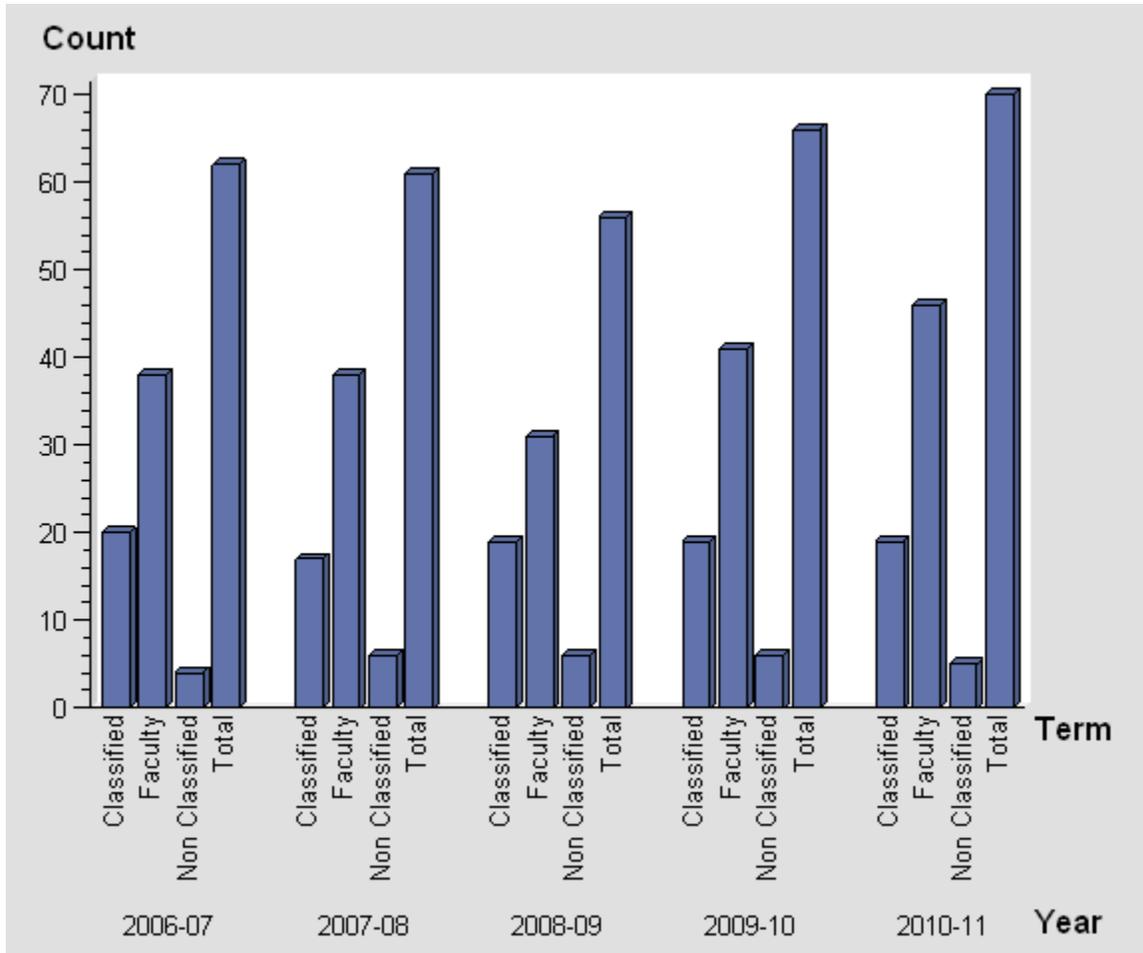
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	18	8	2	28
2007-08	26	6	5	37
2008-09	27	8	6	41
2009-10	32	11	10	53
2010-11	35	18	10	63

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	18	4	1	23
2007-08	4	6	.	10
2008-09	17	5	1	23
2009-10	37	4	1	42
2010-11	38	4	2	44

## Eastern WV Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	38	20	4	62
2007-08	38	17	6	61
2008-09	31	19	6	56
2009-10	41	19	6	66
2010-11	46	19	5	70

## Eastern WV Community and Technical College: Yearly Personnel

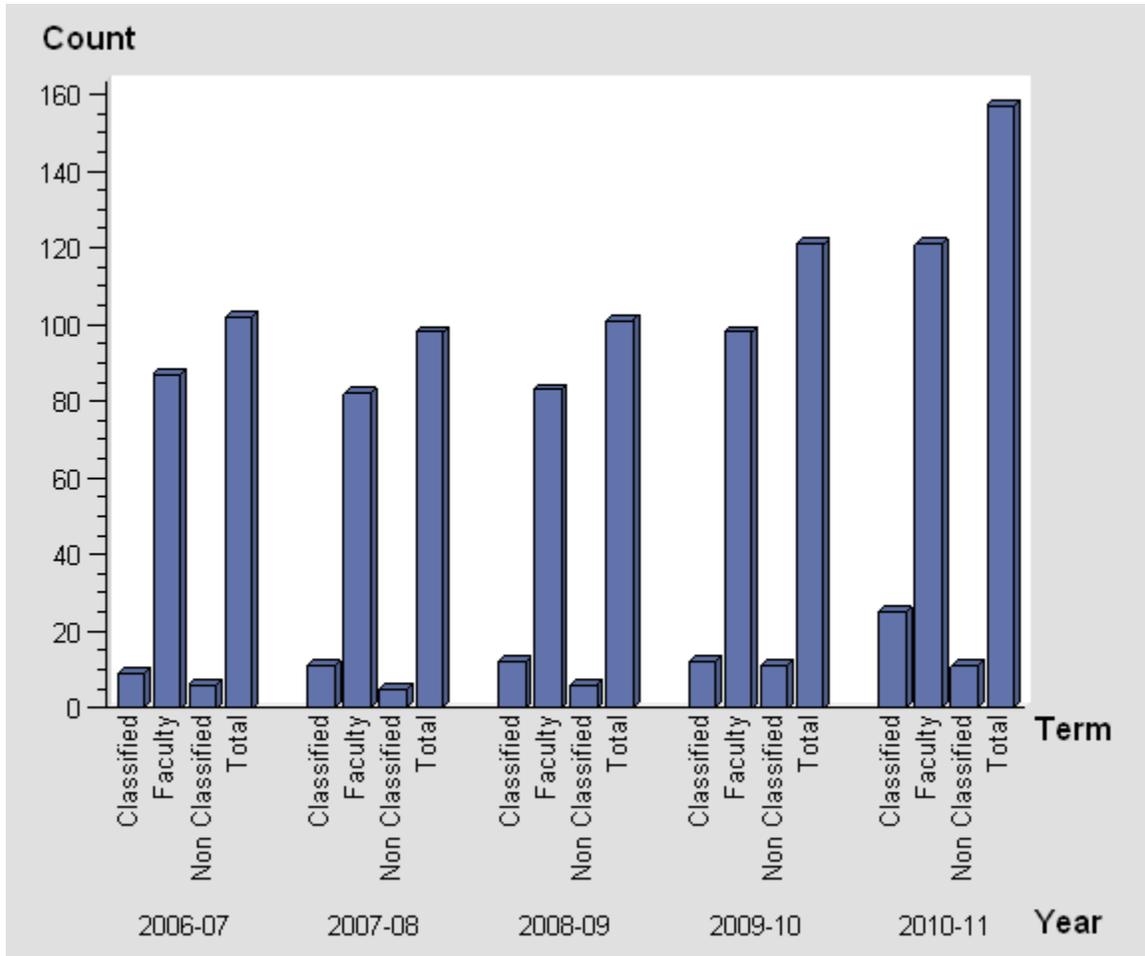
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	1	17	4	22
2007-08	2	15	6	23
2008-09	4	18	6	28
2009-10	3	18	6	27
2010-11	5	18	5	28

