

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
FRIDAY, April 4, 2014**

**1. CALL TO ORDER**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m., Friday, April 4, 2014 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

Peggy Zoro, Chair  
Karen Lee, Vice Chair  
Betti Fujikado, Secretary  
Dennis Madsen  
Dick Thompson  
Ralph Munro  
Sue Sharpe (*via conference phone*)  
Heather Flaherty

**Western Washington University**

Bruce Shepard, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Steve Swan, Vice President for University Relations and Community Development  
Johann Neem, Faculty Senate President  
Carly Roberts, Associated Students President  
Lisa Wochos, Assistant Attorney General  
Sherry Burkey, Associate Vice President for University Relations and Community Development  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

**1. CALL TO ORDER, APPROVAL OF MINUTES**

MOTION 4-1-2014: Trustee Thompson moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, February 6 & 7, 2014

The motion passed unanimously.

## **2. PUBLIC COMMENT**

As per Amended RCW 28B.35.110, the Board of Trustees provided time for a Public Comment period. One person signed up to testify before the Board, and Chair Zoro gave her three or so minutes to address the Board.

Annika Wolters, a Western undergraduate student signed up to provide public comment regarding diversity efforts around campus. Wolters stated that she is the current President of the Black Student Union and involved in other campus diversity groups. She said that she has noticed the recent conversations and efforts to encourage diversity and hoped that it continues. She also stated that she would like to see the conversations turn into actions sooner rather than later.

## **3. BOARD CHAIR**

Chair Zoro provided a brief report on which trustees would be attending the upcoming Association of Governing Boards (AGB) Conference. Zoro also let the Board know the plans for this summer's Board work session in August, explaining that the Board meeting would be on Thursday, August 21<sup>st</sup> and the Board work session would be the next day at an off-site location. She also stated that Dr. John Moore would once again facilitate part of the Board work session as in previous years.

## **4. UNIVERSITY PRESIDENT**

President Shepard explained that the Northwest Commission on College and Universities (NWCCU) Accreditation Board had just finished an onsite visit, adding that the accreditation board spoke highly of Western's prepared materials but also had some critiques that President Shepard would like to discuss with the Board of Trustees at a future meeting. Shepard said that accreditations are always a useful tool for institutions to take the opportunity to evaluate and improve and he was pleased the report provided a look for ways to improve.

President Shepard also updated the Board on the recent adjustment to the university's minimum level of compensation floor and a one-time lump sum payment that was agreed to by the University and the Washington Federation of State Employees and the Public School Employees of Western Washington University unions to help raise some Western employees closer to a living wage of \$15 an hour.

President Shepard turned the remainder of his time over to Brent Carbajal, Provost and Vice President for Academic Affairs to update the Board on the recent hiring activity. Provost Carbajal started by saying that Western is just emerging from a three year hiring freeze, that they are only hiring in critical areas and that these positions are not increases except in the Science, Technology, Engineering and Math (STEM) areas that were provided for by the State. He said that since September 2013 there have been 61 tenured faculty position searches. Of those searches there have been 35 confirmed hires, 2 failed searches and 17 ongoing searches. Carbajal said the results have been promising and that he is looking forward to new faculty orientation for this coming academic year. Trustees had questions about the quality of candidates that are searches are attracting and were encouraged by the positive responses.

## **5. ASSOCIATED STUDENTS**

Carly Roberts, Associated Student President provided the Board an update on the AS Board's current initiative effort for Divestment in fossil fuel companies. Roberts also said that it is filing time for students who wish to run for AS Board 2014 – 2015 positions and that she will be ready to introduce the new AS Board at the next Board of Trustees meeting.

## **6. FACULTY SENATE**

Johann Neem, Faculty Senate President stated that the changes that he had introduced to the Board regarding the University Planning and Research Council (UPRC) at the last meeting went through. Neem also discussed the Faculty Workload Discussion and Survey noting that the faculty senate had finished collecting data and would have conclusions soon.

## **7. CONSENT ITEMS**

Chair Zoro introduced the consent items. There were no questions or discussion.

