



Board of Trustees Meeting – April 17, 2024
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**MEETING OF THE WOU BOARD OF TRUSTEES
MEETING NO. 59 – February 13-14, 2024**

February 13, 2024

3:00-5:00PM

WERNER UNIVERSITY CENTER | COLUMBIA ROOM

Meeting Minutes

I. CALL-TO-MEETING / ROLL CALL

Chair Komp calls the meeting to order at 3:05 pm and asks Secretary Sorce to call the roll. The following trustees were Present

Trustee Susan Castillo, Trustee Danielle Campbell (arrived at 4pm), Trustee Gayle Evans, Trustee David Foster, Trustee Angela Fasana, Trustee Cecelia Koontz (arrived at 3:50pm), Cristian Mendez-Garcia, Trustee Leah Mitchell, Trustee Kari Nelsestuen, President Jesse Peters (ex-officio member of the Board), Board Chair Betty Komp,

The following trustees were not present:

Trustee Jerry Ambris, Trustee Cecelia Koontz,

Quorum is present

Also in Attendance:

Sandy Rowe, Trustee Designee Paige Jackson, Evan Sorce, LouAnn Vickers, Randi Lydum, Tina Fuchs, Venu Nair, Desiree Noah, Dr. Mark Girod, Ricardo Lujan Valerio, Dominique Vargas, Katie Wojke, Nathan Sauer, Mr. Michael Ellis, Mr. Hunter Hall, Dr. Melanie Landon Hays, Dr. Jose Coll, Dr. Breeann Flesch Judy Silva, Jackson Stallay Chelle Batchelor, Cameron Mortensen

II. CHAIR'S WELCOME

Chair Komp welcomes the WOU community to the November Board of Trustees meeting. She thanked everyone for being present or tuning in remotely. Chair Komp also welcomed Trustee Designee Paige Jackson. She is for confirmation in a matter of days and, once approved, will be able to vote. Chair Komp asked Trustee Designee Jackson to talk a bit about what she does for the University. Trustee Designee Jackson spoke about her work as the Director of Student Success & Advising. Chair Komp also welcomed The Chair of the Higher Education Coordinating Commission Chair Sandy Rowe, who toured campus today and met with Senior Leadership, students, and the Board Leadership before the meeting. Chair Komp then spoke about the public comment process, which is part of the Wednesday portion of the Board meeting, and encouraged folks to sign up if they would like to speak to the Board.



III. PRESIDENT'S WELCOME

President Peters gave an overview of what the Board would hear during the meeting and thanked Chair Rowe for being present for the meeting. President Peters then introduced Maureen Brakke, Western Oregon University director of Marketing and Communications, to give a little background on the College Tour video. Director Brakke shared that the College Tour video is now live on their and the university websites. The video is about 30 minutes long and shares what it is like to attend Western Oregon University through the stories of 10 of our students. The Board then watched the 30-minute video. If you would like to view the video, please click [here](#). After the video, President Peters then talked about how positive the environment was for the VIP release of the video. Families were there, and the students cheered on and supported each other. Trustee Castillo asked what was next now that the video had been released. The video is streaming on Amazon Prime and Hulu, so prospective students can watch it. WOU owns the product, so the institution can use it as we see fit.

IV. STAKEHOLDER UPDATES

1) SHARED GOVERNANCE

a. ASWOU | Hunter Hall

ASWOU President Hall shared the Student Government report. President Hall mentioned increase efforts by student government to table and get their message out to the student government about what ASWOU is and what services they can access through the student government. President Hall then updated the board on the composting initiative he is working on, including the plans to create a closed loop system. On the advocacy front, President Hall testified in the State Capitol in support of a basic needs package that is being considered by the Oregon Legislature. President Hall then gave an update on the incidental fee process which is that the proposed FY 25 incidental fee budget was release this week and enhancements will be considered starting next week. President Hall then walked through the process ASWOU is going to go through to select the three students that will be serving as student representatives on the Board of Trustees.

b. Faculty Senate | Dr. Steve Scheck

The Faculty Senate was meeting at the same time as the Board of Trustees therefore Dr. Scheck was unable to present his report, however it is available for review in the docket

c. Staff Senate | Adrian Trujillo

Staff Senate President Trujillo provided the Staff Senate presentation which can be found on page 5 in the docket for review.

2) UNION

a. SEIU | Jackson Stalley

Jackson Stalley gave the update for SEIU. Discussed SEIU's work at the legislature to reform



the funding formula for higher education statewide as well as addressing the structural problems that have existed since measure 5 was approved by the voters in 1990. Jackson emphasized that the positive relationship labor and staff have with leadership is truly special, and unique among the Oregon Higher Education Institutions. Jackson expressed appreciation to the Board of Trustees and Senior Leadership for being willing to move the agenda around to allow a staff member who had a packed work schedule to participate in public comment. Jackson then talked about the bargaining process that is currently underway. Jackson wanted to end his presentation by mentioning the hard work of the dining services folks over at Valsetz dining hall. Jackson appreciates Human Resources willingness to work with and support the dining services as they face a lot of changes and transitions. President Peters expressed the appreciation to Jackson and SEIU for the Valentine's Day cards that he received from classified staff. The President said that the thought and care that was clearly put into those cards meant a lot.