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	37	3	.	40
2007-08	36	2	.	38
2008-09	27	1	.	28
2009-10	38	1	.	39
2010-11	41	1	.	42

## Kanawha Valley Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	87	9	6	102
2007-08	82	11	5	98
2008-09	83	12	6	101
2009-10	98	12	11	121
2010-11	121	25	11	157

## Kanawha Valley Community and Technical College: Yearly Personnel

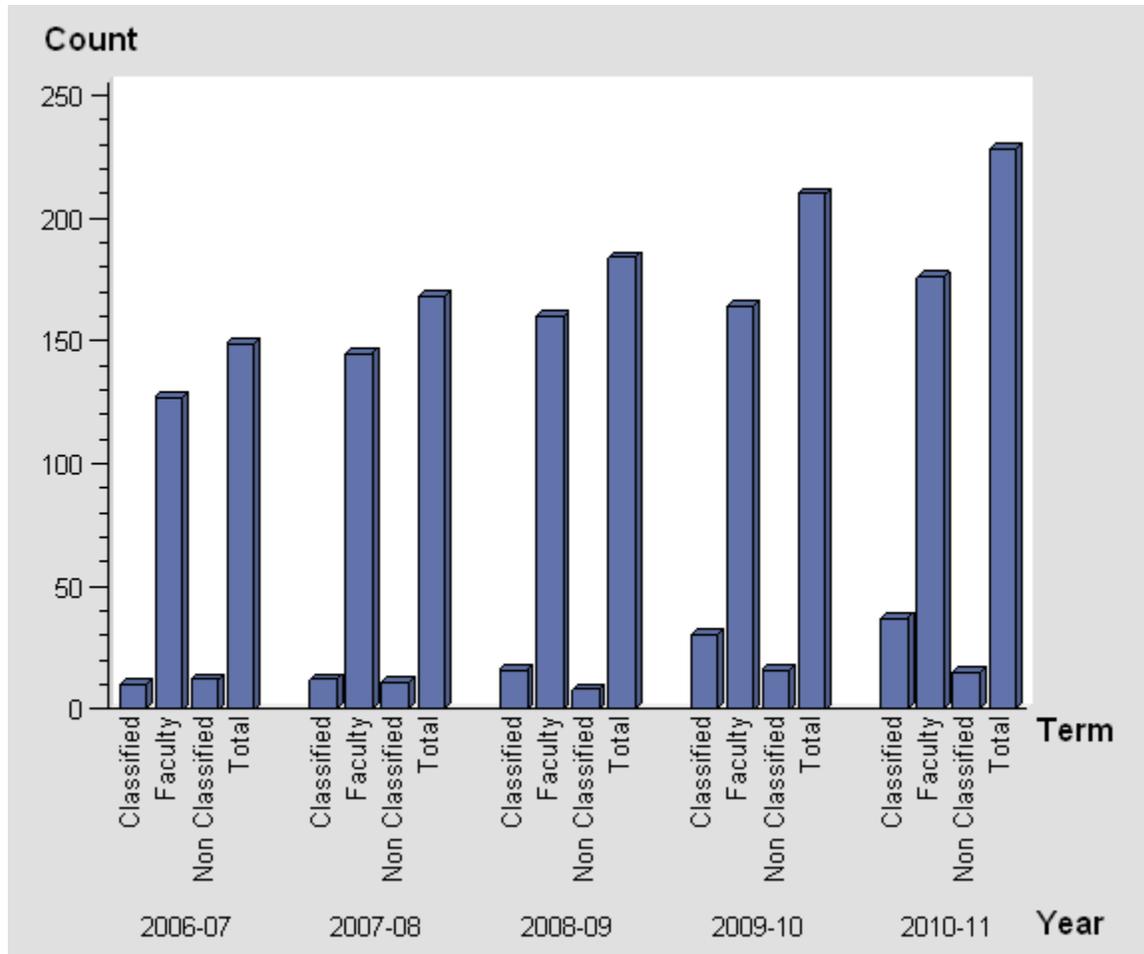
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	35	9	6	50
2007-08	41	11	5	57
2008-09	39	12	6	57
2009-10	41	12	11	64
2010-11	44	25	11	80

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	52	.	.	52
2007-08	41	.	.	41
2008-09	44	.	.	44
2009-10	57	.	.	57
2010-11	77	.	.	77

## Mountwest Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	127	10	12	149
2007-08	145	12	11	168
2008-09	160	16	8	184
2009-10	164	30	16	210
2010-11	176	37	15	228

## Mountwest Community and Technical College: Yearly Personnel

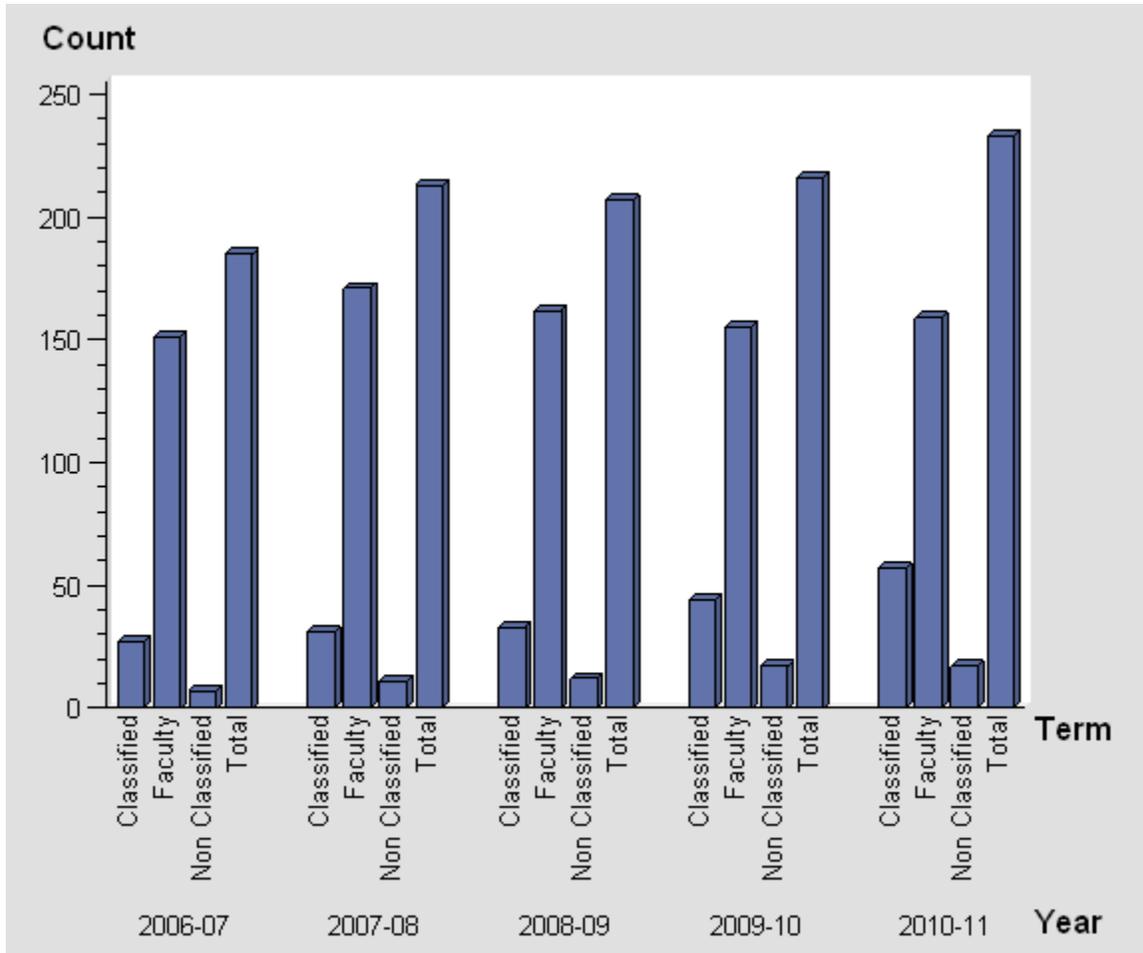
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	38	9	12	59
2007-08	44	11	11	66
2008-09	53	15	8	76
2009-10	55	30	16	101
2010-11	53	37	15	105