MOTION 4-2-2014: Trustee Thompson moved, that the Board of Trustees of Western Washington University, on the recommendation of the President, approves the following consent item:

- Construction Contract for Wilson Library Clay Tile Roof Replacements and Attic Insulation, Parks Hall and Fine Arts Gallery Flat Roof Replacement, PW 671
- Construction Contract to Replace Steam Piping at Ridgeway Complex, PW 674
- Construction Contract for Performing Arts Center Exterior Renewal, PW 677
- Construction Contract for North Campus Utility Upgrade, PW 678
- Delegation of Authority to Award Construction Contract for Classroom and Lab Upgrades Phase 1, PW 679A

The motion passed unanimously.

## **8. APPROVAL OF HOUSING AND DINING RATE INCREASES FOR 2014 – 2015**

President Shepard asked Senior Vice President Coughlin to introduce the next agenda item to which she provided background on the process of how Housing and Dining rates are reviewed and decided upon. She said that over 150 students view the materials before they are approved by various campus groups. Coughlin said that previous plans regarding Eden's North expansion and remodel have been put on hold for a year while Enrollment and Student Services continues to study dynamics on campus, although it will still show on the long term plans. Trustees had questions about how on campus housing compared with off campus housing and Western's rates versus other Washington State campuses. Coughlin stated that Western is the only University that charges the same rate for all the traditional campus housing, while other campuses charge a different rate per facility.

Trustees also had questions about the dining contracts offered and the quality of food on campus. Coughlin talked about the dining services committee on Campus. She introduced Leonard Jones, Director of University Residences who described the dining services committee and explained the quality control work that goes into dining services to increase the quality and satisfaction to students. Jones talked about the recent effort to connect with students on their terms by having ice cream socials in each of the dorms and other campus locations during the evening hours. He said that during the meetings Jones and Interim Police Chief Darin Rasmussen discussed various issues under their division and listened to student concerns and feedback.

MOTION 4-3-2014: Trustee Munro moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached (See Attachment A). The 2014-2015 proposed rates call for a 4.0 percent increase in residence hall and Birnam Wood apartment rental rates.

The motion passed unanimously.

## 9. APPROVAL OF BOARD MEETING DATES FOR 2015 & 2016

President Shepard introduced this agenda item by stating that the below dates are the proposed dates for the Board of Trustees Regular meetings in the years 2015 and 2016. He said that by bringing dates forward now will allow Trustees to get them on their calendars and plan accordingly.

MOTION 4-4-2014: Trustee Munro moved, that the Board of Trustees of Western Washington University establish the following meeting schedule for the year 2015 and 2016:

February 12, 13, 2015	February 11, 12, 2016
April 9, 10, 2015	April 7, 8, 2016
June 11, 12, 2015	June 9, 10, 2016
August 20, 21, 2015	August 18, 19, 2016
October 8, 9, 2015	October 13, 14, 2016
December 10, 11, 2015	December 8, 9, 2016

The motion passed unanimously.

## 10. IT SECURITY REPORT

President Shepard asked Brent Carbajal, Provost and Vice President for Academic Affairs, to introduce John Lawson, Vice Provost for Information Technology and CIO and Linc Nesheim, Information Security Officer. Nesheim's presentation provided the Board with an update on current data security initiatives. Nesheim introduced an article from The Baltimore Sun that described recent university data security incidents and the balance institutions need to achieve between data security and access to online resources for academic and research purposes. Also mentioned were recommendations to the recent Information Technology Security Audit done by LBL Technologies. Nesheim said that the recommendations included suggestions for

improving Western's efficiency, effectiveness, compliance to reduce security risks, and improving Western's ability to detect and act on security intrusions. Nesheim said that immediate action was taken on those areas where a high level of threat existed or where changes could be easily implemented. Other areas were either addressed more methodically or as resources allowed, but progress has been made in all areas. Lawson said that the Internet is a dangerous and ever changing environment explaining that the 'bad guys' only need to be right once, and Western's team must be right all the time to protect the University's data.

Trustees had questions regarding data the University collects, and whether we need to collect it and how that decision is made. Nesheim said that there are ongoing conversations about what data we need and what we don't, but some conditions are set by outside requirements like data for federal financial aid or programs. There was also Trustee interest in the human element of information technology in regards to training and making staff aware of their responsibility in protecting the data. Nesheim said he is currently working on revising processes and training and hopes to improve that part of the culture on campus.