b. WOUFT | Dr. Melanie Landon-Hayes

Dr. Melanie Landon-Hayes gave her report to the Board. She started her report by discussing the outreach effort that has been made to understanding their membership needs. Over the course of the last year WOUFT has spent over 23 hours in listening sessions with their members as well as division chairs to get a better understanding of their needs. They heard a lot about teaching loads, large service requirements that makes it harder to focus on research. Talked a lot about the priority issues for the faculty union for the upcoming bargaining negotiations. Mentioned their excitement about trying interspace bargaining this year, and that they are continuing to meet with Management in joint labor/management meetings. Formal bargaining begins March 1st. Members have been spending a lot of time at the capitol advocating for increased funding for Higher Education as well as the priorities outlined by students as well as the Higher Education institutions outlined at a previous meeting. Chair Komp asked if there has been any conversation at the capitol about repealing measure 5? Dr. Landon-Hayes said there hasn't been specific conversations about repealing measure 5, but there are conversations around changing the funding formula for higher education institutions.

V. RECESS

Chair Komp discussed the reception for tonight with representatives of the Shared Governance Partners and members of the strategic plan team at 5:00 pm at the Welcome Center. At 4:40pm Chair Komp moved the meeting into recess until 10am Wednesday, February 14 2024.

February 14, 2024

10:00AM-3:00PM

WERNER UNIVERSITY CENTER | COLUMBIA ROOM

DRAFT MEETING MINUTES



I. CALL-TO-MEETING / ROLL CALL

Chair Komp gavels the meeting back into session at 10:00am and asks Secretary Sorce to call the roll. The following trustees were Present

Trustee Danielle Campbell, Trustee Susan Castillo, Trustee Gayle Evans, Trustee Angela Fasana, Trustee David Foster, Trustee Cristian Mendez-Garcia, Trustee Leah Mitchell, Trustee Kari Nelsestuen, Trustee Cec Koontz, President Jesse Peters (ex-officio member of the Board) Board Chair Betty Komp

The following trustees were not present:

Trustee Jerry Ambris,

Quorum is present

Also in Attendance:

Trustee Designee Paige Jackson, Evan Sorce, LouAnn Vickers, Randi Lydum, Tina Fuchs, Dr. Mark Girod, Ricardo Lujan Valerio, Dominique Vargus, Katie Wojke, Venu Nair, Nathan Sauer, Cameron Mortensen, Michael Ellis, Maddux Gillet, Dr. Melanie Landon Hays, Paige Jackson, Adry Clark, Dr. Jose Coll, Judy Silva, Judy Sylva, Chelle Batchelor, Paige,, Jose Coll, Dr. Steve Scheck, Brian Hagland, Blake Hansell, Tyler Berry, Jon Hoffman, Jeannie Rooney, Barb Pena, Ellen Selander, Lauren Kennedy, Michael Gonzalez, David Wolfe, Shadron Lehman, Kristin Diggs, Ramey Carrillo, A Bales, Kristin Lathom Scott, Kella Helyer, Malissa Larson, Jackson Stalley.

II. CHAIR'S WELCOME

Chair Komp thanks everyone for being here. Reminded the audience that the meeting is being lived stream and closed captioning is provided. Chair Komp also reminded the audience the process to sign up for public comment.

III. FIRST PUBLIC COMMENT

1) Michael Gonzalez – Member SEIU

Serves as a Office Specialist inside Athletics and is a member of the Classified Staff. Graduated from Western Oregon University in 2019 and became an employee in January of 2020. Want to thank President Peters and the Board of Trustees for all the work and changes that have been enacted over the last couple of years. It has made a big difference. Wanted to talk about the Classified Staff's Contract. Ask the Board to invest in their Classified staff and invest in them. Chair Komp thanked Mr. Gonzalez for the testimony.

2) Jared Thomas – who is a nondegree student at Western Oregon University.

Wanted to talk about Athletics budget. Mr. Thomas expressed concern about the costs of the athletics budget and how it is impacting the overall universities budget. Asked the Board of Trustees and the Administration to start working on a plan to move Western Oregon University from NCAA Division II back to the NAIA which includes Southern Oregon University and Eastern Oregon University which Mr. Thomas argued would save Western Oregon University \$2 million per year.



Historically Western Oregon University (until 1998) was a member of the NAIA and enjoyed success in the Cascades conference. Chair Komp thanked Mr. Thomas for his public comment.

IV. CONSENT AGENDA ([Appendix A](#))

- 1) Meeting Minutes for the November 14-15, 2023 Meeting Minutes
- 2) FY24 Management Report (As of November 30, 2023)
- 3) FY 2023 Financial Statements Audit
- 4) Single Audit (Audit of Federal Funds received)

Chair Komp mentioned that Shadron Lehman and Kristin Diggs are present to answer any questions Trustees might have in the two audit reports. Trustee Castillo moves to approve the Consent Agenda as presented in the docket. Trustee Mitchell seconded the motion.

