

## **Finance & Administration Committee (FAC), November 4, 2021 Management Report**

### Period 3 Actual to Actual Variance Education & General Fund Report:

This report provides three months of actual revenue and expense activity (as of September 30, 2021) as compared to the same period in prior fiscal year.

#### Revenues:

Tuition revenues are \$2.075M less than the prior year despite having a modest tuition increase (2.17% for resident undergrad) due to an approximate 12% enrollment decrease in Fall 2021 enrollment from Fall 2020. Online course fees have decreased by \$1.336M as expected due to the return of more in-person course modality; in Fall 2020, nearly all courses were online due to coronavirus restrictions, in Fall 2021 approximately 40% of UG and 60% of GR student credit hours are generated from online courses; the online course fee remained the same between years at \$53/credit. Other fees are \$86K less than the prior year, and fee remissions have decreased \$872K from the prior year, due to the enrollment decline and incomplete awarding. Altogether, this results in net tuition and fees for Period 3 being \$2.624M less than the prior year.

Government resources & allocations have increased by \$1.106M from prior year based on the HECC's Public University Support Fund (PUSF) allocation formula. This is the first quarter distribution for the 2021-23 biennium (first quarter's allocation is larger than the following allocations); a true up is expected in the second quarter distribution.

Overall, total revenues are \$25.931M, \$1.72M less than the prior year.

#### Expenses:

Personnel expenses are \$142K more than the prior period and reflect small variations in faculty/staff from the prior year. Currently bargaining is underway with both faculty and classified unions.

Services and supplies expenses are \$922K more than the prior year. FY21 was an atypical year for Service & Supplies expenses given the pandemic and impacts to supply chain timing; the increased spending so far this year is in line with expectation given a return to more in-person activity and normal operations on campus.

Overall, total expenses are \$11.174M, \$1.07M more than the prior year.

#### Net Revenues less Expenses:

Net revenues less expenses have decreased by \$2.790M 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 \$1.958M. The prior year was atypical for auxiliary enrollment fees with nearly all courses being offered online, resulting in minimal in-person fees being charged fall term. With the return to more in-person activity and the change to the incidental fee structure (fee of \$355 charged to all students at credit 1), the increase in enrollment fees is expected. Sales and Services are also up \$364K from the prior period, with approximately 900 students being in Housing. Other Revenue increased by \$618K, primarily as a result of Destination Western. Altogether, our auxiliary revenue has increased \$2.939M from the prior year.

#### Expenses:

Personnel expenses are \$185K more than the prior period. Service & Supplies are \$705K more than the prior year. These increases are reflective of increased auxiliary activity with the return of more in-person operations.

#### Net Revenues less Expenses:

Net revenues less expenses have increased by \$2.049M 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.

Revenues and expenses are very comparable to prior year.

### FY22 Projected Year-End:

This report provides year-end projections. With three months of actuals, our Proposed FY22 Budget matches the projection for the year.

### STAFF RECOMMENDATION:

It is recommended that the Western Oregon University Finance and Administration Committee accept the FY22 Projected Year-End Report and the overall Management Report as of September 30, 2021.

**Western Oregon University**  
**P3 YTD Actual to Actual Variance**

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

**As of September 30, 2021**  
**For the Fiscal Year Ended June 30, 2022**

	<b>P3 YTD FY21</b>	<b>P3 YTD FY22</b>	<b>Variance</b>	<b>Note</b>
	<b>Actuals</b>	<b>Actuals</b>		
<b>Education &amp; General Fund</b>				
<b>Revenues</b>				
Tuition	15,149	13,074	(2,075)	Decreased enrollment.
Online Course Fees	2,815	1,478	(1,336)	Nearly all courses were online in Fall 2020, approx. 40% of UG and 60% of GR are online in Fall 2021.
Other Fees	680	594	(86)	
Less: Fee Remissions	(2,254)	(1,382)	872	
Net Student Fees & Tuition	16,389	13,765	(2,624)	
Government Resources & Allocations	10,350	11,456	1,106	HECC higher allocation.
Gift Grants and Contracts	135	256	121	
Other Revenue	777	455	(322)	
<b>Total Revenues</b>	<b>27,651</b>	<b>25,931</b>	<b>(1,720)</b>	
<b>Expenses</b>				
Personnel	8,327	8,469	142	
Service & Supplies	1,773	2,695	922	Spending trailed behind in FY21 due to pandemic.
Capital Expense	5	11	6	
<b>Total Expenses</b>	<b>10,105</b>	<b>11,174</b>	<b>1,070</b>	
<b>Net Revenues less Expenses</b>	<b>17,547</b>	<b>14,757</b>	<b>(2,790)</b>	