## **11. VICE PRESIDENTS' DRAFT 2015-2017 CAPITAL REQUEST AND 2015 - 2025 CAPITAL PLAN**

President Shepard asked Richard Van Den Hul, Vice President for Business and Financial Affairs to present this agenda item. Vice President Van Dun Hul gave a brief summary of the material explaining that it was a preliminary draft meant for discussion by the Board and that the University's final 2015-2017 Capital Budget Request and 2015-2025 Capital Plan would be brought to the Board for approval at the June 2014 meeting following review and comment by the campus community, University Planning and Resources Council (UPRC), and further refinement by the Vice Presidents and President.

Trustees had questions about the strategy of moving the Carver Academic Building renovation project forward in future legislative budgets. There was also discussion regarding various projects on the plan and where they fit in each biennium and possible alternative funding with both state funds and non-state funds.

## **12. MARKETING WESTERN THROUGH VIDEO**

President Shepard invited Steve Swan, Vice President for University Relations and Community Development to introduce his co-presenters. Swan introduced Matthew Anderson, New Media Coordinator, University Communication and Marketing, Rhys Logan, Visual Journalist, University Communication and Marketing, Corey Colbo, Western graduate, and students Angelica Metcalfe and Austin Smith. Matthew Anderson provided the Trustees a brief background of the two videos that were shown. The first video provided highlights of videos that Logan has produced in the couple of months he has been working at Western. The second video was a portion of a *Western Window*, a result of a student internship program with all work done by students.

Trustees provided positive feedback to the videos, and commented that it makes them proud to be associated with Western. There were also questions about the primary audience, how to get the media seen and how to reach diverse populations. Swan and Anderson said that videos are posted on various social media sights that young adults are frequent, adding that their division is currently learning and thinking of new ways to get the word out to the public and various

stakeholders. The presentation continued with the students Colbo, Metcalfe, and Smith discussing their experience working on the *Western Window's* internship and the benefits they gained with the hands-on experience.

Chair Zoro announced a break at 10:37 am. The board returned and reconvened the meeting at 10:52 am.

### **13. CAMPAIGN UPDATE**

Stephanie Bowers, Vice President for University Advancement reported that as of March 31, 2014 the campaign was at \$38 million. Bowers went on to say that her office is still evaluating what the campaign goal should be. Annual Endowment Reports went out in April with personalized notes to each person who has an endowment with the foundation letting them know the progress on their individual investments.

Trustees had questions about the search for the new investment manager. Bowers said that the driver is mainly fee based since Western has a relatively small endowment and fees are very important. She said that it is also important the investor understands foundations and universities' needs and the landscape of education in general. She noted that there have been proposals and visits from several companies, with a recommendation coming in May.

### **14. OLYMPIA UPDATE**

Chair Zoro presented Sherry Burkey, Associate Vice President for University Relations and Community Development with a thank you gift for being "Western's soldier" in Olympia. Burkey gratefully accepted and thanked all those on campus who help get her throughout the year. Burkey then went on to give a brief outline of the 2014 Legislative Session.

Highlights include:

- Washington State Legislative Session adjourned on time, marking the first time in several years the legislature has not gone into special session.
- The Supplemental Operating Budget included \$25 million for the Opportunity Scholarship, \$5 million for the State Need Grant, and several small institutional investments for higher education. There was also language extending the tuition freeze through next year.
- For the first time since 1994, the legislature adjourned without adopting a capital budget. Prior to the session, the Governor's proposed capital budget included \$5 million to begin the construction phase for Western's Carver Academic Facility project.
- The REAL Hope/ DREAM Act passed the legislature on a bipartisan vote.
- The Council of President's yearly efficiency legislation passed this year as well.
- Two priorities for veteran's higher education passed the legislature this year. One that allows credit for prior military training and/or programs and the other that removes the one-year waiting period for veterans and families for in-state tuition.

Burkey said that looking ahead to the 2015 Legislative session, Western will continue to bring proposals to the legislature that build on our considerable strengths to serve the needs of the

state of Washington. She said budget leaders will face significant challenges as they look to meet the requirements set forth in the McCleary decision, which may require \$2 - \$4 billion in new funding for K-12 education in order to meet the state's constitutional mandate to provide for basic education as defined by the state Supreme Court.