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	89	1	.	90
2007-08	101	1	.	102
2008-09	107	1	.	108
2009-10	109	.	.	109
2010-11	123	.	.	123

## New River Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	151	27	7	185
2007-08	171	31	11	213
2008-09	162	33	12	207
2009-10	155	44	17	216
2010-11	159	57	17	233

## New River Community and Technical College: Yearly Personnel

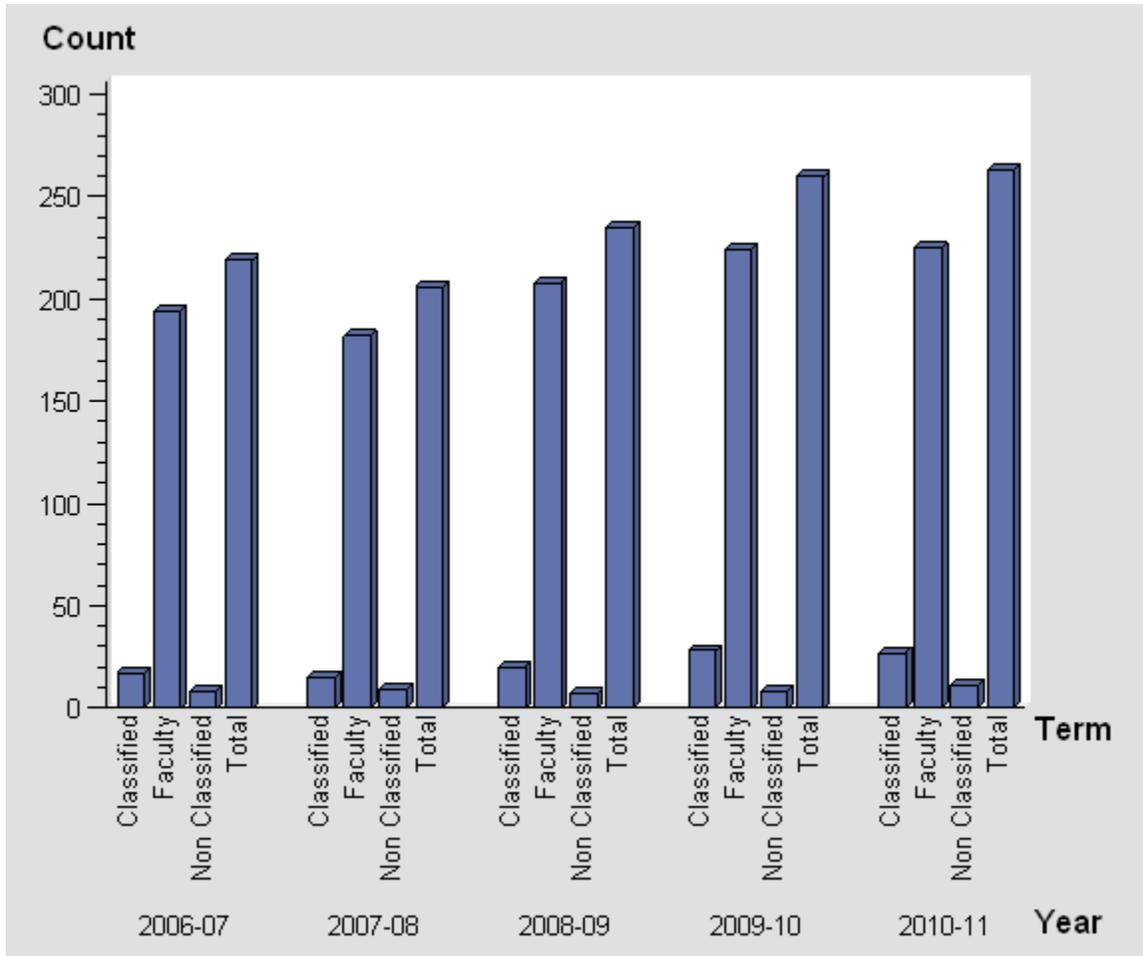
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	31	27	7	65
2007-08	36	31	11	78
2008-09	36	33	12	81
2009-10	39	44	17	100
2010-11	44	57	17	118

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	120	.	.	120
2007-08	135	.	.	135
2008-09	126	.	.	126
2009-10	116	.	.	116
2010-11	115	.	.	115

## Pierpont Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	194	17	8	219
2007-08	182	15	9	206
2008-09	208	20	7	235
2009-10	224	28	8	260
2010-11	225	27	11	263