**Western Oregon University**  
**P3 YTD Actual to Actual Variance**

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

**As of September 30, 2021**  
**For the Fiscal Year Ended June 30, 2022**

	<b>P3 YTD FY21</b>	<b>P3 YTD FY22</b>	<b>Variance</b>	<b>Note</b>
	<b>Actuals</b>	<b>Actuals</b>		
<b>Auxiliary Enterprises Funds</b>				
<b>Revenues</b>				
Enrollment Fees	160	2,118	1,958	Nearly all courses were online in Fall 2020, approx. 40% of UG and 60% of GR are online in Fall 2021.
Sales and Services	428	792	364	
Other Revenue	103	720	618	
<b>Total Revenues</b>	<u>690</u>	<u>3,630</u>	<u>2,939</u>	
<b>Expenses</b>				
Personnel	1,739	1,924	185	
Service & Supplies	1,101	1,806	705	
Capital Expense	-	-	-	
<b>Total Expenses</b>	<u>2,840</u>	<u>3,730</u>	<u>890</u>	
<b>Net Revenues less Expenses</b>	(2,149)	(100)	2,049	
<b>Designated Operations, Service Departments, Clearing Funds</b>				
<b>Revenues</b>				
Enrollment Fees	4	3	(1)	
Sales and Services	13	25	12	
Other Revenue	265	296	31	
<b>Total Revenues</b>	<u>282</u>	<u>324</u>	<u>42</u>	
<b>Expenses</b>				
Personnel	217	215	(2)	
Service & Supplies	289	360	70	
Capital Expense	0	8	8	
<b>Total Expenses</b>	<u>506</u>	<u>584</u>	<u>77</u>	
<b>Net Revenues less Expenses</b>	(224)	(260)	(36)	

**Western Oregon University**  
**P3 Percent Actual Variance Analysis**  
(Unaudited, non-GAAP, for management purposes only)  
(in thousands)

**As of September 30, 2021**  
**For the Fiscal Year Ended June 30, 2022**

	<b>P3 FY21 Realization/ Burn Rate %</b>	<b>P3 FY22 % of FY22 Proposed Budget</b>	<b>Variance</b>
<b>Education &amp; General Fund</b>			
<b>Revenues</b>			
Student Fees & Tuition (net of remissions)	42.48%	42.65%	0.17%
Government Resources & Allocations	35.70%	36.97%	1.27%
Gift Grants and Contracts	14.71%	41.11%	26.40%
Other Revenue	27.13%	17.51%	-9.63%
<b>Total Revenues</b>	<b>38.75%</b>	<b>39.01%</b>	<b>0.26%</b>
<b>Expenses</b>			
Personnel	14.78%	14.79%	0.01%
Service & Supplies	23.55%	26.89%	3.34%
Capital Expense	3.97%	5.08%	1.11%
<b>Total Expenses</b>	<b>15.79%</b>	<b>16.56%</b>	<b>0.77%</b>

**Western Oregon University**  
**P3 Percent Actual Variance Analysis**  
(Unaudited, non-GAAP, for management purposes only)  
(in thousands)