Trustees expressed concerns that budget challenges might divide attentions in Olympia, both in dollars and efforts. Trustees also stated that Western needs to reinforce the long term perspective and keep telling its great story of serving Washington in order to continue to garner the positive attention that we need.

## **15. AUDIT COMMITTEE REPORT**

Trustee Dick Thompson, Chair, Board of Trustees Audit Committee gave a brief report regarding the Audit Committees meeting from the previous day. He talked about Kim Herrenkohl, Internal Audit Director, leaving Western, noting that Vice President Van Den Hul's division is leading the interim work processes and transition. He said that there is a plan to begin the search for a replacement shortly with the expectation of a new hire made by July. Thompson said that the committee wants to keep the momentum going on the important work that the internal audit office is doing.

## **16. INFORMATION ITEMS**

### **a. Mid-Year Housing and Dining Report**

Vice President Coughlin provided a written report regarding the university's housing and dining programs.

### **b. University Advancement Report**

Vice President Bowers provided a written report on the university's Alumni Relations and Western Foundation activities.

### **c. Capital Program Report**

Vice President Van Den Hul provided a written report on the university's capital projects.

### **d. University Relations and Community Development Report**

Vice President Swan provided a written report documenting recent activities of University Relations and Community Development.

### **e. Annual Sustainability Report**

Vice President Van Den Hul provided a written report on the university's sustainability projects, efforts and implementations throughout the year.

### **f. Professional Leave Report**

Provost Carbajal provided a written report regarding faculty granted professional leave for the 2014/2015 academic year.

### **g. Tenure & Promotion Report**

Provost Carbajal provided a written report regarding the newly promoted and tenured faculty.

### **h. Admissions and Enrollment Report**

Vice President Coughlin provided a written report regarding the university's enrollment and admissions.

**17. DATE FOR NEXT REGULAR MEETING: June 12, 13, 2014**

**18.** The meeting adjourned at 11:24 a.m.

**19. LUNCH**

The Trustee enjoyed lunch with Associated Students Board at the Viking Commons.



WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard on behalf of Vice President Eileen V. Coughlin  
**DATE:** April 3, 2014  
**SUBJECT:** Housing and Dining Rate Increases for 2014 – 2015  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

To obtain approval from the Board for increases in rates for Housing and Dining room and board for 2014-2015.

**Points to Consider:**

- The rate increase addresses modest inflation and capital plan expenditures, and support initiatives to improve student academic success and enhance residential services.
- The proposed 4.0% rate increase allow investment for scheduled renovations; is in the rate increase range of 4% – 5% projected in the 10-year capital plan; and is sensitive to students' total WWU cost.
- The current long-term capital plan, shared at the Trustee's December 2012 meeting, was based on the approximate rate increases shown below. Capital plan revisions and adjustments to inflation estimates may result in changes to these estimates.

Year	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
<i>Estimated</i>	4.75%	4.75%	4.75%	3.50%	4.25%
<i>Actual/proposed</i>	4.25%	4.00%	3.00%	3.00%	4.00%

Year	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
<i>Estimated</i>	4.25%	4.25%	4.25%	4.25%	4.25%

**Supporting Information:**

- Housing and Dining Proposed Rates (copy of document shared with student groups)
- Housing and Dining Proposed Operations for 2013-14 and 2014-15
- Rate Comparison Charts
- Ten-year Rate History

**Source of Funding:**

Housing and Dining System

**Action/Decision Needed from the Board:**

Approval of the proposed room and board rates for 2014-2015.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2014-2015 proposed rates call for a 4.0 percent increase in residence hall and Birnam Wood apartment rental rates.

