

March 5, 2021

**BOARD OF REGENTS MEETING NOTICE**  
March 11-12, 2021

The Washington State University Board of Regents will hold its next official meetings on Thursday and Friday, March 11-12, 2021, pursuant to the schedule below.

Pursuant to Governor Inslee's Proclamation 20-28, dated March 24, 2020 and related updates, and to reduce risks related to Coronavirus, this meeting will be conducted by Zoom. Public listening and/or viewing are available via the following links and by phone as follows:

**Thursday, March 11, 2021 – Concurrent Committee Meetings:**

Research and Academic Affairs: <https://youtu.be/Lgl-T8JM6A8>  
Telephone access: dial 1-253-215-8782, enter code 666122.

Student Affairs and Student Life Committee: <https://youtu.be/V6kEPmljSyA>  
Telephone access: dial 1-253-215-8782, enter code 014064.

Institutional Infrastructure Committee: <https://youtu.be/RL3TGD2Kwlg>  
Telephone access: dial 1-253-215-8782, enter code 626703.

**Thursday, March 11, 2021 – Consecutive Committee Meetings**

Strategic and Operational Excellence Committee  
Finance and Compliance Committee  
<https://youtu.be/7DVa-RpTmiE>  
Telephone access: dial 1-253-215-8782, enter code 004747.

**Friday, March 12, 2021 - Board of Regents Meeting**

<https://youtu.be/iRRR5d3DFjE>  
Telephone access: dial 1-253-215-8782, enter code 004747.

Schedules and agendas will be posted Friday, March 5, 2021.

Board of Regents committee meetings begin at 10:00 am, Thursday, March 11, and will run as outlined below throughout the day; starting times following the 1:00 pm committee meeting are estimates only. If a session ends earlier than expected, the next scheduled session may convene immediately. Committee meetings may be attended by all members of the Board of Regents, and all members may participate.

**Thursday, March 11, 2021**

---

10:00 am	Concurrent Meetings Research and Academic Affairs Committee Student Affairs and Student Life Committee Institutional Infrastructure Committee
11:00 am	Break
1:00 pm	Strategic and Operational Excellence Committee

2:30 pm\* Finance and Compliance Committee  
4:30 pm\* Executive Session

**Friday, March 12, 2021**

---

9:00 am Board of Regents Meeting

Members of the public are invited to comment only during the Public Comment Period during the meeting of the full Board on March 12, 2021. Public access to the meeting will be limited to viewing and listening until the public comment period begins.

During the public comment period, members of the public planning to speak are asked to mute their microphones or telephones and to disable their cameras, unless they are called to the Public Comment Period.

To sign up for the public period that will take place at the Board of Regents meeting on March 12, 2021, use the "Request to Provide Public Comment" form. The Form will be available starting at noon on Friday, March 5, 2021, on the Board of Regents website and will close at 5:00 pm on March 11, 2021.

This notice is being sent by the direction of the Chair of the Board of Regents pursuant to the requirements of the Open Public Meetings Act, chapter 42.30 RCW.

Questions about the Board of Regents meeting and schedule may be directed to Desiree Jacobsen, Executive Assistant to the Board of Regents, 509-335-6662.

*\*or upon conclusion of previous session*

**Agenda**  
**Research and Academic Affairs Committee**  
**Thursday, March 11, 2021**  
**10:00 a.m. – 11:00 a.m.**

Location: WSU Pullman, Lighty Student Services Building, Room 405 / Electronic

Committee Members: Lisa Schauer (Chair), Brett Blankenship, Enrique Cerna, and Lura Powell

**Action Items**

- |    |  |     |
|----|--|-----|
| 1. | Establish a Department of Viticulture and Enology ( <i>Chilton</i> ) | R-1 |
| 2. | Discontinue the Masters in Public Affairs ( <i>Chilton</i> )         | R-2 |

**Information Items**

- |    |  |     |
|----|--|-----|
| 1. | Undergraduate Research ( <i>Sanchez-Lanier</i> )   | R-3 |
| 2. | Office of Research Update ( <i>Keane</i> )   |     |
| 3. | Degree Rename and Degree Extension – Approved Under Delegated Authority ( <i>Chilton</i> )             | R-4 |
| 4. | Establishment of New Institutes Approved by the President Under Delegated Authority ( <i>Chilton</i> ) | R-5 |

# **ACTION ITEM #1**

## **Establish a Department of Viticulture and Enology (Elizabeth S. Chilton)**

March 13, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Establishment of a Department of Viticulture and Enology

**PROPOSED:** That the Board of Regents establish a Department of Viticulture and Enology

**SUBMITTED BY:** Elizabeth S. Chilton, Provost and Executive Vice President

**SUPPORTING INFORMATION:** The College of Agricultural, Human, and Natural Resource Sciences proposes the establishment of the Department of Viticulture and Enology (V&E).

The Viticulture and Enology Program at WSU had its beginnings in the 1930s with the pioneering work of horticulturist Walter Clore who was joined in 1960 by microbiologist Charles Nagel. Washington's wine industry and the supporting WSU research and education program grew from the collaboration of these two scientists and their partnership with growers and winemakers.

Over time, the V&E Program developed into a world-class research, extension, and teaching program. A V&E major was created in 2002, and the V&E extension certificate was created in 2003. In 2006 a V&E building was constructed at the WSU Irrigated Agriculture Research and Extension Center (IAREC) in Prosser, and in 2015 the Ste. Michelle Wine Estates WSU Wine Science Center (WSC) opened at WSU Tri-Cities. The program is supported by vineyards at IAREC and WSC, a research and teaching winery at the WSC, and specialized laboratories at the WSC and IAREC. The program's national and international reputation continues to grow, and the working relationship between its faculty and the industry is exemplary.

Despite the infusion of five new faculty positions in 2003 and expanding facilities, the V&E Program has been unable to keep pace with the tremendous growth of Washington's grape-related industries to more than 70,000 acres and nearly 1000 wineries and juice processors by

2019. The program continues to be hampered by a complex organizational structure with unresolved responsibilities, nontransparent funding arrangements, limited space, inadequate staffing (including faculty, administrative support, and technical support), and lack of visibility compared with similar programs at our peer institutions. Including the V&E Director, only six of the approximately 20 participating “V&E faculty” spend 100% of their appointment in V&E; the participating faculty are currently housed in eight different academic departments or schools across two campuses and one Research and Extension Center (REC). The undergraduate students in the V&E major dominate enrollment in their departments, but our graduates are disadvantaged in the job market due to the lack of a distinct V&E degree and the coursework required by the BS degrees in Integrated Plant Sciences and in Food Science.

Our major peer institutions are University of California at Davis, California State University at Fresno, California Polytechnic State University at San Luis Obispo, and Cornell University, all of which offer V&E degrees. Cornell University is the only one of those four that does not have a V&E department, but even Cornell has double the number of V&E faculty and offers a greater selection of V&E-specific courses than WSU does, despite serving a much smaller industry. We believe that forming a separate Department of Viticulture and Enology would alleviate many of these challenges. Additionally, the organization change and creation of a department has strong support from Washington’s grape and wine industries would be a considerable understatement.

The proposal for the Department of Viticulture and Enology is attached. This proposal was reviewed carefully and has support from the Provost’s Office. This recommendation was recommended by the Faculty Senate Executive Committee during Summer 2020 and discussed with Faculty Senate on September 24, 2020.

The College of Agricultural, Human, and Natural Resource Sciences proposes establishment of the Department of Viticulture and Enology effective as soon as feasible.

ATTACHMENT: Attachment A -Notice of Intent to Create a Department, School or College

## Notice of Intent to Create a Department, School or College

**DEANS:** Send this completed proposal electronically to the Office of the Provost (**Craig Parks: [parksd@wsu.edu](mailto:parksd@wsu.edu)**).

Proposed Name:	[Department of Viticulture and Enology]
Proposed Campus:	[Tri-Cities; some faculty at Pullman, Prosser, or other campuses]
College(s):	[CAHNRS]
Proposed location in the administrative structure: (Part of a larger unit? Who does it report to? Who reports to it? Attach proposed organizational chart.)	[As an academic unit within CAHNRS, the Department of Viticulture and Enology will report to the CAHNRS dean. Faculty within the new department will report to the department chair.]

Contact Name:	André-Denis G. Wright	Email Address:	andre-denis.wright@wsu.edu
Date of filing this NOI:	[10/14/2019]	Proposed date for new unit:	[7/1/2020]

### Justification for the new unit:

The Viticulture and Enology (V&E) Program at WSU had its beginnings in the 1930s with the pioneering work of horticulturist Walter Clore who was joined in 1960 by microbiologist Charles Nagel. Washington's wine industry and the supporting WSU research and education program grew from the collaboration of these two scientists and their partnership with growers and winemakers. Over time, the V&E Program developed into a world-class research, extension, and teaching program. A V&E major was created in 2002, and the V&E extension certificate was created in 2003. In 2006 a V&E building was constructed at the WSU Irrigated Agriculture Research and Extension Center (IAREC) in Prosser, and in 2015 the Ste. Michelle Wine Estates WSU Wine Science Center (WSC) opened at WSU Tri-Cities. The program is supported by vineyards at IAREC and WSC, a research and teaching winery at the WSC, and specialized laboratories at the WSC and IAREC. The program's national and international reputation continues to grow, and the working relationship between its faculty and the industry is exemplary.

Despite the infusion of five new faculty positions in 2003 and expanding facilities, the V&E Program has been unable to keep pace with the tremendous growth of Washington's grape-related industries to more than 70,000 acres and nearly 1000 wineries and juice processors by 2019. The program continues to be hampered by a complex organizational structure with unresolved responsibilities, nontransparent funding arrangements, limited space, inadequate staffing (including faculty, administrative support, and technical support), and lack of visibility compared with similar programs at our peer institutions. Including the V&E Director, only six of the approximately 20 participating "V&E faculty" spend 100% of their appointment in V&E; the participating faculty are currently housed in eight different academic departments or schools across two campuses and one Research and Extension Center (REC). The undergraduate students in the V&E major dominate enrollment in their departments, but our graduates are disadvantaged in the job market due to the lack of a distinct V&E degree and the coursework required by the BS degrees in Integrated Plant Sciences and in Food Science. Our major peer institutions are University of California at Davis, California State University at Fresno, California Polytechnic State University at San Luis Obispo, and Cornell University, all of which offer V&E degrees. Cornell University is the only one of those four that does not have a V&E department, but even Cornell has double the number of V&E faculty and offers a greater selection of V&E-specific courses than WSU does, despite serving a much smaller industry. We believe that forming a separate Department of V&E would alleviate many of these challenges. Claiming that such a change has strong support from Washington's grape and wine industries would be a considerable understatement.]

**List of existing units, if any, that are eliminated by creating the new unit. Please justify why they should be eliminated.**

No existing units will be eliminated. The current V&E Program will be fully integrated into the new Department of Viticulture and Enology.

**List of faculty who will be housed in the unit (department or school), and/or a list of the departments that will be housed in the unit in the case of a school or college).**

Faculty Name	Rank	Current Department	Current Campus	FTE in New Department
Bondada, Bhaskar	Assoc. Prof.	Horticulture	WSU-TC	1.0
Collins, Tom	Clin. Assist. Prof.	Horticulture	WSU-TC	1.0
Edwards, Charles	Professor	Food Science	Pullman	0.3
Felsot, Allan	Professor	TC/Entomology	WSU-TC	0.2
Grove, Gary	Professor	Plant Pathology	Prosser IAREC	0.5
Harbertson, James	Assoc. Prof.	Food Science	WSU-TC	1.0
Henick-Kling, Thomas	Professor	Food Science	WSU-TC	1.0
Hoheisel, Gwen-Alyn	Professor	ANR	County Extension	0.1
Keller, Markus	Professor	Horticulture	Prosser IAREC	1.0
Moyer, Michelle	Assoc. Prof.	Horticulture	Prosser IAREC	1.0
Rayapati, Naidu	Professor	Plant Pathology	Prosser IAREC	0.9
Dhingra, Amit	Professor	Horticulture	Pullman	0 (Affiliate)
Jacoby, Pete	Professor	Crop & Soil Sci.	Pullman	0 (Affiliate)
James, David	Assoc. Prof.	Entomology	Prosser IAREC	0 (Affiliate)
Karkee, Manoj	Assoc. Prof.	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
Khot, Lav	Assist. Prof.	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
McCluskey, Jill	Professor	Economic Sciences	Pullman	0 (Affiliate)
Peters, R. Troy	Professor	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
Ross, Carolyn	Professor	Food Science	Pullman	0 (Affiliate)
Walsh, Doug	Professor	Entomology	Prosser IAREC	0 (Affiliate)
Zhang, Qin	Professor	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
New hire #1 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #2 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #3 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #4 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #5 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #6 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
<b>Total</b>				<b>14.0</b>

**Description of the effect that creation of the unit will have on the faculty inside and outside of the unit.**

The new Department of Viticulture and Enology will be based largely at the Wine Science Center on the WSU Tri-Cities campus and at the IAREC in Prosser, with some faculty located on the main campus in Pullman or other RECs. Teaching will mostly originate from the WSU Tri-Cities campus, with significant involvement of IAREC and WSU Pullman faculty. Research and extension activities will be based predominantly at IAREC (focus on viticulture) and at the WSC (focus on enology), with close collaboration across these campuses. There are strategic advantages to leveraging the state-of-the-art winery facilities at the WSC for enology-related activities and the modern vineyards and related facilities at IAREC for viticulture-related activities. Inside the new unit, faculty will have either full or partial appointments. As shown in the faculty list above, faculty whose primary areas of expertise, as

well as their teaching, research, and extension responsibilities, closely align with viticulture and enology will have most or all of their appointment within the new department; some of these faculty will maintain affiliate status with their current home unit. Faculty with complementary expertise and current appointments in other departments or schools will be able to retain partial appointments in those units. Additional faculty whose research and extension contributions to viticulture and enology are comparatively minor will retain their current appointments but become affiliate faculty in the new department. Because it makes little sense to create a narrowly defined PhD program in V&E, dual appointments or affiliate status will allow faculty to continue advising PhD students in relevant disciplines.

Outside the new Department of Viticulture and Enology, the faculty remaining within their existing units will continue to contribute to and collaborate on research and extension activities. The new department creates opportunities on several fronts. It will notably offer programs dedicated to the study of the science and production of grapes and wines in regional, national, and global contexts, fostering engaged, interdisciplinary inquiry across these areas and across WSU campuses. Creation of the new department will encourage a renewed commitment to these issues in undergraduate and graduate education, research, and extension. It will foster cooperation and communication with the growing grape and wine industries and enhance job opportunities for our graduates. A department will also enhance the overall V&E program's visibility nationally and internationally.]

**Description of the effect of the creation of the unit on other administrative units across the WSU system.**

Migration of some faculty from their current departments or schools to the new unit will decrease the faculty appointment status in those existing units, potentially leading to smaller units. Because undergraduate students in V&E are a major driver of enrollment in some existing units, enrollment numbers in those units will decline at least temporarily. The Chairs and Directors from the five units that will lose faculty (i.e., 0.2 to 4.0 FTEs) have provided signed letters of support for the new Department of V&E (included with the NOI). These units have been informed they have opportunities for strategic hires and are being encouraged to develop new programs. For example, the School of Food Science has a great opportunity for growth by developing a new program in Food Safety as the US Department of Labor reports that there are over 43,000 annual jobs in Food Safety, but fewer than 20,000 graduates in this field across the US. Similarly, the research and teaching efforts in the Department of Horticulture could diversify and expand to cater to the very large tree fruit, vegetable, and pulse industries in Washington and neighboring states.

The total enrollment of undergraduate students in V&E has steadily increased from 40 in 2009 to 134 in 2019. Of this total number, all 40 students were certified (V&E declared as major) in 2009, and 66 were certified in 2019; the remainder declared an academic interest in V&E. The proportion of enrollment at the Tri-Cities campus has increased from 35% in 2009 to 53% in 2019. Over the same time frame, the number of graduate students (MS and PhD) working on V&E-related projects has remained relatively stable between 25 and 30. Consequently, the WSU Tri-Cities campus stands to gain the most from increased enrollment if the trend in V&E undergraduate student enrollment continues. ]

**Description of the process used to consult the affected faculty and other affected administrative units across the system.**

The Dean of CAHNRS held face-to-face meetings with affected and interested faculty on 1/24/2019, 3/19/2019, and 5/14/2019. A Qualtrics survey was conducted the week of 7/15/2019 among faculty within the current V&E Program to enquire about their interest in aligning their teaching, research, and/or extension efforts with the new department. A draft NOI was presented to faculty members at the V&E Program faculty meeting of 8/28/2019. A draft NOI was also shared and discussed with the Department of Horticulture Chair (8/23/2019), the Prosser IAREC Director (9/3/2019), and the WSU Tri-Cities Chancellor (9/10/2019). In all cases, feedback was requested and integrated in the final NOI. Staff in the CAHNRS Dean's office estimated the salary costs associated with the new department.]

**Do the affected faculty and other administrative units agree to the creation of this college or department? If not, please explain why the unit should be created over their objections.**

The faculty are supportive of creating a new Department of Viticulture and Enology. A Qualtrics survey was conducted (7/17-22/2019) among the 21 faculty members (spanning eight departments or schools) who are currently involved in the V&E Program. Of these, seven indicated they would move their appointment fully to the new department, four indicated they would seek partial appointments, and the remaining ten indicated they would seek affiliate status. None of the surveyed faculty members voiced opposition to the formation of the new department. Moreover, no objections were raised when the draft NOI was presented at the V&E Program faculty meeting of 8/28/2019.

**If the unit is a department or school, will it serve as a tenure unit? If so, explain why. How many tenured faculty will be in the unit at inception?**

The new Department of Viticulture and Enology will serve as a tenure unit for faculty members for whom this is their home department (i.e., faculty with greater than 0.5 FTE of their appointment within the new department). Only faculty members whose home unit is the new department will vote on tenure and promotion within the department. This arrangement will permit adequate peer evaluation of progress and promotion for faculty in their discipline. At inception, the new unit will likely have six full-time faculty members (6.0 FTE) and approximately five faculty members with various partial appointments (2.0 FTE), for a total of 8.0 FTE. Faculty members with partial V&E appointments will retain partial appointments in existing departments or schools. For the new department to function properly and to align with our peer institutions, six new full-time faculty positions (6.0 FTE) will be added over the next 2-3 years to bring the FTE equivalent in the Department of Viticulture and Enology to a total of 14.0 FTE.

**Proposed budget—please attach the budget form for New Programs.**

An overview of the proposed budget at inception for the new Department of Viticulture and Enology is shown in Table 1. This budget lists annual operating costs only, but not revenue. It includes the transition of all relevant fund accounts from existing departments or schools to the new department. The proposed budget includes salary portions based on appointment within the new department for all faculty members that will move there, full salaries and startup funding for six new faculty members, administrative and technical staff salaries, temporary instructional support funds, and operations budget. The budget does not include grant-funded research and other externally funded activities.

**Table 1: Proposed annual budget for the new Department of Viticulture and Enology.**

<b>Fund category</b>	<b>Fund source</b>	<b>Allocation (\$)</b>
Existing faculty salaries <sup>1</sup>	PBL	1,185,711
New faculty salaries <sup>2</sup>	PBL	706,721
New faculty startup <sup>3</sup>	Other/External	600,000
Administrative staff salaries <sup>4</sup>	PBL/Other	312,924
Technical staff salaries <sup>5</sup>	PBL	780,356
Teaching assistantships <sup>6</sup>	EBB/Other/External	108,119
Research assistantships <sup>7</sup>	Other/External	433,092
Program operation <sup>8</sup>	PBL/EBB/Other	50,000
Certificate Program Expenses <sup>9</sup>	Other	170,000
Vineyard maintenance <sup>10</sup>	PBL/Other	100,000
Equipment maintenance <sup>11</sup>	Other/External	913,000
<b>Total<sup>12</sup></b>		<b>5,359,922</b>

<sup>1</sup>Salaries and benefits of all faculty currently in other departments or schools that will have appointments in the new department as per faculty list above.

<sup>2</sup>Anticipated salaries (\$90,000/hire) and benefits of six new tenure-track faculty positions at the assistant professor level.

<sup>3</sup>Anticipated startup funding (\$300,000/hire) for six new faculty positions (\$1.8M over 3 years = \$600,000/year for 3 years).

<sup>4</sup>Staff salaries and benefits represent the current staff in the V&E Program supported by PBL and other funds: administrative manager, communications specialist, recruiter/academic advisor, and certificate program coordinator.

<sup>5</sup>Salaries and benefits for research winemaker and one core technician for each faculty member with at least 30% research appointment and 1.0 FTE in V&E.

<sup>6</sup>Teaching assistantships (four per semester) for V&E courses with at least 40 students and/or a lab section. The TA requirement will increase as V&E-specific courses and enrollments increase.

<sup>7</sup>Research assistantships (ten per year) for each faculty member with at least 30% research appointment and 1.0 FTE in V&E.

<sup>8</sup>General program supplies and services (phone maintenance, web support, photocopying, office supplies, repairs); chair travel to Pullman, RECs, stakeholder meetings, fundraising events; field trips and instructor travel between WSU-TC, RECs and Pullman.

<sup>9</sup>Viticulture and Enology Certificate Program expenses.

<sup>10</sup>Maintenance of teaching, research, and extension vineyards.

<sup>11</sup>Maintenance contracts and depreciation costs for analytical and microscopy equipment, plant growth chambers, and depreciation and leases of vineyard and winery equipment and vehicles.

<sup>12</sup>The average department budget within CAHNRS, for a comparable sized faculty (i.e., 12-16 FTE), ranges from \$4,115,708 to \$7,453,315.

**Description of the effect on the library at proposed location:**

The new unit will require purchasing or transfer of disciplinary books to the WSU Tri-Cities campus library. Most relevant periodicals are available online, and no change is expected for these online journals and trade magazines.

**Timeline:**

We request an official start date of July 1, 2020, for the inception of the new department.

## **ACTION ITEM #2**

### **Discontinue the Masters in Public Affairs Degree (Elizabeth S. Chilton)**

March 13, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Discontinue the Masters in Public Affairs degree

**PROPOSED:** That the Board of Regents discontinue the Masters in Public Affairs degree

**SUBMITTED BY:** Elizabeth S. Chilton, Provost and Executive Vice President

**SUPPORTING  
INFORMATION:**

The College of Arts and Sciences (CAS) and School of Politics, Philosophy, and Public Affairs propose the discontinuation of the Masters in Public Affairs (MPA) degree on the WSU Vancouver campus.

In December 2018, the faculty of the MPA Program decided unanimously to stop taking new admissions into the program. It was also decided to begin a process of phasing out the entire program. The decision was not made lightly and was a result of multiple factors, including the loss of a key faculty member and dwindling enrollment levels over a few years. Though the program made numerous attempts to turn the tide on enrollment, it proved unsatisfactory. The numbers are now too low to fill classes appropriately. The faculty spent the Fall 2018 semester deliberating about the program and the associated next steps. Though the MPA is closing, the Bachelor of Arts in Public Affairs (BAPA) will be retained.

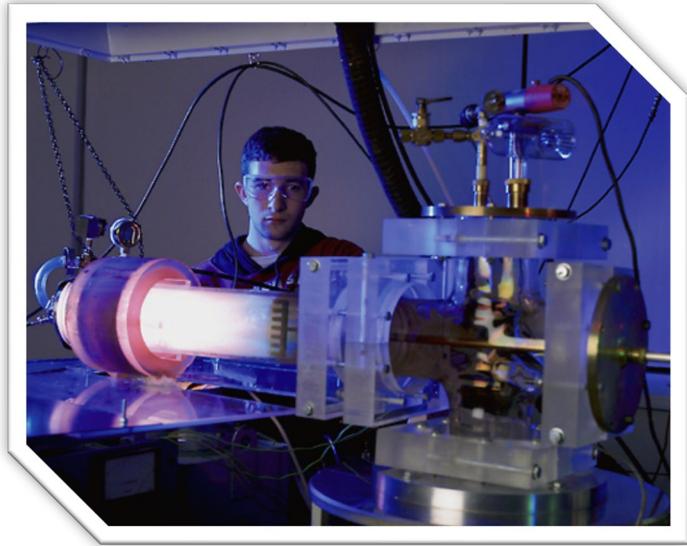
The main implication for current students relates to the four (4) students in the coursework phase of the MPA Program. Class sizes will be much smaller or in a few cases, independent studies will replace traditional classes. However, because the faculty remain committed to the students, there will be sufficient resources in all aspects of the program.

Faculty and staff will see some changes. First, faculty will focus more closely on the undergraduate program (the Bachelor of Arts in Public Affairs) in Vancouver and the connections to the PhD program on the Pullman campus. Second, staff will adjust as well, assisting with management of other social science and humanities graduate programs in CAS. There continues to be work around programming in the Public

Affairs Program (e.g., public lectures) and on issues such as undergraduate retention at WSU Vancouver. These are just a few examples of how the workload may shift for staff, but assisting with needs of the MPA program will still be a priority for the program coordinator.

The negative impacts on others will be minimal. Very few students outside the MPA take MPA courses. Very few students are taking courses in other programs or departments. Finally and in contrast, the BAPA students are likely to see a greater number of courses on a regular basis because faculty will not be diverted to the MPA.

This discontinuation was reviewed carefully and has support from the Provost's Office. This was recommended by the Faculty Senate Executive Committee during Summer 2020 and discussed with Faculty Senate on September 24, 2020.