## Pierpont Community and Technical College: Yearly Personnel

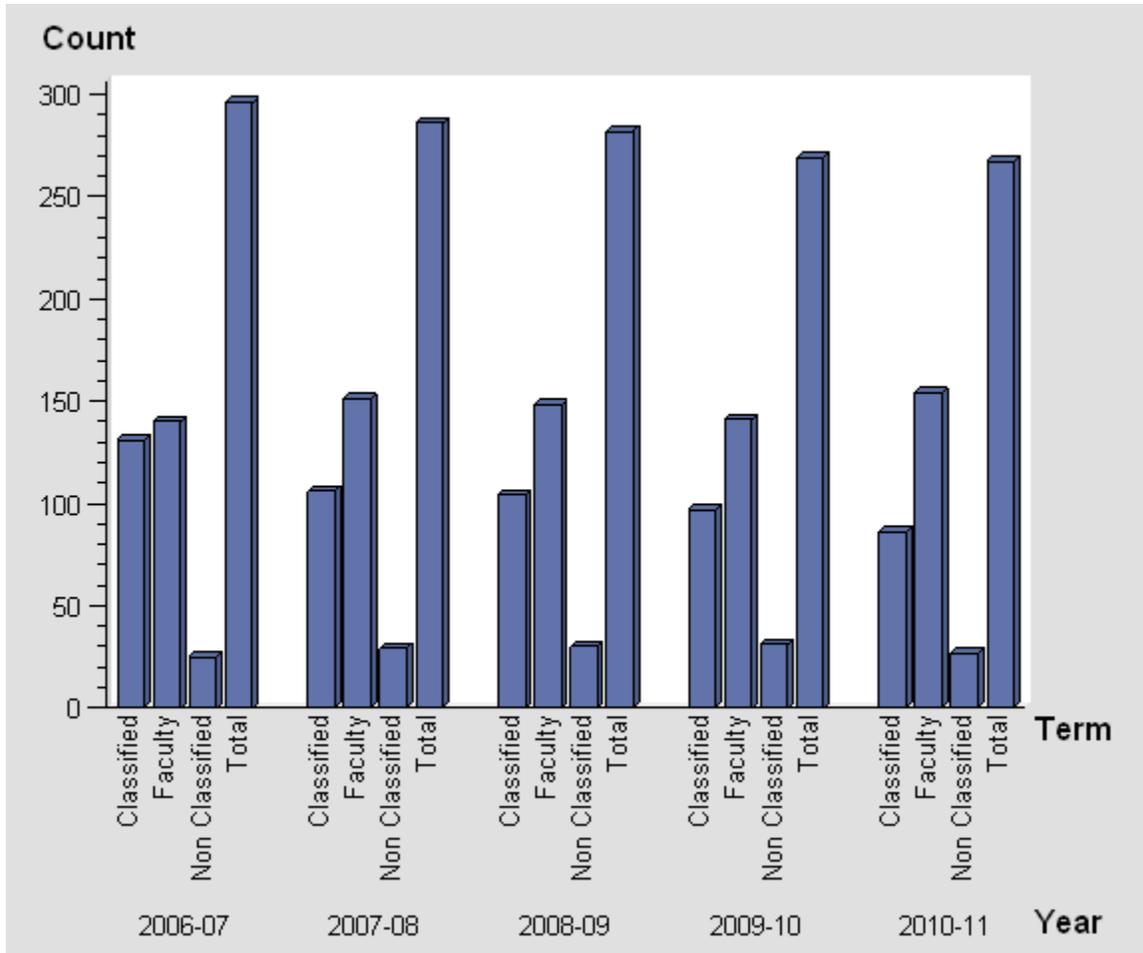
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	59	14	8	81
2007-08	58	13	9	80
2008-09	60	14	7	81
2009-10	62	13	8	83
2010-11	62	14	9	85

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	135	3	.	138
2007-08	124	2	.	126
2008-09	148	6	.	154
2009-10	162	15	.	177
2010-11	163	13	2	178

## Southern WV Community and Technical College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	140	131	25	296
2007-08	151	106	29	286
2008-09	148	104	30	282
2009-10	141	97	31	269
2010-11	154	86	27	267

## Southern WV Community and Technical College: Yearly Personnel

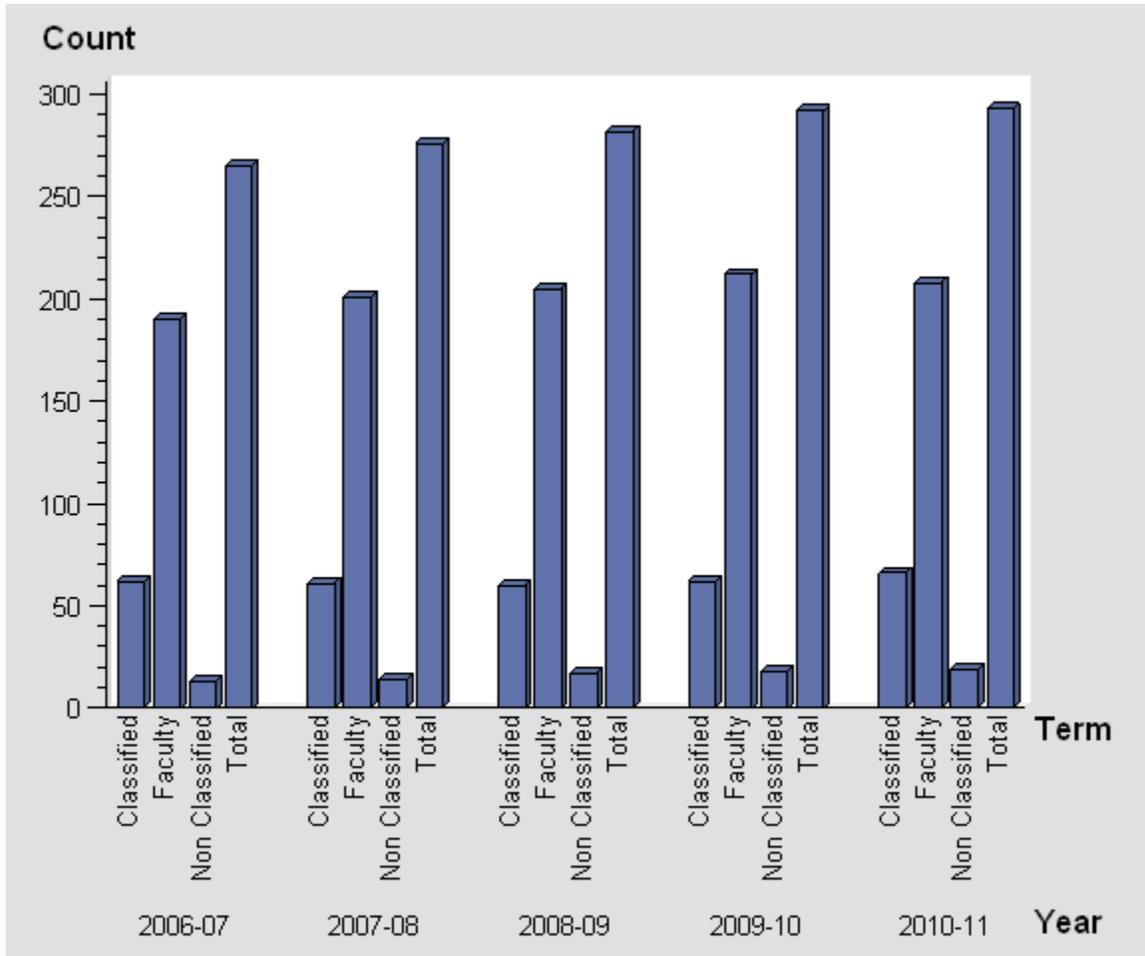
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	66	116	25	207
2007-08	78	100	29	207
2008-09	85	97	30	212
2009-10	80	89	31	200
2010-11	76	77	27	180

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	74	15	.	89
2007-08	73	6	.	79
2008-09	63	7	.	70
2009-10	61	8	.	69
2010-11	78	9	.	87

## West Virginia Northern Community College: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	140	131	25	296
2007-08	151	106	29	286
2008-09	148	104	30	282
2009-10	141	97	31	269
2010-11	154	86	27	267