**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM  
2014-2015 PROPOSED RATES**  
Presented to the Residential Advisory Committee,  
Residence Hall Association & Associated Students Board of Directors  
**PRO-FORMA SUMMARY: March 5, 2014**

Introduction

The attached budget and rates and supporting documentation represent recommendations for fiscal year 2014-15. The department's leadership has strived to account for the potential impact on the System, and the proposed rate increase has thoughtfully considered relative to the total cost for students to attend Western. Each operating line item in the budget has been reviewed to ensure revenue opportunities are examined and costs are managed carefully. This budget and rate proposal responsibly respond to inflationary pressures, maintain the core functions of Western's quality residential program, and add components to increase student satisfaction and success. As with every year, a major influence for planning came from the University's Strategic Plan and standards and expectations outlined in the Principles for the Housing & Dining System. This recommended budget meets those standards and ensure management attend to the necessary reserve fund balances, planned major maintenance, debt service coverage, and capital planning. The figures and explanatory text reflect student input from surveys and committees as well as the most recent projections for revenue and expenditures.

The Capital Plan

The Enrollment and Student Services Housing & Dining Capital Plan addresses the long term financial strength of the System and ensure the System's facilities meet Western's enrollment plan, meet or exceed the Board of Trustees fiscal principles, invest in infrastructure to ensure longevity, health and safety, and respond to changing student needs and expectations. Projects planned for fiscal year 2015 include the commencement of the two-phase Nash fire sprinkler and seismic project, and the Kappa fire sprinkler project. Capital projects planned over the following 10 years include room and bathroom renovations, upgrade to radiant heat systems, and seismic upgrades.

Why is a Housing Rate Increase Needed?

The proposed rates represent the System's continued efforts to provide a quality program at an affordable cost. The attached documents review the impact of the additional costs to the system, and the results of the responses to those impacts. The increases addresses external rate pressures such as inflationary and recharges rate increases, and continues transfers to the System's capital plan supporting the System's ongoing investment in renovations. Enhancements for 2015 include investments in student success and achievement, continuous academic year housing (open over winter and spring breaks), adding another late night dining option, and continued expansion of local and organic food options. System's staff continue investigate efficient operating methods and ways to bring services to students. State funds are not used to support the Housing & Dining system.

Proposed Rate Increase:

- The proposed Residence Hall and Birnam Wood rate increase is 4%.
- The budget and rate materials presented below show the System can support its 2014-15 programs with a rate increase of 4% based on our current understanding of expected inflationary pressures.
- The 4% increase is consistent with the long range financing plan presented to the Board of Trustees which projects annual increases for the System in the 4% -5% range over a ten year period. The projects in the long range financing plan are not negatively impacted by this slight reduction.

Impact of the Rate Increases

- Residence Halls: At a 4% increase, a double room w/125 Meal Plan increases \$41/month or \$372 for the school year.
- Birnam Wood: With 4 residents per unit: At a 4% increase the rent increases \$13.61/month or \$122 for the school year.

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM**

**Background Information and Revenue & Expenditure Details:**

Comments and figures pertaining to FY2015 are as compared to the FY2014 proposed budget and rates presented at the April 2013 Board of Trustees meeting.

**Revenue Highlights and Assumptions**

- Overall, the budgeted Operating Revenue increase is \$1,652,000 or 4.2% over FY2014's proposed budget.
- Occupancy projections assume Fall 2014 week two residence hall counts being the same as was proposed for Fall 2013 (3,525). Actual Fall 2013 week two residence hall occupancy was 3,547. Residence hall + apartment occupancy budgeted for Fall 2014 week two count is 4,036 vs. 4,053 proposed last year (Fall 2013.)
- Bond interest subsidy reduced as a result of federal budget sequester impact.
- Conference revenues reduced \$27,000 (-4.7%) due to anticipated reduced conference bookings.
- There is no increase proposed to the Viking Union building fee for 2014-15, and the S&A Fee revenue is shown at no increase based on early estimates of enrollment patterns.

**Operating Expenditures Highlights and Assumptions**

- Budgeted Operating Expenditures are projected to increase by \$1,246,000 or 4.7%.
- Salaries and Benefits increase \$218,000 or 3.5%. Primary drivers for the increase are additional staff to support division efforts to invest in student success and achievement; allowance for possible State cost of living increase, increase to the State minimum wage, and room and board increase for resident advisors.
- Dining services rates are under negotiation. The increase shown includes an estimated residential dining rate increase per the WWU-Aramark Agreement, and the implementation of an additional late-night dining option.
- Utilities: Taken together the various utilities expenditures decrease approximately \$31,000 (-2.4%), influenced primarily by the heat/natural gas line item.
- Maintenance and repairs increase \$119,000 or 5.8% to reflect anticipated labor and supply increases and increased maintenance needs.
- Institutional Services, which include the University's Administrative Services Assessment (ASA) and University Police (Greencoat security staff), increases \$77,000 or 5.4%. The ASA recharge rate is projected to be 5.5% of adjusted revenue compared to 5% for FY2014.