# Undergraduate Research

*The WSU Advantage*

Mary Sánchez Lanier  
Assistant Vice Provost

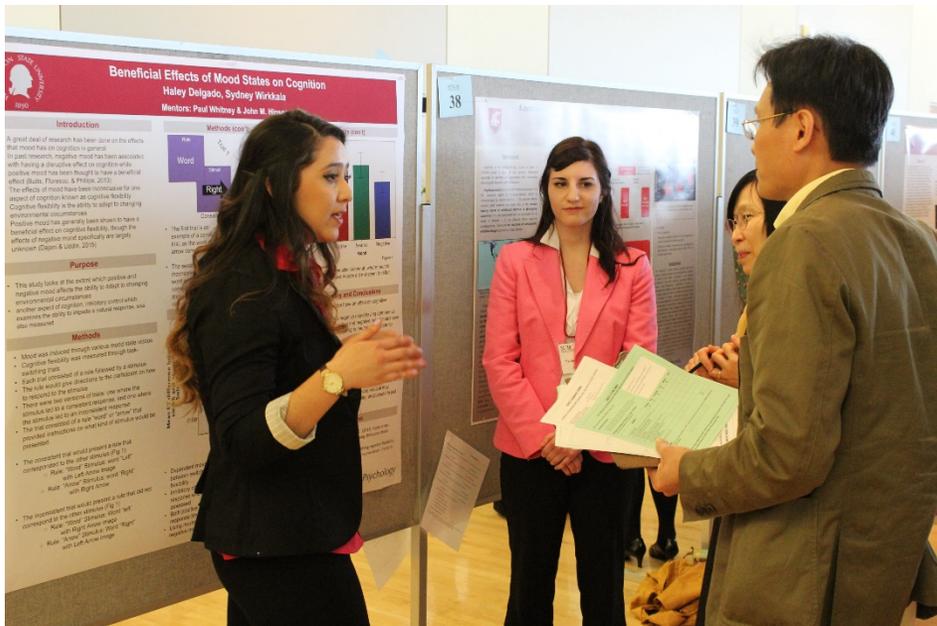
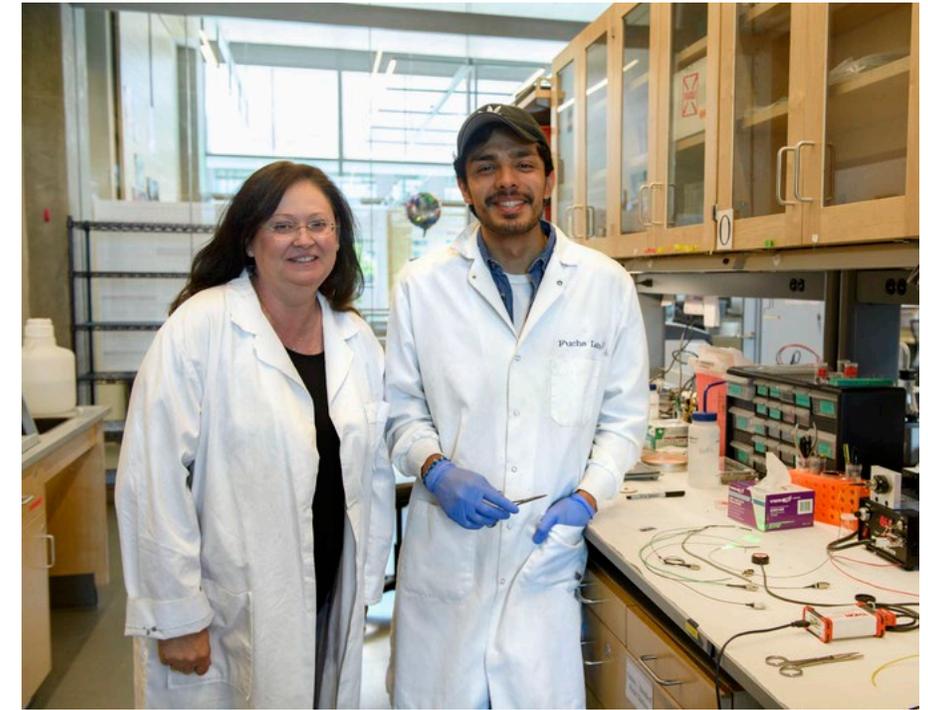


# Undergraduate Research

Benefits to the University

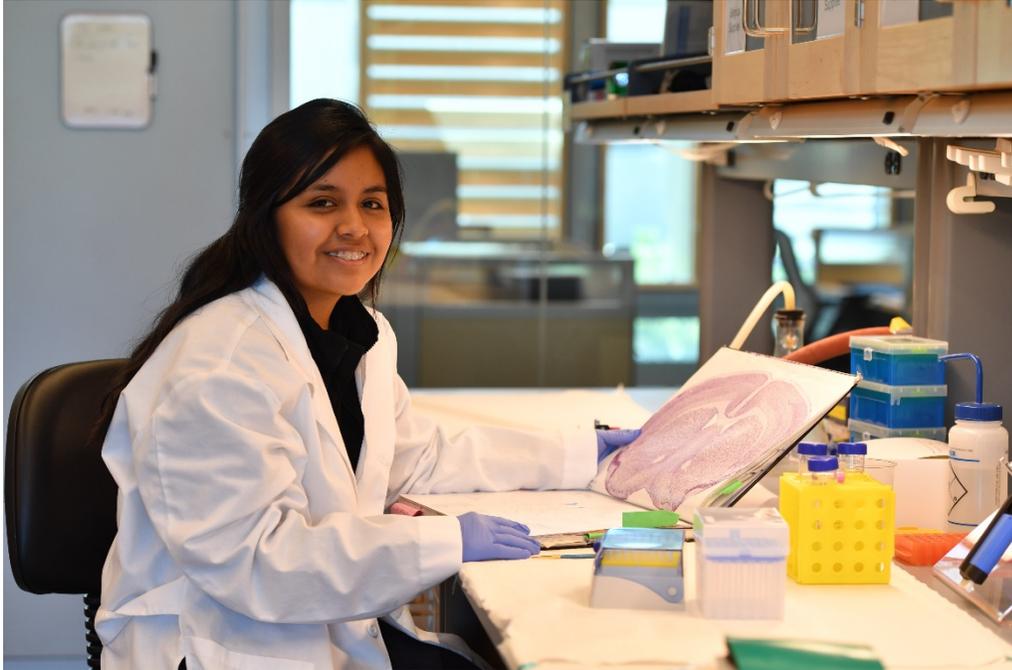
Enhancing the Undergraduate Experience

Role of the Office of Undergraduate Research



“Undergraduate research” includes scholarship and creative activity

# Undergraduate Research



## Benefits to the University

- Recruitment
- Retention and Graduation
- Prestige
- Results



# Undergraduate Research: Benefits to WSU

## Recruitment incentives

- ✓ Research Scholars (top entering freshmen)
- ✓ ESTEEMED MIRA (\$12,000 per year for 4 years)
- ✓ Summer programs recruit graduate students

*“Upon entering university, I was determined to get involved in research. I had based all my college decisions around this goal – I chose Washington State University because I was invited to join the Research Scholars Program, which teaches a small cohort of first-year students how to become involved in research.”*



Division of

Academic Engagement  
and Student Achievement

WASHINGTON STATE UNIVERSITY

# Undergraduate Research: Benefits to WSU

## Retention facts

“High-impact practice” that enhances student success

- Builds confidence
- Close student-faculty interactions
- Increased student engagement in learning
- Improvement in grades



# Undergraduate Research: Benefits to WSU

## Prestige

- Distinguished Scholarships
- Awards
- International presentations



[WSU Sophomore Wins National Goldwater Scholarship for Junior, Senior Years](#)

[WSU Students Land Awards at ABRCMS Multicultural STEM Conference](#)

[Award-winning WSU undergraduate researcher Luis Cortez presents at international Gordon Conference in Spain](#)

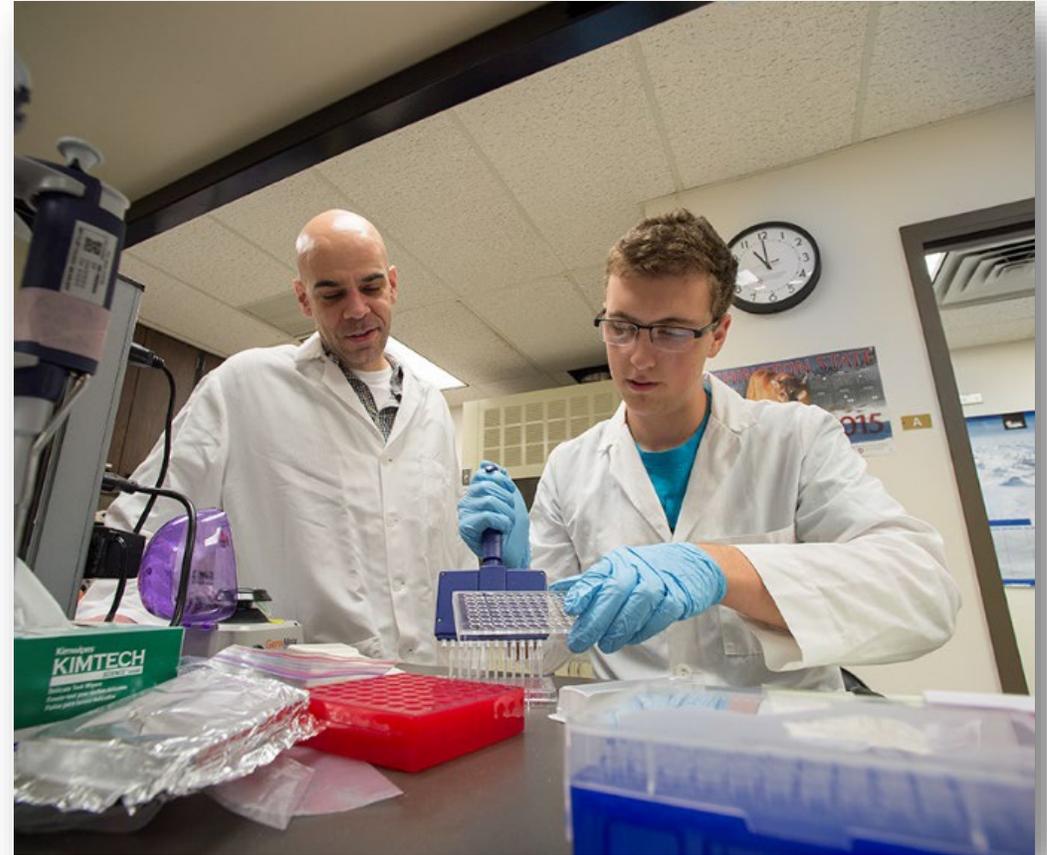


Division of  
Academic Engagement  
and Student Achievement  
WASHINGTON STATE UNIVERSITY

# Undergraduate Research: Benefits to WSU

## Results

- Undergraduates contribute to faculty research
- Undergraduates bring energy and ideas



# Undergraduate Research

Benefits to the University

**Enhancing the Undergraduate Experience**

The Role of the Office of Undergraduate Research



*Division of*

Academic Engagement  
and Student Achievement

WASHINGTON STATE UNIVERSITY

# Undergraduate Research: Enhancing the Undergraduate Experience

Undergraduate research, scholarship, and creative activity is for all students, in all majors, at all campuses.

- 8% of WSU freshmen
- 25% of WSU seniors

*--National Survey for  
Student Engagement*



87% of Employers stated they were more likely to hire graduates who completed research-based projects.

[Hart Research Associates 2015 on behalf of the Association of American Colleges & Universities](#)



# Undergraduate Research: Enhancing the Undergraduate Experience

## Connecting students to careers

- Real experience on real problems
- Builds credibility as a professional
- Boosts résumés
- Test drives a career
- Gains skills in the discipline
- Connects majors to careers, and graduate or professional schools



# Undergraduate Research: Enhancing the Undergraduate Experience

## Connecting students to opportunities

- Internships
- Industry, government, potential employers, other universities
- Faculty networks help student's network



# Undergraduate Research: Enhancing the Undergraduate Experience

## Develop “soft skills”

- Professional communication
- Critical thinking
- Teamwork
- Leadership
- Resourcefulness/Problem Solving



# Undergraduate Research: Enhancing the Undergraduate Experience

**Doors are opened even when students did not know they should knock. (great mentoring)**

*“Before coming to college, I had no real intention of getting into research. . . . That was the day my life would forever change. I joined the lab almost immediately and fell in love with just how different the research was than I had ever expected. I would not know then, but even after being hesitant to join the lab, this research experience would show me what would be my eventual career plans.”*

# Undergraduate Research

Benefits to the University

Enhancing the Undergraduate Experience

**The Role of the Office of Undergraduate Research**



*Division of*

Academic Engagement  
and Student Achievement

WASHINGTON STATE UNIVERSITY

# Undergraduate Research

## The Office of Undergraduate Research:

- Established in 2006
- Part of the Division of Academic Engagement and Student Achievement in the Office of the Provost and Executive Vice President



*Division of*

Academic Engagement  
and Student Achievement

WASHINGTON STATE UNIVERSITY

# Undergraduate Research: The Office of Undergraduate Research



- Connections to a Peer Mentor

## Help to Get Started

- Research Prep course: Univ 199



### Benjamin Hollenberg

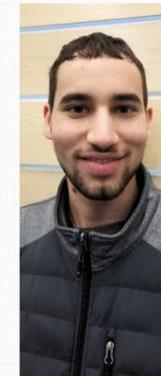
[benjamin.hollenberg@wsu.edu](mailto:benjamin.hollenberg@wsu.edu)

**Hometown:** Kennewick, WA

**Major:** Microbiology (Pre-Med)

**Interesting Fact:** I really enjoy swing dancing! In fact, before COVID it was my favorite hobby.

**Research Programs:** I work in Dr. Goodman's lab, where I am currently studying the innate immune response of the *Drosophila Melanogaster* fruit fly.



### Shane Watson

[shane.watson@wsu.edu](mailto:shane.watson@wsu.edu)

**Hometown:** Clarkston, WA

**Major:** Neuroscience and Psychology

**Interesting Fact:** I love to play video games competitively, especially Super Smash Brothers Ultimate.

**Research Programs:** Undergraduate research at WSU under Dr. Jon Davis featuring how neuroendocrine peptides generated from the gastrointestinal

# Undergraduate Research: The Office of Undergraduate Research



## Funding – thank you to our donors

- Undergraduate research awards

- Travel awards



# Undergraduate Research: The Office of Undergraduate Research

## Disseminating Research

- **SURCA**  
<https://surca.wsu.edu/>
- **Summer Research Symposium**  
<https://summerresearch.wsu.edu/poster-symposium/>
- **Travel awards**  
<https://undergraduateresearch.wsu.edu/funding/travel-awards/>



# Undergraduate Research: The Office of Undergraduate Research

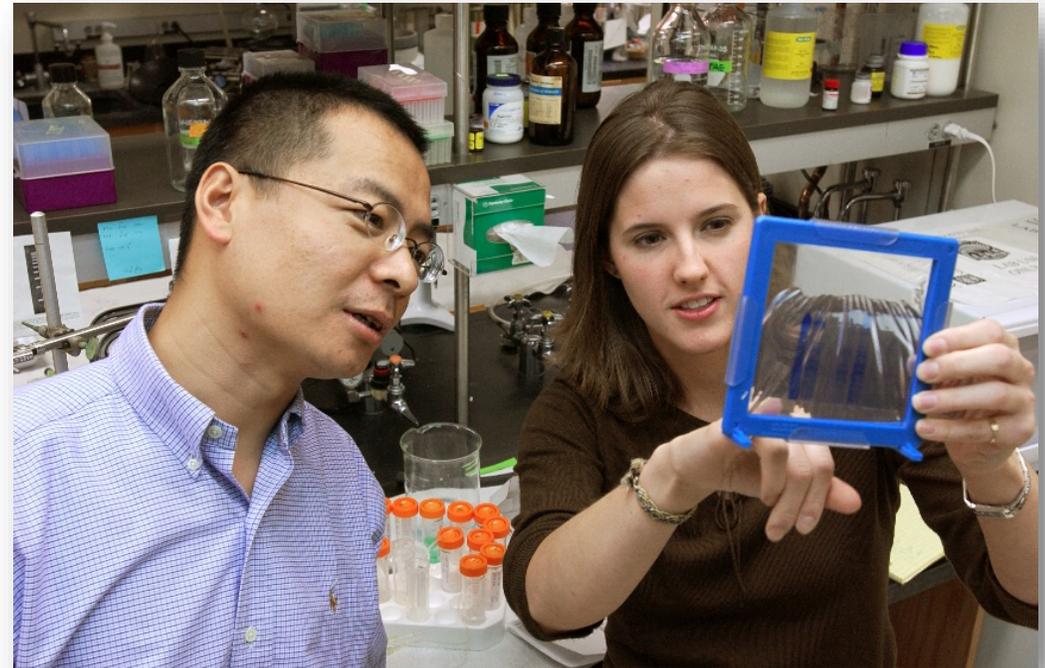
## Other Opportunities

- Summer Research

<https://summerresearch.wsu.edu/>

- Undergraduate Research Club

<https://undergraduateresearch.wsu.edu/ug-research-club/>



Division of

Academic Engagement  
and Student Achievement

WASHINGTON STATE UNIVERSITY

# Undergraduate Research: The Office of Undergraduate Research

## Specialized Programs

### **STEM, underrepresented populations**

- ESTEEMED MIRA (NIH-funded)
- LSAMP (NSF-funded)
- MARC (NIH, recommended for funding)

### **STEM, high-ability incoming freshmen**

- Research Scholars



# Challenges

- Undergraduate research scholarships limited in number
- Scholarships need to replace income from paid jobs
- Limited summer opportunities when have time
- Faculty need to be recognized for time spent mentoring
  - Tenure and promotion decisions
  - Supply money for added costs
  - Awards



# Please join us at **SURCA 2021**

March 29, 2021

3:00 – 4:15 p.m.

<https://surca.wsu.edu/>

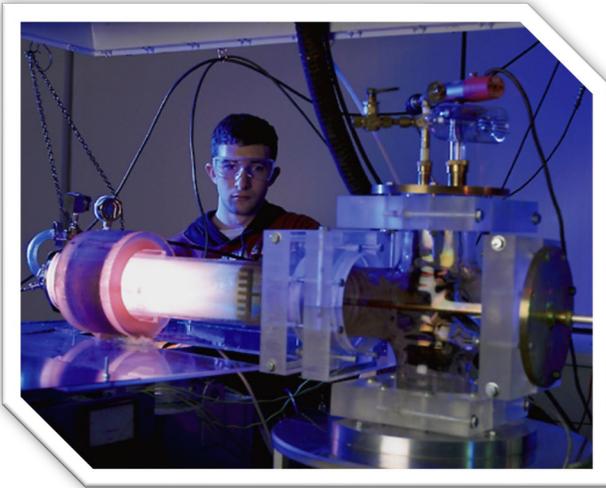


## Sign up to judge at **SURCA 2021!**

<https://surca.wsu.edu/judges/>



Division of  
Academic Engagement  
and Student Achievement  
WASHINGTON STATE UNIVERSITY



# Undergraduate Research

[UndergraduateResearch.wsu.edu](http://UndergraduateResearch.wsu.edu)  
[SURCA.wsu.edu](http://SURCA.wsu.edu)  
[SummerResearch.wsu.edu](http://SummerResearch.wsu.edu)

Questions? Please contact me:

[Sanchez@wsu.edu](mailto:Sanchez@wsu.edu)

Mary Sánchez Lanier



## **INFORMATION ITEM #3**

**Degree Rename and Degree Extension Approved by the  
President Under Delegated Authority  
(Elizabeth S. Chilton)**

### **Degree Rename and Degree Extension**

The Faculty Senate recommended approval for the following degree name change and degree extension.

- Rename the Master of Science in Applied Economics Degree
- Extend the Bachelor of Arts in Business Administration Degree to WSU Everett

The memorandum denoting the specific changes as submitted to President Schulz for consideration is attached. The recommendations were passed by the Faculty Senate Executive Committee on September 24, 2020 and December 10, 2020, respectively.

ATTACHMENT: Attachment A



Office of  
the Provost and Executive Vice President

**MEMORANDUM**

TO: Kirk Schulz, President

FROM: Elizabeth S. Chilton, Provost and Executive Vice President *E. Chilton*

SUBJECT: Request for Approval – Degree Extension and Rename of Degree

DATE: December 11, 2020

---

***Extend the Bachelor of Arts in Business Administration Degree to WSU Everett***  
The Carson College of Business proposes to extend the Bachelor of Arts in Business Administration degree to WSU Everett.

Washington State University Everett is charged with greatly expanding access to high-quality baccalaureate and graduate degree programs in the region and the state. With a focus on science, technology, engineering, and mathematics (STEM), and High Demand degree programs, the planned growth of WSU Everett is closely aligned with the economic development and vitality of the region and the state of Washington and will prepare graduates for leadership in a rapidly changing and globally connected world.

Core Values:

- High-quality academic programs
- STEM and High Demand Degree focus
- Innovation
- Entrepreneurship
- Global interconnectivity

WSU Everett developed a strategic plan in response to the 2011 legislative mandate to address the longstanding need for improved access to public baccalaureate and graduate degree programs across the North Puget Sound region of Washington. More specifically, it developed a strategy for addressing issues surrounding access to STEM-related and high demand disciplines in Snohomish Island and Skagit counties.

Before the development of the 2012-13 Strategic Plan, the need for increased access to university-level degree completion programs for the North Puget Sound region had been thoroughly examined. More than 20 years of study have backed one consistent conclusion- the region is underserved as it pertains to bachelor and graduate degree program access. In 2011, Senate Bill 5636 passed, acknowledging this limited access issue and set a parameter for transfer of the leadership management, and operational responsibilities of the Everett University Center to Washington State University (WSU).

Because WSU Everett is relatively new, a general Business Administration degree will provide more opportunities to thrive. WSU Everett is in a promising position, already having a Hospitality Business Management (HBM) degree program. Building off the HBM degree program the Business Administration degree can develop the key area of academic focus or concentration. Management Information Systems would be one, Management and Entrepreneurship are two additional areas of potential concentration. The University of Washington started its two branch campuses with a general liberal arts degree and a business degree. That allowed them to begin their growth trajectory utilizing a strong base-both with new programs and students.

What differentiates WSU Everett from other institutions is that it is a new model of higher education in the tale that focuses on access, affordability, and efficiency. It is an access model in that place- and time-bound students can attend a world-class university and still maintain their employment and keep their families table. It is an affordability model in that students can save by attending a community college and transfer to WSU for their upper-division work and save the cost of relocating to a traditional campus. Finally, it is an efficiency model in that it leverages the resources of the community college. This is what makes this model unique among other 4-year degree-granting institutions. Additionally, because business is a high demand degree program, other 4-year institutions may not have the capacity to fill the impending business baccalaureate degree gap.

The program will be identical to the one now existing in Pullman, Tri-Cities, Vancouver, and Global Campus. The method of delivery will be live classroom instruction with full-time and adjunct WSU faculty located in Everett as well as AMS classes delivered by WSU faculty from other campuses.

The proposal is attached for reference. This recommendation was passed by the Faculty Senate Executive Committee and presented to the Faculty Senate on December 10, 2020, and supported by the Office of the Provost. The Carson College of Business would like to move forward with the degree extension at the earliest date possible.

***Rename the Master of Science in Applied Economics Degree***

The College of Agricultural, Human, and Natural Resource Sciences and the School of Economic Sciences (SES) propose renaming the Master of Science in Applied Economics degree to the Master of Science in Economics. The name of the Master of Science (MS) in Applied Economics came out of the compromise that was needed after the 2004 merger of the Departments of Agricultural Economics and Economics to form the SES. As SES has evolved, there is the recognition that both general economists and agricultural economists are all economists. There is no longer a need for the name "Applied Economics" for our MS degree. It can have a more general name "Economics". This better reflects the nature of this degree. In the future, the School of Economic Sciences will propose a professional Master's in Applied Economics that will be targeted towards students who want to gain more applied quantitative economic skills that will be valued by industry.

Degree Extension and Rename of Degree  
December 11, 2020  
Page 2 of 3

The proposal is attached for reference. This recommendation was passed by the Faculty Senate on September 24, 2020, and is supported by the Office of the Provost. The College of Agricultural, Human, and Natural Resource Sciences would like to move forward with the proposed change at the earliest date possible.

Approved  
by:



\_\_\_\_\_

Kirk Schulz, President

\_\_\_\_\_

Date

12-17-2020

Attachments: Bachelor of Arts in Business Administration degree extension proposal  
Rename Master of Science in Applied Economics degree proposal

Cc: Christine Hoyt, Chief of Staff  
Desiree Jacobsen, Executive Assistant to the Board of Regents

## INFORMATION ITEM #4

### Establishment of New Institutes Approved by the President Under Delegated Authority (Elizabeth S. Chilton)

#### Establishment of New Institutes

The Faculty Senate recommended approval for the following new institutes.

- Institute for Research and Education to Advance Community Health (IREACH)
- Steve Gleason Institute for Neuroscience

The recommendations were passed by the Faculty Senate on November 5, 2020 and December 10, 2020, respectively. Information regarding missions and the value for creating the institutes are provided below.

#### *Institute for Research and Education to Advance Community Health (IREACH)*

IREACH's mission is to challenge the status quo and advance community health through partnerships and collaboration. Its purpose is to conduct community centered research, training, education, and outreach to improve the health and quality of life of populations that experience health disparities. IREACH's research portfolio includes 31 awarded major grants and subcontracts, funded for a total award amount of over \$90M current and past funding (all years). Nearly all of these awards further the IREACH goal of improving the health and quality of life of American Indian and Alaska Native populations.

Currently, IREACH's main focus and expertise is on improving the health and quality of life of American Indian and Alaska Native populations. Increasingly, IREACH is also working within Native Hawaiian and Pacific Islander populations, and most recently, with Justin Denney, Distinguished Professor of Sociology, and Patrik Johansson, IREACH Associate Professor and Director of WSU's Practice Based Research Network, building expertise and a funding base in rural health. IREACH's other goal is to expand the footprint of its research to eventually serve Latinx communities in Washington State.

The benefits that Institute status will confer on the University are three-fold. First, granting Institute status to IREACH will provide much-needed additional visibility to the field of community and population health and the requisite study designs and measurement tools. Second, establishing an Institute will provide a scholarly focus for faculty from diverse disciplines in the Colleges of Medicine, Nursing, Communication, Pharmacy and Pharmaceutical Sciences, and Arts and Sciences, who are concerned about community health and health disparities. Third, establishing an Institute focused on community and population health research will provide a critical mass of expertise and an interdisciplinary group of scientists, which in turn will help attract external funding. The proposed Institute will be able to attract affiliated members, who receive benefits such as help with study design and proposal writing. In turn the Institute will ask members to contribute to the infrastructure and support of the Institute by taking on selected responsibilities and including IREACH faculty

and staff in their proposals. Fourth, Institute status will facilitate development activities as it provides visibility and a nidus for fundraising. Taken together, all of these attributes of an Institute augment the “Drive to 25” goal of accelerating the development of a preeminent research portfolio at WSU.

Finally, IREACH will also accrue substantial value when it receives Institute status. IREACH offers its investigators dedicated support in biostatistics, information technology, ethical review and compliance, research administration, and research coordination. WSU faculty both internal and external to IREACH routinely leverage these administrative supports to successfully submit grant applications that further the University’s diverse research mission. This includes collaboration with WSU’s Program of Excellence in Addiction Research, as well as faculty appointed in the Colleges of Medicine, Nursing, Pharmacy and Pharmaceutical Science, and Arts and Sciences.

#### *Steve Gleason Institute for Neuroscience*

The mission of the Steve Gleason Institute for Neurosciences (GIN) is to provide an integrative approach to neurodegenerative disease that includes education, caregiver support, clinical care, and clinical/pre-clinical brain research. The Institute has five goals: (1) To promote collaborative, interdisciplinary research to transform our understanding and treatment of neurodegenerative diseases; (2) To partner with area medical providers to provide coordinated clinical care for patients with neurodegenerative diseases; (3) To develop innovative adaptive technologies to enhance the quality of life of patients with neurodegenerative diseases; (4) To create educational and experiential opportunities for future generations of scientists, clinicians, engineers and therapists interested in understanding neurodegenerative diseases and their impact on caregivers and their families; and (5) To partner with community stakeholders to provide outreach and education about neurodegenerative diseases and available supports and technologies.

The Gleason Institute has three integrated units (discovery, adaptive technologies, and clinical research) that build on WSU’s extensive resources to develop new technologies and treatments to improve the quality of life of those with neurodegenerative diseases and provide education and support for their caregivers. The Institute will also create educational and educational opportunities for students and providers, serve as a hub for neuroscience research for WSU and match clinical service providers with WSU faculty to help support clinical research and care. The Gleason Institute will also collaborate with community partners and patient organizations to identify needs and coordinate resources.

The Gleason Institute embodies the land-grant mission of WSU by delivering education to the community and making the benefits of WSU research available to patients and providers by transforming knowledge into practice. Within WSU, the Gleason Institute will draw together researchers in different disciplines and colleges and act as an intellectual catalyst to develop new technologies, treatments, and care paradigms for people with neurodegenerative diseases. It will also serve as a bridge between researchers, providers, and patients to provide a holistic, patient-centered approach to treating patients with neurodegenerative disorders.

**Agenda**  
**Student Affairs and Student Life Committee**  
**Thursday, March 11, 2021**  
**10:00 a.m. – 11:00 a.m.**

Location: WSU Pullman, Lighty Student Services Building, Room 403 / Electronic

Committee Members: Ron Sims (Chair), Arliegh Cayanan, and Jenette Ramos

**Information Item**

**Section**

1. Student Affairs Update (*Gonzales/Thomas/Mohr/Beattie/McAteer/O'Donnell*) S-1

# RAMPING UP THE COUG EXPERIENCE



*Division of*  
**Student Affairs**  
WASHINGTON STATE UNIVERSITY

# Impacts of COVID-19

## Resource & Financial Assistance

- Significant increase of emergency funding requests
- Increased use of campus pantries, grocery reimbursements and food assistance programs
- Limited access to technology, internet, safe spaces and personal resources of support.