## West Virginia Northern Community College: Yearly Personnel

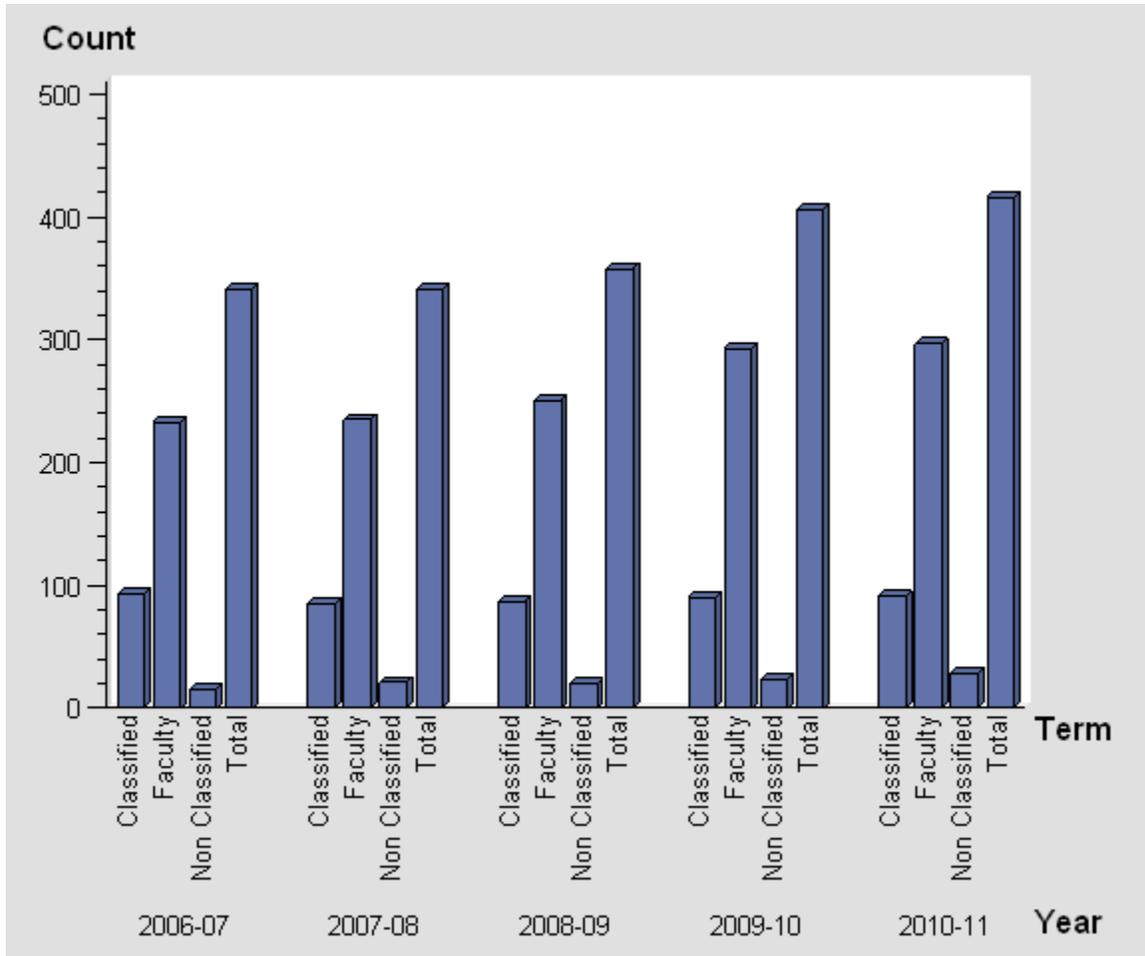
### FULL-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	56	62	13	131
2007-08	59	61	14	134
2008-09	60	60	16	136
2009-10	62	62	18	142
2010-11	63	66	19	148

### PART-TIME YEARLY PERSONNEL

Year	Faculty	Classified	Non Classified	Total
2006-07	134	.	.	134
2007-08	142	.	.	142
2008-09	145	.	1	146
2009-10	150	.	.	150
2010-11	145	.	.	145

## West Virginia University at Parkersburg: Yearly Personnel



Year	Faculty	Classified	Non Classified	Total
2006-07	233	93	15	341
2007-08	235	85	21	341
2008-09	251	87	20	358
2009-10	293	90	23	406
2010-11	297	91	28	416

**West Virginia University at Parkersburg:  
Yearly Personnel**

**FULL-TIME YEARLY PERSONNEL**

Year	Faculty	Classified	Non Classified	Total
2006-07	88	86	15	189
2007-08	86	82	21	189
2008-09	88	84	20	192
2009-10	90	86	23	199
2010-11	92	87	28	207

**PART-TIME YEARLY PERSONNEL**

Year	Faculty	Classified	Non Classified	Total
2006-07	145	7	.	152
2007-08	149	3	.	152
2008-09	163	3	.	166
2009-10	203	4	.	207
2010-11	205	4	.	209

## West Virginia Community and Technical College System Ratio of Students to Instructors

Institution	Ratio of Students To Instructors	Peer Average Ratio of Students to Instructors
Blue Ridge CTC	29	17
Bridgemont CTC	13	14
Eastern CTC	20	17
Kanawha Valley CTC	19	18
Mountwest CTC	22	18
New River CTC	26	17
Pierpont CTC	18	18
Southern West Virginia CTC	18	19
West Virginia Northern CTC	19	18
West Virginia University at Parkersburg	21	20

<b>Community and Technical College System Average</b>	<b>21</b>
<b>System Peer Average</b>	<b>18</b>

\*\*These averages represent a "trimmed" list of peer, 16 rather than 20. We noticed that this IPEDS data had some high and low administrator numbers that were simply not correct. Therefore we removed the 2 highest and 2 lowest schools from each analysis to come to a more centralized average.

**West Virginia Community and Technical College System  
Ratio of Students to Administrators**

Institution	Ratio of Students To Administrators	Peer Average Ratio of Students to Administrators
Blue Ridge CTC	189	118
Bridgemont CTC	101	139
Eastern CTC	56	108
Kanawha Valley CTC	232	91
Mountwest CTC	156	197
New River CTC	148	147
Pierpont CTC	298	180
Southern West Virginia CTC	57	149
West Virginia Northern CTC	106	188
West Virginia University at Parkersburg	209	270

<b>Community and Technical College System Average</b>	<b>155</b>
<b>System Peer Average</b>	<b>159</b>

