

Board of Trustees Meeting – November 20, 2024

Appendix A

Consent Agenda | Table of Contents:

- 1) Meeting Minutes:
 - a) [April 16-17, 2024](#)
 - b) [June 11-12, 2024](#)
 - c) [August 9, 2024](#)
- 2) [FY25 Management Report \(As of September 30, 2024\)](#)



**MEETING OF THE WOU BOARD OF
TRUSTEES MEETING NO. 61
APRIL 16-17, 2024**

**APRIL 16, 2024
3:00-5:00PM**

WERNER UNIVERSITY CENTER | COLUMBIA ROOM

Draft Meeting Minutes

I. CALL-TO-MEETING / ROLL CALL

Chair Betty Komp called the meeting to order at 3pm on April 16, 2024 and asked Secretary Sorce to do a roll call.

The Following Trustees were present at the meeting: Chair Betty Komp, Trustee Susan Castillo, Trustee Gayle Evans, Trustee Angela Fasana, Trustee Doug Foster, Trustee Paige Jackson, Trustee Cristian Mendez-Garcia, Trustee Leah Mitchell, Trustee Kari Nelsestuen.

The Following Trustees were excused at the meeting: Trustee Jerry Ambris, Trustee Danielle Campbell, Trustee Cecelia Koontz.

The Following were also present: Dr. Jesse Peters, Evan Sorce, Brittany Kima, Adrian Trujillo, Dr. Steven Scheck, Dr. Breeann Flesch, Dr. Melanie Landon-Hayes, Karen Johnson, Camarie Moreno, Hunter Hall, Cameron Mortensen, Dr. Henry Hughes, Jasper Beck, Dr. Ava Howard Amity Deters, Dr. Leann Merrill, Jasmine Wetter, Dr. Chehalis Strapp, Daisy Garibay, Haven Pickup, Jackson Stalley, Dr. Jose Coll, Venu Nair, Dominique Vargas, Katie Wojke, Desiree Noah, Maureen Brakke, Tina Fuchs, LouAnn Vickers

II. CHAIR'S WELCOME

Chair Komp welcomed everyone to the April Board meeting and noted that we have changed the layout of the Board in the room, so hopefully, it helps that people are looking at the Board's backs. Chair Komp also reminded folks of the public comment opportunities on the second day of the meeting and discussed the sign-up process.

III. PRESIDENT'S WELCOME

President Peters wanted to welcome everyone back to campus. Dr. Peters discussed the importance of bringing people back to campus and build community together. Then he introduced Dr. Breann Flesch, the Western Oregon University Interim Dean of Graduate Studies and Research, who will kick off the Students at the Center Presentation.



Students at the Center Presentation Students Presenting Their Scholarly Activities

Dr. Flesch kicked off this segment by emphasizing that this will highlight research across several disciplines and across the spectrum. It is happening across the campus, at the graduate level, and at the undergraduate level. Dr. Flesch also mentioned the Academic Showcase that is happening on May 30th on campus.

The first group that presented was Amity Deters, a Senior majoring in Chemistry with her advisor, Dr. Ava Howard. She presented her research, “Exploring and Understanding Abundance and Species Diversity of Ectomycorrhizal Fungi on Fine Roots of Garry Oaks.” Their presentation can be found on page five of the docket.

The second group that presented was Jasmine Wetter, a Senior majoring in Computer Science and Mathematics. She presented research with her advisor, Dr. Leann Merrill, on the “Divisibility Conditions for Odd Perfect Numbers.” Their presentation can be found on page 16 of the docket.

The third group that presented was Jasper Beck, a Senior majoring in English. He presented two poems from his award-winning poem book at a national conference with his faculty mentor, Professor Henry Hughes. His two poems are titled “Experience the Grand Canyon” and “Parasaurolophus song.”

The fourth group that presented was Daisy Garibay, a Junior majoring in Psychology, and Haven Pickup, a Senior majoring in Psychology. They presented their research with the advising professor, Dr. Chehalis Strapp, on “Technoference and Parent-Child Language.” Their presentation can be found on page 41 of the docket.

The fifth group that presented was Cole Horning, who graduated in the Spring with his Master's in Justice Studies. He will present research with his advisor, Dr. Taryn VanderPyl, titled “Countering the Master Narrative: A Critical Race Theory and Value of Life Analysis of Unrecognized Capital.”