**As of September 30, 2021**  
**For the Fiscal Year Ended June 30, 2022**

	<b>P3 FY21 Realization/ Burn Rate %</b>	<b>P3 FY22 % of FY22 Proposed Budget</b>	<b>Variance</b>
<b>Auxiliary Enterprises Funds</b>			
<b>Revenues</b>			
Enrollment Fees	10.99%	34.30%	23.31%
Sales and Services	6.47%	8.15%	1.68%
Other Revenue	5.84%	44.63%	38.79%
<b>Total Revenues</b>	<b>7.02%</b>	<b>20.74%</b>	<b>13.71%</b>
<b>Expenses</b>			
Personnel	21.36%	20.30%	-1.06%
Service & Supplies	13.44%	18.29%	4.85%
Capital Expense	100.00%	100.00%	0.00%
<b>Total Expenses</b>	<b>17.35%</b>	<b>19.28%</b>	<b>1.92%</b>
<b>Designated Operations, Service Departments, Clearing Funds</b>			
<b>Revenues</b>			
Enrollment Fees	18.23%	2.63%	-15.59%
Sales and Services	11.50%	19.61%	8.11%
Other Revenue	13.72%	14.56%	0.84%
<b>Total Revenues</b>	<b>13.65%</b>	<b>14.24%</b>	<b>0.59%</b>
<b>Expenses</b>			
Personnel	23.49%	21.14%	-2.35%
Service & Supplies	36.50%	27.45%	-9.05%
Capital Expense	0.00%	0.00%	0.00%
<b>Total Expenses</b>	<b>29.50%</b>	<b>25.05%</b>	<b>-4.45%</b>

Western Oregon University  
 FY22 Projected Year-End  
 (Unaudited, non-GAAP, for management purposes only)  
 (in thousands)

As of September 30, 2021  
 For the Fiscal Year Ended June 30, 2022

	FY21 Year-End Actuals	FY22 Projected Year-End	FY22 Proposed Budget	Variance FY22 Projected Year-End to Proposed Budget	Note
<b>Education &amp; General Fund</b>					
<b>Recurring Operating Activities</b>					
Student Fees & Tuition (net of remissions)	38,582	32,272	32,272	-	Projection based on budget
Government Resources & Allocations	28,990	30,984	30,984	-	Projection based on budget
Gift Grants and Contracts	918	622	622	-	Projection based on budget
Other Revenue	2,864	2,600	2,600	-	Projection based on budget
<b>Total Revenues</b>	<b>71,355</b>	<b>66,478</b>	<b>66,478</b>	<b>-</b>	
Personnel	56,331	57,246	57,246	-	Anticipate salvage savings; too soon to predict.
Service & Supplies	7,526	10,022	10,022	-	Projection based on budget.
Capital Expense	128	210	210	-	Projection based on budget
<b>Total Expenses</b>	<b>63,985</b>	<b>67,477</b>	<b>67,477</b>	<b>-</b>	
Net Transfers	3,229	3,317	3,317	-	Projection is based on transfer schedule.
<b>Total Expenses and Transfers</b>	<b>67,214</b>	<b>70,794</b>	<b>70,794</b>	<b>-</b>	
<b>Operating Net Revenues less Expenses</b>	<b>4,141</b>	<b>(4,316)</b>	<b>(4,316)</b>	<b>-</b>	
<b>Other Activities</b>					
CARES Reimbursement	2,400	3,000	3,000	-	
Quasi Endowment	(850)	-	-	-	
Other	(1,061)	(924)	(924)	-	
<b>Total Other Activities</b>	<b>489</b>	<b>2,076</b>	<b>2,076</b>	<b>-</b>	
<b>Total Net Revenues less Expenses</b>	<b>4,630</b>	<b>(2,240)</b>	<b>(2,240)</b>	<b>-</b>	
<b>Fund Balance at the Beginning of the Year</b>	<b>6,240</b>	<b>10,870</b>	<b>10,870</b>		
<b>Fund Balance at the End of the Year</b>	<b>10,870</b>	<b>8,630</b>	<b>8,630</b>		
<b>Fund Balance as a Percentage of Revenues</b>	<b>15.23%</b>	<b>12.98%</b>	<b>12.98%</b>		

Western Oregon University  
**FY22 Projected Year-End**  
(Unaudited, non-GAAP, for management purposes only)  
(in thousands)