<b>Institution</b>	<b>FTE Students</b>	<b>FTE Instructors, Researchers, &amp; Public Service Staff</b>	<b>FTE Executives, Administrators, &amp; Managerial Staff</b>	<b>Ratio of Students to Instructors</b>	<b>Ratio of Students to Administrators</b>
East Arkansas Community College	1072	53	12	20	89
Asnuntuck Community College	1074	58	7	19	153
Northwestern Connecticut Community College	967	48	12	20	81
Ivy Tech Community College-Whitewater	2118	84	9	25	235
Cecil College	1382	107	6	13	230
Alpena Community College	1461	93	25	16	58
Glen Oaks Community College	1119	46	17	24	66
Kirtland Community College	1277	80	10	16	128
South Piedmont Community College	1476	143	7	10	211
Mayland Community College	929	102	4	9	232
Eastern Gateway Community College	1444	84	17	17	85
Southwestern Oregon Community College	1518	115	29	13	52
Treasure Valley Community College	1818	94	16	19	114
Paul D Camp Community College	816	46	15	18	54
Central Wyoming College	1448	98	30	15	48
Eastern Wyoming College	882	65	17	14	52
<b>Blue Ridge Community and Technical College</b>	<b>1701</b>	<b>58</b>	<b>9</b>	<b>29</b>	<b>189</b>
<b>Peer Average</b>	<b>1300</b>	<b>82</b>	<b>15</b>	<b>17</b>	<b>118</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
University of Arkansas Community College-Batesville	1345	71	15	19	90
Kauai Community College	822	70	6	12	137
Eastern Idaho Technical College	513	80	10	6	51
Northwest Iowa Community College	1020	75	9	14	113
Northern Maine Community College	867	61	6	14	145
Garrett College	735	40	6	18	123
Gogebic Community College	880	49	13	18	68
University of Montana-Helena College of Technology	950	65	5	15	190
New Mexico State University-Grants	764	33	2	23	382
Martin Community College	492	61	3	8	164
Roanoke-Chowan Community College	547	60	6	9	91
Tri-County Community College	775	74	4	10	194
Dakota College at Bottineau	482	25	3	19	161
Williston State College	601	36	5	17	120
Williamsburg Technical College	486	29	3	17	162
Nicolet Area Technical College	903	81	24	11	38
<b>Bridgemont Community and Technical College</b>	<b>607</b>	<b>46</b>	<b>6</b>	<b>13</b>	<b>101</b>
<b>Peer Average</b>	<b>761</b>	<b>57</b>	<b>8</b>	<b>14</b>	<b>139</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
J F Drake State Technical College	923	41	8	23	115
Reid State Technical College	578	31	10	19	58
Prince William Sound Community College	261	18	1	15	261
Cossatot Community College, University of Arkansas	839	50	21	17	40
Rich Mountain Community College	673	38	4	18	168
Florida Keys Community College	776	45	17	17	46
Waycross College	733	35	16	21	46
Gogebic Community College	880	49	13	18	68
Pine Technical College	581	26	6	22	97
Martin Community College	492	61	3	8	164
Montgomery Community College	563	66	6	9	94
Pamlico Community College	367	42	6	9	61
Kent State University East Liverpool Campus	922	41	7	22	132
University of South Carolina-Union	316	12	2	26	158
Williamsburg Technical College	486	29	3	17	162
Eastern Shore Community College	565	39	10	14	57
<b>Eastern West Virginia Community and Technical College</b>	<b>335</b>	<b>17</b>	<b>6</b>	<b>20</b>	<b>56</b>
<b>Peer Average</b>	<b>622</b>	<b>39</b>	<b>8</b>	<b>17</b>	<b>108</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
George C Wallace State Community College-Selma	1496	66	14	23	107
East Arkansas Community College	1072	53	12	20	89
University of Arkansas Community College-Batesville	1345	71	15	19	90
Asnuntuck Community College	1074	58	7	19	153
Garden City Community College	1370	114	8	12	171
Alpena Community College	1461	93	25	16	58
Glen Oaks Community College	1119	46	17	24	66
Isothermal Community College	1848	136	17	14	109
McDowell Technical Community College	1019	80	15	13	68
Eastern Gateway Community College	1444	84	17	17	85
Zane State College	2021	108	32	19	63
Treasure Valley Community College	1818	94	16	19	114
Dabney S Lancaster Community College	874	44	10	20	87
Paul D Camp Community College	816	46	15	18	54
Central Wyoming College	1448	98	30	15	48
Northwest College	1600	104	17	15	94
<b>Kanawha Valley Community and Technical College</b>	<b>1159</b>	<b>60</b>	<b>5</b>	<b>19</b>	<b>232</b>
<b>Peer Average</b>	<b>1364</b>	<b>81</b>	<b>17</b>	<b>18</b>	<b>91</b>

<b>Institution</b>	<b>FTE Students</b>	<b>FTE Instructors, Researchers, &amp; Public Service Staff</b>	<b>FTE Executives, Administrators, &amp; Managerial Staff</b>	<b>Ratio of Students to Instructors</b>	<b>Ratio of Students to Administrators</b>
Middlesex Community College	1790	87	8	21	224
Northwestern Connecticut Community College	967	48	12	20	81
Delaware Technical and Community College-Terry	2211	135	9	16	246
Eastern Maine Community College	1494	54	12	28	125
Bay de Noc Community College	1997	95	14	21	143
Anoka Technical College	1632	81	7	20	233
Montana State University-Great Falls College of Technology	1419	78	14	18	101
Nash Community College	1972	159	4	12	493
Western Piedmont Community College	2332	191	4	12	583
Marion Technical College	1802	70	25	26	72
Washington State Community College	1386	102	10	14	139
Technical College of the Lowcountry	1493	78	5	19	299
Orangeburg Calhoun Technical College	2102	104	12	20	175
Lamar State College-Port Arthur	1374	85	14	16	98
Bellingham Technical College	1880	102	21	18	90
Blackhawk Technical College	2277	222	42	10	54
<b>Mountwest Community and Technical College</b>	<b>2181</b>	<b>100</b>	<b>14</b>	<b>22</b>	<b>156</b>
<b>Peer Average</b>	<b>1758</b>	<b>106</b>	<b>13</b>	<b>18</b>	<b>197</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
East Arkansas Community College	1072	53	12	20	89
Southeast Arkansas College	1409	68	9	21	157
Northwestern Connecticut Community College	967	48	12	20	81
Garden City Community College	1370	114	8	12	171
Alpena Community College	1461	93	25	16	58
Kirtland Community College	1277	80	10	16	128
White Mountains Community College	584	106	2	6	292
Southwestern Community College	1496	149	15	10	100
Wilson Community College	1365	122	5	11	273
Belmont Technical College	1785	83	23	22	78
Eastern Gateway Community College	1444	84	17	17	85
Western Oklahoma State College	1891	62	14	31	135
Treasure Valley Community College	1818	94	16	19	114
Technical College of the Lowcountry	1493	78	5	19	299
College of Eastern Utah	1654	101	31	16	53
Warren County Community College	1396	66	6	21	233
<b>New River Community and Technical College</b>	<b>2072</b>	<b>81</b>	<b>14</b>	<b>26</b>	<b>148</b>
<b>Peer Average</b>	<b>1405</b>	<b>88</b>	<b>13</b>	<b>17</b>	<b>147</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
Capital Community College	2249	125	10	18	225
Three Rivers Community College	2562	133	10	19	256
Carl Sandburg College	1738	101	20	17	87
Allegany College of Maryland	2905	179	11	16	264
Chesapeake College	1694	105	16	16	106
Wor-Wic Community College	2215	131	8	17	277
Southwestern Michigan College	1966	88	25	22	79
South Central College	2780	206	13	13	214
Saint Cloud Technical College	3317	156	14	21	237
Meridian Community College	3273	163	20	20	164
CUNY Hostos Community College	4405	234	69	19	64
Craven Community College	2046	154	4	13	512
Edison State Community College	2265	114	26	20	87
North Central State College	2051	121	28	17	73
Butler County Community College	3017	172	38	18	79
Snow College	3237	162	21	20	154
<b>Pierpont Community and Technical College</b>	<b>2088</b>	<b>116</b>	<b>7</b>	<b>18</b>	<b>298</b>
<b>Peer Average</b>	<b>2608</b>	<b>147</b>	<b>21</b>	<b>18</b>	<b>180</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
Danville Area Community College	2190	84	40	26	55
Maysville Community and Technical College	2570	118	14	22	184
Central Maine Community College	1805	111	14	16	129
Chesapeake College	1694	105	16	16	106
Wor-Wic Community College	2215	131	8	17	277
Bay de Noc Community College	1997	95	14	21	143
Montcalm Community College	1404	69	19	20	74
South Central College	2780	206	13	13	214
Fulton-Montgomery Community College	2102	87	17	24	124
SUNY College of Technology at Canton	2874	140	27	21	106
North Dakota State College of Science	1946	147	21	13	93
North Central State College	2051	121	28	17	73
Washington State Community College	1386	102	10	14	139
Orangeburg Calhoun Technical College	2102	104	12	20	175
Cleveland State Community College	2563	113	8	23	320
Dyersburg State Community College	2344	97	13	24	180
<b>Southern WV Community &amp; Technical College</b>	<b>1825</b>	<b>100</b>	<b>32</b>	<b>18</b>	<b>57</b>
<b>Peer Average</b>	<b>2126</b>	<b>114</b>	<b>17</b>	<b>19</b>	<b>149</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
George C Wallace Community College-Dothan	3350	173	8	19	419
National Park Community College	2266	133	23	17	99
Capital Community College	2249	125	10	18	225
Delaware Technical and Community College-Terry	2211	135	9	16	246
University of Hawaii Maui College	2694	142	7	19	385
Carl Sandburg College	1738	101	20	17	87
Richland Community College	2087	114	47	18	44
Allegany College of Maryland	2905	179	11	16	264
Roxbury Community College	1616	88	36	18	45
Cumberland County College	2919	128	42	23	70
Edgecombe Community College	2007	113	5	18	401
Wayne Community College	2537	184	7	14	362
Central Ohio Technical College	2930	131	34	22	86
Washington State Community College	1386	102	10	14	139
Community College of Beaver County	1840	116	33	16	56
Galveston College	1159	67	14	17	83
<b>West Virginia Northern Community College</b>	<b>2114</b>	<b>112</b>	<b>20</b>	<b>19</b>	<b>106</b>
<b>Peer Average</b>	<b>2243</b>	<b>127</b>	<b>20</b>	<b>18</b>	<b>188</b>