## Student Engagement

- Hampered opportunities for "hallway interactions" and in-person intervention.
- Lower attendance and participation at virtual activities compared to in-person activities
- Lower peer-to-peer bonding, critical for first year students, transfer students, and identity-based communities

## Mental Health

- Increased use of counselors and requests for mental health assistance
- Students demonstrating increased signs of depression, anxiety, stress and reporting feelings of fear, isolation, loneliness and grief.

# COUGS ON CAMPUS

The In-Person Cougar Experience  
in Pullman – Spring 2021



*Division of*  
**Student Affairs**  
WASHINGTON STATE UNIVERSITY

# Turning the dial

---

- Building with existing plans in place
- Safety guidelines for WA Roadmap for Recovery, as well as Guidelines for Higher Education, and considerations specific to locations and services
  - Example: University Recreation operating within 6 fitness, 6 sports, 4 aquatics, 2 youth camp, 3 outdoor recreation guidelines
- Feedback from Risk Management Advisory Group (RMAG)
- Planning for worst case scenarios (i.e., COVID-19 reporting, avoiding random visits, etc.)
- Communication and transparency





# Reopening Student Spaces

- Meeting the need of new environments, space, and connection.
- Piloted CUB 4th floor Student Spaces Fall 2020
  - Ensured proper materials, capacity, and physical distancing.
  - Students book an appointment and:
    - ✓ Show up 5 minutes before appointment
    - ✓ Show Cougar Card
    - ✓ Completion of Attestation/Arrival Testing
    - ✓ Confirm Reservation
    - ✓ Read procedures and sanitize hands and space.
    - ✓ Enjoy the space!
  - Currently 20 hours per week available, 5-person capacity
- Spring 2021 – increased reservable hours in March.

Select service

CUB 401   GIESORC 45 minutes Free	CUB 410   Team Mentoring Program 50 minutes Free
CUB 414   Asian American Pacific Islan... 50 minutes Free	CUB 420   African American Student C... 1 hour 45 minutes Free
CUB 402   Chicana/Latinx Student Cen... 1 hour 45 minutes Free	CUB 414   Connect with Dom! 30 minutes Free
CUB 414   Asian American Pacific Islan... 50 minutes Free	

Select a service and date to see available times.

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Add your details

Name

Please let us know if you have any special requests.  
Thank you.

*“It was a great experience to get back to the center because it provided a safe space to study and small sense of normalcy in the time of a pandemic.”*

*“It's a space I'm able to go to when I need some inspiration or just to see a familiar face. Also helps me feel like a student again.”*

*We can facilitate programming  
and connection for all of campus.*

---

Small Groups  
Meetings & Activities  
Shared Meals & Experiences

# Programming in Practice



---

## Providing the Essentials: Cougs Feeding Cougs

---

- Providing foundational and essential items.
- Curbside pick-up and on-line ordering
- Nearly 300 student requests filled to date
  - Bags include a variety of items (protein, grains, vegetables, fruit)
- Delivery services, with the assistance of existing services within Cougar Safe Rides and Civic Engagement teams.





# Student Fitness, Connection and Recreation

- Offering in person activities since July.
- Spring 2021
  - Student Recreation Center (SRC) more than 23,000 uses, average over 1000 individuals on weekdays. Chinook Student Center: more than 9,300 uses, average over 450 individuals on weekdays
  - Intramurals: Currently have 316 teams, 594 participants registered for table tennis, badminton, pickleball, tennis, 4v4 flag football, indoor lawn games, 4v4 volleyball, 3v3 indoor soccer
    - **Upcoming (May):** softball, 7v7 flag football, 5v5 soccer, ultimate disc, basketball, 6v6 volleyball
  - Sport clubs: 13 clubs currently practicing
    - All clubs can practice and compete, high risk sports (rugby and wrestling) cannot host tourneys yet.
    - Travel by household or charter bus
    - Meeting with clubs this week to help them start to plan for their seasons.



# Fellow Cougs and New Opportunities

- Access to essential services: food, banking, CougarCard Center, printing, tech assistance, study spaces and more.
- Average of 650 visitors each weekday for Spring 2021
- CORETECH Service and Sales – over 150 student device purchases, and 95 service appointments this Spring alone.
- More than 100 physically distanced individual study surfaces in public lounges and modified event spaces, limited seating available in food court.
- Making meetings and activities work:
  - Modified 3rd floor meeting room with professional grade streaming capabilities for individual or small group (up to 5) use
  - Developed sample diagrams for all event spaces up to 25% capacity in multiple layout formats, finding creative ways to assist with streaming in meeting rooms and event spaces.
  - Upgraded technology and support for in-person and hybrid meetings and events.
- Advise and support residents regarding the use of office space for in-person services: ASWSU, GPSA, RHA, SEB, and KZUU as well as MSS, GIESORC and Student Involvement.





## Upcoming Events

- ASWSU Exec Meetings
  - Mondays at 5pm (CUB 204 and Zoom)
- Asian Pacific American Student Coalition (APASC)
  - Mondays at 4pm (CUB 208 and Zoom) beginning Mar. 1
- Molecular Biosciences Club Blood Drive:
  - 3/30/21 from 10am - 3pm @ Chinook 150
- Palouse Church of Christ (RSO) Sunday service
  - 3/14/21 at 10am in Butch's Den
- Clinical Psychology Graduate Student Organization presents "COUG VOICES":
  - 4/13/21 at 4pm in CUB Auditorium & Live streaming

## Sharing our Knowledge with Students and Student Organizations

- Supporting student leaders and organizations through managing in person/virtual engagement and interactions for groups and members.
- Collaborating with student leadership and campus partners to provide social events. Ex. Student participating in GPSA and SEB events pick up ingredients from campus for cooking programs.
- Currently planning in-person/hybrid events (Ex. Films, Awards, Cooking in Test Kitchen, Paint Nights, Small performances, and more).



# Community Building and Supportive Environments

---

- March 18th, the Elson S. Floyd Cultural Center (ESFCC) will incrementally begin to open-up for students to "HOMAGO", Hang Out, Mess Around, Geek Out.
- Dual-pronged programmatic layout leading into Fall 2021: Diversity/Leadership Education & Community Building.
  - Diversity/Leadership Education Programs (3) will include:
    - April 22 in-person training on Privilege
    - April 29 in-person debrief and writing session.
    - Social Justice Peer Educators will use space for requested trainings and workshops (20-person max)
  - Monthly Community Building Programs (2) will include:
    - March 18 - a community discussion on "Exploring the Effects of Social Media on Race-based Trauma and How to Heal from it."
    - March 30 - will begin "Cougs Meet at the ESFCC"
    - Meeting Field trips - Student Organizations can host meetings in the ESFCC

# Breaking Bread and Sharing Meals

We've been open. Currently at 25% capacity with dine-in options.

Reduced operations does not mean reduced flavor.

- Change of Taste special menus for events like Lunar New Year, Mardi Gras, Taste of Africa, and Customer Appreciation Day where students pick the menu.

More than 75,000 meals served already this Spring.  
Employing 150 student positions.

## What students like most about dining this semester:

- "When I can eat with my friends :)"
- "Pan-fried trout and Cauliflower Wings"
- "Feeling part of the university"
- "It is close by and the food tastes good"
- "I enjoy being able to get out of my room to eat"
- "Having small conversations with the cooks :)"





# Living on Campus

- Adaptive policies for shared spaces, kitchens, lounges and guests.
- Low positivity rates of COVID-19 in halls.
- More than 250 events and activities this academic year (in person, hybrid, virtual, outdoor, etc).
- Establishing the Cougar Spirit and identity for all residents, current 20-21 students and incoming 21-22 cohort.



# COUGS ON CAMPUS

Fall 2021 Across the System



*Division of*

**Student Affairs**

WASHINGTON STATE UNIVERSITY



# Van Cougs: Fall 2021

## Instruction

- HyFlex; 31 classrooms with varying COVID capacities.
- The classroom portion will be available BUT not required. Students will have flexibility and choice.

## Fitness Center

- Reopening with reservations.
- Limited capacity.

## Summer Orientation

- Summer ROAR registration will be mostly be remote (module completion with advising appointments via Zoom).
- Small pods of in-person opt-in and supplemental workshops.

## Space for Students

- Considering taking Firstenburg and VDEN 110 spaces offline for the year to accommodate for student congregating or study spaces in-between HyFlex course attendance.

# Van Cougs: Fall 2021

## Hybrid Services

- Maintaining remote services in **advising, mental health counseling**, and several other services.
- In-person services, with reduced capacity:
  - **Cougar Center** (financial aid, admissions, registrations, accounts, and food pantry)
  - **Library**
  - **Computer labs**
- Student-facing offices are working on fall-return to office plans to provide in-person as well as remote assistance.

## Food Services

- Will assess in early fall 2021.
- Vending options may be made more readily available.



# Health Sciences Spokane: Fall 2021

- **Fitness Center**
  - Open with limited capacity
- **Orientation**
  - Online Pre-Orientation
  - Potential Hybrid Orientation with limited capacity
- **Student Lounge Space**
  - Open with limited capacity
- **Leadership and Community Engagement**
  - In person small group events permitted
  - Continue with online events
- **Student Diversity Center**
  - Open with limited capacity

# Health Sciences Spokane: Fall 2021

## **Admissions and Recruitment**

- Continue with virtual tours
- Small group or individual tours/activities

## **Counseling, Writing, Learning, Accessibility Services**

- Continuing to provide access via teleservices
- Potential for some in-person work

## **Classroom Space**

- Open with limited capacity in the classrooms

## **Enrollment and Financial Aid Services**

- Continue virtual services
- In person meetings as possible

# EverCougs: Navigating the pandemic

## Connections

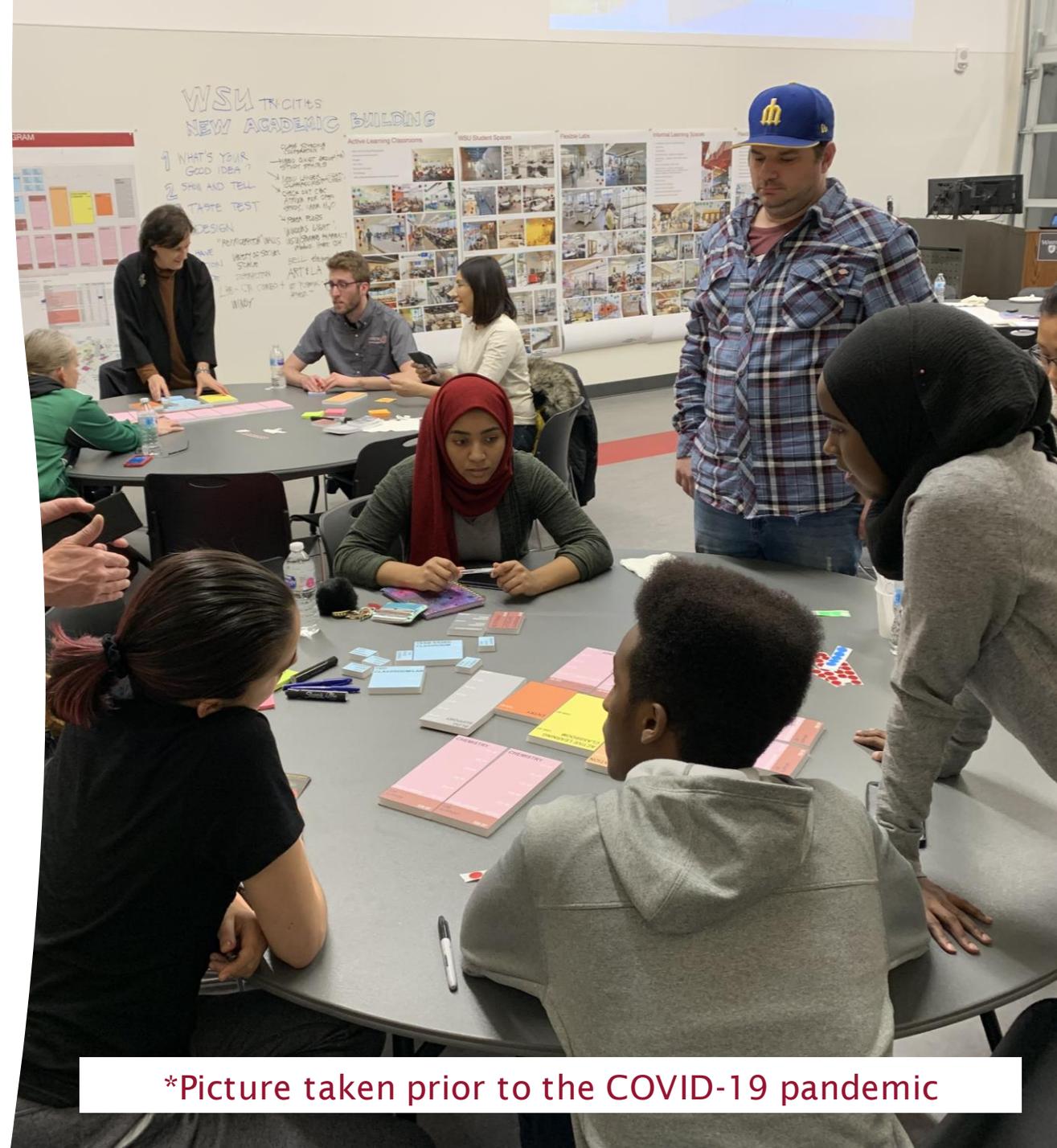
- Student Affairs and RSOs hosting virtual game nights, drive thru-events, meet-ups and events to encourage connection between students.
- Continue to offer Career Week, Alive, and Student Org fair.
- Continue to identify resources to support financial, food and fundamental needs.
- Peer Tutor Program was created to meet a specific need but in the times of COVID it is a place for students to find emotional connection along with academic assistance.
- Proposal to invest in half-time position for Student Center coordination.
- Summer Session hybrid model of instruction
- Continual evaluation on phased reopening due to shared campus.



# TC Cougs: Fall 2021

**Building and rebuilding connections, collaboration and innovation.**

- Campus Services
  - Examining how to introduce “social norms” and engagement opportunities to a student body where almost half will be coming to campus for the first time
- Student Orientation Advising and Registration (SOAR) programming for new students and their families
- Summer bridge programs available for all students
- Continue to provide extended services such as virtual help desks, “Cougar Cupboard on Wheels”
- Leveraging new and redesigned spaces to promote co-curricular and academic engagement



\*Picture taken prior to the COVID-19 pandemic

# TC Cougs: Fall 2021

## **Re-envisioning in-person support services and engagement opportunities for all students**

- Improved counseling services with the hire of a full-time counselor to embrace a community wellness model and 24-hour crisis support.
- Renovation of library to be a Learning Commons where academic and student support services are co-located for a holistic approach to student success
- Hiring a MOSAIC coordinator to have a position dedicated to equity and inclusion initiatives and programs
- Renovating spaces for commuter students to be able to attend a combination of in-person and zoom classes (WSU Tri-Cities is planning a modified hyflex approach to instruction)
- Student Employment- establishing a campus wide philosophy and approach to be more outcomes based and provide more equitable opportunities. Campus is part of a state pilot Internship Portal program.

# Global Cougs: Impacts of COVID

## **Financial Hardship of Self or Partner**

- Global students were not eligible for CARES Act funds but were eligible for Student Emergency Funding

## **Managing Multiple Roles**

- Many Global Campus students are parents of school aged children; they find themselves in the stressful place of helping educate their children while competing with them for bandwidth
- Global Campus students who are also essential workers, from EMTs to grocery store checkers to Amazon warehouse workers, have needed to spend more time on the job, risking their health and jeopardizing their academics.

# Global Cougs: Fall 2021



- Global Campus continues its work with WSU colleges and academic departments to offer asynchronous courses that provide maximum flexibility for students to complete their education.
- Academic advising will focus on realistic goal setting for adult learners wearing many hats during the pandemic
- Continue to plan – and coordinate across the system – informal virtual programming open to all WSU students to increase engagement, reduce isolation, and have fun – from Bingo to Virtual Gameday Lounge.

# Questions

**Agenda**  
**Institutional Infrastructure Committee**  
**Thursday, March 11, 2021**  
**10:00 a.m. – 11:00 a.m.**

Location: WSU Pullman, Lighty Student Services Building, Room 401 / Electronic

Committee Members: Heather Redman (Chair), Marty Dickinson, and John Schoettler

**Future Action Item**

**Section**

- |    |   |      |
|----|---|------|
| 1. | WSU Vancouver, Life Sciences Building Schematic Design Approval<br><i>(Pearson/Netzhammer/Yang)</i> | II-1 |
|----|---|------|

**FUTURE ACTION ITEM #1**  
WSU Vancouver, Life Sciences Building  
Schematic Design Approval  
(Stacy Pearson/Mel Netzhammer/Olivia Yang)

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU Vancouver, Life Sciences Building, Schematic Design Approval

**PROPOSED:** That the WSU Board of Regents approve the schematic design for the WSU Vancouver, Life Sciences Building project.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President for Finance & Administration

**SUPPORTING INFORMATION:**

The new Life Sciences Building will bring components of Vancouver's basic translational, applied, and clinical health programs together in one location on campus, including Biology, Molecular Biology, Environmental Science, Neuroscience, Nursing, and Chemistry. This building will fill the critical need for instructional laboratories for undergraduate and graduate science courses. It will also include purpose built vivarium space that meets regulatory requirements and supports instruction as well as research programs.

The proposed location of this new building is consistent with the WSU Vancouver Master Plan and has been prioritized in Vancouver's Ten-Year Major Capital Plan since 2003.

The University has received \$500,000 for pre-design in 2019-21 state capital budget, and \$4,000,000 for the design and pre-construction in the 2020 supplemental capital budget. The University requested construction funding in the amount of \$52,600,000 in the 2021-23 state capital request. The project will not move into the construction phase until the requested funds are appropriated by the Legislature.

**Project Schedule:**

Preliminary Design	Nov 2020 – March 2021
Regents Schematic Design Presentation	March 2021
Regents Approval of Schematic Design	May 2021
Full Design	March 2021 – Dec 2021
Construction	Dec 2021 – Oct 2023

ATTACHMENTS: Attachment A - Aerial Site  
Attachment B - Design Presentation

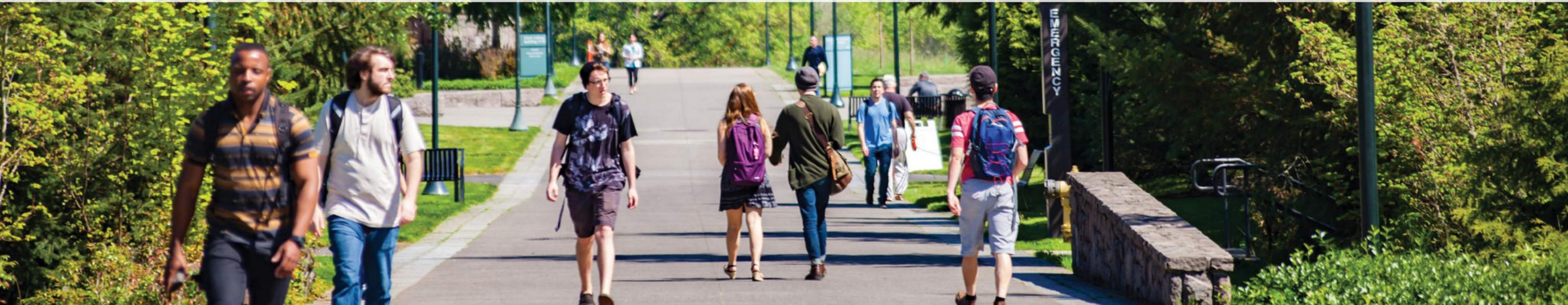
Attachment A



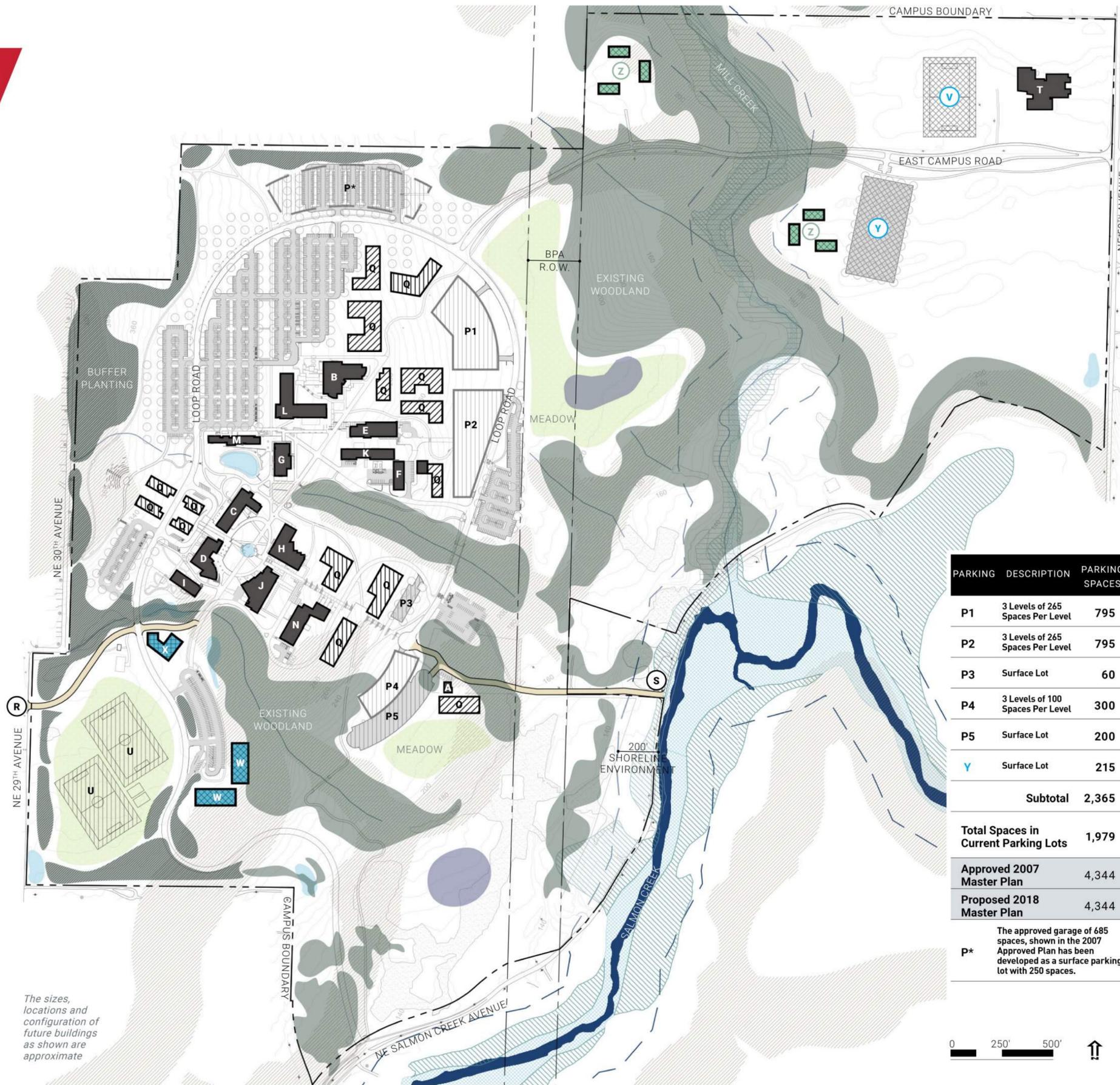
March 11, 2021

# WSU Vancouver Life Sciences Building

## Board of Regents Meeting



# WSU-V Master Plan



The sizes, locations and configuration of future buildings as shown are approximate

PARKING	DESCRIPTION	PARKING SPACES
P1	3 Levels of 265 Spaces Per Level	795
P2	3 Levels of 265 Spaces Per Level	795
P3	Surface Lot	60
P4	3 Levels of 100 Spaces Per Level	300
P5	Surface Lot	200
Y	Surface Lot	215
<b>Subtotal</b>		<b>2,365</b>
<b>Total Spaces in Current Parking Lots</b>		<b>1,979</b>
<b>Approved 2007 Master Plan</b>		<b>4,344</b>
<b>Proposed 2018 Master Plan</b>		<b>4,344</b>
P*	The approved garage of 685 spaces, shown in the 2007 Approved Plan has been developed as a surface parking lot with 250 spaces.	



## 2018 Proposed Master Plan

### EXISTING & PREVIOUSLY APPROVED FACILITIES

- Existing Building
- Approved Building
- Existing Parking Lot
- Approved Parking Lot
- Approved Parking Garage
- Existing Roadway & Walkway
- Approved Roadway & Walkway
- Approved Playing Field
- Existing Drainage Ponds
- Approved Regional Stormwater Facility

### PROPOSED IN 2018 MASTER PLAN UPDATE

- Proposed Building
- Proposed Parking Lot
- Proposed Playing Field

### CONCEPTUAL FUTURE DEVELOPMENT

- Conceptual Development (not proposed under 2018 update)

### ENVIRONMENTAL CONSTRAINTS

- 100-Year Floodplain
- Geohazard Area & Steep Slopes
- 200' Shoreline Environment

### CAMPUS FACILITY INDEX

- A** Annex
- B** Clark College Building (VCCW)
- C** Classroom Building (VCLS)
- D** Dengerink Administration Building (VDEN) Cafeteria
- E** Engineering & Computer Science Building (VECS)
- F** Facilities Operations Building (VFO)
- G** Firstenburg Student Commons (VFSC)
- H** Library Building (VLIB)
- I** McClaskey Building (VMCB) Child Development Program
- J** Multimedia Classroom Building (VMMC)
- K** Physical Plant Building (VPP) Parking Services
- L** Science & Engineering Building (VSCI)
- M** Student Services Center (VSSC)  
Admissions, Bookstore, Financial Aid, Visitor's Center
- N** Undergraduate Building (VUB)
- O** Graduate Student & Faculty Housing<sup>1</sup>  
As Approved In 2007 Master Plan
- P** Parking As Approved In 2007 Master Plan
- Q** Future Campus Development  
As Approved In 2007 Master Plan
- R** Bus Only Access As Approved In 2007 Master Plan
- S** Future Entrance As Approved In 2007 Master Plan
- T** iTech Prep. School (Vancouver Public Schools)
- U** Playing Field As Approved In 2007 Master Plan
- V** Playing Field
- W** Residence Hall
- X** Student Union Building
- Y** Parking
- Z** Future Conceptual Campus Development Space  
Beyond The 2018 Campus Master Plan

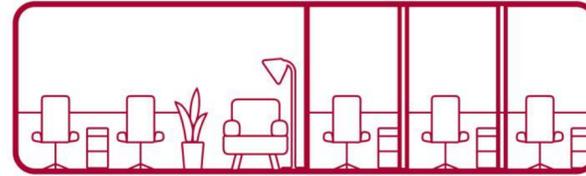
**COLOR** Existing and Previously Approved Master Plan Elements  
**COLOR** Proposed Under 2018 Master Plan Update  
**COLOR** Conceptual, Beyond 2018 Update

<sup>1</sup> Location of housing is intended to be interchangeable between graduate, undergraduate and faculty based on need.



## Connect and learn.

The Life Sciences Building will offer a diversity of space types including quiet spaces for introspection and study and public gathering areas for social engagement and group work. We will provide access to comfortable seating and adequate power in all spaces.



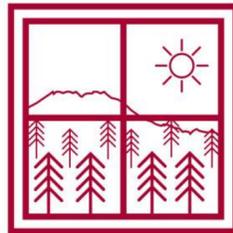
## Adapt.