**Non-Operating Expenditures Highlights and Assumptions**

- Allocations for major repairs and planned renovations increase \$157,000 or 4.4%. This investment in the existing facilities keeps the System ahead of targeted levels per the fiscal principles established by the Board of Trustees.
- Transfer to the System's capital plan increases \$333,000 or 9.5%. Upcoming projects include the addition of fire sprinklers to Nash & Kappa.
- Overall, budgeted Non-Operating expenditures and transfers increase \$405,000 or 3.2%.

**PROPOSED OPERATIONS FOR BUDGET YEARS ENDING JUNE 30, 2014 & 2015**

	<b>PROPOSED BUDGET 2013-14 As Presented to BOT</b>	<b>DRAFT BUDGET 2014-15 As of 3/4/14</b>	<b>PERCENT CHANGE</b>		<b>DIFFERENCE BUDGET \$</b>
<b>REVENUES</b>					
Room and Board Payments	\$32,973,000	\$34,635,000	5.04%	2	\$1,662,000
Room and Board Fees and Penalties	160,500	160,500	0.00%		0
Investment Income	32,000	34,000	6.25%		2,000
Bond Interest Subsidy	304,574	295,637	-2.93%	3	(8,937)
Housing Rentals	100,850	100,850	0.00%		0
Conferences	573,069	546,069	-4.71%	4	(27,000)
Commissions	1,832,300	1,848,800	0.90%		16,500
Viking Union Programs & Services	148,700	150,700	1.34%		2,000
S & A Fee Distribution (Viking Union)	1,253,000	1,253,000	0.00%		0
Building Fee (Viking Union)	1,606,579	1,606,579	0.00%		0
Other	103,150	108,150	4.85%	5	5,000
<b>Total Revenues</b>	<b>\$39,087,722</b>	<b>\$40,739,285</b>	<b>4.23%</b>		<b>\$1,651,563</b>
<b>OPERATING EXPENDITURES</b>					
Salaries & Benefits	\$6,337,090	\$6,555,465	3.45%	5	\$218,375
Food Service (net of capital contribution)	11,381,927	11,954,371	5.03%	6	\$572,444
Communications	367,230	367,999	0.21%		\$769
Electricity	776,935	782,023	0.65%		\$5,088
Heat	1,308,966	1,277,761	-2.38%	7	(\$31,205)
Water/Sewer	436,227	462,358	5.99%		\$26,131
Refuse Disposal/Recycling	266,651	266,812	0.06%		\$161
Television Cable	111,725	116,725	4.48%		\$5,000
Maintenance & Repairs	2,058,865	2,178,203	5.80%		\$119,338
Operating Supplies	245,975	255,479	3.86%		\$9,504
Equipment	469,811	473,811	0.85%		\$4,000
Insurance	451,852	472,722	4.62%		\$20,870
Rentals and Operating Leases	9,475	14,475	52.77%		\$5,000
Re-charged Services & ASA	1,425,915	1,503,018	5.41%	8	\$77,103
Student Services Support	78,000	222,000	184.62%	9	\$144,000
Other Expenditures	810,639	880,519	8.62%	10	\$69,880
<b>Total Operating Expenditures</b>	<b>\$26,537,283</b>	<b>\$27,783,741</b>	<b>4.70%</b>		<b>\$1,246,458</b>
<b>NON-OPERATING EXPENDITURES/TRANSFERS</b>					
Bond Debt Service	\$5,459,189	\$5,373,965	-1.56%	11	(\$85,224)
R&R/ Minor Cap./Public Works Projects	3,579,850	3,737,246	4.40%		157,396
Other Transfers	0	0	0.00%		0
Transfer for capital plan support	3,511,400	3,844,333	9.48%	12	332,933
<b>Total Non-Operating Expenditures</b>	<b>\$12,550,439</b>	<b>\$12,955,544</b>	<b>3.23%</b>		<b>\$405,105</b>
<b>Total Expenditures</b>	<b>\$39,087,722</b>	<b>\$40,739,285</b>	<b>4.23%</b>		<b>\$1,651,563</b>
<b>EXCESS (DEFICIT) OF REV OVER EXP</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>0.00%</b>		<b>\$ (0)</b>