The following Trustees voted in support of the motion.

Trustee Danielle Campbell, Trustee Susan Castillo, Trustee Gayle Evans, Trustee Angela Fasana, Trustee David Foster, Trustee Cristian Mendez-Garcia, Trustee Leah Mitchell, Trustee Kari Nelsestuen, Board Chair Betty Komp

The motion passed unanimously.

V. STAKEHOLDER UPDATES

1) WOU FOUNDATION REPORT | Katie Wojke, Vice President for Advancement

Vice President for Advancement Katie Wojke presented and update on the Comprehensive Campaign as well as her report to the board. Her written reports can be reviewed in the docket starting on page 7. Chair Komp asked how this campaign impacts the budget that was approved in November? VP Wojke reminded the Board that this is separate from the University budget that the Board approves, but the Foundation funds supplement and enhances the University Budget, especially around student support. Vice President Wojke also mentioned her two new staff hires. David Beasley who use to be at the College of Education, now is serving as the Director of Development, Annual Giving and Sponsorships, and Dina Miller who serves as the Philanthropy officer. Trustee Evans asked if the campaign tracks new money? VP Wojke can pull reports looking for new donors. All of it counts in the year that it is committed. Trustee Castillo asked if the Foundation is seeing new donors? VP Wojke said emphatically answered yes that at the last Presidents Club Dinner they welcomed 100 new members at the \$1,000 dollars level. President Peters emphasized the need to focus on database and outreach and he is excited for the team that is in place. This includes reaching out to young alums to make the ask, WOU historically didn't do that. Trustee Evans, Trustee Mendez Garcia, and Trustee Komp all mentioned to match all donations of \$25 or more up to \$1,000 if every Board member donated. Trustee Nelsestuen challenged each Board Member to identify a way to champion the campaign. Either by Providing Strategic



Advice, Host Gatherings, Serve as a Storyteller, and Make a Leadership Gift.

VI. PRESIDENT'S REPORT | President Jesse Peters
(Senior Leadership Reports in [Appendix B](#))

President Peters gave his report to the board. His written report can be found on page 30 of the docket for review. Emphasized that enrollment is up 5 percent in headcount and 3 percent in FTE. Retention rate is up by 6 percent. Applications are up right now compared to last year, the FAFSA situation is a problem across the country. Trustee Foster asked a questions about HSI status. Assuming Western Oregon University hits that 25% this year, how is that assessed over the next three years? President Peters said its based on the IPEDS data that is turned in once a year.

Trustee Mendez Garcia asked a question of how the FAFSA situation is impacting our students especially students from underrepresented communities. President Peters responded by saying that the University is assessing what the University can do, but also the timelines are rapidly changing depending on the day. Financial Aid is working on a strategy and sending it out to the campus community. Oregon is currently at 35% FAFSA completion rate compared to last year. The worry is parents and students will push off college for a year because it is so difficult.

At 11:15 am Chair Komp moved the meeting into recess until 11:28 am.

At 11:28 am Chair Komp gaveled the meeting back to order.

2) LEGISLATIVE REPORT | Ricardo "Rico" Lujan Valerio, Director of Government Relations

Rico presented his report on page 12 of Appendix B of the docket for review. Over 300 bills are being considered in the Legislative Short Session, 145 of which the Government Relations folks are tracking, including a \$6 million behavioral health package that WOU is working on with SOU, EOU, PSU, and OIT to help increase capacity in regional healthcare across the state. If this passes, WOU's share will be roughly \$1 million. An additional priority is the Basic Needs funding package, which is about \$5 million. This bill would give additional funding for benefits navigators to support our students. Ultimately, this funding bill ensures that these programs keep going. The last bill to highlight is HB 4082, which is a summer bridge program. This includes the strong start of Destination Western funding. The revenue forecast came back this week, which shows an additional \$500 million in the bucket for projects to be considered this short session. This additional revenue might be added to the rainy-day funds instead of spent. An emergency funding piece has presented itself around a shortfall of the Oregon Opportunity Grant because of changes to federal eligibility in the FAFSA. This is because the changes increase the number of students eligible for aid. Folks are trying to identify resources to fill this gap. WOU Salem hosted multiple lobby events, including University Days, in early February, and today is a Student Lobby Day led by the Oregon Student Association. Finally, Rico briefly mentioned a bill sponsored by



Representative Chaichi, a study bill that looks at the potential changes to governance and if it would make sense to return to a university system. We have some concerns about this bill but are open to talking with Representative Chaichi to share our concerns and see if we can work with her to address those concerns.