Flexible storage, varied work environments, accessible technology and movable furniture will provide for "hackable" spaces that students and faculty can shape to their needs. We will provide infrastructure for labs and teaching spaces that can be easily modified for the continued evolution of technology and study.



## Foster connection.

The Life Sciences Building will be a place that connects faculty, graduate and undergraduate students to cultivate synergy and build community. We will provide a place to tell our stories and celebrate diversity in all its forms.



## Celebrate the beauty of this place.

The location and organization of WSU Vancouver offers incredible views and access to nature. We will reinforce and celebrate the opportunities offered by this unique setting.



## Forge an engine of opportunity.

WSU Vancouver celebrates the diversity of its faculty, staff and student body. The Life Sciences Building will foster the continued recruitment and retention of faculty, staff and students of color as well as people from low-income backgrounds, with disabilities, veterans and first-generation students and will promote a community of equity for all populations. Through art and building expression, we will honor the history of the land and create an inclusive space where individuals from all social identities will feel a sense of belonging and opportunity to thrive.

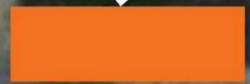


## Work for everyone.

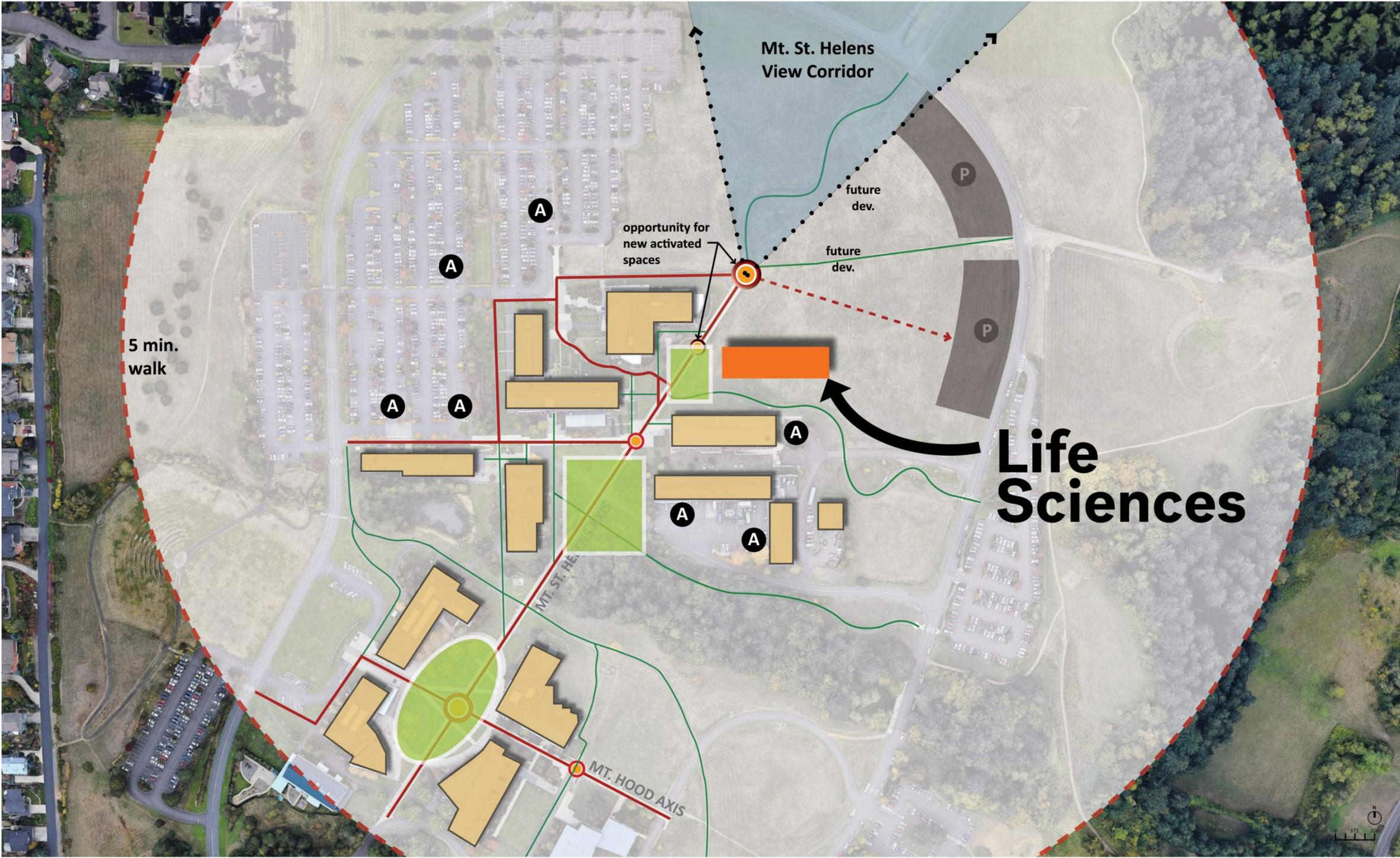
We will create universally accessible campus and building spaces that are welcoming, safe and gender inclusive. We will prioritize health and wellness by using non-toxic building materials and create vibrant spaces with immediate access to daylight and views.

Project Location

Life Sciences



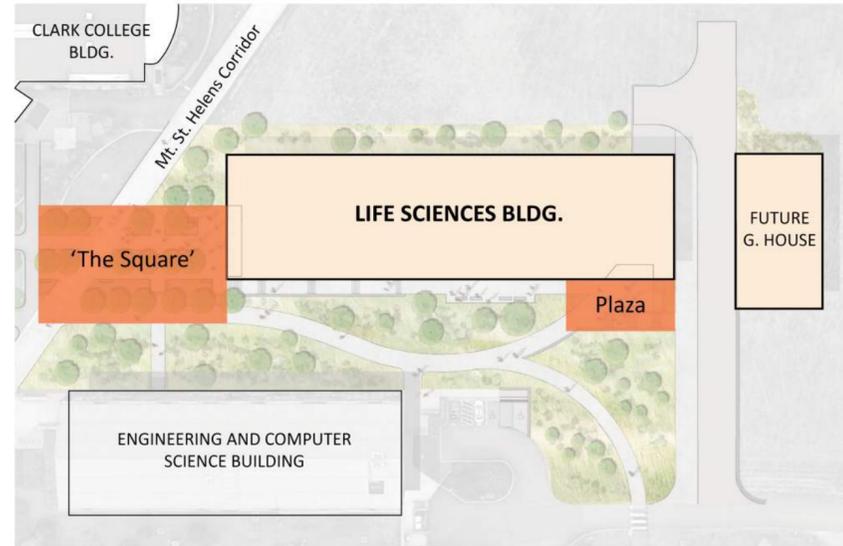
# Campus Connections



- LEGEND**
- A** Accessible Parking
  - - - Walking Radii from Life Sciences
  - Corridors Pedestrian Route
  - Cougar Trails Pedestrian Route
  - P** Future Parking
  - - - Future Connections
  - Primary Campus Node
  - Secondary Campus Node
  - Primary Open Space