SEE FOOTNOTES FOR EXPLANATIONS

**FOOTNOTES TO THE ATTACHED 2014-15 HOUSING & DINING SYSTEM PROPOSED BUDGET**

- (1) The 2013-14 Budget, as approved by the WWU Board of Trustees April 2013, is shown to compare with the 2014-15 proposed budget. After Fall opening, adjustments were made based on an analysis of opening residence hall and apartment occupancy. Those October 2013 revisions are not shown here.
- (2) Room & Board rate increase is proposed at 4%. Percent change varies as voluntary meal plan revenues were adjusted to match actuals. Opening residence hall counts uses same as 2013-14 proposed opening counts.
- (3) Bond Interest Subsidy reduced per announced estimate of federal sequester impact.
- (4) Reduction in Conference/Guest Housing revenue based on anticipated Summer 2014 bookings. Rate increase is 2%.
- (5) FY2015 incorporates addition of residence life staff to support WWU academic success and retention efforts. Additional increases include allowance for State cost of living increase, and a minimum wage increase.
- (6) The Food Service line incorporates expenses for residential dining, catering, conference dining and departmental food costs. The increase shown is due to board plan price increase and some enhancements to the board dining program, and an adjustment to voluntary meal plan counts.
- (7) Natural gas budget reduced to reflect recent history and planned levels.
- (8) Line item total includes institutional services recharge (ASA) and the expense for University Police Greencoats (Safety Assistants). The WWU overhead assessment rate used for FY2014 is 5.5% vs. 5% for FY2014.
- (9) Support to Enrollment & Student Services components that support the University Residences mission. FY2015 increase due to institutional re-basing decision which, at the time of the 2013-14 rate presentation, was not formalized and incorporated into the expense line.
- (10) This category includes expenditures for: Support provided to other departments pertaining to URes programs, student activities, audit, consultant, and client services, printing & copies, laundry, and other. Other increases include increases to printing, training, & travel.
- (11) Comparative variance in debt service expense due to the FY2014 amount being based on a prior debt service schedule while the FY2015 figure reflects the System debt service schedule after the 2012 bond issuance. Bond debt service amount shown includes BAB federal credit payment.
- (12) The "Transfer for Capital Plan Support" is an allocation representing operating, non-operating and Building Fee funds to be placed into the System's renewal & replacement reserve fund for planned Capital Plan projects for University Residences and the Viking Union

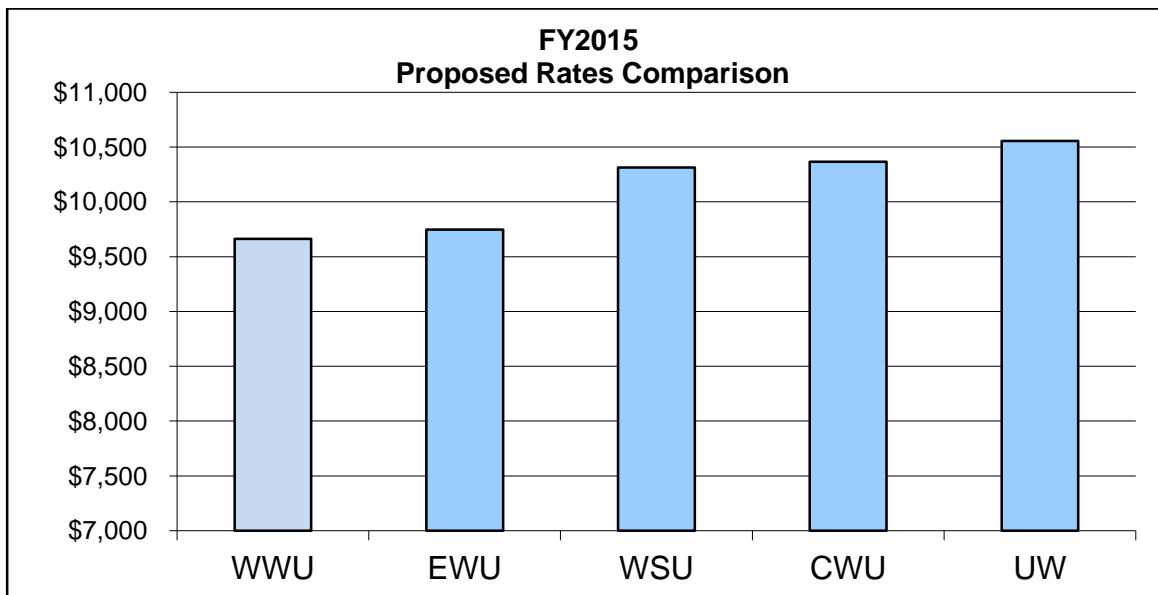
**WASHINGTON PUBLIC UNIVERSITIES  
RESIDENCE HALL ROOM & BOARD PLAN COSTS  
FY2015 (3/3/14)**