VII. DIVERSITY, EQUITY, INCLUSION & ACCESSIBILITY COMMITTEE (DEIAC)

1) Committee Chair Report | Trustee Susan Castillo

Trustee Castillo reported for the Diversity Equity Inclusion Accessibility Committee. She also called the Executive Director of the Diversity Equity and Inclusion Office, Dominique Vargas. The DEIAC met on February 2nd and received an update on the Equity Assessment work, an update on the HSI Summit, and an update on the Campus Climate Survey. Trustee Castillo encouraged Trustees and campus community members to read Director Vargas' report to the Board on page 22 of Appendix B of the Docket. The committee recommended accepting the Equity Assessment Action Plan and discussed the implementation of an equity lens guide and toolkit for everything from developing a syllabus to updating and developing policy, which was a great conversation and exercise. Director Vargas will work with UDIAC to develop a draft version of the guide and toolkit and bring it back to the Board.

Committee Recommendations for Board Discussion/Action

a. Acceptance of the Equity Assessment Action Plan

Trustee Castillo moved into the action item, she asked Director Vargas speak about the process and history of the Equity Assessment Action Plan. The Plan can be found on page 36 of the docket for review. Chair Komp asked that after the campus climate survey has been implemented is there plans to use all of this new data to maybe apply for other federal grants? Director Vargas confirmed that is the plan and specifically there are many federal grants in which this data would make us competitive for.

Trustee Koontz moves to accept the proposed Equity Action Plan as provided in the docket knowing that it is a living document. Trustee Castillo seconded the motion. There was no additional discussion.

The following trustees supported the motion:

Trustee Susan Castillo, Trustee Gayle Evans, Trustee Cecilia Koontz, Trustee Cristian Mendez Garcia, Trustee Leah Mitchell, Trustee Nelsestuen, Chair Komp, Trustee Angela Fasana, Trustee David Foster.

Trustee Campbell was not in the meeting during the vote.

Motion passes 9-0

VIII. FINANCE & ADMINISTRATION COMMITTEE (FAC)



1) Committee Chair Report | Trustee Gayle Evans

Trustee Evans delivered the committee update. The FAC met on January 24th. In addition to the two audits and the management report, all included in the consent agenda, Trustee Evans highlighted that Dr. Karaman has been on medical leave and Camire Moreno is out on leave, and wanted to recognize the team for being flexible and working as hard as possible to continue the day-to-day operations. Trustee Evans also thanked Darin Silbernagel, who was slated to retire but decided to push his retirement date back to help the team. The committee also received an update from the University Budget Advisory Committee, which surveyed the campus community on allocating sustainability funds. That outreach returned 75 different proposals, which the committee ranked and then gave some of the proposals back to the senior leadership team. The committee also heard from the University Technology Advisory Committee and their work of developing a prioritization framework to make decisions on project priorities. The committee also received an update on the capital projects, including the steam pipe, and the potential challenges that could delay our projects, such as supply chain delays etc. Trustee Evans is always impressed with how the team is always forward-thinking to keep things moving forward and on time as possible.

Trustee Evans recognized Bruce Tuma, who had worked at the University for over 35 years, retired and came back to help. He passed away recently, and he was a welder by trade, and his work is all over the campus including the star that is on the sequoia tree during the holiday season. As a tribute, his name was welded onto a beam in the new student success building. The entire Western Oregon University community misses him.

2) Committee Recommendations for Board Discussion/Action

- a. None

IX. BREAK

Chair Komp recessed the meeting at 12:35pm for 15 minutes.

Chair Komp gavelled the meeting back to order at 12:50 pm

X. LUNCH / SHOWCASE PRESENTATION: Presentation of the Proposed Western Oregon University Strategic Plan 2024-2030 & Strategic Plan Assessment | Dr. Judy Sylva, Associate Provost for Academic Effectiveness

President Peters and Associate Provost for Academic Effectiveness Judy Sylva presented the Proposed Western Oregon University Strategic Plan 2024-2030 & Strategic Plan Assessment presentation, which can be found on page 65 of the docket. President Peters thanked the Strategic Planning Committee, which was a group of Faculty, Staff, and Students who volunteered to be the team that led this work. This group included Dr. Judy Sylva, Dr. Chelle Batchelor, Dr. Denise Hackett, Dr. Omar Melchor-Ayala, Jasmine Miller, Malissa Larson, Connor Goehring, Maddux Gillett, Katie Wojke, Luanne Carrillo, and Rian Gayle. President Peters thanked them for their work. President Peters also emphasized that this strategic plan is a living document, and the Board will receive biannual updates. Changes can be made if something in the plan is not working or we find a better way to



measure something.

Trustee Evans mentioned that she likes the core values outlined in this plan a lot. As an individual working here or as a Trustee, are there concrete behaviors that exemplify those values? The way they are written, Trustee Evans believes there are, and maybe these actions can be part of the Board's self-evaluation or part of an employee's performance review. Chelle Batchelor, who was a member of the Strategic Planning Committee, added that when it came time to evaluate the values, the campus community provided very high response rates in support of these values. Chelle also wanted to recognize Judy Sylva's leadership through this process; she has been fantastic to work with. Trustee Mendez Garcia asked if the University Council would be responsible for checking on the specific milestones based on indicators. Associate Provost said we must identify the key indicators that can be the focus moving forward before getting those baselines and milestones. Trustee Mitchell asked Associate Provost Sylvia what she has learned throughout this process so far. Associate Provost Sylvia answered that she has learned that the people who work here hold strong student-centered values at this institution. She has also learned a lot of things she doesn't in the context of relationships, which is sometimes isolating. This sometimes could cause unintended disparities. President Peters added that the word "personalized" mattered a lot to many people on this campus. It is something that people value as a tool for this institution. Trustee Designee Jackson asked if the institution has the infrastructure in place for the data and research this plan will require, and the answer is no. We have to do more to firm up our Institutional Research so that they can collect and analyze the data collected and make sure it is accurate and current.