# Site Concept

## GATHER

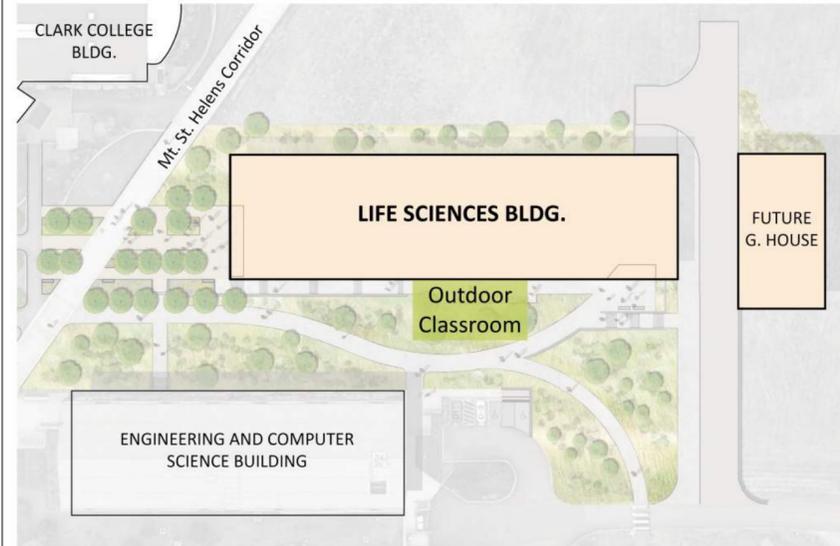


Basalt Benches



'The Square' - Gathering and Social Spaces

## EDUCATE

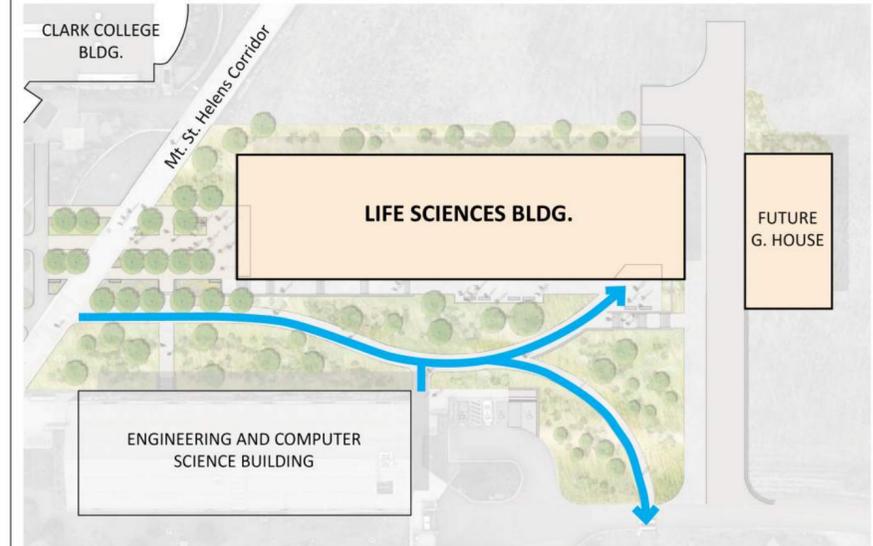


Pollinator Garden



Salmon Safe

## CONNECT

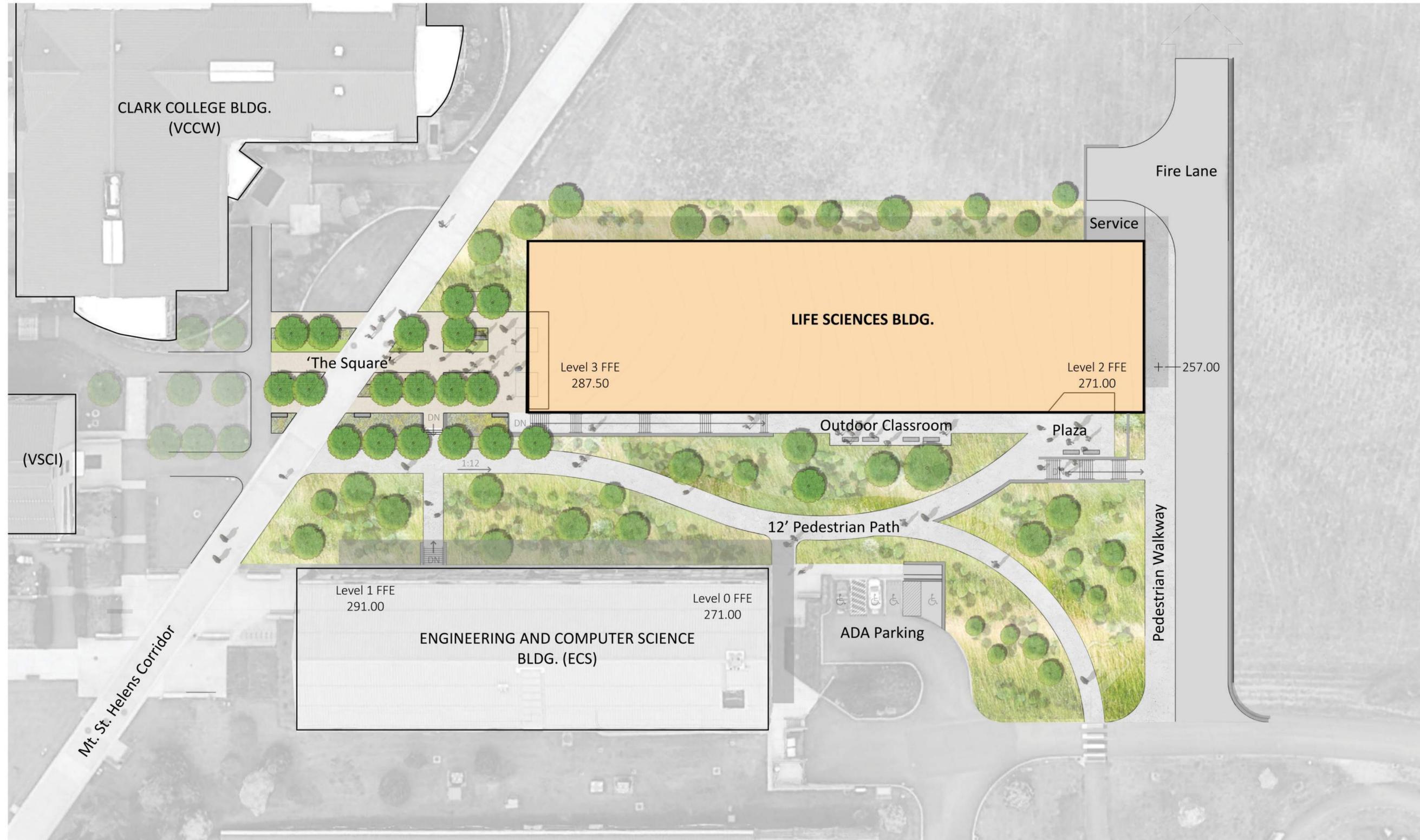


Meadow

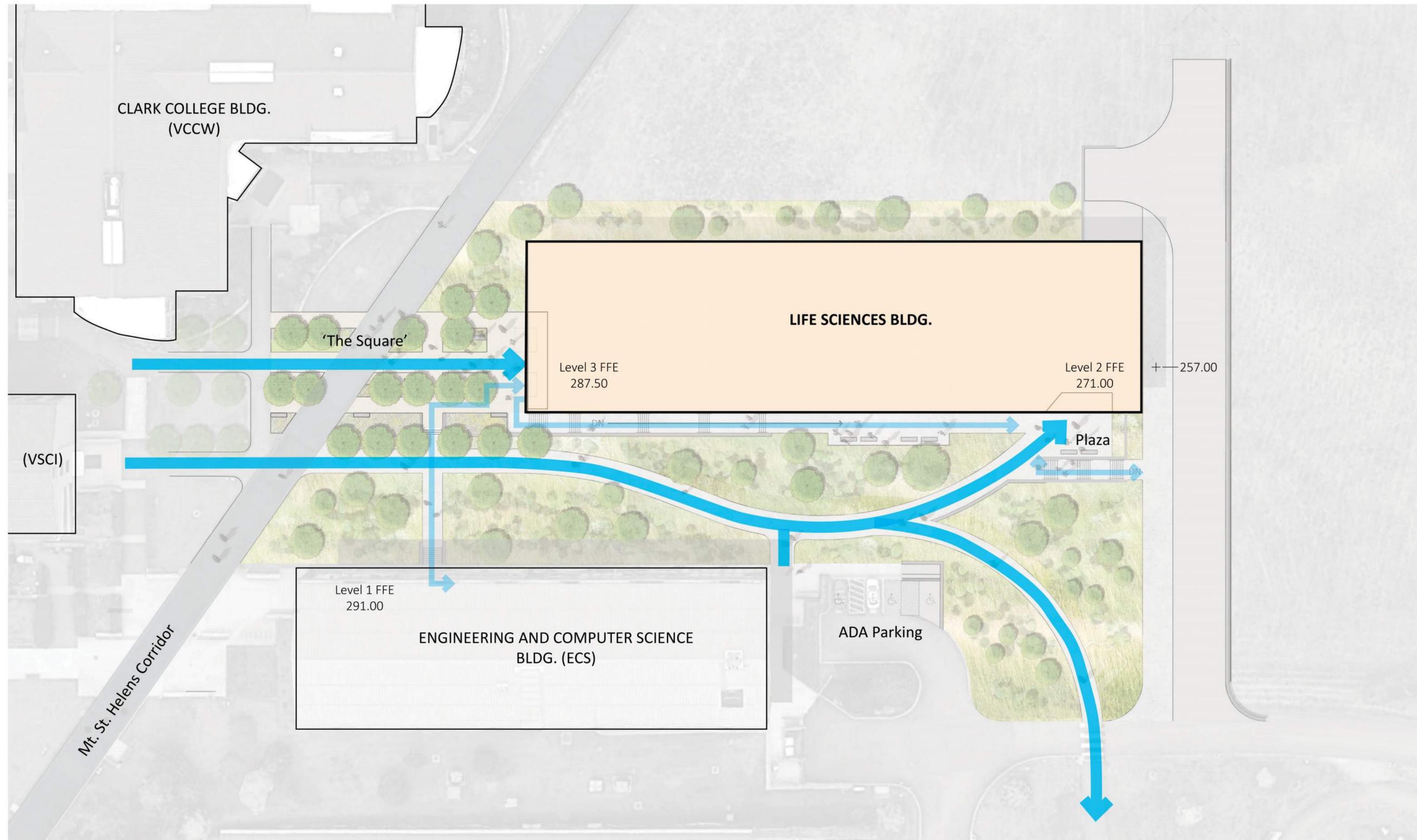


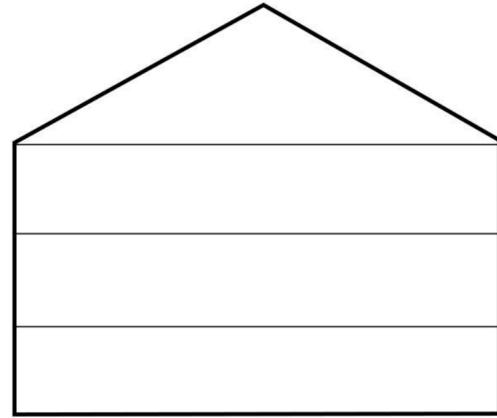
Pollinator Plants

# Site Plan

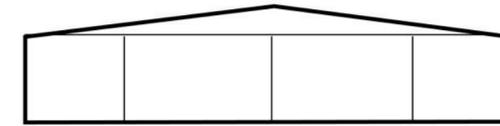


# Site Circulation





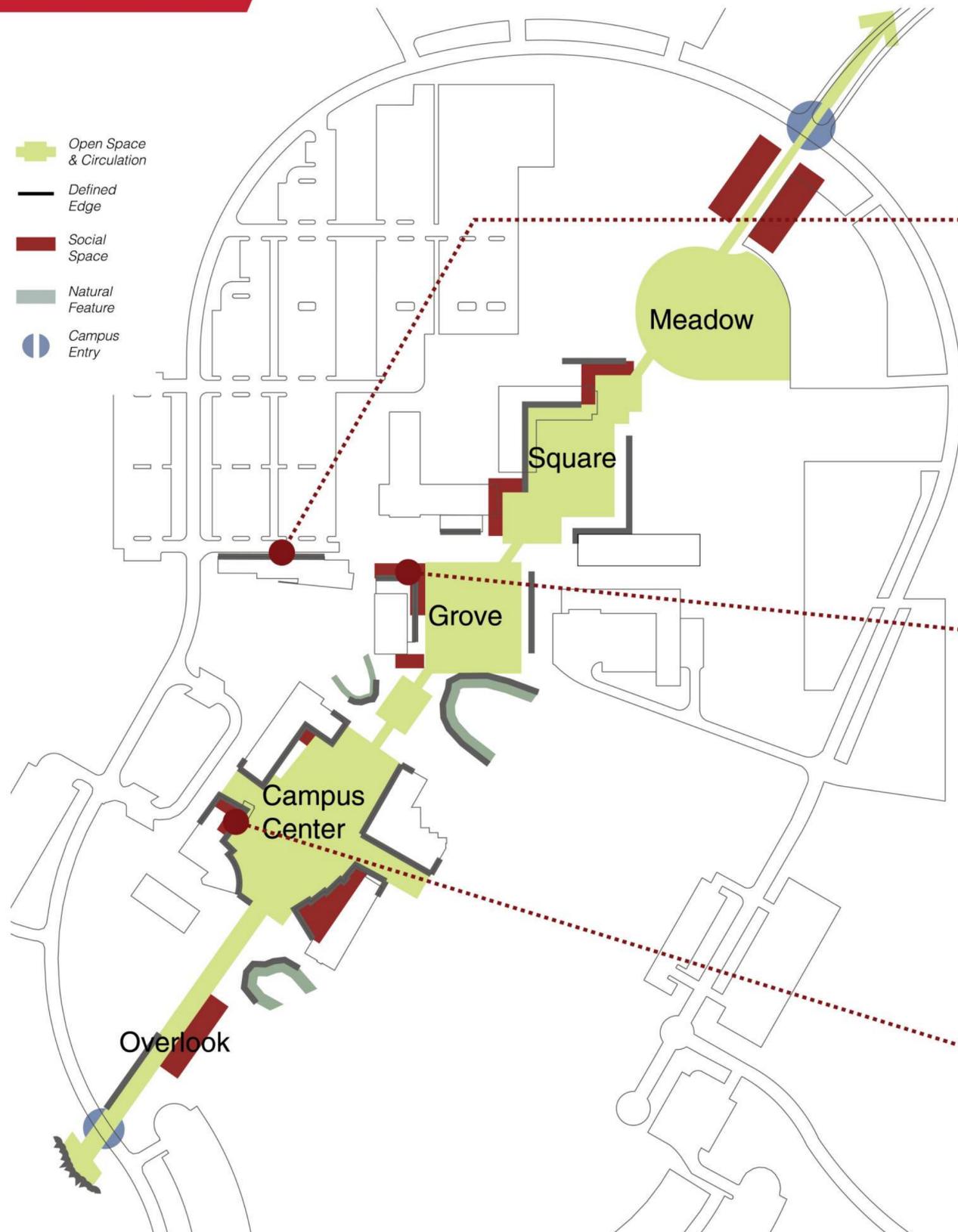
THE GABLE



THE PAVILION

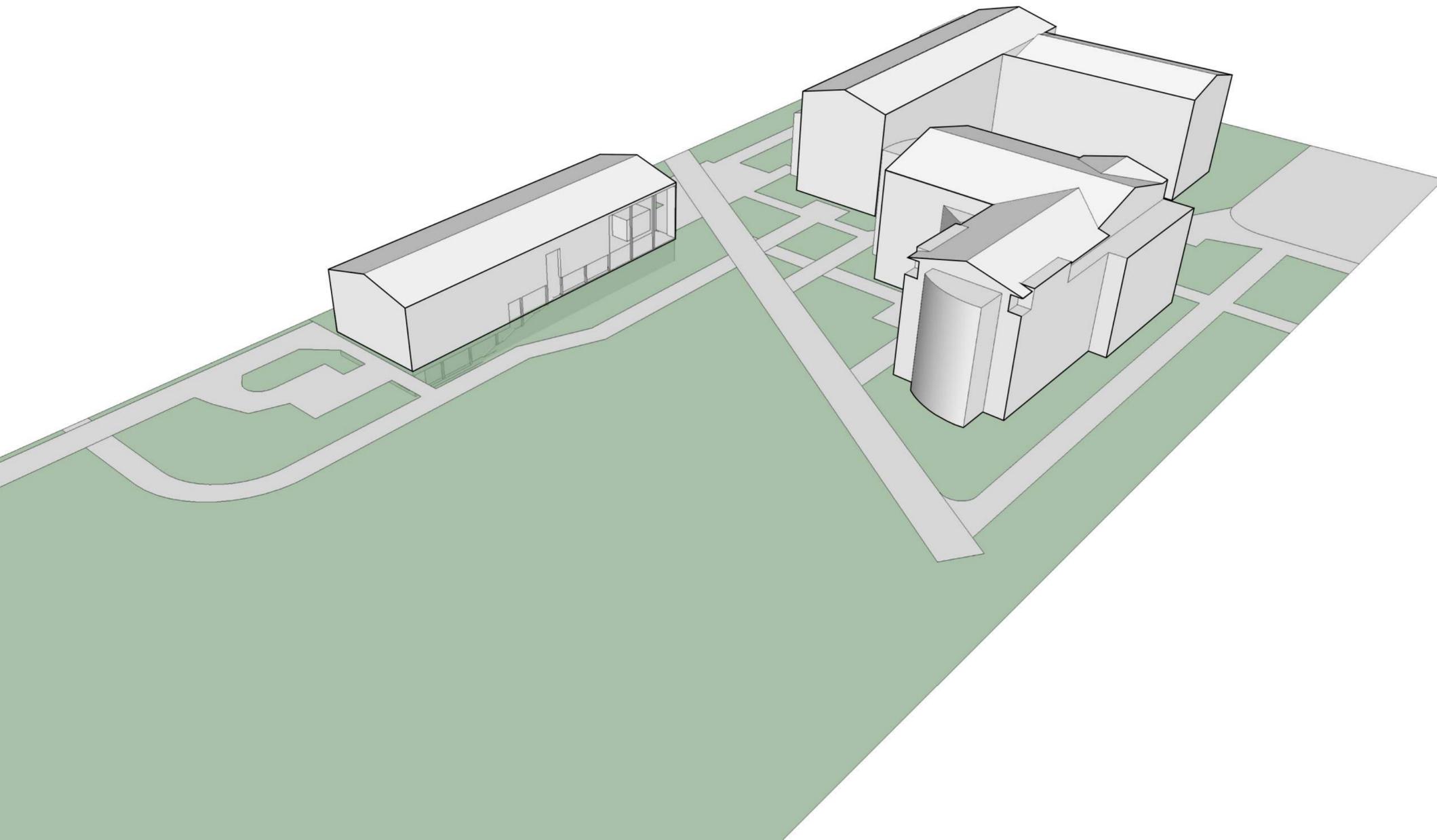


# Active Edges



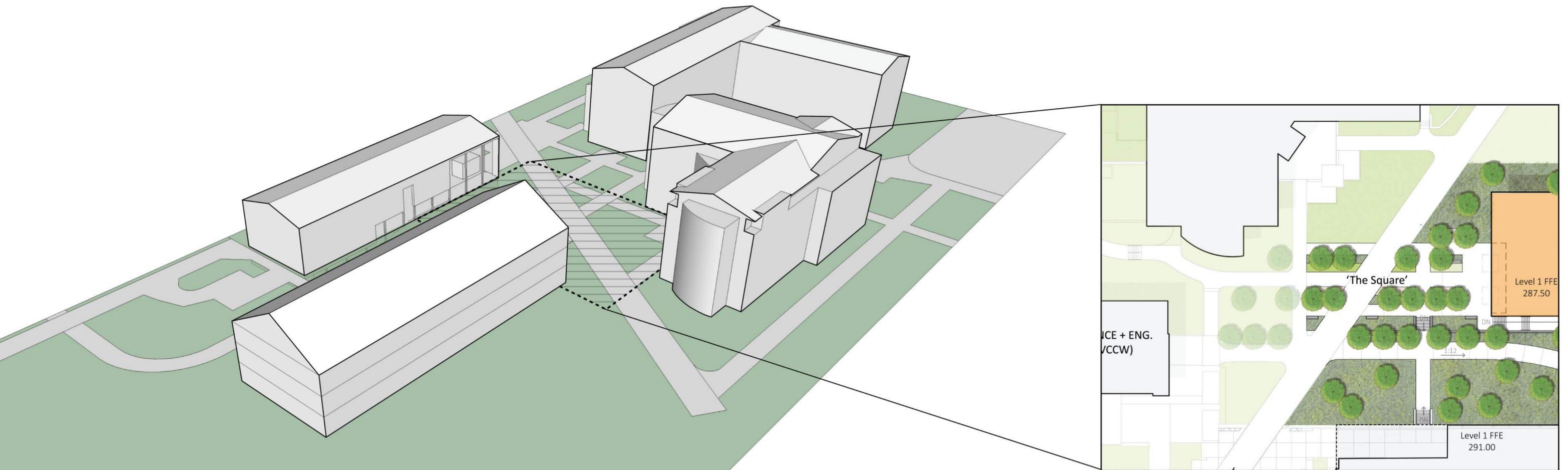
## Building Concept

-REINFORCE THE MASTERPLAN



## Building Concept

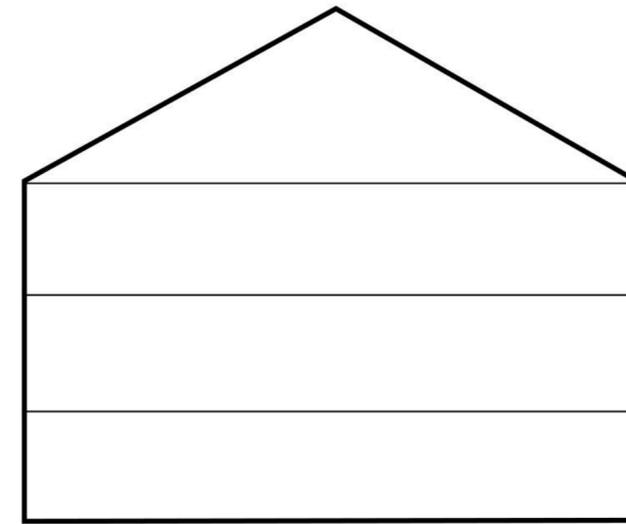
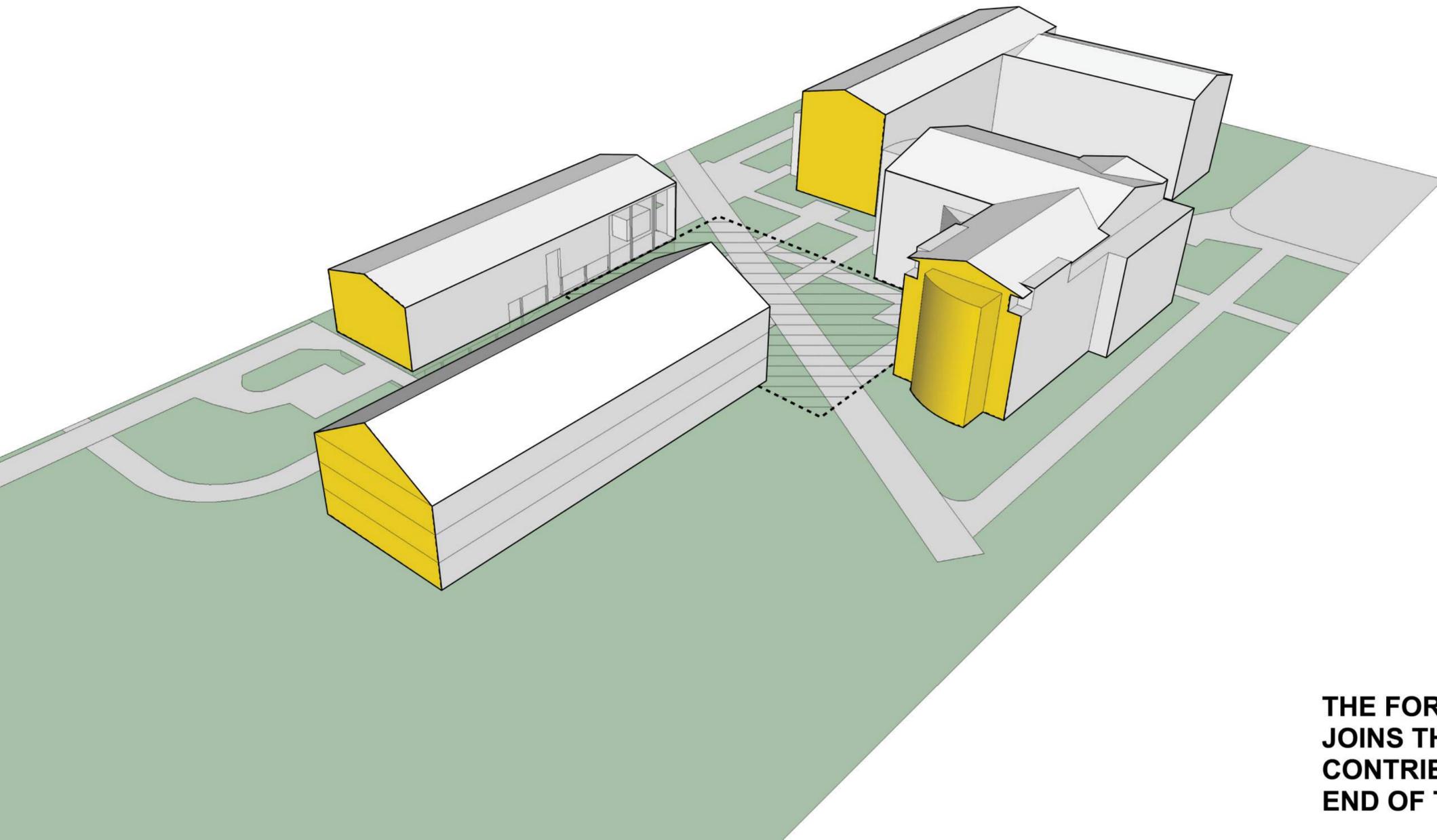
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE



**THE WEST SIDE OF THE BUILDING SETS UP AN 'ACTIVE EDGE', DIRECTLY CONNECTING TO A NEW PLAZA THAT WILL BE OPTIMIZED AROUND ACTIVITY AND SOLAR ORIENTATION**

## Building Concept

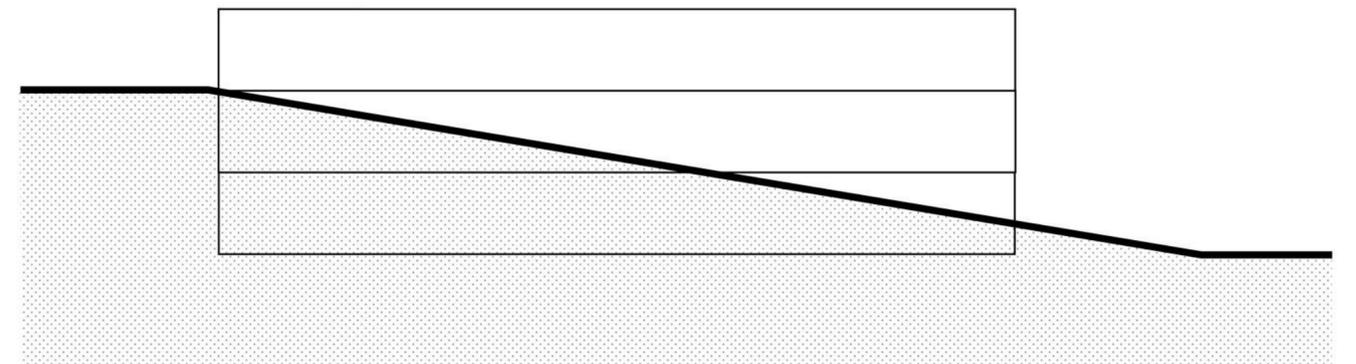
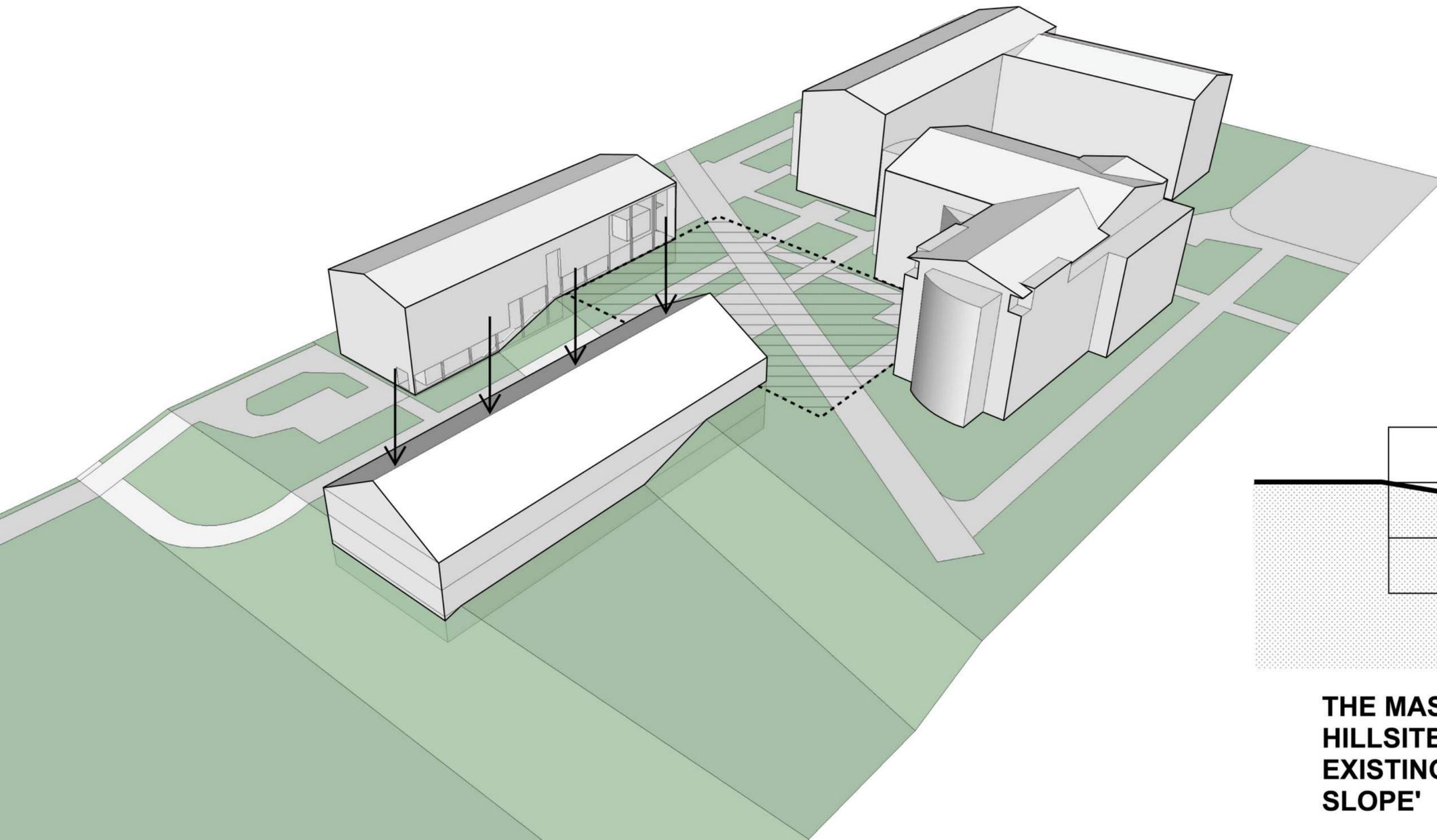
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER



THE FORM OF THE BUILDING AT ITS TALLEST POINT  
JOINS THE ENSEMBLE OF GABLED FORMS THAT  
CONTRIBUTE TO CAMPUS CHARACTER AT THE NORTH  
END OF THE MT ST. HELENS CORRIDOR

## Building Concept

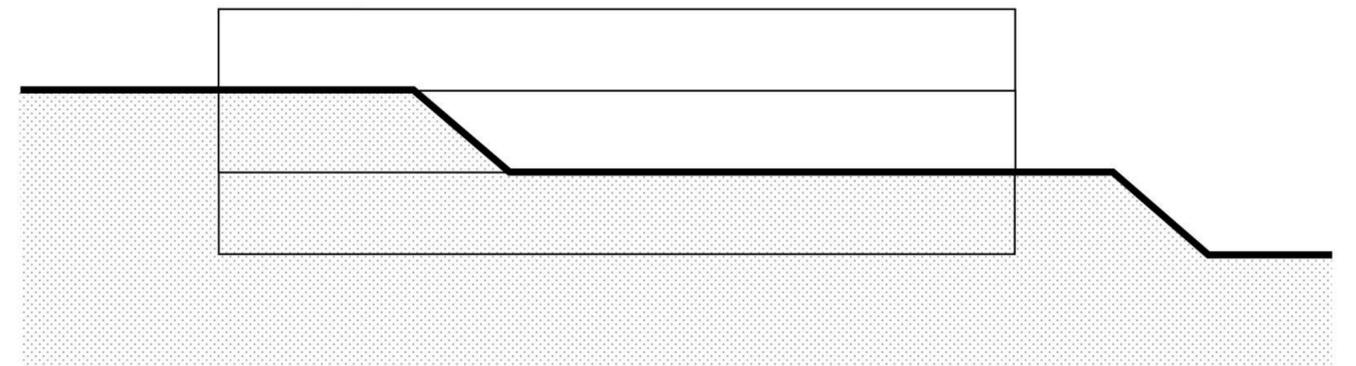
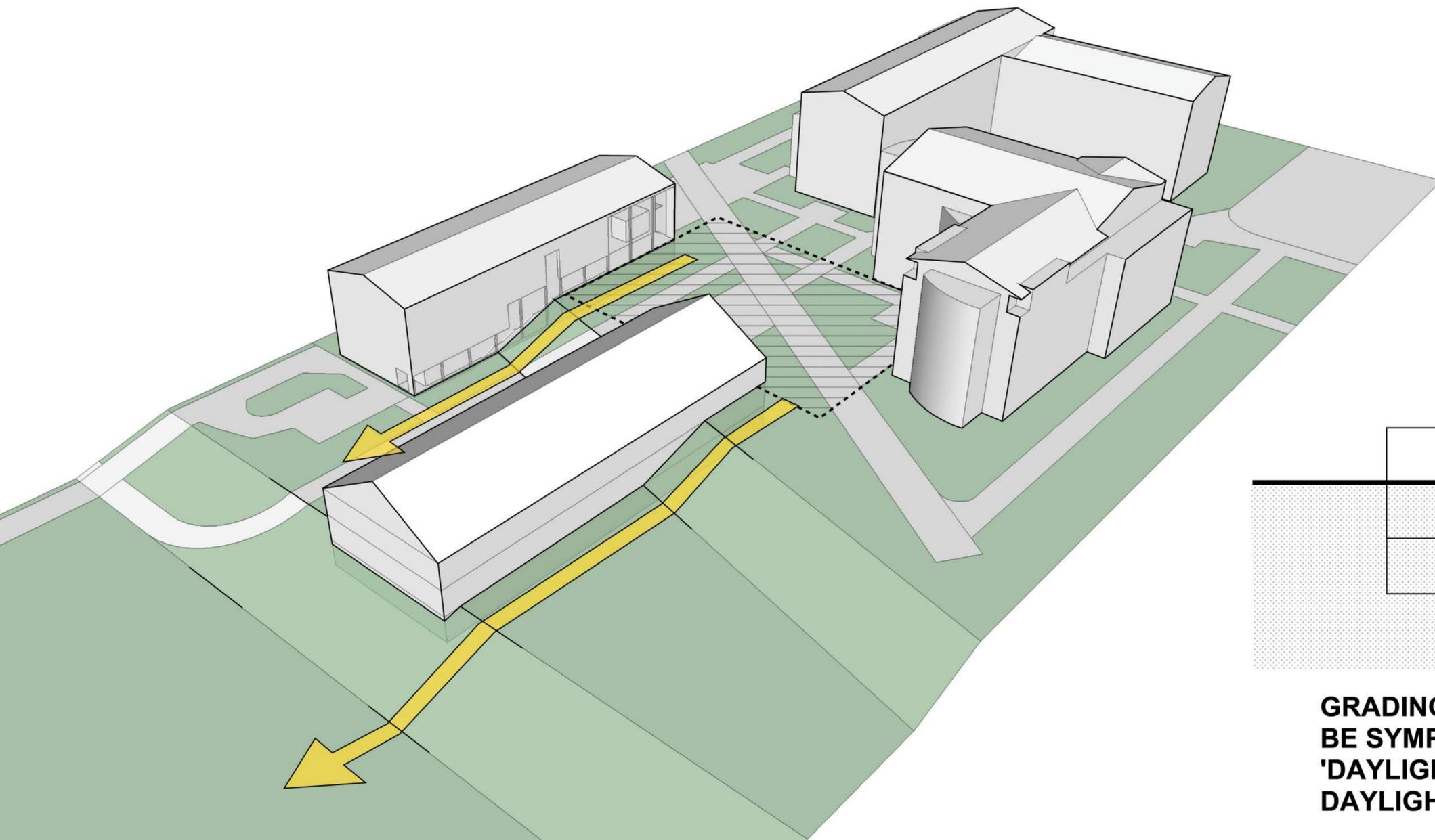
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE



**THE MASSING ENGAGES THE TOPOGRAPHY OF THE HILLSITE, OPTIMIZING THE BUILDING AROUND THE EXISTING SITE CONSTRAINTS WITHOUT 'CHASING THE SLOPE'**

## Building Concept

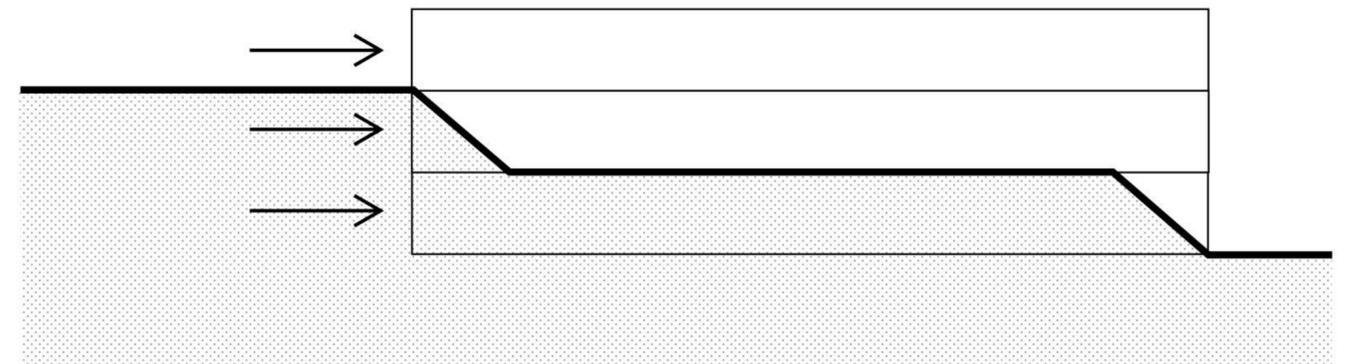
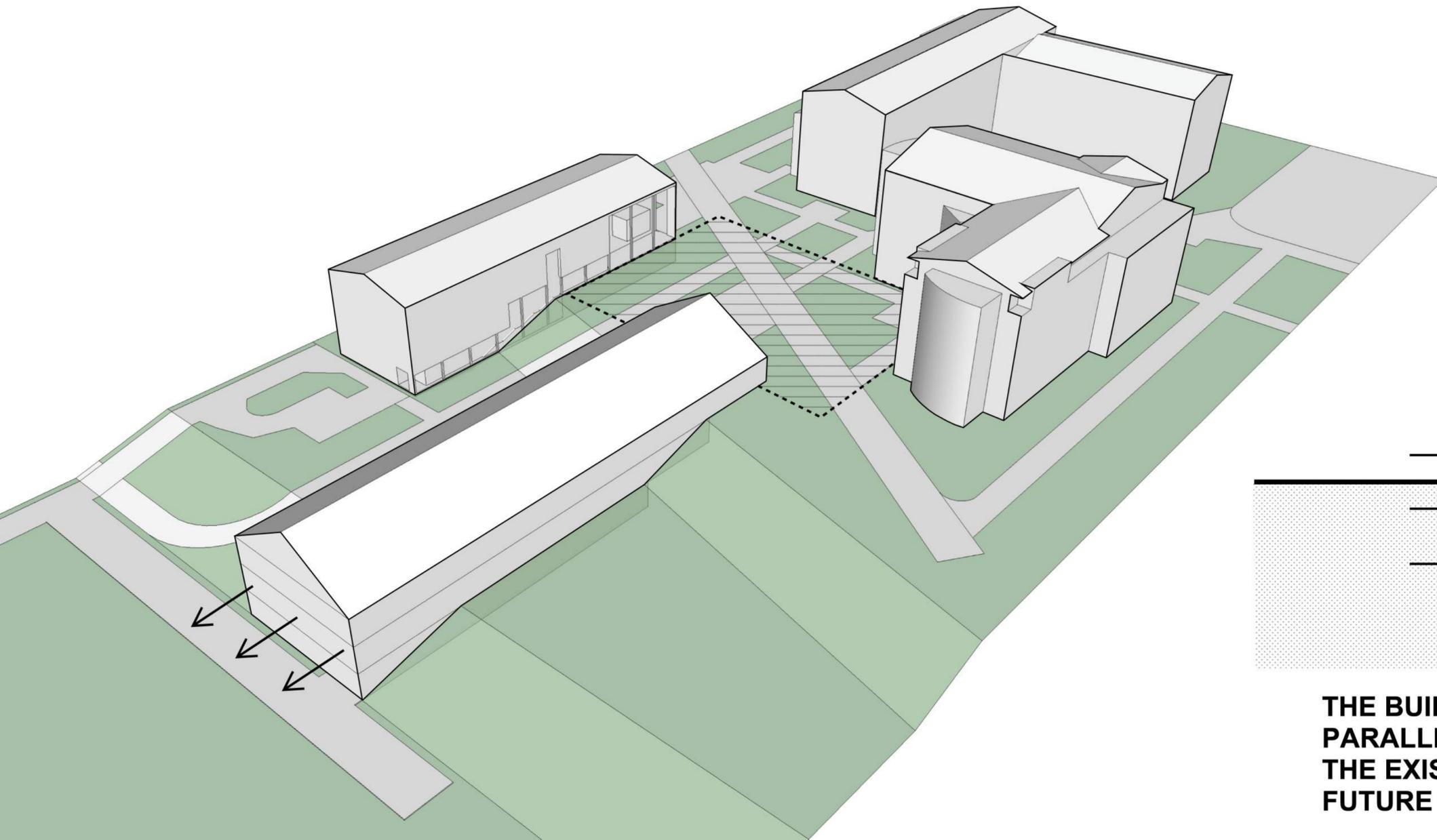
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE**



**GRADING ADJACENT TO THE BUILDING IS MODIFIED IN TO BE SYMPATHETIC TO THE NATURAL SLOPE BUT ALSO 'DAYLIGHT' EACH LEVEL IN WAYS THAT OPTIMIZE DAYLIGHTING AND VIEWS**

## Building Concept

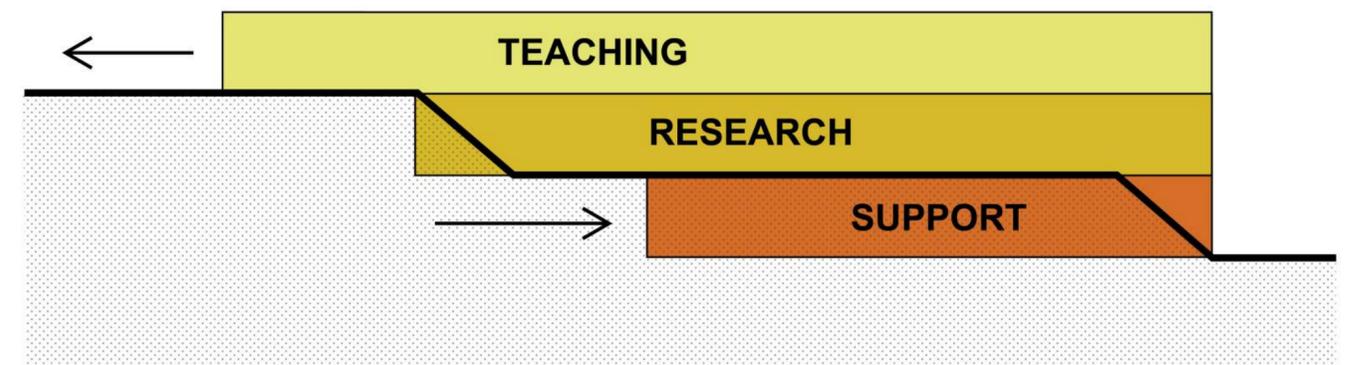
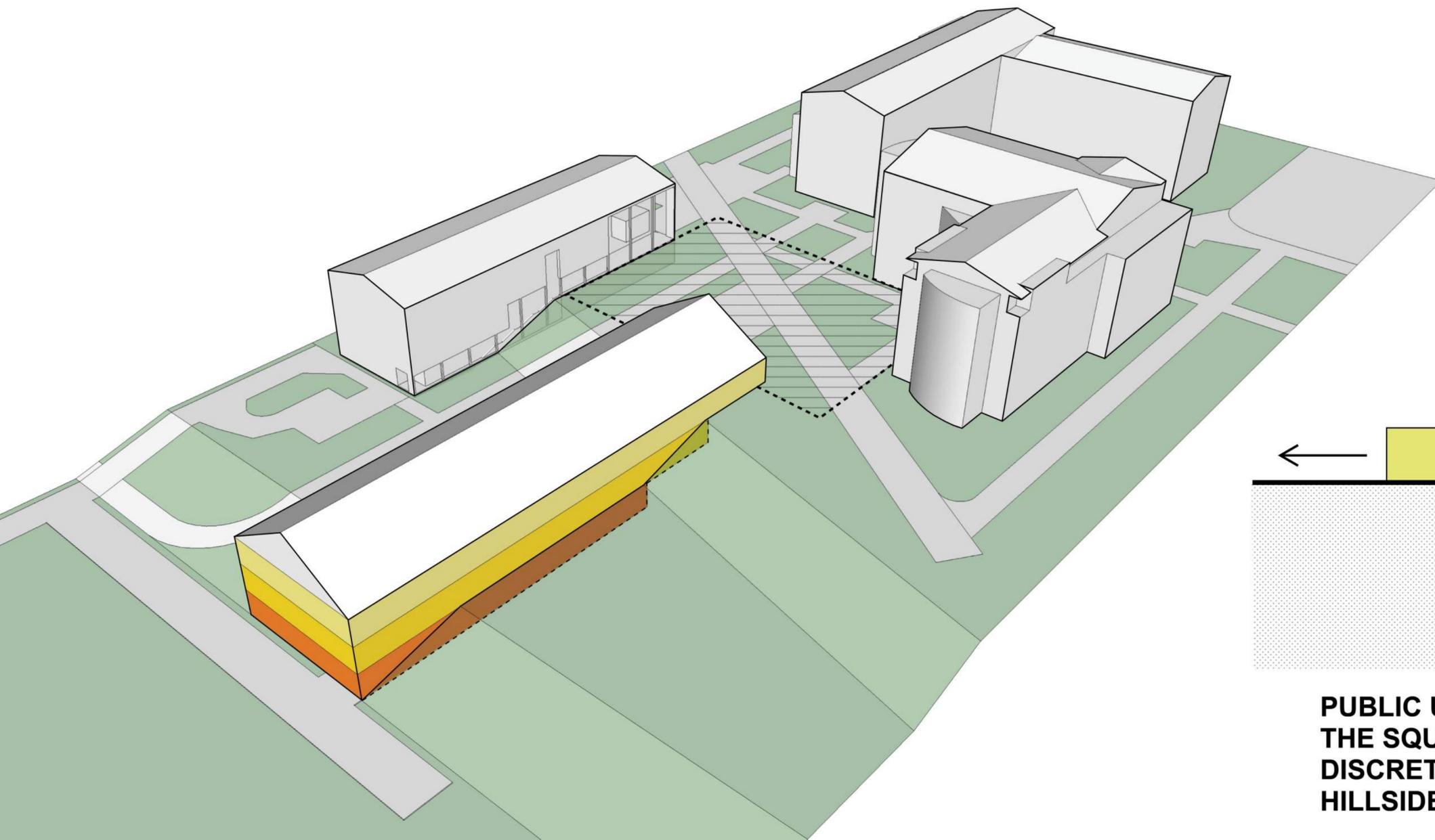
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE
- EXTEND TO THE SERVICE DRIVE