**Averaged Double Room Costs with Best-as-Possible Meal Plan Comparison:**

	<b>WWU</b>	<b>EWU</b>	<b>WSU</b>	<b>CWU</b>	<b>UW</b>
	125 Block	Gold	Level 2	"Large"	"Level 4"
Current Live on Requirement?	None	First year students	First year students	First year students	None
Type of Meal Plan	Meals & Points	Meals & Points	Declining Balance	Declining Balance	Declining Balance
Elements of the Meal Plan	Approx. 12+ meals/wk + \$480 Points	Equivalent to 2 to 3 meals per day	Equivalent to Approx. 14 meals/wk	Equivalent to Approx. 14 meals/wk	Equivalent to 13-15 meals/wk
Average cost of Double Room across Bldg Types	\$9,662	\$9,628	\$10,312	\$10,366	\$10,449
Additional Charges not part of the base	\$0	\$120 <sup>1</sup>	\$0	\$0	\$108
<b>Cost of a Double Room and Meals:</b>	<b>\$9,662</b>	<b>\$9,748</b>	<b>\$10,312</b>	<b>\$10,366</b>	<b>\$10,557</b>
Rate of Increase Over 2013-14	Proposed 4.0%	Proposed 6.8%	Approved 3.2%	Estimated 5%	Proposed 3% - 3.5%

Footnote:

<sup>1</sup> Not shown: EWU incentive of \$295 in-kind services if sign by May 15, 2014



**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM**

**TEN YEAR HISTORY OF RESIDENCE HALL RATES**

ACADEMIC YEAR	ACADEMIC YEAR RATE with 125 BLOCK PLAN*	% OF CHANGE
2004-05	\$6,242	
2005-06	\$6,523	4.50%
2006-07	\$6,784	4.00%
2007-08	\$7,089	4.50%
2008-09	\$7,412	4.50%
2009-10	\$8,076 *	4.75%
2010-11	\$8,419	4.25%
2011-12:	\$8,755	4.00%
2012-13	\$9,019	3.00%
2013-14	\$9,290	3.00%
2014-15	\$9,661	4.00%
10-Year Average Percentage Change		4.05%

\* The meal plan used for comparison changed in 2009-10 from the Gold /100 to the 125 Meal Plan

**SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2014-2015**

Room & Board Plans: Academic Year (@ 4% increase)	2013-14 Actual	at 4% incr. 2014-15 Proposed	2014-15 Cost per Month
Double Room with Unlimited meal plan	\$9,656	\$10,042	\$1,116
Double Room with 125-Block meal plan	\$9,290	\$9,662	\$1,074
Double Room with 100-Block meal plan	\$8,932	\$9,289	\$1,032
Double Room w/ 75-Block meal plan	\$8,566	\$8,909	\$990
Triple Room with 125-Block meal plan	\$8,084	\$8,407	\$934
Single Room with 125-Block meal plan	\$10,279	\$10,690	\$1,188
<b>Birnam Wood Apartment Rents: Academic Year (4% increase)</b>			
Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants)	\$340	\$354	\$354