XI. ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)

1) Committee Chair Report | Trustee Leah Mitchell

Trustee Mitchell gave the update for the ASAC. The ASAC met on January 16 and spent our time reviewing our charter and then developing a work plan for the year. Quick update: Enrollment is up, applications are up about 3.6%, and transfer students and their applications are down. Destination Western's student cohort has been retained at close to 92%, which is incredible and about 6% higher than that of a regular cohort. Had a long conversation about the academic grade change policy that will go into effect in the summer of 2024. Under this policy, if you have a D- or an F, you will receive no credit. There has been a lot of consultation with our regulators and the university community. No credit means a student has not met the learning objectives. This will not impact the student's GPA at this time, which allows students to try other majors without an academic penalty. We know that students who earn an F in their first two quarters at an academic institution are over 60% less likely to be retained. This policy is not unique to Western countries; other institutions are doing this. In addition to the grade change policy, we talked about the strategic enrollment management plan and the academic affairs blueprint plan, which are both currently under development. Lastly, the undergraduate retention rate is 87%, which is down slightly, and the university administration is looking more deeply at the data to try to understand why this is happening and develop intervention tactics to address this.



XII. EXECUTIVE, GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

1) Committee Chair Report | Chair Betty Komp

Chair Betty Komp delivered the EGTC report. The last Executive, Governance, and Trusteeship Committee (EGTC) occurred on February 2, 2024. The Committee received an Internal Audit update from Mr. David Terry and Ryan Schnobrich of the Internal Audit Office at Portland State. The team has completed their first audit, which was the Vendor Master File.

The Committee discussed the needs of the Board and identified the ideal characteristics of potential candidates to fill the vacancy of an at-large position on the Board of Trustees.

Finally, Vice Nelsestuen updated the Committee and talked about the process of recruiting potential future trustees. This includes an initial outreach, then a coffee chat with Vice Chair Nelsestuen, and finally, a conversation with Chair Komp and the President, and then finalize the application process. We currently have two open positions, and six of them have become vacant on July 1. Vice-Chair Nelsestuen invited Trustees to write down suggestions for potential Trustees for us to examine on the note cards on the table.

Chair Komp made a point that the Board is also looking for the next Chair of the Board of Trustees. She hopes everyone takes some time to reflect on that.

2) Committee Recommendations for Board Discussion/Action

- a. Acceptance of the Western Oregon University Plan 2024-2030 Education. Innovation. Community.

Trustee Castillo moved that the Western Oregon University Board of Trustees Approve the Western Oregon University Strategic Plan 2024-2030 as written in the docket. Trustee Mendez Garcia seconded the motion. There was no additional discussion.

The following trustees voted in support of the motion:

Trustee Castillo, Trustee Evans, Trustee Mendez Garcia, Trustee Nelsestuen, Chair Komp, Trustee Fasana, Trustee Foster, Trustee Mitchell.

Trustees Danielle Campbell and Trustee Cecelia Koontz were no longer present when this vote took place.

Motion passed 8-0

XIII. SECOND PUBLIC COMMENT

There was no one signed up for public comment.

XIV. ANNOUNCEMENTS/COMMENTS

Secretary Sorce wanted to remind Board Members that the Statement of Economic Interest will



become live of March 15 and is due April 15. Secretary Sorce will be reaching out to everyone on the board to ensure everyone completes it.

XV. ADJOURNMENT

Chair Komp adjourned the meeting at 2:40pm

Finance & Administration Committee (FAC), April 2, 2024, FY2024 Management Report

Period 8 YTD Actual to Actual Variance:

This report provides eight months of actual revenue and expense activity (as of February 29, 2024) as compared to the same period in prior fiscal year.

Education & General Fund:

Revenues:

Tuition revenues are \$721K more than the prior year, reflecting partial Summer 2023, Fall 2023, and Winter 2024 assessed tuition, due to a combination of tuition increases (3.1% for resident & WUE UG, 0% for nonresident UG and all GR) and an approximate 1.2% UG enrollment increase in Fall 2023, and 0.8% UG enrollment decrease in Winter 2024, respective to the same term prior year. Overall, online course fees have increased \$103K from prior year and other fees have decreased \$309K. Fee remissions have decreased \$204K from the prior year. Altogether, this results in net tuition and fees for Period 8 being \$719K more than the prior year.

Government resources & allocations have increased by \$2.159M from the prior year based on the state's increased funding to the Public University Support Fund (PUSF) for the 2023-25 biennium of \$1B. 49% of PUSF is distributed in year 1 (FY24) and the remaining 51% will be distributed in year 2 (FY25) and allocated among the public universities according to the Student Success and Completion Model (SSCM). The \$29.336M received so far reflects the first, second, and third quarter distributions, as well as \$1.022M of sustainability funds.