**THE BUILDING ENGAGES A NEW SERVICE DRIVE RUNNING PARALLEL TO GRADE, PROVIDING EASY ACCESS OFF OF THE EXISTING ROAD AND SETTING UP THE POTENTIAL FOR FUTURE CAMPUS EXPANSION TO THE NORTH**

## Building Concept

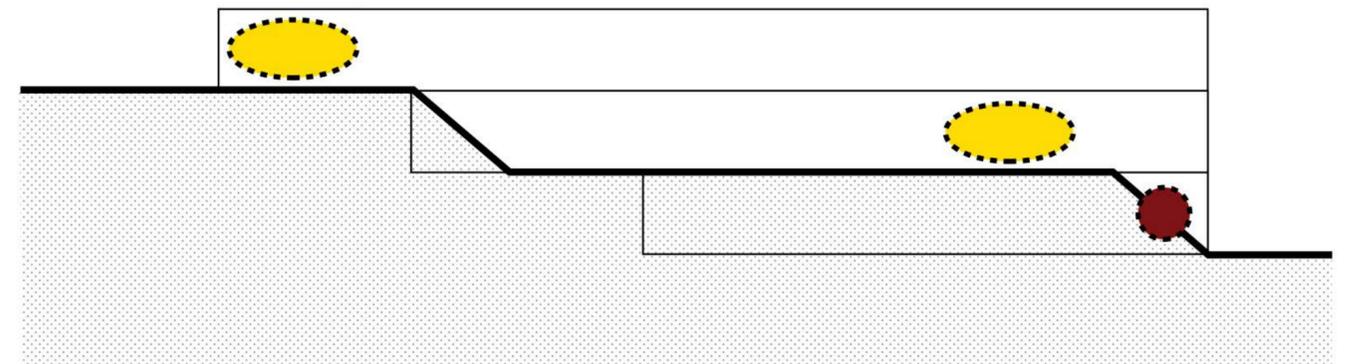
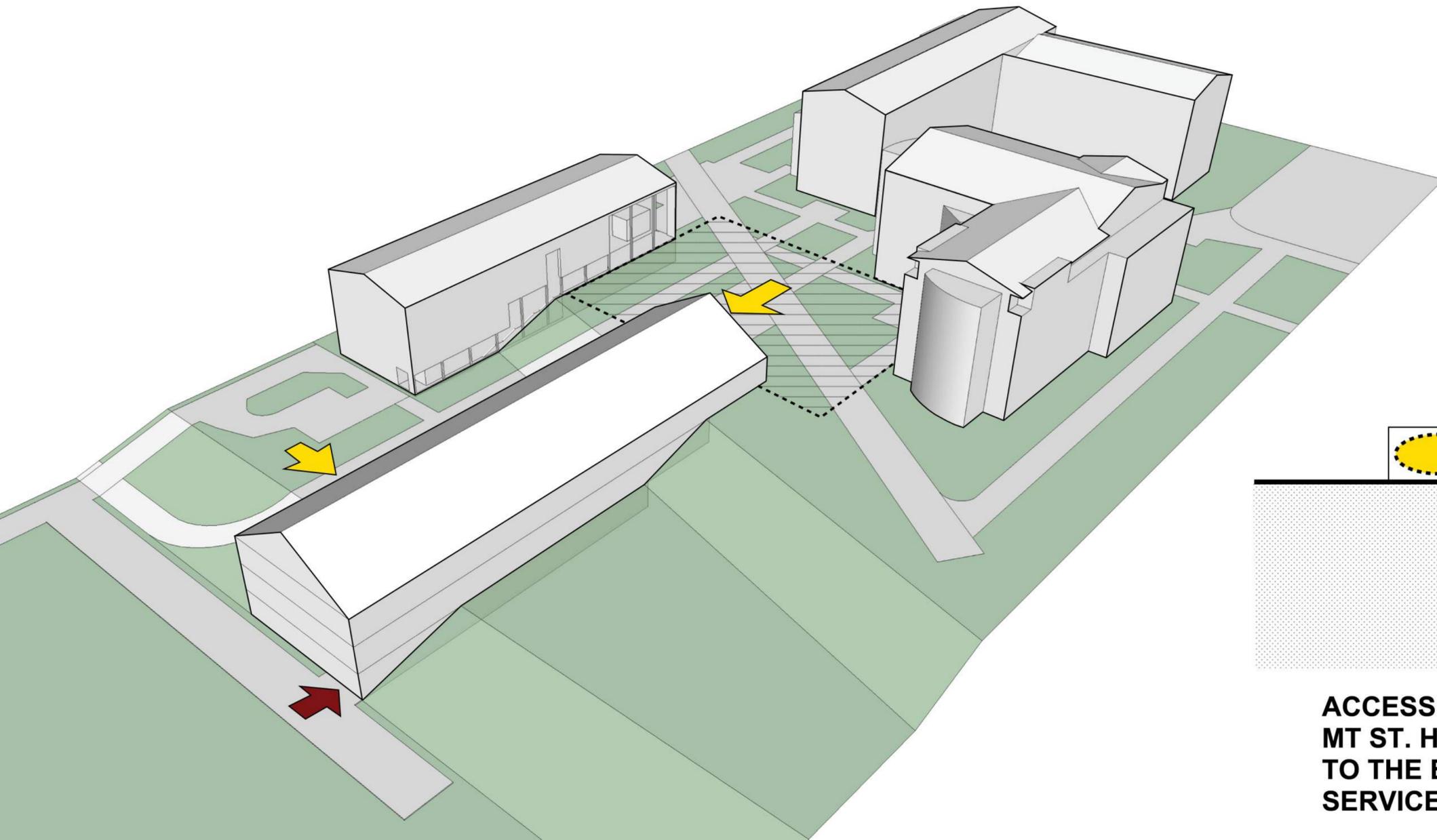
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE
- EXTEND TO THE SERVICE DRIVE
- REDISTRIBUTE PROGRAM**



**PUBLIC USE PROGRAM AREAS ARE CONCENTRATED AT THE SQUARE ALONG THE MT. ST HELENS WHILE MORE DISCRETE SERVICE AREAS ARE RECESSED INTO THE HILLSIDE**

## Building Concept

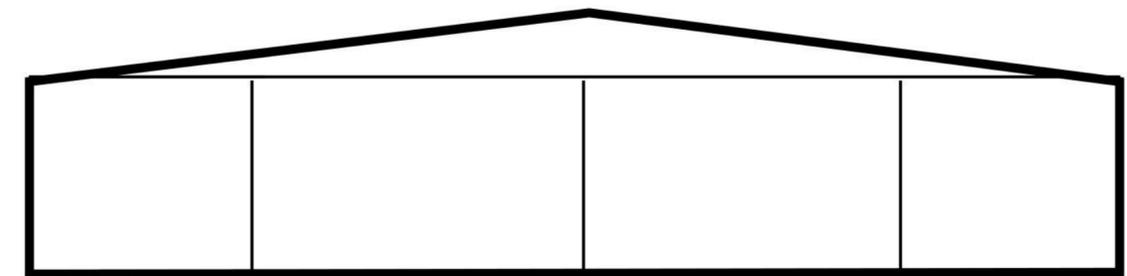
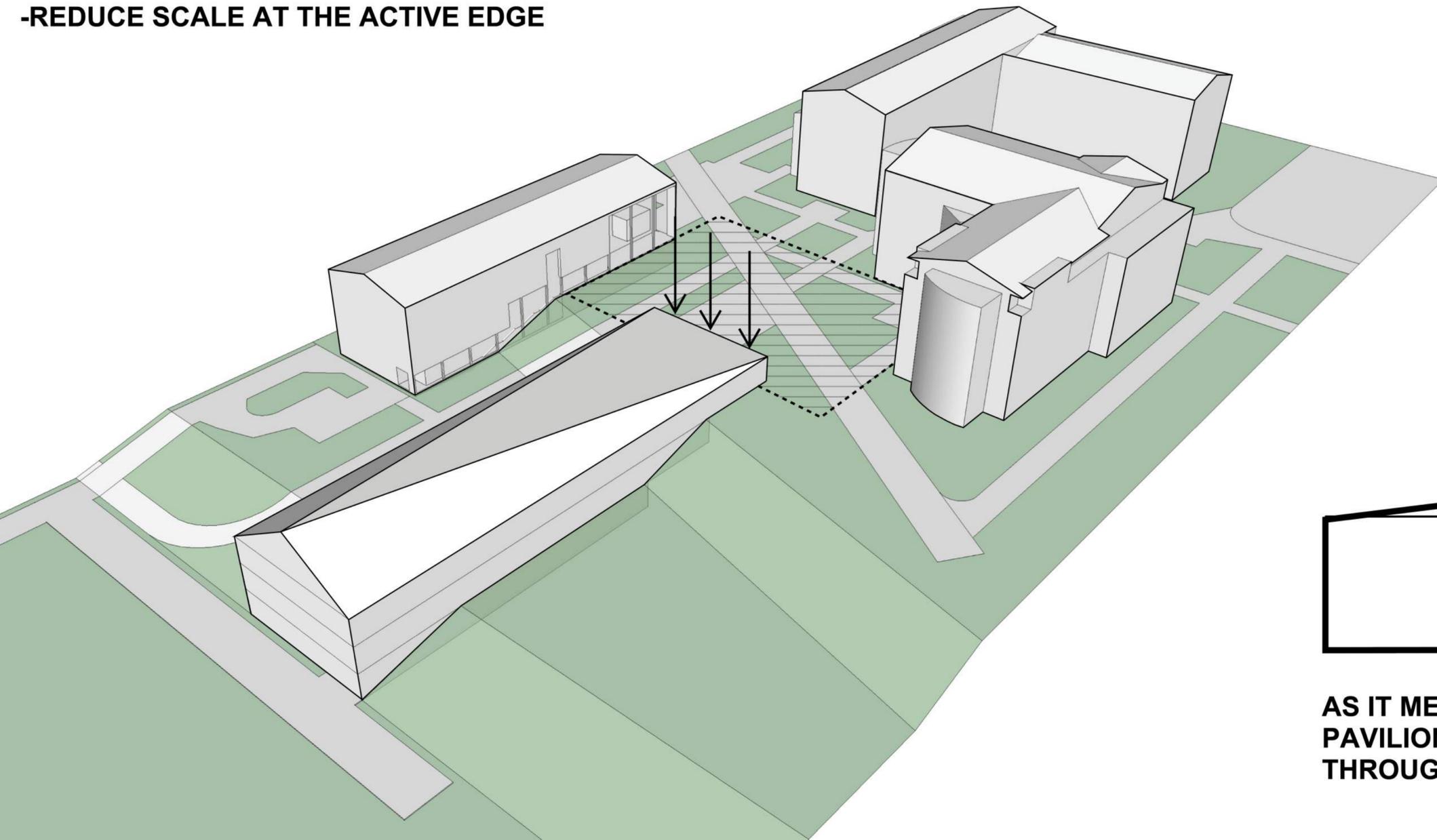
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE
- EXTEND TO THE SERVICE DRIVE
- REDISTRIBUTE PROGRAM
- CREATE EQUITABLE ENTRIES**



**ACCESSIBLE PUBLIC ENTRIES ORGANIZED AROUND THE MT ST. HELENS CORRIDOR AND ADA PARKING ADJACENT TO THE ECS BUILDING, WITH SECURE ACCESS AT THE SERVICE ROAD FOR DISCRETE PROGRAM AREAS**

## Building Concept

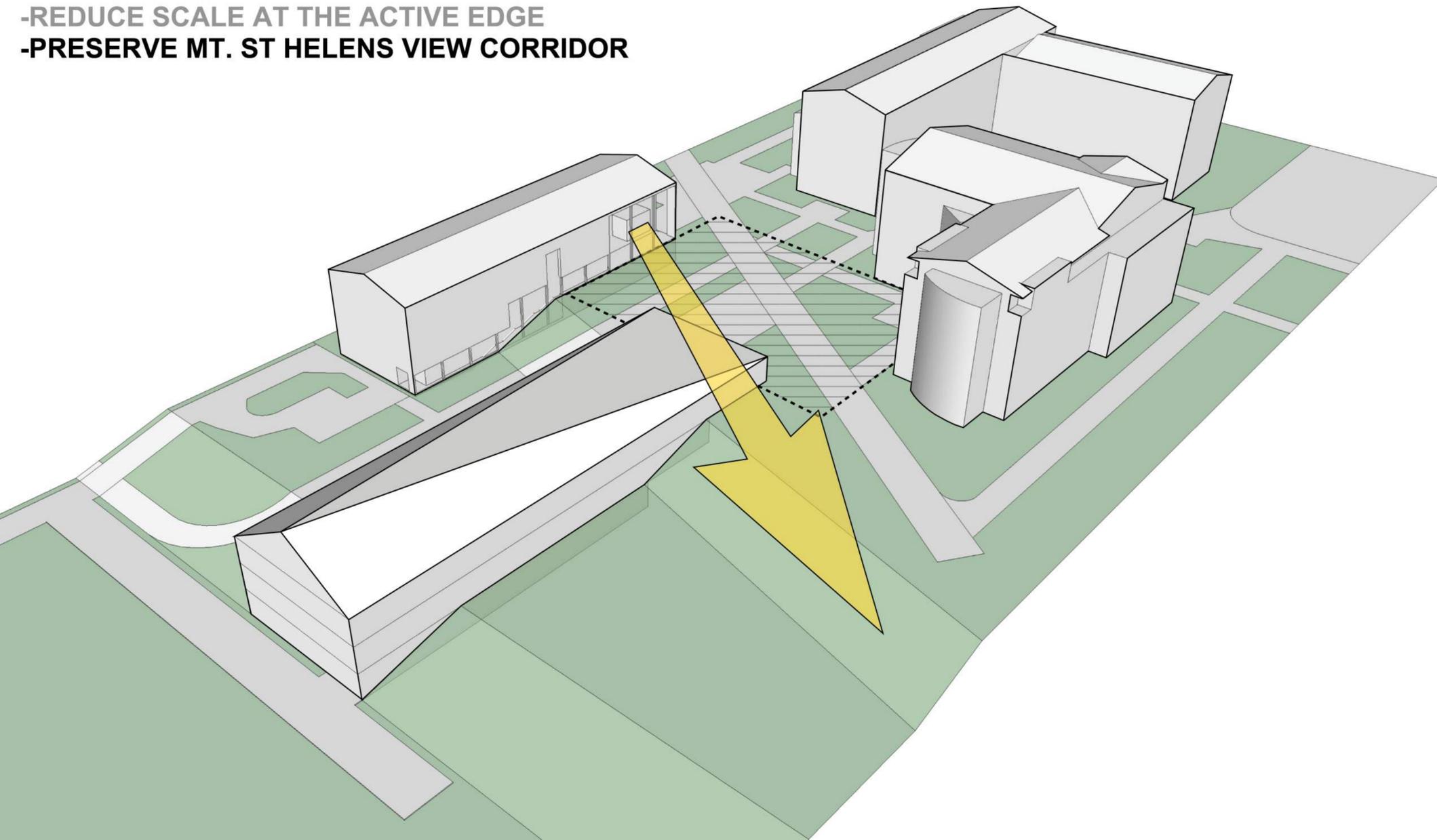
- REINFORCE THE MASTERPLAN
- COMPLETE THE SQUARE
- REINFORCE CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE
- EXTEND TO THE SERVICE DRIVE
- REDISTRIBUTE PROGRAM
- CREATE EQUITABLE ENTRIES
- REDUCE SCALE AT THE ACTIVE EDGE**



**AS IT MEETS THE PLAZA, THE LOBBY TAKES ON THE PAVILION CHARACTER OF THE ACTIVE EDGES FOUND THROUGHOUT CAMPUS.**

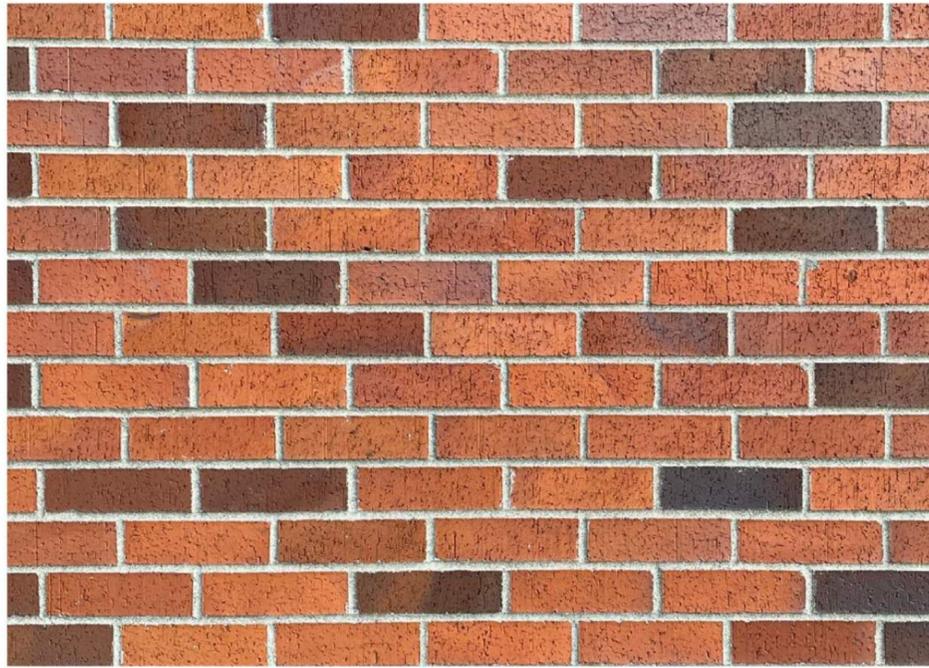
## Building Concept

- RESPECT THE MASTERPLAN
- COMPLETE THE SQUARE
- CONTRIBUTE TO CAMPUS CHARACTER
- ENGAGE THE HILLSIDE
- WORK WITH THE GRADE
- EXTEND TO THE SERVICE DRIVE
- REDISTRIBUTE PROGRAM
- CREATE EQUITABLE ENTRIES
- REDUCE SCALE AT THE ACTIVE EDGE
- PRESERVE MT. ST HELENS VIEW CORRIDOR



**THROUGH CREATING A HIP ROOF CONDITION  
ALONG THE MT. ST HELENS CORRIDOR,  
THE MASSING PRESERVES CRITICAL VIEWS FROM  
THE ADJACENT ECS CONFERENCE ROOM**

Exterior Materials



MASONRY



METAL PANEL



STANDING SEAM ROOF



CONCRETE



CAMAS BASALT

View Looking West



View Looking South



Mt St Helens Entry

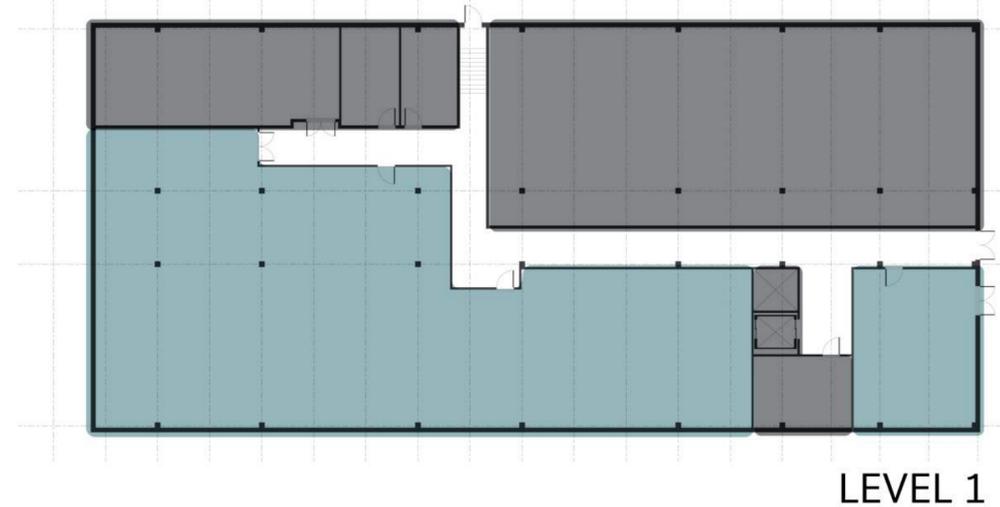
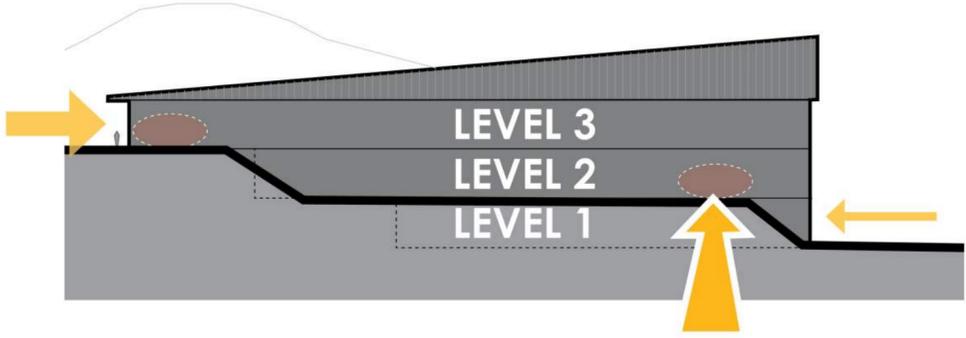
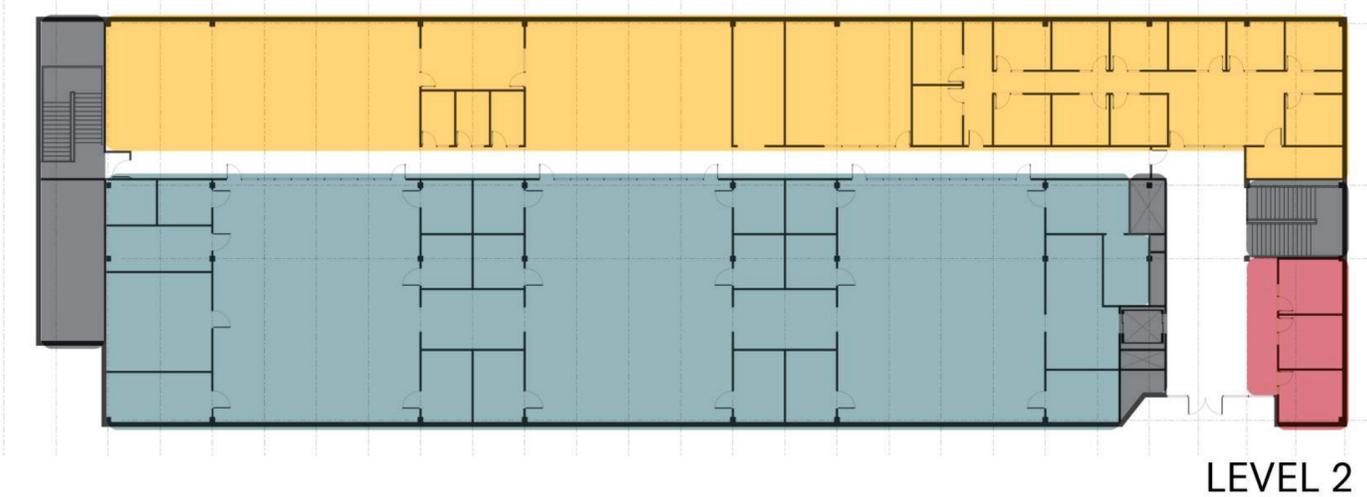
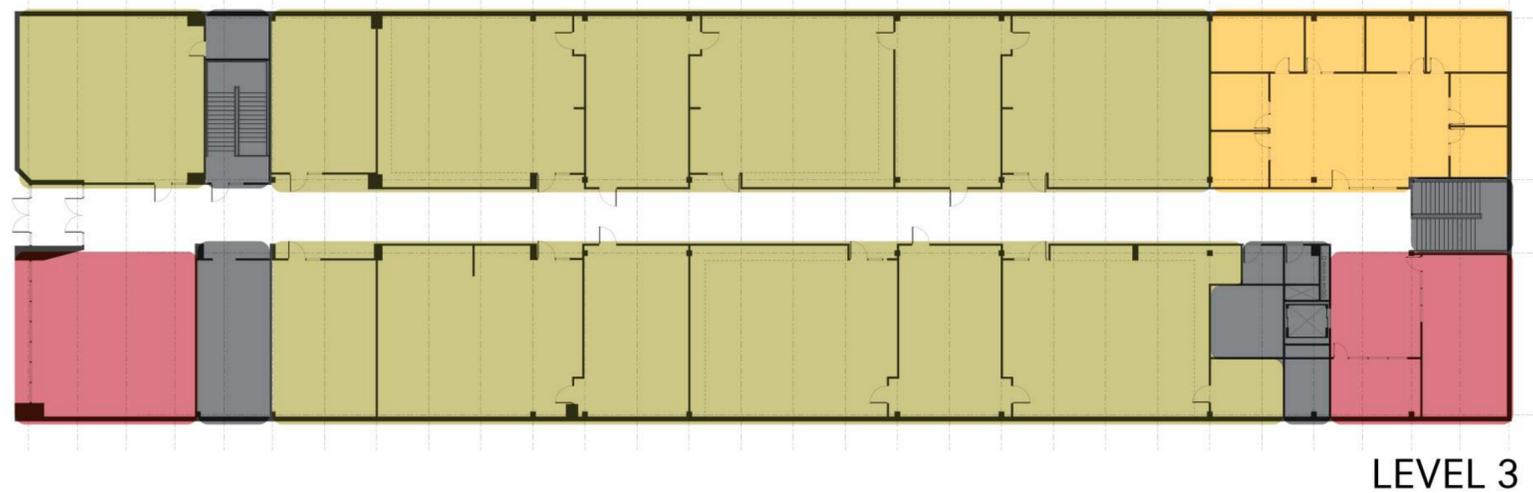


WSU VANCOUVER  
LIFE SCIENCES BUILDING

View of Lower Entry



# Floor Plans



-  Social + Collaboration
-  Instruction + Support
-  Research + Support
-  Office + Workplace
-  Building Support

WSUV Life Sciences Building



**Agenda**  
**Strategic and Operational Excellence Committee**  
**Thursday, March 11, 2021**  
**1:00 p.m. – 2:15 p.m.**

Location: WSU Pullman, Lighty Student Services Building, Room 405 / Electronic

Committee: Committee of the whole – Lura Powell (Chair)

<b><u>Action Items</u></b>	<b><u>Section</u></b>
1. Northwest Commission on Colleges and Universities Mid-Cycle Accreditation Report ( <i>Chilton</i> )	SO-1
2. Discontinue Required Use of the SAT and ACT in WSU’s Admissions Processes ( <i>Chilton</i> )	SO-2
3. Revision to WAC 504-26 – Standards of Conduct for Students ( <i>Gonzales</i> )	SO-3
4. Facilities Naming Proposal ( <i>Schulz</i> )	SO-4

<b><u>Information Items</u></b>	
1. Election of Officers ( <i>Blankenship</i> )	SO-5
2. Modernization Initiative Update ( <i>Pearson/Skinner</i> )	SO-6
3. Update on Initiative for Data-Informed Decision Making ( <i>Hoyt</i> )	
4. Legislative Update ( <i>Kerr</i> )	

**ACTION ITEM #1**  
NWCCU Mid-Cycle April 2021 Report  
(Elizabeth S. Chilton)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Northwest Commission on Colleges and Universities (NWCCU) Mid-Cycle Review Accreditation Report

**PROPOSED:** That the Board of Regents approve the NWWCCU Mid-Cycle Review Report.

**SUBMITTED BY:** Elizabeth S. Chilton, Executive Vice President and Provost

**SUPPORTING INFORMATION:** Washington State University (WSU) will undergo its accreditation mid-cycle review by the Northwest Commission on Colleges and Universities (NWCCU) in April 2021. The University will submit the attached self-report that presents two examples of what is considered to be WSU's best programs in undergraduate assessment. The report focuses on the UCORE program and the major in Human Development. Updates pertaining to the two outstanding recommendations received during the last comprehensive review are also provided and include: improve the ability to rapidly disaggregate student data, and more consistently use data to inform strategic decision-making. As expressed in the report, we are confident in our ability to address each of these recommendations.