IV. STAKEHOLDER UPDATES

1) SHARED GOVERNANCE

a. ASWOU | President Hunter Hall

President Hunter Hall gave the ASWOU report. He mentioned that the ASWOU Student Government elections were in full swing. ASWOU has been working hard to connect with Student Clubs and ensure they have the support they need. Working on the position description for the new student positions (non voting undergraduate member, and Graduate Student Member) for the Board of Trustees and will be sending out an email to students to invite them to apply in the near future.

b. [Faculty Senate](#) | Dr. Steve Scheck

Dr. Steve Scheck presented his report to the Board. His report can be found on page 48

Board of Trustees



of the docket.

c. [Staff Senate](#) | Adrian Trujillo

Staff Senate President Adrian Trujillo presented his report to the board. His report can be found on page 49 of the docket.

2) UNION

a. SEIU | Jackson Stalley

Jackson Stalley gave the SEIU presentation to the board. Mr. Stalley's comments included that contract negotiations with classified staff have ended with a new contract that classified staff voted in record numbers to approve. Mr. Stalley also wanted to publicly recognize the Office of Human Resources for working their hard work to provide training on how to read paychecks, as well as working on Union and Management training regarding the specifics of the contract.

b. WOUFT | Dr. Melanie Landon-Hayes

Dr. Melanie Landon-Hayes gave the WOUFT report to the board. Dr. Landon-Hayes's focus was on collective bargaining for the faculty. Both the Management and Labor teams agreed on using Interest Space Bargaining and received training from the State Employees Relationship Board. They have met formally a couple of times on deep dives and discussed what bargaining will look like all summer and are committing to updating the campus community regularly.

V. RECESS

Chair Komp recessed the meeting until Wednesday April 17th at 10am.



APRIL 17, 2024

CAMPUS COFFEE CHAT

9:00-9:45AM

**WERNER UNIVERSITY CENTER | FIRST FLOOR, ACROSS FROM THE FREEDOM
CENTER**

— — —

**PUBLIC
MEETING**

10:00AM-3:00PM

WERNER UNIVERSITY CENTER | COLUMBIA ROOM

DRAFT MEETING MINUTES

I. CALL-TO-MEETING / ROLL CALL

Chair Komp called the meeting back to order at 10am on Wednesday April 17th. Asked Secretary Sorce to take the Roll

The Following Trustees were present at the meeting: Chair Betty Komp, Trustee Jerry Ambris, Trustee Susan Castillo, Trustee Gayle Evans, Trustee Angela Fasana, Trustee Doug Foster, Trustee Paige Jackson, Trustee Cecilia Koontz, Trustee Cristian Mendez-Garcia, Trustee Leah Mitchell, Trustee Kari Nelsestuen.

The Following Trustees were excused at the meeting: Trustee Danielle Campbell,.

The Following were also present: Dr. Jesse Peters, Evan Sorce, Dr. Steven Scheck, Dr. Breeann Flesch, Dr. Kristen Latham-Scott, Camarie Moreno, Cameron Mortensen, Dr. Jose Coll, Venu Nair, Dominique Vargas, Katie Wojke, Desiree Noah, Maureen Brakke, Tina Fuchs, LouAnn Vickers, Ricardo Lujan Valerio, Kella Helyer, Dr. Mark Girod, Malissa Larson, Dr. Becka Morgan, Darrin Silbernagel, Jimmy Pedrojetti, Bella Pedrojetti

II. CHAIR'S WELCOME

Chair Komp welcomed everyone to the second day of the Board meeting and reminded folks about the two different public comment periods in the meeting for that day and walked through the process of signing up to speak.

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

1) Meeting Minutes:

a) [February 13-14, 2024](#)



2) [FY24 Management Report](#) (As of February 29, 2024)

Trustee Koontz moved to accept the consent agenda as presented in the docket. The motion was seconded by Trustee Mitchell. There was no additional discussion.

The Following Trustees voted in favor of the motion: Trustee Ambris, Trustee Castillo, Trustee Evans, Trustee Foster, Trustee Jackson Trustee Koontz, Trustee Mendez Garcia, Trustee Mitchell, Trustee Nelsestuen, Chair Komp. Motion passes unanimously.