Gift grants and contracts revenue has decreased by \$225K from prior year. Other revenues have increased by \$26K from the prior year.

Overall, total revenues are \$54.484M, \$2.680M more than the prior year.

Expenses:

Personnel expenses are \$458K more than the prior period and reflect variations in faculty/staff from the prior year. T/TT faculty received step increases, NTT faculty received a 1.7% COLA effective September 2023, unclassified staff received a 4% COLA effective July 1, 2023, and classified staff received step increases. Classified staff will also receive a 6.5% COLA effective April 1, 2024.

Services and supplies expenses are \$620K more than the prior year.

Overall, total expenses are \$41.775M, \$1.078M more than the prior year.

Net Revenues less Expenses:

Net revenues less expenses have increased by \$1.602M compared to prior year.

Auxiliary Enterprises:

Auxiliary Enterprises is comprised of Athletics, University Housing, Campus Dining, Parking, Bookstore, Student Health & Counseling Center (SHCC), Child Development Center (CDC), Incidental Fee, and other minor operations.

Revenues:

Enrollment Fees have increased by \$536K, due to a combination of increased enrollment, increase to the incidental fee (in FY23 the fee was \$372, with a reduced fee of \$200 for students not enrolled on the Monmouth campus; in FY24 this increased to \$415 and \$210, respectively), and increase to the health service fee (in FY23 the fee was \$154 mandatory for Monmouth-campus students only, in FY24 this increased to \$162, with a reduced fee of \$120 for students not enrolled on the Monmouth campus). Health Service Fee revenue is up \$310K and incidental fee revenue is up \$213K from the prior period. Sales and Services are up \$1.755M from the prior year, primarily in University Housing & Dining (\$1.431M), due to more students living on campus. Other Revenue decreased by \$272K, primarily in Housing due to decreased internal sales from Destination Western. Altogether, auxiliary revenue totals \$13.990M and has increased \$2.019M from the prior year.

Expenses:

Personnel expenses are \$157K more than the prior year. Service & Supplies are \$825K more than the prior year, primarily in Housing/Dining (\$338K) and Athletics (\$783K). Altogether, auxiliary expenses total \$15.626M, an increase of \$982K from the prior year.

Net Revenues less Expenses:

Net revenues less expenses total -\$1.637M and have increased by \$1.037M compared to prior year.

Designated Operations, Service Departments, Clearing Funds:

Designated Operations, Service Departments, and Clearing Funds is comprised primarily of Telecommunications and Oregon Council of Presidents. The Clearing Fund is cleared on a quarterly basis. As of February 29th, the clearing fund reflects temporary revenue and expense balances, these balances can cause misleading comparisons as a result.

Revenues are comparable to prior year, up \$312K. Expenses are up \$16K from the prior year, for a net difference from prior year of \$296K.

FY24 Projected Year-End:

This report provides year-end projections. The projected year-end methodology is a combination of actual revenues and expenses for the first eight months of operations and projections for the remaining four months of FY24. Projections for periods nine through twelve are based on the actual FY23 realization/burn rates for period nine, which are applied to FY24 revenues and expenses.

Education & General Fund:

Revenues:

Total revenues are projected to be \$70.735M, \$173K less than the FY24 adjusted budget. Altogether, net student fees & tuition are projected to be \$105K less than the adjusted budget; the adjusted budget assumed 6% attrition between fall and winter, and winter and spring terms, and actual attrition between fall and winter was 7.5% (based on total FTEs). Gifts, grants, and contracts are projected at \$2.217M, \$23K higher than the FY24 adjusted budget. Other revenues are projected to be \$2.587M, \$13K less than the FY24 adjusted budgeted amount.

Expenses:

Total expenses are projected to be \$68.864M, \$953K less than the FY24 adjusted budget. Personnel is projected to be \$57.434M, \$462K less than the budget due to salvage savings from vacant positions; \$1.357M of salvage savings were incorporated into the FY24 adjusted budget. The FY24 adjusted budget also incorporated \$215K of funds earmarked for upcoming bargaining; projections now incorporate \$350K for increases to classified staff based on negotiations (6.5% COLA effective April 1, 2024 and one-time payment of \$1,500). Service and supplies are projected to be \$11.430M, \$491K less than the FY24 adjusted budget.

Transfer Schedule:

A projected transfer schedule is attached to provide details for the projected transfers in and out. This includes the standard transfers out of support to Athletics and the Child Development Center.

Net Revenues less Expenses and Transfers:

Net revenues less expenses and transfers are projected to be a loss of \$3.232M versus the FY24 adjusted budget of a loss of \$4.015M. This difference is primarily due to projected savings in personnel and service and supplies expenses. Projected year-end fund balance is \$10.793M, or 15.26% of projected revenues.