The mid-April review will include a day-plus site visit from a small team, likely two people, plus a representative from NWCCU. NWCCU offered the opportunity to have the visit focus on developmental goals with the team members coming from aspirational institutions. WSU accepted the offer, and the Provost's Office has provided a brief list of aspirational schools. NWCCU is in the process of arranging the visit. This is a new opportunity for select schools, and as such, WSU does not currently have particulars about how the visit will be structured.

**ATTACHMENT:** NWCCU Mid-Cycle Accreditation Report

Accreditation Mid-Cycle Report  
Washington State University

Submitted to the Northwest Commission on Colleges and Universities

Craig D. Parks  
Accreditation Liaison Officer and Vice Provost for System Innovation  
and Policy

March 1, 2021

## Mission Fulfillment

In Fall 2020 Washington State University launched its new five-year strategic plan. The plan articulates the university's goal of being one of the nation's preeminent land-grant institutions and reaffirms that our land-grant mission is central to everything we do. The plan is structured around our commitment to the wellbeing of Washingtonians and state commerce. This commitment is embodied in a core set of guiding principles:

- Education improves lives and should be provided to anyone who seeks it, regardless of background or means.
- Societal transformation is brought about through the execution and application of research, scholarship, and artistic activity.
- Service and outreach enrich the social, economic, and cultural vitality of the state and the region.
- Global engagement is essential for solving world problems.
- Institutions of higher education can serve as models of ethically and socially just culture.
- We have a responsibility to contribute to the whole-person wellness of our associates and the overall wellness of the communities in which we reside.

The plan presents system-level goals that are driven by these guiding principles. Accomplishment of these goals requires not only action at the institutional level, but also contributions from campuses, colleges, extension locations, and operational units. To this end, each campus, college, and unit will be asked to refine their own strategic plan to indicate to which institutional goals they can contribute and how they will do so.

Our previous strategic plan employed 57 metrics, a number of which assessed inputs or processes rather than outcomes. At our most recent Year Seven review we were encouraged to reduce the number of metrics in our next plan and focus only on outcomes. We took this advice to heart, and the new plan will employ far fewer metrics, most likely ~ 20 quantitative outcome metrics that collectively provide the clearest picture of how well we are progressing toward our goals. All are commonly used metrics that are readily interpreted and will allow us to compare our accomplishments against peer and aspirational institutions. The metrics also provide clear indication if some aspect of our mission is not being met. We do not expect to ever have to take advantage of this feature, as WSU approaches or exceeds national averages on all major measures of accomplishment. Our focus is on continued improvement while maintaining our accessible, student-friendly ethic. Institutions can sometimes get into trouble when they attend only to new ideas and lose track of their core values. We believe our strategy for assessing institutional performance avoids that problem.

The metrics in our set are also vital for data-informed decision making. The new [WSU System Strategic Plan](#) is organized around and articulates the principle of using evidence collected through annual assessment to allocate resources and make decisions about institutional development. In past plans this was implied but an explicitly stated principle. As a result, decisions were sometimes made that were well-motivated but with no clear connection to the strategic plan. The new plan minimizes the likelihood of this happening by requiring an annual environmental scan and public strategic plan review. The scan will detect evolving state and commerce needs and inform the review, which is an opportunity for the university community to discuss whether the goals and strategies remain appropriate or need

revision. Implementing a formal, data-driven approach requires that we revise some decision processes and take a hard look at our budgeting strategy. To this end, we have appointed an [Executive Budget Council](#) to evaluate and make recommendations about our budget processes that will help us align resources with strategic priorities. We are working hard and hope to have revised budgeting and decision-making approaches ready for use by the start of AY2021-22, but the continued uncertainties resulting from the pandemic may render this an overly ambitious goal.

Implementation of the plan is accomplished through a three-tiered management structure.

- The System Council oversees and monitors progress toward implementation of the system strategic plan, as well as plan-related initiatives. They advise the university's Board of Regents on priorities and strategies for goal attainment. They are responsible for monitoring the educational and societal landscapes in order to anticipate changing needs, new philosophies, and legislative expectations and position WSU to proactively respond. They produce an annual progress report that is made publicly available. The Council is in the process of assembling a dashboard for the performance metrics. It will include some secondary metrics that reflect inputs (e.g., grant dollars awarded annually) or processes (e.g., scores on the National Survey of Student Engagement) that impact our outcomes and which we want to monitor. Council membership includes leaders from every campus, college, and major unit of university operations.
- The System Strategic Planning Implementation Team reports to the System Council and manages the operational aspects of planning. They are responsible for making sure all operational processes align with the system strategic plan, executing the annual environmental scan and conducting the public review of results, managing plan-related initiatives, managing and revising the set of outcome metrics, recommending topics for discussion between the System Council and Board of Regents, and preparing all communications about planning. Membership consists of one senior administrator from each campus.
- The System Strategic Planners Council reports to the Implementation Team and functions as a team of local experts that serves as a think tank and sounding board for the Team. Members act as information sources within their university communities and help to advance and encourage a culture of planning across the institution. They serve as operational personnel for planning-related events. To maintain and expand their planning expertise they regularly participate in professional development activities related to strategic planning. The Council consists of approximately 30 members who represent all major areas of institutional operations.

Assessment of progress toward our instructional goals is assisted by our Office of Assessment for Curricular Effectiveness (ACE) and the Graduate School. ACE coordinates annual assessment of our undergraduate and professional programs and the Graduate School coordinates assessment of doctoral programs. Each office prepares an annual summary of results which is distributed to academic, college and campus leadership and is available to consult on interpretation of results.

## Student Achievement

As a part of the institution's ongoing self-reflection, there are several student achievement measures utilized for assessment and improvement of student success efforts. The standard first-year retention and 4-year and 6-year graduation rates of first-time, full-time, and transfer students are disaggregated by demographics and tracked to assess progression and equity gaps. Internally, we are also tracking fall to spring retention, first year successful completion of English course and Math course.

Washington State University participates with entities to capture additional national data allowing the institution to more fully measure progress and completion and compare to peers. The Student Achievement Measure (SAM) allows the institution to measure movement across institutions for a fuller picture of progress and completion and the Voluntary System of Accountability (VSA) tool provides peer comparisons on measures report to the Integrated Postsecondary Education Data System (IPEDS). An overview of the latest peer comparative data shows Washington State University's first-year retention is 79% while our peer average is 86%. The six-year graduation rate overall is 59% while our peer average is 72%. A breakdown by race/ethnicity shows gaps of -3% for international students to -17% for Native Hawaiian/Pacific Islander and Latinx compared to our peers. Internally, the gap between white students and our underserved racial and ethnic groups ranges from -5% for International students to -34% for Native Hawaiian/Pacific Islander. Utilizing the data from these systems, WSU is currently developing an NWCCU accreditation dashboard to be publicly available on the WSU website.

With more recent information tracked but not available for peers, the overall first-year retention rate (2019 cohort) is 80.6% compared to first-generation student retention at 74.9%, low-income student retention at 73.9%, and underrepresented students at 78.5%. The six-year graduation rate overall is 58.5% compared to first-generation six-year graduation rate at 52.1%, Pell eligible (proxy for low income) six-year graduation rate at 50.4% and underrepresented six-year graduation rate at 53.1%. Student retention and graduation rates are publicly available at: <https://ir.wsu.edu/student-retention-and-graduation/>

At a granular level, faculty and administration leaders monitor course failure/withdrawal rates and progression in university core curriculum and beyond. The course failure/withdrawal report is disaggregated by campus, college, academic department, course, and section. WSU has added demographic breakouts to these internal reports in order to monitor and evaluate equity gaps.

A pilot initiative to obtain and report on placement data has produced some valuable information on where our graduates are employed. The initiative is linked to the National Association of Colleges and Employers first destination survey. In addition to collecting the survey data, the colleges involved in the pilot are collecting information from advisors, faculty, and parents as well as information from LinkedIn. The additional information collected attributes to a "knowledge rate" for undergraduate placement after graduation. The most current placement data can be viewed at: <https://app.powerbi.com/view?r=eyJrIjoiazZDZjOWU1NjctOWM5Zi00OTdiLTliMjMtNWMyY2U3ZmZmNGFiIiwidCI6ImI1MmJlNDcxLWY3ZjEtNDdiNC1hODc5LTBjNzk5YmI1M2RiNSIsImMiOjZ9&pageName=ReportSection>

## Secondary Measures

WSU also tracks some secondary measures of student achievement that are of interest. As a doctoral-granting university that also offers professional degrees, the vitality of our post-baccalaureate programs is an important strength. As such, we monitor the number of doctoral and professional degrees awarded per year. WSU offers PhD, Doctor of Education, Doctor of Veterinary Medicine, Doctor of Pharmacy, and Doctor of Medicine degrees, with our inaugural class of MD's graduating in Spring 2021.

WSU tracks the number of undergraduates who assist faculty with scholarly activity, participate in study abroad programs, take advantage of service-learning opportunities, and enroll in internships. These counts are then aggregated into a single indicator of total participation. These indicators are taken from the National Survey of Student Engagement (NSSE) set of high-impact practices. These activities are not mutually exclusive, meaning that the total reflects overall involvement rather than a participant headcount. This follows our annual federal reporting requirement for Extension, where we report total enrollment in all educational offerings rather than the number of unique individuals who participated in at least one Extension program. In our most recent student survey, 59% of seniors reported engaging in some form of service learning, 25% assisted faculty with research, 10% did study abroad, and 49% participated in an internship or field experience. We are working to increase all of these rates.

WSU is interested in the [Social Mobility Index](#) developed by Washington Monthly magazine. It indicates how well a school prepares its students to improve their standard of living and assists them with getting a running start to their careers. Unlike other higher education rankings, the elements of this index are all under the school's control and directly relevant to student accomplishment. There are no reputational evaluations or tracking of size of endowment. Standardized test scores are considered, but only as a means of documenting how well the school impacts students who are at a disadvantage on such tests. The index includes many elements and while we are interested in all of them, our immediate focus is on a small subset of measures: 6-year graduation rate; 8-year graduation rate; percentage of students who are Pell-eligible; percentage of Pell students who earn bachelor's degrees; and net price of education. In the most recent (2019) rankings of 395 doctorate-granting institutions, WSU is ranked 29<sup>th</sup> overall and 17<sup>th</sup> among public institutions. Our areas of greatest strength are student loan repayment rate (ranked 4<sup>th</sup> nationally), 8-year graduation rate adjusted for student preparedness (17<sup>th</sup>), and actual versus predicted earnings ten years post-graduation (36<sup>th</sup>). Areas in which we clearly lag include allocation of work-study funds to service activities (288<sup>th</sup>) and actual versus predicted Pell enrollment (272<sup>nd</sup>).

WSU is also interested in tracking affordability as discussed by the [Lumina Foundation](#). How to fully and accurately measure college affordability remains unsettled, but we anticipate incorporating any such measures into our secondary tracking as they emerge.

## **Peer Institutions**

Washington State University annually compares the data from its academic, scholarly, and outreach performance metrics against those of both peer and aspirational institutions. While an institution can be considered a "peer" along many different dimensions, for purposes of evaluating our academic outcomes we have selected from schools that participate in the Association of Public Land-grant Universities (APLU) "Powered by Publics" initiative. This initiative is a collaborative effort to improve

college access, equity, and degree attainment nationwide. It includes 125 institutions organized into 16 thematic clusters. WSU is a member of the Western Coalition cluster.

WSU compares its student achievement data against five schools involved in Powered by Publics. The selected schools are similar to WSU on a number of criteria:

- Land-grant institution
- Enrollment approximately +/- 5,000 of WSU (total enrollment of 31,607)
- Very High Research Activity doctoral university
- Comprehensive research doctoral programs as well as veterinary and medical schools
- High undergraduate enrollment
- More selective in admissions

The five schools that serve as our student achievement peers are

**Colorado State University.** Colorado State University (Fort Collins campus) has a total enrollment of 33,996 and is a member of the APLU Western Land-Grant cluster. They also have a campus in Pueblo.

**Louisiana State University.** Louisiana State University (Baton Rouge campus) has a total enrollment of 31,756 and is a member of the Southern cluster. They have a four-year campus in Shreveport, a campus in Alexandria that offers two- and four-year degrees, and an AA-granting campus in Eunice.

**University of Nebraska.** The University of Nebraska (Lincoln campus) has a total enrollment of 25,390 and is a member of the Big 10 cluster. The university has campuses in Omaha and Kearney and also operates a medical center in Omaha.

**University of Tennessee.** The University of Tennessee (Knoxville campus) has a total enrollment of 29,460 and is a member of the Southern Central cluster. The system maintains campuses in Chattanooga, Memphis, and Martin.

**Virginia Tech.** Virginia Tech, in Blacksburg, has a total enrollment of 36,383 and is a member of the Southeastern cluster. They also have a number of learning centers scattered throughout the state through which they offer primarily professional and continuing education.

## Programmatic Assessment

As programmatic assessment examples, WSU selected the Bachelor of Arts in Human Development, a large undergraduate degree program offered on three campuses, and the University Common Requirements (UCORE) general education program, which impacts nearly all undergraduate students. Both programs have developed, conducted, and used assessment over many years.

Each case study briefly describes the program, its assessment infrastructure and measures of student learning, assessment results, and uses of student learning outcomes assessment to inform decision-making about curriculum and instruction.

WSU values the opportunity afforded by the Mid-cycle Review to reflect on assessment practices and uses of results, and to share approaches, as the university and its academic programs seek to support student learning and meet the evolving needs of students, faculty, and disciplines, advancing WSU's educational and land grant mission. As part of system-wide assessment infrastructure, the Office of Assessment for Curricular Effectiveness (ACE) supports WSU faculty and leadership in developing and implementing meaningful and sustainable assessment systems for undergraduate academic programs, where program collect evidence related to student achievement of learning outcomes, which informs faculty decisions about the design and delivery of high-quality undergraduate curricula.

### Case Study One: Bachelor of Arts in Human Development

#### **Brief Undergraduate Program Description**

Students can pursue a BA in Human Development at campuses in Pullman and Vancouver, and online through Global Campus. The undergraduate program offers a BA degree with a major in Human Development intended to advance the [program's student learning outcomes](#). Pullman students may also pursue a Family and Consumer Sciences Education option while obtaining a BA in Human Development.

#### **Program Size**

Campus	Degrees Conferred				Admitted Majors	
	FY2018	FY2019	FY2020	Past Three FY Total	Fall 2020 Senior Majors	Fall 2020 Total Majors
Pullman	93	117	119	329	93	199
Vancouver	28	40	47	115	30	69
Global	36	29	30	95	51	107
<b>Total</b>	<b>157</b>	<b>186</b>	<b>196</b>	<b>539</b>	<b>174</b>	<b>375</b>

*Note: Obtained from OBIEE degrees conferred and 10<sup>th</sup> day census data; Does not include additional majors*

#### **Program Assessment Description**

##### ***Assessment Infrastructure***

The department has a Faculty Assessment Coordinator, as well as an Undergraduate Program Committee that oversees program assessment. This committee has faculty representation from the Pullman, Vancouver, and Global Campuses, and is co-chaired with one chair on the Pullman Campus and another on the Vancouver Campus. All undergraduate curriculum discussions and changes go through this committee. Changes to the curriculum are implemented with consideration for how those changes will affect students on each campus. Program adjustments are made as a multi-campus committee. Assessment is also periodically discussed at full faculty meetings, including discussion of some assessment data as a part of strategic planning. Annual program assessment reports are submitted each year to the Office of Assessment for Curricular Effectiveness.

Human Development's assessment plan, focused on student learning outcomes for the degree, was selected by ACE in 2017 as a model to share with other undergraduate programs.

### ***Measures of Student Learning***

As outlined in its assessment plan, the Human Development program collects assessment data on each campus where the degree is offered. Internship mentors/early childhood education mentors/student teaching supervisors provide feedback regarding student skills and knowledge each semester. Students pursuing family and consumer sciences education must also pass a state certification assessment. The internship mentor evaluations address four program learning outcomes related to students' knowledge of human development and context, communication skills, and professional preparation. All Human Development majors are required to complete an internship/field experience and follow-up with mentors ensures that the program receives feedback about more than 90% of majors. This measure is well-established and has been collected for a number of years.

Program faculty have also used rubrics to evaluate written and oral communication skills in students' final papers and presentations in HD 410, Public Policy Issues in Human Development.

To provide information about the student experience, the program also collects an end of program student survey about the types of experiences students have had during their programs and internships/field experiences.

### **Program Assessment Results**

#### ***Senior Achievement of Program Learning Outcomes***

In 2019, programs were asked for the first time to report on the extent to which senior majors were meeting faculty-determined expectations for the degree's learning outcomes. Human Development reported that their program reviewed/discussed assessment results for four program learning outcomes in the past year, examining internship mentor feedback regarding student skills and knowledge. Consistent with previous years, the mentor feedback data indicated that students were rated above "competent" for the four program learning outcomes.

Additionally, students express feeling well prepared for their internships/field experiences. Roughly 50% of internships/field experience placements lead directly to employment upon graduation.

### **Use of Assessment to Inform Decision-making about Curriculum and Instruction (Selected Examples)**

Assessment data have been used to inform revisions to the Human Development program (course content, order of courses, addition of courses, scaffolding of student experiences to meet student learning outcomes), to schedule faculty professional development, and to establish teams of faculty to more closely align course content and experiences for students on all three campuses.

Recent examples include:

- Internship mentor feedback regarding student skills and knowledge has allowed the Human Development program to look more critically at their curriculum to make sure that students have the background they need to enter the multiple types of situations they may encounter during their internships. While mentor feedback has indicated that students are meeting faculty-determined expectations for four learning outcomes, results have shown room for improvement in students' abilities to be appropriately assertive with clients, recognize limitations, and assert their own views effectively. As a result, the Human Development program revised the internship preparation courses to include class discussions regarding being assertive with clients and asserting one's views and recognizing limitations.
- Additionally, results from the end of program student survey has informed decision-making about curriculum and instruction. For example, student reports of too much overlap in course content, along with faculty concerns about program alignment with the field and student resources, led the program to change course content configuration for three upper-division courses. The lifespan "divisions" were modified in each of the three developmental courses to reflect current perspectives in the field of human development and to be in greater alignment with the career goals of human development.
- The program has also triangulated assessment data from mentor evaluations and the end of program student survey to inform revisions to program options to align more clearly with students' career choices, and industry needs.
- Although it did not appear in end of program or through mentor evaluations, faculty noted that students were having a difficult time defining and explaining their program focuses. Certificates had been used to provide focus but not all students chose to complete and purchase certificates to have the program focus noted on an official university document.
  - Faculty coached students about the presentation of their program focus through resume' writing and interview practice.
  - Faculty proposed program options that allowed more ready program focuses and did not require the purchase of a certificate so that the focus shows on a formal university document. These options are under university review during the 2020-2021 academic year and should be ready to implement beginning fall 2021.
- Faculty rubric scores evaluating student's communication skills have allowed the program to monitor student performance near graduation and identify opportunities for improvement. A number of faculty participated in a series of workshops led by the WSU Writing Center to learn how to better frame and assess student writing. Additionally, the program used these results to consider where more writing scaffolding could occur throughout the program, as well as where to give students more speaking opportunities, as part of curricular changes.

## **BA in Human Development: Student Learning Outcomes**

Posted on the program website: <https://hd.wsu.edu/ba-in-human-development/>

- 1. Human Development:** Students demonstrate an understanding of social, emotional, cognitive and physical development across the lifespan in the family context.
  - 1.1. Demonstrate understanding of principles of human growth and development across the life span.
  - 1.2. Identify conditions and processes that promote growth and development across the life span.
  - 1.3. Analyze theoretical perspectives to understand growth and development across the lifespan.
  - 1.4. Understand the nature and functions of interpersonal relationships throughout the lifespan.
  - 1.5. Analyze the impact of family as a system on individuals.
  
- 2. Context:** Students demonstrate an understanding of how contextual systems interact to influence family and individual development.
  - 2.1. Demonstrate an understanding of how specific contexts (i.e. work setting, school, child care, community, SES, culture) interact to influence family and individual development.
  - 2.2. Demonstrate an understanding of how specific processes (i.e. communication/interaction, stress, divorce, marriage, community participation) influence family and individual development.
  - 2.3. Analyze policies that support individual, family and community well-being.
  
- 3. Information Collection and Use:** Students demonstrate an ability to critically select, evaluate, and utilize information to understand and benefit individuals and families.
  - 3.1. Demonstrate an ability to select, analyze, and effectively utilize information.
  - 3.2. Apply appropriate theories to issues related to individuals and families.
  - 3.3. Demonstrate an understanding of research methods for systematically collecting, analyzing, and using data to inform decisions about individuals and families.
  - 3.4. Demonstrates ability to objectively listen and observe.
  
- 4. Communication:** Students demonstrate writing, listening and speaking skills appropriate for human development related occupations.
  - 4.1. Writes clearly and effectively.
  - 4.2. Communicates ideas clearly and effectively in a formal presentation.
  
- 5. Professional Application:** Students demonstrate application of human development knowledge and skills in professional settings.
  - 5.1. Students demonstrate professional behaviors, skills, and knowledge in providing family and community services
  - 5.2. Students demonstrate standards of professional ethics.
  - 5.3. Students demonstrate transferable and employability skills in community and workplace settings.
  - 5.4. Utilizes communication strategies and skills to work effectively with others

## Case Study Two: University Common Requirements (UCORE) General Education Program

### Brief Program Description

WSU's general education program, known as the University Common Requirements or UCORE, helps students acquire broad knowledge and transferable skills to complement their major programs of study. UCORE engages students in a well-rounded education through a curriculum designed to advance [WSU's Seven Learning Goals of Undergraduate Education](#).

UCORE is bookended by a required first-year course [ROOT] and a senior capstone experience [CAPS]. Foundational courses and inquiry-based learning in the disciplines are complemented by a diversity requirement that embraces both American and global issues. The program's structure includes coursework in contemporary issues, social sciences, humanities, creative or professional arts, quantitative reasoning, natural sciences, and diversity, as well as communication, computation, and human relations. Together requirements comprise a minimum of 34 credit hours.

The UCORE curriculum is offered on all WSU campuses, including online through Global Campus, and provides many individual pathways through the curriculum, including introductory, advanced, and integrative forms of learning. For more information, see UCORE's [curriculum webpages](#) and the [Map of UCORE Requirement Areas](#).

### Brief Program Size

Campus	Enrollment in [ROOT] Courses			Enrollment in [CAPS] Courses		
	AY2017-18	AY2018-19	AY2019-20	AY2017-18	AY2018-19	AY2019-20
Pullman	4785	5248	4732	3724	3901	3968
Tri-Cities	328	325	288	365	338	360
Vancouver	548	494	540	1014	1070	1022
Spokane			1	295	287	269
Everett	34	51	38	100	101	120
Global	510	577	602	866	1042	975
<b>Total</b>	<b>6205</b>	<b>6695</b>	<b>6201</b>	<b>6364</b>	<b>6739</b>	<b>6714</b>

*Note: Obtained from OBIEE 10th day census data; Includes undergraduate students enrolled in Fall, Spring, and Summer courses*

### Program Assessment Description

#### **Purposes for UCORE Assessment of WSU's Seven Learning Goals**

- 1. Monitor Achievement:** Determine the extent to which students are meeting expectations in the context of the UCORE curriculum and monitor results for any red flags. Periodically confirm if the basic suite of measures are meeting needs and recommend improvements. Regularly report on WSU's Seven Learning Goals, in the context of the UCORE curriculum, for university overview and accreditation.
- 2. Look More Deeply at Particular Learning Goals or Questions:** Dig deeper into particular WSU Learning Goals or questions, which may involve different or more fine-grained assessment tools and processes. The UCORE Assessment Plan alternates these assessments with a regular basic dashboard approach to monitor achievement, as described above.

- 3. Use Results for Improvement:** Design and implement assessments that can be used formatively, to guide improvement of courses, instruction, and curricula, and also summatively, for accountability and accreditation. UCORE intends assessment activities to be useful to faculty and programs, and seeks to widely share results with constituents. The UCORE Assessment website supports regular communication with university stakeholders, students, and the public.

### ***Assessment Infrastructure***

The UCORE curriculum is administered by the Office of the Provost in collaboration with the UCORE Director and the UCORE Committee, which includes faculty from each undergraduate degree-granting college and campus. The UCORE Director provides guidance and oversight of the UCORE general education curriculum and related achievement of WSU's Seven Learning Goals. The [UCORE Committee](#), in concert with the director, approves courses, regularly reviews results of UCORE assessment, monitors and recognizes achievement, and suggests uses of assessment results to inform or influence decisions intended to enhance student learning.

The [UCORE Assessment Subcommittee](#) advises the UCORE Director and serves as a working group for discrete assessment tasks (e.g., pilot measures, policies and practices, interpretation of results, and curriculum recommendations), before items go to the UCORE Committee for consideration, adoption, and/or implementation. Faculty participate on the UCORE Assessment Subcommittee and also contribute to assessment of key programs and courses. The [Office of Assessment for Curricular Effectiveness \(ACE\)](#) assists with UCORE assessment by providing leadership, expertise, and administrative support for UCORE assessment, including assessment planning and data collection, analysis, and reporting.

The UCORE Director regularly updates both the UCORE Committee and Subcommittee for Assessment on assessment results and actions, and reports periodically to the Provost and university community on undergraduate student learning assessment results and the effectiveness of the UCORE curriculum.

### ***Measures of Student Learning***

As outlined in the [UCORE Assessment Plan](#), UCORE assessment includes a range of measures designed to collect information about how well students are progressing with WSU's Seven Learning Goals, with three key assessments collected on all campuses as the foundation:

- [UCORE Capstone \[CAPS\] Faculty Assessment of Student Learning \(Direct Measure; Senior-level\)](#). Collected since 2015, UCORE Capstone [CAPS] Course Assessment Reports are intended to gauge student learning on WSU's Learning Goals at the graduating undergraduate level. [CAPS] faculty submit a short report of holistic student achievement of the WSU Learning Goals demonstrated in their course (using faculty expert judgement), as well as information about student preparedness for [CAPS] level work. To complement [CAPS] Assessment Reporting for UCORE, [CAPS] course enrollments and C-/D/F/W rates are also monitored (indirect measures, giving information about success and progress through the curriculum) for UCORE assessment.
- [First-Year Experience \[ROOT\] Faculty Evaluation of Student Work \(Direct Measure; First-year Students\)](#). Collected since 2012, Roots of Contemporary Issues assessment is intended to provide [ROOT] faculty with information for program improvement, as well as gauge student learning on WSU's Learning Goals at the first-year level. [ROOT] faculty evaluate a random sample of students' papers using a faculty-developed rubric. Direct measures for [ROOT]

assessment includes the Final Papers Assessment and the Diversity & Inequality Papers Assessment, conducted biennially in alternating years.