IV. FIRST PUBLIC COMMENT

- 1) Mr. Jimmy Pedrojetti provided public comment. He is a parent of a Western Oregon University student who is a Women's Basketball team member. He wanted to make a statement in support of the Women's Basketball Coaches, Coach Peatross and Coach Marlow. Mr. Pedrojetti emphasized that he feels these coaches are great coaches and great people. Mr. Pedrojetti supported the university's decision to conduct an independent investigation of the allegations and supported the decision to reinstate the coaches. He looks forward to next year's basketball season and continues to support the coaches.

V. STAKEHOLDER UPDATES

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

Vice President for Advancement Katie Wojke presented her report to the board. Her report can be found on page 46 of the Appendix-B of the docket for review. Dr. Peters wanted to acknowledge the hard work for the Advancement Team. He had a family member who decided to make a donation to the foundation and received a thank you note as well as a personal thank you call from volunteers for the donation and they were very impressed by that.

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

Director of Government Relations Rico Lujan Valerio presented his report to the board. His report can be found on page 9 of the docket Appendix-B for review. Trustee Castillo asked about partnerships with business and workforce development groups to advocate for higher education. Mr. Lujan Valerio emphasized that there has been work around this. Specifically, OCOP has worked with the HECC, and workforce development boards are having listening sessions with businesses and are having these conversations. It is important to note that there are strong headwinds facing increased funding for higher education, which is outside the top agenda issues of the Governor or legislative leadership. Continued conversation about additional governance bills will happen in the long legislative session.



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

President Peters presented his report, which can be found on page 51 of the docket for review. President Peters ended with an enrollment update and invited the Director of Financial Aid, Kella Helyer, to give an update about financial aid and the challenges around FAFSA this year. The board appreciated all the work the Financial Aid office has been doing. President Peters emphasized that our Congressional Delegation has been engaged and trying to find solutions to help solve the challenges. The Financial Aid presentation spurred a robust conversation about how to message students, especially in rural and underrepresented communities, to ensure they hear that college is a real path.

VII. BREAK

Chair Komp recessed the meeting for 15 minutes for Trustees to get food before the showcase presentation. Chair Komp brought the meeting back to order and welcome College of Education Dean Mark Girod to present the lunch showcase.

VIII. LUNCH / SHOWCASE PRESENTATION: "Diversifying the Educator Workforce in Oregon": Educator Equity Report 2024 (HB 3375, 2015) | Dr. Mark Girod, Dean of the Western Oregon University College of Education

Dean Girod presented the College of Education's updated report titled "Diversifying the Educator Workforce in Oregon" Educator Equity Report 2024. Dean Girod's presentation can be found in the docket on page 58. The full report can be found on page 97 of the docket for review. President Peters asked how the pandemic impacted the perspective of teaching as a worthy career path. Dean Girod answered by saying that in some of the educational preparation circles, they talk a lot about the PR issue they have about the teaching career path. Despite this, we still have hundreds of students come to campus every year trying to get into our education program. What has changed dramatically is that eight years ago, 98% of our education students were going to school. Now, about 25% are already teaching. For example, we have 81 students working towards their Special Education certification. Eighty of them already have jobs. Trustee Koontz asked about WOU's role in ensuring that there are champions of the bilingual scholar's program to ensure they have support at each district to ensure they are successful. Dean Girod said he didn't have an answer to that but is on a mission to continue to talk to School Administrators and HR personnel to continue to support this program.

After Dean Girod's presentation Chair Komp recessed for five minutes.

IX. FINANCE & ADMINISTRATION COMMITTEE (FAC)
1) Committee Chair Report | Trustee Gayle Evans



Trustee Evans gave the Chair Report to the Finance and Administration committee. The committee met on April 2nd and had a robust conversation on the Management Report that was approved in the Consent Agenda. The report shows that the university was expecting to end the fiscal year with \$4 million in defect spending but is currently on track to only \$3.2 million, so the university is doing better on spending than projected. The committee also received a presentation from the University Budgeting Advisory Committee (UBAC), which has been asking the campus community for feedback on the budget process. The committee additionally received an update from the University Technology Advisory Committee, which discussed the long list of priorities for technology upgrades and projects. Trustee Evans was impressed with the high level of commitment from the Finance and Administration staff, especially in the absence of the Vice President of Finance and Administration, Ana Karaman, who is on FMLA.