**As of September 30, 2021**  
**For the Fiscal Year Ended June 30, 2022**

	<b>FY21 Year-End Actuals</b>	<b>FY22 Projected Year-End</b>	<b>FY22 Proposed Budget</b>	<b>Variance FY22 Projected Year-End to Proposed Budget</b>	<b>Note</b>
<b>Auxiliary Enterprises Funds</b>					
Enrollment Fees	1,454	6,174	6,174	0	
Sales and Services	6,615	9,716	9,716	0	
Other Revenue	1,760	1,614	1,614	0	
<b>Total Revenues</b>	<b>9,829</b>	<b>17,504</b>	<b>17,504</b>	<b>0</b>	
Personnel	8,142	9,477	9,477	0	
Service & Supplies	8,192	9,872	9,872	0	
Capital Expense	32	-	-	-	
<b>Total Expenses</b>	<b>16,365</b>	<b>19,349</b>	<b>19,349</b>	<b>0</b>	
Net Transfers	(3,798)	(1,119)	(1,119)	(0)	Projection is based on transfer schedule.
<b>Total Expenses and Transfers</b>	<b>12,567</b>	<b>18,230</b>	<b>18,230</b>	<b>(0)</b>	
<b>Net Revenues less Expenses</b>	<b>(2,738)</b>	<b>(726)</b>	<b>(726)</b>	<b>(0)</b>	
<b>CARES Funds</b>	1,700	200			
<b>Additions/Deductions to Fund Balance</b>	(2,178)	(1,986)			
<b>Fund Balance at the Beginning of the Year</b>	<b>9,556</b>	<b>6,339</b>			
<b>Fund Balance at the End of the Year</b>	<b>6,339</b>	<b>3,827</b>			
<b>Fund Balance as a Percentage of Revenues</b>	64.49%	21.86%			
<b>Designated Operations, Service Departments, Clearing Funds</b>					
Enrollment Fees	25	16	113	(97)	
Sales and Services	113	216	127	89	
Other Revenue	1,931	2,159	2,034	124	
<b>Total Revenues</b>	<b>2,069</b>	<b>2,391</b>	<b>2,274</b>	<b>117</b>	
Personnel	925	917	1,019	102	
Service & Supplies	792	986	1,310	325	
Capital Expense	-	8	-	(8)	
<b>Total Expenses</b>	<b>1,717</b>	<b>1,911</b>	<b>2,329</b>	<b>418</b>	
Net Transfers	(56)	750.00	1	0	Projection is based on transfer schedule.
<b>Total Expenses and Transfers</b>	<b>1,661</b>	<b>1,912</b>	<b>2,330</b>	<b>418</b>	
<b>Net Revenues less Expenses</b>	<b>407</b>	<b>479</b>	<b>(56)</b>	<b>463</b>	
<b>Additions/Deductions to Fund Balance</b>	(342)	(312)			
<b>Fund Balance at the Beginning of the Year</b>	<b>2,982</b>	<b>3,047</b>			
<b>Fund Balance at the End of the Year</b>	<b>3,047</b>	<b>3,215</b>			
<b>Fund Balance as a Percentage of Revenues</b>	147.29%	134.45%			



**Western Oregon University**  
**Transfers Schedule - Projected FY22**

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

	E&G			Auxiliary			Des Ops - Serv Dept.	Plant fund	Other		Total
<b>Transfers In E&amp;G</b>									(a)		
<b>Actual</b>											-
<b>Upcoming</b>									8,893		8,893
<b>Transfers Out E&amp;G</b>				(b)	(c)	(d)		(e)	(a)	(f)	
<b>Actual</b>						496					496
<b>Upcoming</b>	150,000	2,979,025	99,504	150,000	2,979,025	99,504	175,000	4,804	17,431		3,425,764
<b>Transfers In AUX</b>	(b)	(c)	(d)								
<b>Actual</b>											496
<b>Upcoming</b>	150,000	2,979,025	99,504								3,228,529
<b>Transfers Out AUX</b>								(g)	(h)		
<b>Actual</b>									10,450		10,450
<b>Upcoming</b>								174,069	1,925,973		2,100,042
<b>Transfers In DO, SD</b>											-
<b>Actual</b>											-
<b>Upcoming</b>											-
<b>Transfers Out DO, SD</b>									(i)		
<b>Actual</b>											-
<b>Upcoming</b>									750		750

Type	Description
(a)	Endowment matches
(b)	Child Development Center support
(c)	Athletic operations support
(d)	Student Vaccine Initiative
(e)	Small-Scale Energy Loan Program debt service
(f)	Teacher Prep Cost Share support
(g)	Student Engagement & Campus Recreation transfers to building/equipment reserves
(h)	Misc. auxiliary transfers, including debt payments for Housing and Recreation Center Building Fee
(i)	Misc. designated operations and service departments transfers