Auxiliary Enterprises:

Revenues:

Total revenues are projected to be \$22.564M, \$2.695M more than the FY24 adjusted budget. Enrollment fees are projected to be \$5.871M, \$269K more than the budget, primarily due to increased enrollment resulting in increased fee revenue for incidental fee and health service. Sales and services are projected to be \$14.379M, \$2.273M more than budgeted, primarily due to the increase of students living on campus. Other revenues are projected to be \$2.314M, \$154K more than the FY24 adjusted budget.

Expenses:

Total expenses are projected to be \$24.617M, \$1.453M more than the budget. Personnel is projected to be \$10.801M, \$96K more than the adjusted budget. Service and supplies are projected to be \$13.816M, \$1.357M more than the adjusted FY24 budget.

Net Revenues less Expenses and Transfers:

Net revenues less expenses and transfers are projected to be a gain of \$1.307M compared to the FY24 adjusted budget of \$40K. This results in a projected year end fund balance of \$4.789M.

Designated Operations, Service Departments, Clearing Funds:

Revenues:

Total revenues are projected to be \$2.080M, \$187K less than budget.

Expenses:

Total expenses are projected to be \$2.271M, \$4K over the budget.

Net Revenues less Expenses and Transfers:

Net revenues less expenses and transfers are projected to be a loss of \$191K compared to the FY24 net zero budget.

COMITTEE RECOMMENDATION:

The Western Oregon University Finance and Administration Committee accepted the FY24 Projected Year-End Report and the overall Management Report as of February 29, 2024 at their April 2, 2024 Meeting.

Western Oregon University
P8 YTD Actual to Actual Variance

(Unaudited, non-GAAP, for management purposes only)
(in thousands)

As of February 29, 2024
For the Fiscal Year Ended June 30, 2024

	P8 FY23 Actuals	P8 FY23 Realization/ Burn Rate %	P8 FY24 Actuals	P8 FY24 % of Budget	Variance		Note
					Actuals	%	
Education & General Fund							
Revenues							
Tuition	21,405		22,127		721		
Online Course Fees	2,250		2,353		103		
Other Fees	1,317		1,008		(309)		
Less: Fee Remissions	(3,417)		(3,213)		204		
Net Student Fees & Tuition	21,556	69.76%	22,275	71.27%	719	1.50%	
Government Resources & Allocations	27,177	83.89%	29,336	84.16%	2,159	0.26%	FY24 includes \$1.022M of Sustainability funds
Gift Grants and Contracts	1,314	49.15%	1,090	49.67%	(225)	0.51%	
Other Revenue	1,757	57.77%	1,783	68.58%	26	10.81%	
Total Revenues	51,804	75.07%	54,484	76.84%	2,680	1.77%	
Expenses							
Personnel	34,642	62.29%	35,100	60.63%	(458)	-1.66%	
Service & Supplies	6,055	64.00%	6,675	55.99%	(620)	-8.01%	
Total Expenses	40,697	62.54%	41,775	59.83%	(1,078)	-2.70%	
Net Revenues less Expenses	11,107		12,708		1,602		

Western Oregon University
P8 YTD Actual to Actual Variance

(Unaudited, non-GAAP, for management purposes only)
(in thousands)

As of February 29, 2024
For the Fiscal Year Ended June 30, 2024

	P8 FY23 Actuals	P8 FY23 Realization/ Burn Rate %	P8 FY24 Actuals	P8 FY24 % of Budget	Variance		Note
					Actuals	%	
Auxiliary Enterprises Funds							
Revenues							
Enrollment Fees	3,492	68.61%	4,028	71.90%	536	3.29%	
Sales and Services	6,458	57.12%	8,213	67.84%	1,755	10.72%	
Other Revenue	2,020	75.58%	1,749	80.96%	(272)	5.38%	
Total Revenues	11,971	62.77%	13,990	70.41%	2,019	7.64%	
Expenses							
Personnel	6,902	65.35%	7,059	65.94%	(157)	0.59%	
Service & Supplies	7,743	62.01%	8,567	68.76%	(825)	6.75%	
Total Expenses	14,645	63.54%	15,626	67.46%	(982)	3.92%	
Net Revenues less Expenses	(2,674)		(1,637)		1,037		
Designated Operations, Service Departments, Clearing Funds							
Revenues							
Enrollment Fees	366	695.49%	912	1895.39%	547	1199.89%	
Sales and Services	92	63.01%	88	69.23%	(4)	6.22%	
Other Revenue	1,416	65.49%	1,185	56.65%	(231)	-8.84%	
Total Revenues	1,873	79.38%	2,185	96.40%	312	17.02%	
Expenses							
Personnel	529	60.86%	691	70.47%	(161)	9.61%	
Service & Supplies	855	62.49%	710	55.18%	145	-7.30%	
Total Expenses	1,384	61.85%	1,401	61.79%	(16)	-0.06%	
Net Revenues less Expenses	489		784		296		

Western Oregon University
 FY24 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of February 29, 2024
 For the Fiscal Year Ended June 30, 2024