2) Committee Recommendations for Board Discussion/Action

- a. [Tuition & Fees for 2024-2025 Academic Year & Summer 2024](#)
- b. [Supplemental Tuition & Fee Book](#)

Trustee Evans asked Director of Budgeting and Planning Camarie Moreno and the Tuition and Fees Advisory Committee Chair, Becka Morgan, to speak about the process and present the proposal. The proposal can be found on page 70 of the docket for review. Dr. Peters mentioned that although this proposal is a 5% tuition increase, it keeps the University at the second lowest cost for tuition and fees in the Oregon public universities.

Trustee Evans moves that the Western Oregon University Board of Trustees approve the 2024-2025 Academic Year & 2024 Summer Session Tuition and Fees Book as presented in the docket. Trustee Koontz seconded the motion. During the Discussion, Trustee Foster encouraged the University to take another look at how Graduate Students, especially those who are online, access fees at the graduate level.

The Following Trustees voted in favor of the motion: Trustee Ambris, Trustee Castillo, Trustee Evans, Trustee Foster, Trustee Jackson Trustee Koontz, Trustee Mendez Garcia, Trustee Mitchell, Trustee Nelsestuen, Chair Komp. Motion passes unanimously.

X. **ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)**

1) Committee Chair Report | Trustee Leah Mitchell

Trustee Mitchell gave the Chair Report for the Academic & Student Affairs Committee (ASAC). The committee met on March 21st and received a robust update on the FAFSA situation from Kella Helyer, Director of Financial Aid. The committee then received an update from Provost Coll and VP Fuchs regarding their goals for the academic year. Trustee Mitchell then mentioned some highlights from Provost Coll and VP Fuchs Board



Reports, which can be found in Appendix B of this docket.

2) Committee Recommendations for Board Discussion/Action

- a. Approval of the HB 3375 Report – “Diversifying the Educator Workforce in Oregon” 2024 Educator Equity Report

Trustee Mitchel made a motion to accept the 2024 HB 3375 Report – “Diversifying the Educator Workforce in Oregon” Report as presented in the agenda. Trustee Ambris seconded the motion. There was no additional discussion.

The Following Trustees voted in favor of the motion: Trustee Ambris, Trustee Castillo, Trustee Evans, Trustee Foster, Trustee Jackson Trustee Koontz, Trustee Mendez Garcia, Trustee Mitchell, Trustee Nelsestuen, Chair Komp. Motion passes unanimously.

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

1) Committee Chair Report | Trustee Susan Castillo

Chair Castillo presented the DEIAC Committee Chair report. The committee met on April 4th and mentioned that they received a report from Executive Director Vargas that she had one-on-one meetings with the accountability leaders for each Equity Action Plan goal. The updated plan is in Executive Director Vargas’ report. The committee also received an update about the work of the Empowering Communities workgroup and then finally had a conversation with the two Co-Directors of the Freedom Center about the future of that center and how it fits into all the services offered to our students. The Co-Director gave the committee some data on why they use the Freedom Center. The committee asked the Co-Directors to continue to track data.

2) Committee Recommendations for Board Discussion/Action

- a. None

XII. EXECUTIVE, GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

1) Committee Chair Report | Chair Betty Komp

Chair Komp gave the Executive, Governance & Trusteeship Committee. The Committee met on April 5th and received an internal audit update by David Terry and Ryan Schnobrich. Secretary Sorce presented two different proposed schedules for the next two academic years. These proposed schedules also included subcommittee meetings. An email will be sent to the trustees and senior leadership to get feedback on which meeting schedule works best, and EGTC will make that decision during the June meeting. The Committee also received an update on SB 273 implementations. In the June meeting, the EGTC will receive the updated Board Statements for consideration. The Committee also received an update on the nomination process for opening at large Board of Trustees positions



- 2) Committee Recommendations for Board Discussion/Action
 - a. None

XIII. SECOND PUBLIC COMMENT

No public comment provided

XIV. ANNOUNCEMENTS/COMMENTS

Trustee Mendez-Garcia announced that he is leaving the board effective immediately because he has accepted the position of Assistant Director of Hispanic Serving Institution Initiatives at Western Oregon University. President Peters and the rest of the board expressed sadness about him leaving the board but are excited for him to join the staff at Western Oregon University. Chair Komp asked Trustee Mendez Garcia if there were any departing words for the board. Trustee Mendez Garcia said his experience on the board was wonderful. Still, he wanted to stress to the board what other capacities you can serve the university besides your service on the board.