Institution	FTE Students	FTE Instructors, Researchers, & Public Service Staff	FTE Executives, Administrators, & Managerial Staff	Ratio of Students to Instructors	Ratio of Students to Administrators
Gadsden State Community College	5127	216	25	24	205
Arkansas State University-Beebe	3236	172	9	19	360
Naugatuck Valley Community College	4099	191	12	21	342
Three Rivers Community College	2562	133	10	19	256
Purdue University-North Central Campus	3444	178	19	19	181
Indian Hills Community College	3898	136	25	29	156
Monroe County Community College	2896	139	26	21	111
Saint Cloud Technical College	3317	156	14	21	237
Sandhills Community College	2736	210	24	13	114
Western Piedmont Community College	2332	191	4	12	583
Bismarck State College	3239	171	31	19	104
Terra State Community College	2027	95	17	21	119
Spartanburg Community College	3961	196	6	20	660
Tri-County Technical College	4968	225	8	22	621
Grayson County College	3185	147	23	22	138
Casper College	2884	188	23	15	125
<b>West Virginia University at Parkersburg</b>	<b>3336</b>	<b>156</b>	<b>16</b>	<b>21</b>	<b>209</b>
<b>Peer Average</b>	<b>3369</b>	<b>172</b>	<b>17</b>	<b>20</b>	<b>270</b>



**Report to the Legislative Oversight Commission  
on Education Accountability**

**December 13, 2010**

**DISCUSSION OF ACADEMIC YEAR 2011-2012  
TUITION AND FEE INCREASES**



## SCHEDULE 1

### TUITION AND FEE SUMMARY Academic Years 2004-05 through 2010-11

Institution	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	Average Annual	
								5-Year	1-Year
Blue Ridge CTC	\$2,944	\$2,944	\$2,944	\$2,944	\$3,060	\$3,072	\$3,072	0.87%	0.00%
Bridgemont CTC	\$3,118	\$3,118	\$3,266	\$3,266	\$3,410	\$3,504	\$3,486	1.35%	-0.51%
Eastern WV CTC	\$1,634	\$1,634	\$1,704	\$1,776	\$1,920	\$2,064	\$2,064	4.23%	0.00%
Kanawha Valley CTC	\$2,642	\$2,642	\$2,766	\$2,766	\$2,898	\$2,956	\$2,956	1.37%	0.00%
Mountwest CTC	\$2,814	\$2,814	\$2,898	\$2,898	\$2,856	\$2,856	\$2,856	-0.29%	0.00%
New River CTC	\$2,624	\$2,624	\$2,748	\$2,748	\$2,748	\$2,878	\$2,878	0.95%	0.00%
Pierpont CTC	\$3,052	\$3,090	\$3,212	\$3,212	\$3,312	\$3,432	\$3,432	1.37%	0.00%
Southern WV CTC	\$1,634	\$1,634	\$1,704	\$1,776	\$1,920	\$2,102	\$2,102	4.67%	0.00%
WV Northern CC	\$1,752	\$1,752	\$1,834	\$1,916	\$2,198	\$2,358	\$2,358	5.71%	0.00%
WVU at Parkersburg	\$1,668	\$1,668	\$1,746	\$1,825	\$1,912	\$2,076	\$2,073	3.75%	-0.14%
<b>AVERAGE</b>	<b>\$2,388</b>	<b>\$2,392</b>	<b>\$2,482</b>	<b>\$2,513</b>	<b>\$2,623</b>	<b>\$2,730</b>	<b>\$2,728</b>	<b>2.40%</b>	<b>-0.07%</b>

**Average Tuition Rates**

West Virginia	\$2,728
National Average	\$2,361
SREB	\$2,316

**SCHEDULE 2**

**Community and Technical College System of West Virginia  
Revenue Impact of Each Strategy**

**MAXIMUM INCREASE OF 4.75% to 9.5%**

Institution	AY 2009-10 RESIDENT FTEs	AY 2010-11 TOTAL TUITION & FEES	\$ AMOUNT OF E&G TUITION INCREASE	AY 2011-12 TOTAL TUITION & FEES	% INCREASE	REVENUE GENERATED
Blue Ridge Community and Technical College *	1,382.60	\$3,072	\$145.92	\$3,218	4.75%	\$201,749
Bridgemont Community and Technical College*	549.93	\$3,486	\$165.59	\$3,652	4.75%	\$91,063
Eastern WV Community and Technical College	329.77	\$2,064	\$196.08	\$2,260	9.50%	\$64,661
Kanawha Valley Community and Technical College *	1,123.63	\$2,956	\$140.41	\$3,096	4.75%	\$157,769
Mountwest Community and Technical College *	1,626.05	\$2,856	\$135.66	\$2,992	4.75%	\$220,590
New River Community and Technical College *	2,090.13	\$2,878	\$136.71	\$3,015	4.75%	\$285,742
Pierpont Community and Technical College *	1,921.40	\$3,432	\$163.02	\$3,595	4.75%	\$313,227
Southern WV Community and Technical College	1,573.97	\$2,102	\$199.69	\$2,302	9.50%	\$314,306
WV Northern Community College	1,874.11	\$2,358	\$224.01	\$2,582	9.50%	\$419,819
WVU at Parkersburg (Associates Degree)	3,221.80	\$2,076	\$197.22	\$2,273	9.50%	\$635,403
<b>System Average</b>		<b>\$2,728</b>	<b>\$170.43</b>	<b>\$2,898</b>	<b>6.65%</b>	