	FY23 Year-End Actuals	FY24 Projected Year-End	FY24 Adjusted Budget	Variance FY24 Projected Year-End to Budget	Note
Education & General Fund					
Student Fees & Tuition (net of remissions)	30,898	31,150	31,255	(105)	Projection based on latest schedule from HECC
Government Resources & Allocations	32,394	34,782	34,859	(77)	
Gift Grants and Contracts	2,674	2,217	2,194	23	
Other Revenue	3,042	2,587	2,600	(13)	
Total Revenues	69,007	70,735	70,908	(173)	
Personnel	55,614	57,434	57,896	462	Projection based on transfer schedule
Service & Supplies	9,462	11,430	11,921	491	
Total Expenses	65,076	68,864	69,818	953	
Net Transfers	5,088	5,103	5,105	2	
Total Expenses and Transfers	70,164	73,968	74,923	955	
Net Revenues less Expenses	(1,156)	(3,232)	(4,015)	783	
Fund Balance at the Beginning of the Year	15,090	14,025	14,025		
Additions/Deductions to Fund Balance	92	-	-		
Fund Balance at the End of the Year	14,025	10,793	10,010		
Fund Balance as a Percentage of Revenues	20.32%	15.26%	14.12%		

Western Oregon University
 FY24 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of February 29, 2024
 For the Fiscal Year Ended June 30, 2024

	FY23 Year-End Actuals	FY24 Projected Year-End	FY24 Adjusted Budget	Variance FY24 Projected Year-End to Budget	Note
Auxiliary Enterprises Funds					
Enrollment Fees	5,090	5,871	5,602	269	
Sales and Services	11,307	14,379	12,107	2,273	
Other Revenue	2,673	2,314	2,160	154	
Total Revenues	<u>19,070</u>	<u>22,564</u>	<u>19,869</u>	<u>2,695</u>	
Personnel	10,561	10,801	10,705	(96)	
Service & Supplies	12,486	13,816	12,459	(1,357)	
Total Expenses	<u>23,047</u>	<u>24,617</u>	<u>23,164</u>	<u>(1,453)</u>	
Net Transfers	(4,213)	(3,360)	(3,335)	25	Projection based on transfer schedule
Total Expenses and Transfers	<u>18,834</u>	<u>21,257</u>	<u>19,829</u>	<u>(1,428)</u>	
Net Revenues less Expenses	236	1,307	40	1,267	
Additions/Deductions to Fund Balance	(1,873)	(1,898)			
Fund Balance at the Beginning of the Year	<u>7,017</u>	<u>5,380</u>			
Fund Balance at the End of the Year	<u>5,380</u>	<u>4,789</u>			
Fund Balance as a Percentage of Revenues	28.21%	21.23%			
Designated Operations, Service Departments, Clearing Funds					
Enrollment Fees	53	131	48	83	
Sales and Services	146	139	127	12	
Other Revenue	2,162	1,809	2,092	(282)	
Total Revenues	<u>2,360</u>	<u>2,080</u>	<u>2,266</u>	<u>(187)</u>	
Personnel	870	1,135	980	(155)	
Service & Supplies	1,368	1,136	1,287	150	
Total Expenses	<u>2,238</u>	<u>2,271</u>	<u>2,266</u>	<u>(4)</u>	
Net Transfers	(1)	-	-	-	Projection based on transfer schedule
Total Expenses and Transfers	<u>2,237</u>	<u>2,271</u>	<u>2,266</u>	<u>(4)</u>	
Net Revenues less Expenses	123	(191)	-	(191)	
Additions/Deductions to Fund Balance	(243)	(221)			
Fund Balance at the Beginning of the Year	<u>2,741</u>	<u>2,621</u>			
Fund Balance at the End of the Year	<u>2,621</u>	<u>2,209</u>			
Fund Balance as a Percentage of Revenues	111.06%	106.21%			

Western Oregon University
Transfers Schedule - Projected FY24
(Unaudited, non-GAAP, for management purposes only)

	E&G		Auxiliary		Des Ops - Serv Dept.	Plant fund	Other	Total
Transfers In E&G							(a)	
Actual							2,141	2,141
Upcoming							408,893	408,893
Transfers Out E&G			(b)	(c)		(d)	(a)	
Actual			-	-		-	2,684	2,684
Upcoming			5,000,000	150,000		294,000	67,583	5,511,583
Transfers In AUX	(b)	(c)				(e)	(f)	
Actual	-	-				22,551	2,684	25,235
Upcoming	5,000,000	150,000				-	-	5,150,000
Transfers Out AUX							(f)	
Actual							-	-
Upcoming							1,814,917	1,814,917
Transfers In DO, SD								
Actual								-
Upcoming								-
Transfers Out DO, SD								
Actual								-
Upcoming								-

Type	Description
(a)	Miscellaneous (endowment matches, cost shares, etc.)
(b)	Athletic operations support
(c)	Child Development Center support
(d)	Small-Scale Energy Loan Program debt service
(e)	Auxiliary transfers to/from building/equipment reserves
(f)	Misc. auxiliary transfers, including debt payments for Housing and Recreation Center Building Fee
(g)	Misc. designated operations and service departments transfers