Trustee Foster announced this would be his last meeting because he could not attend the June meeting. Trustee Koontz talked about her history with Trustee Foster and expressed her appreciation for his dedication and passion for our students. Her passion for developing different pathways in the graduate school program has been amazing. Trustee Foster served on Finance and Administration and Academic and Student Affairs Committees.

A Special Thank you to Nathan Sauer and Debra Rezelli for their quick work in changing the layout of our board meetings on very short notice.

We have added a Google form on the Board of Trustees webpage to allow members of the Campus Community an opportunity to provide feedback to the Board of Trustees.

XV. ADJOURNMENT

Chair Komp adjourned the meeting at 2:05pm.



**SPECIAL MEETING OF THE WOU BOARD OF TRUSTEES
MEETING NO. 63 – AUGUST 9, 2025
1:00PM-2:00PM**

Draft Meeting Minutes

I. CALL-TO-MEETING / ROLL CALL

Vice Chair Nelsestuen calls the Special Meeting of the Western Oregon University Board of Trustees to order at 1:04pm on August 9th 2024 and asked Secretary Sorce to call the roll.

The following Trustees are present: Trustee Jerry Ambris, Trustee Evans, Trustee Paige Jackson, Vice Chair Nelsestuen, Trustee Showalter

The following Trustees were excused: Trustee Angela Fasana, Trustee Leah Mitchell,

The following staff are present: Secretary Evan Sorce, and Provost Jose Coll.

II. CHAIR'S WELCOME

Chair Komp's power is out. Therefore, Vice Chair Nelsestuen will be Chairing the meeting. Vice Chair Nelsestuen notified the meeting that because this is a special meeting, there will be no public comment period, and the meeting is not being live-streamed. Vice Chair Nelsestuen also took a moment to welcome Trustee Dana Schowalter to the Board of Trustees. Trustee Schowalter is the faculty representative on the board, a professor of communication studies, and the division chair.

III. ACTION ITEM

1) [Minor: Neuroscience](#)

Vice Chair Nelsestuen introduced Dr. Jose Coll, Western Oregon Universities



Provost and Vice President for Academic Affairs, to Present the Minor in Neuroscience. The information about the proposed minor can be found on page two of the docket. Trustee Evans asked Dr. Coll if there were any material modifications to the proposal we just saw. Dr. Coll said the materials in the docket were accurate. Chair Evans moved, and Trustee Ambris seconded to ratify the Board's previous approval at the June 2024 Board of Trustees meeting of the introduction of a new Neuroscience Minor as included in the docket. There was no additional discussion. The motion was approved unanimously.

2) [Election of Board Chair](#)

Article 3 Section 5 of the Board's Bylaws governs the election of Board officers. The Western Oregon University Board of Trustees has a Board Chair and a Board Vice Chair. They are elected in alternate years for two-year terms. There are no automatic secession or term limits for board officers. At the June 12th Board meeting, no decision was made about a successor to the current Board Chair, Betty Komp. Since that meeting, Trustee Angela Fasana has expressed interest in serving as Board Chair. Trustee Evans mentioned that Trustee Fasana has served on the Finance and Administration Committee and has always been engaged and actively participating in the meeting. She is thrilled that Trustee Fasana would be interested in serving in the Chair capacity. **Chair Komp joined the meeting**

Trustee Ambris moved, and Trustee Jackson seconded that the Board of Trustees move forward with the nomination of Trustee Angela Fasana to serve as its Chair for a two-year term, effective August 10, 2024, through June 30, 2026. There was no additional discussion, and the motion was passed unanimously.

IV. FINAL ANNOUNCEMENTS



Secretary Sorce thanked Chair Komp for her years as service as the Board Chair.

V. ADJOURNMENT

Vice Chair Nelsestuen adjourned the meeting at 1:20pm.