\* Capped at 4.75% per statute since total tuition and fees exceed state average

**MAXIMUM INCREASE OF 3% to 6%**

Institution	AY 2009-10 RESIDENT FTEs	AY 2010-11 TOTAL TUITION & FEES	\$ AMOUNT OF E&G TUITION INCREASE	AY 2011-12 TOTAL TUITION & FEES	% INCREASE	REVENUE GENERATED
Blue Ridge Community and Technical College	1,382.60	\$3,072	\$92.16	\$3,164	3.00%	\$127,420
Bridgemont Community and Technical College	549.93	\$3,486	\$104.58	\$3,591	3.00%	\$57,512
Eastern WV Community and Technical College	329.77	\$2,064	\$123.84	\$2,188	6.00%	\$40,839
Kanawha Valley Community and Technical College	1,123.63	\$2,956	\$88.68	\$3,045	3.00%	\$99,644
Mountwest Community and Technical College	1,626.05	\$2,856	\$85.68	\$2,942	3.00%	\$139,320
New River Community and Technical College	2,090.13	\$2,878	\$86.34	\$2,964	3.00%	\$180,462
Pierpont Community and Technical College	1,921.40	\$3,432	\$102.96	\$3,535	3.00%	\$197,827
Southern WV Community and Technical College	1,573.97	\$2,102	\$126.12	\$2,228	6.00%	\$198,509
WV Northern Community College	1,874.11	\$2,358	\$141.48	\$2,499	6.00%	\$265,149
WVU at Parkersburg (Associates Degree)	3,221.80	\$2,076	\$124.46	\$2,200	6.00%	\$400,985
<b>System Average</b>		<b>\$2,728</b>	<b>\$107.63</b>	<b>\$2,836</b>	<b>4.20%</b>	

**SCHEDULE 3**

**Community and Technical College System of West Virginia  
Revenue Impact of Each Strategy**

**FLAT DOLLAR INCREASE OF \$100**

Institution	AY 2009-10 RESIDENT FTEs	AY 2010-11 TOTAL TUITION & FEES	\$ AMOUNT OF E&G TUITION INCREASE	AY 2011-12 TOTAL TUITION & FEES	% INCREASE	REVENUE GENERATED
Blue Ridge Community and Technical College	1,382.60	\$3,072	\$100.00	\$3,172	3.26%	\$138,260
Bridgemont Community and Technical College	549.93	\$3,486	\$100.00	\$3,586	2.87%	\$54,993
Eastern WV Community and Technical College	329.77	\$2,064	\$100.00	\$2,164	4.84%	\$32,977
Kanawha Valley Community and Technical College	1,123.63	\$2,956	\$100.00	\$3,056	3.38%	\$112,363
Mountwest Community and Technical College	1,626.05	\$2,856	\$100.00	\$2,956	3.50%	\$162,605
New River Community and Technical College	2,090.13	\$2,878	\$100.00	\$2,978	3.47%	\$209,013
Pierpont Community and Technical College	1,921.40	\$3,432	\$100.00	\$3,532	2.91%	\$192,140
Southern WV Community and Technical College	1,573.97	\$2,102	\$100.00	\$2,202	4.76%	\$157,397
WV Northern Community College	1,874.11	\$2,358	\$100.00	\$2,458	4.24%	\$187,411
WVU at Parkersburg (Associates Degree)	3,221.80	\$2,076	\$100.00	\$2,176	4.82%	\$322,180
<b>System Average</b>		<b>\$2,728</b>	<b>\$100.00</b>	<b>\$2,828</b>	<b>3.81%</b>	

**FLAT DOLLAR INCREASE OF \$125**

Institution	AY 2009-10 RESIDENT FTEs	AY 2010-11 TOTAL TUITION & FEES	\$ AMOUNT OF E&G TUITION INCREASE	AY 2011-12 TOTAL TUITION & FEES	% INCREASE	REVENUE GENERATED
Blue Ridge Community and Technical College	1,382.60	\$3,072	\$125.00	\$3,197	4.07%	\$172,825
Bridgemont Community and Technical College	549.93	\$3,486	\$125.00	\$3,611	3.59%	\$68,741
Eastern WV Community and Technical College	329.77	\$2,064	\$125.00	\$2,189	6.06%	\$41,221
Kanawha Valley Community and Technical College	1,123.63	\$2,956	\$125.00	\$3,081	4.23%	\$140,454
Mountwest Community and Technical College	1,626.05	\$2,856	\$125.00	\$2,981	4.38%	\$203,256
New River Community and Technical College	2,090.13	\$2,878	\$125.00	\$3,003	4.34%	\$261,266
Pierpont Community and Technical College	1,921.40	\$3,432	\$125.00	\$3,557	3.64%	\$240,175
Southern WV Community and Technical College	1,573.97	\$2,102	\$125.00	\$2,227	5.95%	\$196,746
WV Northern Community College	1,874.11	\$2,358	\$125.00	\$2,483	5.30%	\$234,264
WVU at Parkersburg (Associates Degree)	3,221.80	\$2,076	\$125.00	\$2,201	6.02%	\$402,725
<b>System Average</b>		<b>\$2,728</b>	<b>\$125.00</b>	<b>\$2,853</b>	<b>4.76%</b>	

## SCHEDULE 4

### Community and Technical College System of West Virginia FY 2008-09 State Appropriations per Annualized FTE

Institution	FY 2008-09 Appropriations per FTE	FY 2008-09 Average Peer State & Local Appropriations per FTE	Difference	Rank (Furthest from Peers)
Blue Ridge Community and Technical College	\$2,515	\$7,700	(\$5,185)	1
Bridgemont Community and Technical College	\$6,909	\$8,248	(\$1,339)	7
Eastern WV Community and Technical College	\$7,931	\$6,911	\$1,020	10
Kanawha Valley Community and Technical College	\$3,043	\$6,619	(\$3,576)	2
Mountwest Community and Technical College	\$3,540	\$6,318	(\$2,778)	4
New River Community and Technical College	\$3,399	\$6,585	(\$3,186)	3
Pierpont Community and Technical College	\$4,391	\$5,463	(\$1,072)	8
Southern WV Community and Technical College	\$5,274	\$5,303	(\$29)	9
WV Northern Community College	\$3,858	\$5,740	(\$1,882)	6
WVU at Parkersburg	\$3,455	\$5,651	(\$2,196)	5

### Community and Technical College System of West Virginia State Appropriations per Annualized FTE

Institution	FY 2008-09 Total State Appropriations	AFTES 2008-09	Total Appropriations per AFTE	FY 2008-09 Total Funding per AFTE	FY 2008-09 Average Peer Total Funding per AFTE
Blue Ridge Community and Technical College	\$2,955,463	1,175	\$2,515	\$4,616	\$9,613
Bridgemont Community and Technical College	\$3,896,885	564	\$6,909	\$9,237	\$10,219
Eastern WV Community Technical College	\$2,062,115	260	\$7,931	\$10,750	\$8,546
Kanawha Valley Community and Technical College	\$4,038,673	1,327	\$3,043	\$4,048	\$8,339
Mountwest Community and Technical College	\$5,911,742	1,670	\$3,540	\$4,720	\$8,926
New River Community and Technical College	\$5,673,054	1,669	\$3,399	\$4,286	\$8,720
Pierpont Community and Technical College	\$8,328,395	1,897	\$4,390	\$5,612	\$8,173
Southern WV Community and Technical College	\$8,633,197	1,637	\$5,274	\$6,146	\$7,597
WV Northern Community College	\$7,710,716	1,999	\$3,857	\$5,173	\$7,841
WVU at Parkersburg	\$9,735,011	2,818	\$3,455	\$5,255	\$8,036