Finance & Administration Committee (FAC), November 5, 2024, FY2025 Management Report

FY2024 Year-End Update:

Education & General (E&G) Fund:

Revenues:

Revenues totaled \$73.431M, \$2.523M more than the FY24 Adjusted Budget revenue total of \$70.908M. Net student fees & tuition totaled \$32.666M, \$1.411M more than the FY24 Adjusted Budget, with the difference due to a combination of remissions being \$691K under budget, online course fees generating \$340K more than budget, and gross tuition and other fees totaling \$380K more than budget. Government resources & allocations totaled \$34.770M, \$89K less than budgeted due to the true-up (this total also includes \$1.022M of sustainability funds received). Gift grants and contracts totaled \$2.664M, \$470K more than budgeted as a result of increased grant indirect activity. Other revenue totals \$3.331M, \$731K more than the adjusted budget, primarily due to increased interest income.

Expenses & Net Transfers:

Expenses and transfers totaled \$73.697M, \$1.226M under the FY24 Adjusted budget of \$74.923M. Personnel totaled \$56.436M, \$1.460M under budget as a result of campus efforts and staff salary savings being held centrally (\$1.460M under budget is in addition to the \$1.357M of salary savings included in the budget). Services & supplies totaled \$9.815M, \$2.107M under budget, partially due to unspent sustainability funds (\$500K) and occupational therapy start-up funds (\$158K) that will carryover as budget items for FY25, reclassification of SBITA expenses to transfers out (\$612K), and campus efforts to save. Net transfers totaled \$7.447M, \$2.341M more than budgeted, primarily due to transferring \$1.766M more to athletics than budgeted (\$1M of this related to FY23 overage that was covered with E&G funds rather than quasi endowment) and reclassification of S&S expenses related to SBITA to transfers out (\$612K).

Net Revenues less Expenses:

Net revenues and expenses totaled a deficit of \$266K, which is \$3.749M better than the Adjusted Budget deficit of \$4.015M. This results in a FY24 Ending Fund balance of \$13.754M, 18.73% of revenues.

Period 3 YTD Actual to Actual Variance:

This report provides three months of actual revenue and expense activity (as of September 30, 2024) as compared to the same period in prior fiscal year.

Education & General Fund:

Revenues:

Tuition revenues are \$542K more than the prior year. The difference is due to a combination of tuition increases (~5% across all categories) and enrollment changes (down 3% UG and up 2.7% GR, down 2.5% overall FTE, in Fall 2024 respective to the same term prior year). Altogether, net tuition and fees for Period 3 being \$491K more than the prior year.

Government resources & allocations have decreased by \$610K, however FY24 included \$1.022M of sustainability funds. Accounting for this, recurring government resources & allocations have increased by \$412K from the prior year. For the 2023-25 biennium, the state funded the Public University Support Fund (PUSF) at \$1B. 49% of PUSF was distributed in year 1 (FY24) and the remaining 51% will be distributed this year (FY25) and allocated among the public universities according to the Student Success and Completion Model (SSCM). The \$12.552M received so far reflects the first quarter distribution (36% of the total for FY25, but not yet trued up for the rolling three-year average data).

Gift grants and contracts revenue has increased by \$65K from prior year. Other revenues have decreased by \$111K from the prior year.

Overall, total revenues are \$27.589M, \$165K less than the prior year.

Expenses:

Personnel expenses are \$870K more than the prior period and reflect variations in faculty/staff from the prior year. Faculty are set to receive an ~4.09% COLA (varies by individual) once they ratify their contract. Classified staff received a 6.5% COLA effective April 1, 2024 and are set to receive a 2% COLA effective November 1, 2024, and 3.5% effective June 1, 2025, as well as individual step increases.

Services and supplies expenses are \$290K less than the prior year.

Overall, total expenses are \$12.199M, \$580K more than the prior year.

Net Revenues less Expenses:

Net revenues less expenses have decreased by \$744K 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 \$5K. Although enrollment has declined ~2.5% from Fall 2023 to Fall 2024, the decrease is offset by an increase in the health service fee from \$162 to \$175 per term (or for students not enrolled on the Monmouth campus, \$120 to \$130). The incidental fee remained flat (\$415 or \$210 for students not enrolled on the Monmouth campus). Health Service Fee revenue is up \$39K and incidental fee revenue is down \$34K from the prior period. Sales and Services are up \$171K from the prior year. Housing and Dining are up \$306K primarily due to increased external conference activity over the summer, parking is down \$40K, and bookstore is down \$123K. Other Revenue decreased by \$235K, primarily in Housing due to decreased internal sales from conference activity. Altogether, auxiliary revenue totals \$3.987M and has decreased \$58K from the prior year.

Expenses:

Personnel expenses are \$119K more than the prior year. Service & Supplies are \$373K less than the prior year, primarily in Housing/Dining (\$143K) and Athletics (\$247K). Altogether, auxiliary expenses total \$5.543M, a decrease of \$254K from the prior year.

Net Revenues less Expenses:

Net revenues less expenses total -\$1.555M and have increased by \$196K 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.

Revenues are comparable to prior year, down \$222K. Expenses are down \$430K from the prior year (\$155K in Telecommunications), for a net difference from prior year of \$208K.

FY25 Projected Year-End:

This report provides year-end projections. With three months of actuals, our projection for the year matches our Proposed FY25 Adjusted Budget.

STAFF RECOMMENDATION:

It is recommended that the Western Oregon University Finance and Administration Committee accept the FY25 Projected Year-End Report and the overall Management Report as of September 30, 2024.

Western Oregon University
P3 YTD Actual to Actual Variance

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

As of September 30, 2024
For the Fiscal Year Ended June 30, 2025

	P3 FY24	P3 FY24	P3 FY25	P3 FY25 %	Variance		Note
	Actuals	Realization/ Burn Rate %	Actuals	of Budget	Actuals	%	
Education & General Fund							
Revenues							
Tuition	12,767		13,309		542		
Online Course Fees	1,380		1,319		(61)		
Other Fees	715		715		1		
Less: Fee Remissions	(1,466)		(1,457)		9		
Net Student Fees & Tuition	13,395	41.01%	13,886	42.48%	491	1.48%	
Government Resources & Allocations	13,162	37.85%	12,552	35.90%	(610)	-1.95%	FY24 includes \$1.022M of Sustainability funds
Gift Grants and Contracts	389	14.58%	453	17.44%	65	2.86%	
Other Revenue	808	24.25%	697	24.04%	(111)	-0.20%	
Total Revenues	27,753	37.80%	27,589	37.72%	(165)	-0.08%	
Expenses							
Personnel	8,642	15.31%	9,512	15.73%	(870)	0.42%	
Service & Supplies	2,977	30.33%	2,687	22.97%	290	-7.37%	
Total Expenses	11,619	17.54%	12,199	16.91%	(580)	-0.63%	
Net Revenues less Expenses	16,134		15,390		(744)		

Western Oregon University
P3 YTD Actual to Actual Variance

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

As of September 30, 2024
For the Fiscal Year Ended June 30, 2025

	P3 FY24	P3 FY24	P3 FY25	P3 FY25 %	Variance		Note
	Actuals	Realization/ Burn Rate %	Actuals	of Budget	Actuals	%	
Auxiliary Enterprises Funds							
Revenues							
Enrollment Fees	2,247	37.77%	2,252	38.07%	5	0.31%	
Sales and Services	1,058	8.31%	1,229	10.05%	171	1.74%	
Other Revenue	741	26.63%	506	21.70%	(235)	-4.93%	
Total Revenues	4,045	18.85%	3,987	19.47%	(58)	0.62%	
Expenses							
Personnel	2,447	22.35%	2,566	22.36%	(119)	0.01%	
Service & Supplies	3,350	24.42%	2,977	23.03%	373	-1.39%	
Total Expenses	5,796	23.50%	5,543	22.72%	254	-0.79%	
Net Revenues less Expenses	(1,751)		(1,555)		196		
Designated Operations, Service Departments, Clearing Funds							
Revenues							
Enrollment Fees	112	291.48%	(3)	-6.17%	(115)	-297.65%	
Sales and Services	17	11.99%	25	20.00%	8	8.01%	
Other Revenue	270	13.81%	154	7.38%	(116)	-6.43%	
Total Revenues	399	18.66%	177	7.79%	(222)	-10.87%	
Expenses							
Personnel	261	27.26%	225	21.88%	36	-5.38%	
Service & Supplies	754	72.62%	360	29.08%	394	-43.54%	
Total Expenses	1,015	50.86%	585	25.81%	430	-25.05%	
Net Revenues less Expenses	(616)		(408)		208		

Western Oregon University
 FY25 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of September 30, 2024
 For the Fiscal Year Ended June 30, 2025

	<u>FY24 Year-End Actuals</u>	<u>FY25 Projected Year-End</u>	<u>FY25 Proposed Adjusted Budget</u>	<u>Variance FY25 Projected Year-End to Budget</u>	<u>Note</u>
Education & General Fund					
Student Fees & Tuition (net of remissions)	32,666	32,686	32,686	-	
Government Resources & Allocations	34,770	34,961	34,961	-	
Gift Grants and Contracts	2,664	2,600	2,600	-	
Other Revenue	3,331	2,900	2,900	-	
Total Revenues	<u>73,431</u>	<u>73,148</u>	<u>73,148</u>	<u>-</u>	
Personnel	56,436	60,459	60,459	-	
Service & Supplies	9,815	11,699	11,699	-	
Total Expenses	<u>66,250</u>	<u>72,158</u>	<u>72,158</u>	<u>-</u>	
Net Transfers	7,447	5,598	5,598	-	
Total Expenses and Transfers	<u>73,697</u>	<u>77,756</u>	<u>77,756</u>	<u>-</u>	
Net Revenues less Expenses	(266)	(4,608)	(4,608)	-	
Fund Balance at the Beginning of the Year	14,025	13,754			
Additions/Deductions to Fund Balance	(5)	-			
Fund Balance at the End of the Year	<u>13,754</u>	<u>9,146</u>			
Fund Balance as a Percentage of Revenues	18.73%	12.50%			

Western Oregon University
 FY25 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of September 30, 2024
 For the Fiscal Year Ended June 30, 2025

	<u>FY24 Year-End Actuals</u>	<u>FY25 Projected Year-End</u>	<u>FY25 Proposed Adjusted Budget</u>	<u>Variance FY25 Projected Year-End to Budget</u>	<u>Note</u>
Auxiliary Enterprises Funds					
Enrollment Fees	5,949	5,915	5,915	-	
Sales and Services	12,728	12,231	12,231	-	
Other Revenue	2,784	2,334	2,334	-	
Total Revenues	<u>21,460</u>	<u>20,479</u>	<u>20,479</u>	<u>-</u>	
Personnel	10,946	11,474	11,474	-	
Service & Supplies	13,719	12,927	12,927	-	
Total Expenses	<u>24,665</u>	<u>24,401</u>	<u>24,401</u>	<u>-</u>	
Net Transfers	(6,801)	(3,122)	(3,122)	-	
Total Expenses and Transfers	<u>17,863</u>	<u>21,279</u>	<u>21,279</u>	<u>-</u>	
Net Revenues less Expenses	3,597	(800)	(800)	-	
Additions/Deductions to Fund Balance	(1,898)	(1,871)			
Fund Balance at the Beginning of the Year	<u>5,383</u>	<u>7,082</u>			
Fund Balance at the End of the Year	<u>7,082</u>	<u>4,411</u>			
Fund Balance as a Percentage of Revenues	33.00%	21.54%			
Designated Operations, Service Departments, Clearing Funds					
Enrollment Fees	38	48	48	-	
Sales and Services	142	127	127	-	
Other Revenue	1,958	2,092	2,092	-	
Total Revenues	<u>2,138</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Personnel	958	1,030	1,030	-	
Service & Supplies	1,038	1,237	1,237	-	
Total Expenses	<u>1,996</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Net Transfers	(149)	-	-	-	
Total Expenses and Transfers	<u>1,847</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Net Revenues less Expenses	291	-	-	-	
Additions/Deductions to Fund Balance	(219)	(255)			
Fund Balance at the Beginning of the Year	<u>2,621</u>	<u>2,692</u>			
Fund Balance at the End of the Year	<u>2,692</u>	<u>2,437</u>			
Fund Balance as a Percentage of Revenues	125.93%	107.52%			

Western Oregon University
Transfers Schedule - Projected FY25
(Unaudited, non-GAAP, for management purposes only)

	E&G	Auxiliary		Des Ops - Serv Dept.	Plant fund	Other	Total
Transfers In E&G		(a)				(a)	
Actual		15,060					15,060
Upcoming		45,180				408,893	454,073
Transfers Out E&G		(b)	(c)		(d)	(a)	
Actual		-	-		-	22,555	22,555
Upcoming		5,000,000	150,000		294,000	47,712	5,491,712
Transfers In AUX	(b)	(c)			(e)	(f)	
Actual	-	-			2,162	2,684	4,846
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