- **National Survey of Student Engagement (Indirect Measure; Senior-level and First-year Students).** The National Survey of Student Engagement (NSSE) assesses the extent to which students engage in educational practices associated with high levels of learning and development. At WSU, NSSE is typically offered to all first-year and senior students every other spring.

*Note: Some programs collect additional assessments to use formatively, which are not aggregated for UCORE or included in the UCORE Assessment Plan.*

## **Program Assessment Results**

### ***Senior Achievement of WSU's Learning Goals***

Given their position within the UCORE curriculum, [CAPS] courses carry a strong responsibility for culminating evidence of student achievement of WSU's Learning Goals. All [CAPS] courses require students to demonstrate at least four of WSU's Learning Goals: Critical & Creative Thinking, Information Literacy, Written Communication, and Depth, Breadth, & Integration of Learning. In addition, Oral Communication, Quantitative Reasoning, Scientific Literacy, and/or Diversity may be included as appropriate to the discipline or course.

As reported in the [2019 Biennial UCORE Assessment Summary of Student Achievement](#) most seniors exceeded or met faculty expectations at the graduating undergraduate level at the end of their [CAPS] course for Critical & Creative Thinking (82%), Information Literacy (82%), Written Communication (82%), and Depth, Breadth, & Integration of Learning (82%). In [CAPS] courses where faculty members found enough elements to evaluate student learning on additional learning goals, most seniors exceeded or met faculty expectations for Oral Communication (85%), Quantitative Reasoning (80%), Scientific Literacy (86%), and Diversity (92%).

### ***Additional Evidence of Student Learning on WSU's Learning Goals***

ACE prepares regular public-facing reports for key assessment measures that are posted to the [UCORE Assessment](#) website. These results are also compiled into [biennial summaries](#) of UCORE-related student learning assessment on WSU's Learning Goals for WSU faculty, leadership, and other stakeholders.

Additionally, internal reports and supplemental analyses with greater detail allow UCORE assessment leadership and committees to more deeply explore questions that arise about student learning, course delivery, and the UCORE curriculum. These internal reports are archived in the UCORE Assessment SharePoint site.

## **Use of Assessment to Inform Decision-making about Curriculum and Instruction (Selected Examples)**

The UCORE Assessment website includes a number of [examples of how student learning evidence contributes to decision-making](#) intended to support student learning and quality education.

Recent examples include:

- As part of AY 2019-20 [CAPS] Assessment Reporting for UCORE, instructors indicated if they planned to make any changes in future semesters based on [CAPS] assessments from the current semester. Overall, 58% of instructors indicated that they planned to make a change to their course based on assessment. Most commonly the changes were to assignments or instructional approach. See [Using Assessment to Inform Decision-making in AY 2019-20 UCORE Capstone \[CAPS\] Courses](#) for more details.
- WSU Writing Program is implementing a teaching writing professional development series for faculty (both UCORE and beyond) beginning Spring 2021. [CAPS] assessment data contributed to this decision, as instructors identified writing skills as the area where students were underprepared for capstone writing assignments.
- Based on C-/D/F/W rates in [CAPS] courses between AY 2016-17 and 2018-19, the UCORE Director shared concerns about juniors in [CAPS] in a memo to advisors, providing reminders about the role of [CAPS] and best practices when advising juniors.
- [ROOT] faculty collect and regularly use a suite of assessments and faculty development activities to continually improve their large program, touching nearly all undergraduates. [ROOT] assessment involves several regular initiatives, including direct assessments of student papers, course grade distributions, classroom observations, syllabus and lesson plan review, and review of course evaluations (see RCI's [assessment and training](#) webpage for more information). Results from these assessments are shared with [ROOT] faculty and leadership and used to guide faculty development, monitor trends over time, and guide decisions to improve the design of assignments, modules, feedback, grading, and instruction. For example:
  - Results from direct assessments of student papers and course grade distribution studies have spurred discussions among [ROOT] faculty about the alignment among the programmatic assessment rubric and individual grading rubrics. The goal of these ongoing discussions was not to work toward a standard grading rubric that all faculty use, but instead to agree on which basic elements guide our evaluation of student work across sections.
  - As part of the annual direct assessment of student papers, faculty raters attend anchor training and norming sessions designed to introduce raters to the rubric and purpose, and calibrate raters to what student performance looks like on the rubric, prior to rating student work. When asked to provide feedback on their anchor training, norming, and rating experience in 2017, [ROOT] faculty commonly indicated that participation in these assessment activities changed the way they would give feedback to students, design assignments, and grade student work in their courses. See [Final Papers Assessment Project Participation Influences Teaching and Learning in UCORE First-Year Experience \[ROOT\] Courses](#) for more details.
- WSU's Pullman English Composition Program has used English 101 (College Composition) quantitative and qualitative assessment results to guide professional development for instructors and to start conversations across campuses to increase the shared understanding of instructors about the learning outcomes and expectations for student achievement. See [Embedded Assessment Results Influence Teaching and Build Shared Expectations of Student Achievement in English 101 \[WRTG\]](#) for more details.

- UCORE assessment processes, data, rubrics, and tools, along with faculty course review, have spurred faculty and university leadership discussions about the intent and scope of the UCORE requirements and learning goals. For example:
  - To better understand and represent the components of undergraduate education and their contribution to WSU’s Seven Learning Goals (including the relationship between UCORE and the major), the UCORE Director and ACE worked over three semesters to develop and refine a [visual of undergraduate education](#) (with input from faculty and university leadership).
  - Discussion about the role of the foundational, inquiry, and diversity requirements, including where and when students should take them in the curriculum, has opened dialogue among UCORE committee leadership and department and college leadership about optimizing student experience, including the relationship between general education and major programs of study.
  - An initiative is in progress to articulate “threshold competencies” that more accurately reflect learning outcomes expectations in lower division UCORE courses for learning outcomes not addressed in a student’s chosen major.

## Moving Forward

Washington State University is scheduled for its Evaluation of Institutional Effectiveness review in 2025. While the pandemic has created a great deal of uncertainty in institutional finances and student enrollment, we have some specific goals to be met by 2025 and to which we plan to allocate resources. In this section we describe those goals and plans.

### **Diversity, Equity, and Inclusion**

WSU's primary initiative for the immediate future is expansion of our efforts to have a more diverse campus community. The percentage of our undergraduate student body that are ethnic minority has increased every year since 2016, from 28.9% to 33.2%. This increase has been driven mostly by Asian students. Over that same time period, the percentage of undergraduate students from underrepresented groups increased only from 18.2% in 2016 to 19.8% in 2020. We have similarly had difficulty attracting and retaining faculty from underrepresented groups. Specific numbers are not available because WSU does not require applicants to include their ethnic identity in their materials, but even a cursory survey of academic units reveals considerable racial homogeneity.

WSU has committed to an aggressive approach to the problem. To address student recruitment, in 2017 our Office of Student Affairs hired an Associate Vice President for Community, Equity, and Inclusive Excellence, Dr. Jaime Nolan. Among other duties Dr. Nolan is charged with addressing university climate and culture issues that affect undergraduates, particularly those from underrepresented groups. She created a number of [working groups](#) to investigate techniques for improving climate and culture. Their findings and recommendations were combined in a [final report](#). In response, in Fall 2020 President Kirk Schulz formed a Task Force on Equity in Policy and Practice. The President is also in the process of forming a Commission on Campus Climate and Culture. Student Affairs has also established a certificate program in community and equity that launches in Spring 2021 and is available to all WSU employees.

Diversification of faculty is a major initiative for WSU's new provost, Dr. Elizabeth Chilton. She has tasked Senior Vice Provost Dr. Laura Hill with addressing the problem and created a 0.75 FTE administrative position that reports to Dr. Hill and works on faculty diversity. The position has been divided between two people: Dr. Lisa Guerrero (0.5 FTE), Associate Vice Provost for Inclusive Excellence, and Dr. Trymaine Gaither (0.25 FTE), Special Assistant to the Provost for Inclusive Excellence. Their positions commenced in December 2020 and January 2021 respectively. Provost Chilton has also launched a multi-year cluster hire program that focuses on American racism and social inequality <https://provost.wsu.edu/clusterhire/>. The positions are competitively allocated. Five positions to be searched in spring 2021 were allocated to the School of Music, School of Design and Construction, Department of Criminal Justice and Criminology, Department of History, and the Program in Digital Technology and Culture. We expect to make a second round of positions available during AY2021-22 and a third round in 2022-23. A goal of this initiative is to build a multidisciplinary network of scholars who can collaborate on teaching and scholarly inquiry. Dr. Guerrero is coordinating the program.

WSU's Office of University Marketing and Communications (MarComm) is in the process of conducting unit-wide education on best practices for communicating about diversity, equity, and inclusion issues. This endeavor was motivated by the unit's collective desire to be actively engaged in addressing

systemic racism. MarComm is in the midst of determining if there are areas of cultural competency in which they need focused training. After any needed training is complete, MarComm will implement a plan to infuse equity-mindedness throughout university communications and marketing.

As a result of these initiatives, by 2025 we hope to be able to report a substantially larger percentage of students from underrepresented groups in our student body, improvement in our faculty diversity, steps taken toward establishing a national reputation for education on and scholarly inquiry into issues of racism and inequality, and demonstrate a well-established equity approach to our communication and presentation. We regularly monitor the strategies of other institutions and we would like to discuss with the mid-cycle site team what is working and not working at their universities.

### **Reduction of Educational Equity Gaps**

Like most other institutions, Washington State University continues to wrestle with a persistent discrepancy in educational attainment between white and IPEDS minority status undergraduates. Our most recent four-year graduation rates are 45.8% for White students and 33.9% for minority students. Six-year graduation rates are 62.6% and 51.8% respectively. Further, these differentials are functionally unchanged over the last ten years. At that time, four-year graduation rates were 40.6% and 29.5% and six-year rates 70.0% and 62.9% for White and minority students respectively.

We are aware that financial need and family issues are the two major contributors to delayed graduation and that these issues are especially acute among minority students. There are also a variety of academic support needs that the evidence suggests are especially strong among underrepresented students. The institution can assist with at least some financial challenges and many of the academic supports. Well-constructed interventions have been shown to increase timely graduation by these students. WSU is in the process of implementing some of these interventions through the [Office of Academic Engagement](#) (OAE). OAE is a unit within the Provost's Office that is charged with developing best-practice programs for student success and helping academic units that want to establish their own in-house supports. OAE currently offers the following programs:

- [Cougs Rise](#), which works with low-income and first-generation high school students from select Washington schools to help prepare for and transition to college
- [Invest in Cougs](#), which helps reduce financial barriers to degree completion for Pell-eligible students with greatest unmet need
- [College Student Foundation Achievers](#), which provides scholarships and a variety of services to students from low-income families
- [Passport](#), which provides scholarships and advisement to students from state and tribal foster care, refugee minors, and unaccompanied homeless youth
- Suites of student support services for first-generation students from low-income households or students with disabilities who are pursuing a degree in [teaching](#) or [STEM or health sciences](#). A separate set of supports is available for students who are [veterans](#)

WSU has a 20-year-old [TRIO](#) program, managed by our Office of Student Affairs, that serves about 160 low-income students per year. The program concentrates on helping students overcome social, cultural, and class barriers that impede their progress toward degree completion. TRIO currently provides a suite

of eight programs that support middle school and high school students as well as college students. One program is dedicated to older citizens who would like to pursue a college degree.

WSU is working to involve faculty in the effort. The university's [Smith Teaching and Learning Grants](#) annually provide, on a competitive basis, faculty with up to \$5,000 to pursue instructional innovation that promises to improve student learning. The 2021 competition solicits proposals in two areas: Flipped design of large lecture courses, and strategies to increase completion in classes with high C-DFW rates or reduce equity gaps. The 2020 competition also had C-DFW rates and equity gaps as a focus area. Awards in this area were made for projects on the benefits of a mindfulness-based curriculum, community engagement as a facilitator of technical writing skill acquisition, a comprehensive program to improve mastery of basic physics concepts, and restructuring of programming assignments in introductory computer science courses.

WSU also has a dedicated office for [undocumented students](#). It provides a variety of services for such students including DACA information, immigration law consultations, professionally led resilience and self-care support groups, and a Spanish-language orientation program for new students and their parents. The office also offers training to those who would like to be allies of undocumented students.

We are proud of these programs, but the need to increase the number of both students served and services offered is substantial. We have had conversations with other institutions that offer programs that would serve our students well (e.g., Georgia State University). However, the pandemic has forced us to scale back the pace at which we had been working to develop versions of these programs. We had planned to make site visits to some of the institutions with whom we had been talking to observe their programs in action and learn about their operation. The financial impact of the pandemic presents an additional limitation on what we can accomplish when. We are moving forward with plans to expand our supports in order to reduce equity gaps and will appreciate suggestions and insights from the site team on practices at their own institutions.

## **Retention**

WSU has struggled to improve its first year systemwide retention rate, defined as the percentage of first-year students who returned to any WSU campus in the next academic year. Over the last 20 years it has slowly declined from about 85% to about 80%. The decline is partly the result of the growth of our student body. WSU had record-high enrollment every year from 2014 to 2019, and such growth will bring with it an increasing number of students who feel overwhelmed or intimidated by the size of the school. Reductions in state funding over this time period, and corresponding increase of financial burden on the student, also contribute to reduced retention. Still, our peer institutions have experienced the same enrollment growth and decline in public money, and they have been able to maintain retention rates that are 5 – 10% higher than ours. We would like to achieve and maintain a first-year retention rate of 88 – 90%.

The university has a number of initiatives underway that are directed at increasing our retention rate. The President's Commission on Campus Climate and Culture, mentioned earlier, will work on removal of factors that make the university feel unwelcoming to students from underrepresented groups. The Provost's Office has adopted the [Navigate](#) advising app developed by EAB to track a student's progress

and predict their chances of success given current activities. Navigate allows an advisor to intervene proactively if a student is struggling or going in the wrong direction and help the student get back on track. The Provost's Office has also assembled a [Cougar Success](#) web page which serves as a clearinghouse for information and resources about academic success, healthy living, tutoring, learning resources, goal setting, stress management, and support services. The university-wide Transformational Change Initiative ([TCI](#)), launched in 2016, is a comprehensive student success program that impacts the student from matriculation to graduation and includes programming for parents and guardians of first-year students and workshops for faculty on curriculum development.

Our ambitious goal for 2025 is to have increased first-year retention by 1% every year. This would put us around 85% and halfway to our goal. A yearly 1% increase equates to 45 – 50 more students returning to the system for their second year every year. We believe this is very doable once we find the right combination of interventions and strategies. As with the other plans discussed in this section we regularly monitor and talk with peer and aspirational institutions to learn how they are succeeding at retention. We look forward to discussing all of these challenges and opportunities with the site team members.

## ACTION ITEM #2

### Discontinue Required Use of the Scholastic Aptitude Test (SAT) and American College Testing (ACT) in WSU's Admissions Processes (Elizabeth S. Chilton)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Discontinue required use of the SAT and ACT in WSU's admissions processes

**PROPOSED:** That the Board of Regents discontinue required use of the SAT and ACT in WSU's admissions processes.

**SUBMITTED BY:** Elizabeth S. Chilton, Executive Vice President and Provost

**SUPPORTING INFORMATION:** In response to disruptions caused by COVID-19, the Washington Student Achievement Council (WSAC) granted public universities the ability to waive or make optional the SAT and ACT standardized tests for the 2020 (late applicants) and 2021 admission cycles. As the 2022 admission cycle quickly approaches, a decision regarding the future use of standardized testing in the admissions process is warranted.

Nationally, the sentiment to move away from standardized tests has been building for some time, particular because of concerns about implicit cultural bias in such tests and resultant inequalities among racial and ethnic groups.<sup>1</sup> The COVID-19 pandemic has exacerbated this move.<sup>2</sup> In January, the College Board announced they would no longer offer Subject tests or the Essay on the SAT.

After thoughtful discussions and evaluation, the Office of the Provost proposes that WSU no longer require or utilize the SAT or ACT in the admissions process. Additionally, it is recommended that WSU no longer require or use the SAT or ACT in the selection process for scholarships and/or tuition waivers. WSU Chancellors, Deans, Vice Presidents, Enrollment Management, Academic Engagement and

---

<sup>1</sup> For a case study in Texas, see <http://tupress.temple.edu/book/2000000009587>

<sup>2</sup> For recent background, see <https://www.chronicle.com/article/the-covid-effect-most-colleges-will-keep-test-optional-policies-for-good> and <https://www.insidehighered.com/admissions/article/2021/02/26/act-admits-test-optional-admissions-isnt-going-away>

Student Achievement, and other campus partners unanimously support this recommendation to no longer require the SAT or ACT for purposes of admission.

Finally, the data below indicates that high school grade point average (GPA) is a better predictor of success at WSU than standardized test scores. Both 6-year graduation and 1<sup>st</sup> year retention rates are higher for students with a high school GPA of 3.5+ than for the students that score well on the SAT (1200+). This difference is pronounced for the 6-year graduation rate. While other options are available to WSU (i.e., test optional or test blind), no longer requiring test scores eliminates the ambiguity for prospective students that sometimes persists when an institution makes the test optional, and it will alleviate the financial and structural barriers to taking the test in our efforts to support inclusive excellence.

WSU 6-year graduation and 1st year retention HS GPA v. SAT									
	(Entering Freshman Cohort)								
	2011	2012	2013	2014	2015	2016	2017	2018	2019
HS GPA (3.5-4.0) 6-year graduation rate	70.5 to 79.7%	71.4 to 79.3%	71.7 to 81.2%	70.7 to 79.1%	N/A	N/A	N/A	N/A	N/A
HS GPA (3.5-4.0) 1st-year retention rate	85 to 91%	84.43 to 90.8%	85.75 to 92.0%	86.4 to 89.9%	85.04 to 91.0%	85.53 to 89.9%	85.53 to 89.9%	84.26 to 91.0%	84.3 to 89.9%
SAT (1200-1300) 6-year graduation rate	68.6 to 68.4%	67.5 to 64.7%	66.2 to 66.8%	63.9 to 69.0%	N/A	N/A	N/A	N/A	N/A
SAT (1200-1300) 1st year retention rate	84 to 86.5%	83.4 to 83.8%	83.7 to 84.2%	82.1 to 83.5%	82.3 to 84.1%	82.2 to 85.3%	85.5 to 88.2%	81.4 to 85.1%	80.8 to 88.2%

## **ACTION ITEM #3**

### **Proposed Revision to WAC 504-26 Standards of Conduct for Students (Mary Jo Gonzales)**

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU System, Revisions to WAC 504-26-010; 504-26-015; 504-26-020; 504-26-045; 504-26-050; 504-26-120; 504-26-204; 504-26-206; 504-26-209; 504-26-217; 504-26-219; 504-26-220; 504-26-221; 504-26-222; 504-26-223; 504-26-227; 504-26-230; 504-26-401; 504-26-402; 504-26-403; 504-26-409; 504-26-415; 504-26-420; 504-26-425; 504-26-504; 504-26-515; 504-26-525 Standards of Conduct for Students; Creation of WAC 504-26-231

**PROPOSED:** That the Board of Regents approve revisions to WAC 504-26 Standards of Conduct for Students and create a new section, WAC 504-26-231.

**SUBMITTED BY:** Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On May 19, 2020 the United States Department of Education (the Department) published amendments to its regulations for implementing Title IX of the Education Amendments of 1972 (Title IX). The Department's amended regulations specify how recipients of federal financial assistance covered by Title IX (which includes the University) must respond to allegations of gender discrimination, including sexual harassment and sexual assault. The Department's amended regulations took effect on August 15, 2020. Amendments to the University's Standards of Conduct for Students is required to comply with the Department's amended Title IX regulations.

The newly created section, WAC 504-26-231 specifically addresses definitions of relationships and interactions as related to intimate partner violence.

The University filed an emergency rule making order on August 14, 2020 in order to ensure compliance with federal rules. The permanent WAC rule revisions were presented to

the Board of Regents as an information item at the September 2020 meeting and as a future action item at the October 2020 meeting.

In accordance with University and Washington Administrative Code rules, a public hearing was held on January 20, 2021 to solicit comment. No comments were received, written or oral, from the public on this matter.

ATTACHMENTS: Attachment A - Memo to President Kirk Schulz  
Attachment B – Redline Copy

**MEMORANDUM**

DATE: January 21, 2021

TO: Kirk H. Schulz  
President

FROM: Deborah L. Bartlett   
Rules Coordinator

SUBJECT: Amend *WAC* Chapter 504-26 *WAC*: Standards of Conduct for Students

This report is filed pursuant to RCW 34.05.325(4).

On January 20, 2021, a public hearing was conducted to solicit public comments regarding amendment of *WAC* Chapter 504-26 *WAC*: Standards of Conduct for Students. The proposed amendments are being implemented to update the standards of conduct for students. On May 19, 2020, the United States Department of Education (the Department) published amendments to its regulations implementing Title IX of the Education Amendments of 1972 (Title IX). The Department's amended regulations specify how recipients of federal financial assistance covered by Title IX (which include the University) must respond to allegations of sexual harassment. Amendments to the University's Standards of Conduct for Students are required to comply with the Department's amended Title IX regulations.

Due to technical difficulties this hearing was unable to be held by Zoom when originally scheduled on January 11, 2021. Prior to the originally scheduled hearing, notice of opportunity to make public comment on this proposal, either verbally or in writing, was published from January 5, 2021 to January 6, 2021 in the online edition of the Daily Evergreen; on January 7, 2021 on the WSU System Facebook and Twitter sites, and distributed by the Office of Student Affairs to the Associated Students of Washington State University, the Graduate Professional Students Association, the Center for Fraternity and Sorority Life, and Cougar Health Services for publication on their social media sites. Prior to the January 20, 2021 hearing, notice of opportunity to make public comment on this proposal was published on January 13, 2021 in the online edition of the Daily Evergreen; on January 13, 2021 on the WSU Events website, the WSU System Facebook and Twitter sites, and on January 14, 2021 in the WSU Insider Daily Announcements, and was distributed by the Office of Student Affairs to the Associated Students of Washington State University, the Graduate Professional Students Association, the Center for Fraternity and Sorority Life, and Cougar Health Services for publication on their social media sites. Notice was also published on December 16, 2020 on the WSU rule-making website and updated on January 12, 2021. The WSU rule-making website is accessible by a direct link from the WSU home page. Each notice included notification of the time and place of the public hearing where oral comments could be provided and a request for written comments to be submitted no later than the close of business on the date of the hearing, which was originally scheduled for January 11, 2011 and held as rescheduled on January 20, 2021.

No comments were received, oral or written, from the public regarding this proposal.

dlb

cc: Nathan Deen, Assistant Attorney General, Attorney General's Office--WSU Division  
Karen Metzner, Director, Center for Community Standards  
Jill Creighton, Dean of Students and Associate Vice President, Campus Life, Office of Student Affairs  
Kim Holapa, Associate Vice President, External Engagement and Strategic Initiatives, Office of Student Affairs  
Mary Jo Gonzales, Vice President for Student Affairs  
Chris Hoyt, Chief of Staff, Office of the President  
Desiree Jacobsen, Executive Assistant to the Board of Regents

**WAC 504-26-010 Definitions.** Words and phrases used in the standards of conduct regardless of their associated gender identity include all genders. Words and phrases used in the standards of conduct in the singular or plural encompass both the singular and the plural, unless the context clearly indicates otherwise. For purposes of the standards of conduct, the following definitions apply:

(1) Academic integrity hearing board. Teaching faculty and student representatives who, collectively, are authorized by the university or college to review an instructor's determination that a student violated university academic integrity policies and whether or not the outcome proposed by the instructor is in keeping with the instructor's published policies.

(2) Appeals board. The group of students, faculty, and staff, collectively, authorized in accordance with WAC 504-26-115 to consider appeals from a university conduct board's or conduct officer's determination as to whether a student has violated the standards of conduct and any sanctions (~~(imposed)~~) assigned.

(3) Brief adjudication. The process by which a conduct officer may adjudicate student conduct matters (~~(involving)~~) that are not resolving allegations that would constitute Title IX sexual harassment within the university's Title IX jurisdiction, and where possible sanctions (~~(, other than matters involving)~~) do not include suspension for more than ten instructional days, expulsion, loss of recognition, or revocation of degree. Also referred to as a "conduct officer hearing" or "brief adjudicative proceeding."

(4) CCR. The university's office of compliance and civil rights.

(5) Cheating. Includes, but is not limited to:

(a) Use of unauthorized materials in taking quizzes, tests, or examinations, or giving or receiving unauthorized assistance by any means, including talking, copying information from another student, using electronic devices, or taking an examination for another student.

(b) Use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments.

(c) Acquisition or possession of tests or other academic material belonging to a member of the university faculty or staff when acquired without the permission of the university faculty or staff member.

(d) Fabrication, which is the intentional invention or counterfeiting of information in the course of an academic activity. Fabrication includes, but is not limited to:

(i) Counterfeiting data, research results, information, or procedures with inadequate foundation in fact. The office of research

must be consulted in matters involving alleged research misconduct as that term is defined in the university's executive policy 33.

(ii) Counterfeiting a record of internship or practicum experiences.

(iii) Submitting a false excuse for absence or tardiness or a false explanation for failing to complete a class requirement or scheduled examination at the appointed date and time.

(e) Engaging in any behavior for the purpose of gaining an unfair advantage specifically prohibited by a faculty member in the course syllabus or class discussion.

(f) Scientific misconduct. Falsification, fabrication, plagiarism, or other forms of dishonesty in scientific and scholarly research are prohibited. Complaints and inquiries involving cases of scientific misconduct are managed according to the university's policy for responding to allegations of scientific misconduct. A finding of scientific misconduct is subject to sanctions by the center for community standards. The policy for responding to allegations of scientific misconduct (executive policy 33) may be reviewed by contacting the office of research.

(g) Unauthorized collaboration on assignments.

(h) Intentionally obtaining unauthorized knowledge of examination materials.

(i) Plagiarism. Presenting the information, ideas, or phrasing of another person as the student's own work without proper acknowledgment of the source. This includes submitting a commercially prepared paper or research project or submitting for academic credit any work done by someone else. The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

(j) Unauthorized multiple submission of the same work.

(k) Sabotage of others' work.

(l) Tampering with or falsifying records.

~~((5))~~ (6) Complainant. Any person who is the alleged victim of prohibited student conduct, whether or not such person has made an actual complaint. Any individual, group, or entity, including the university, who submits a complaint alleging that a student or a registered or recognized student organization violated the standards of conduct.

~~((6))~~ (7) Conduct board. The group of students, faculty, and staff, collectively authorized in accordance with WAC 504-26-110 to adjudicate certain student conduct matters.

~~((7))~~ (8) Conduct officer. A university official authorized by the vice president for student affairs to initiate, manage, and/or adjudicate certain student conduct matters in accordance with WAC 504-26-401 and 504-26-402.

~~((8))~~ (9) Faculty member. For purposes of this chapter, any person hired by the university to conduct classroom or teaching

activities or who is otherwise considered by the university to be a member of its faculty.

~~((9))~~ (10) Full adjudication. The process by which a conduct board adjudicates matters involving possible suspension of greater than ten instructional days, expulsion, loss of recognition, revocation of degree, or other matters as determined by the university. Also referred to as "formal adjudication," "formal (or full) adjudicative proceeding," or "conduct board hearing."

~~((10))~~ (11) Gender identity. Having or being perceived as having a gender identity, self-image, appearance, behavior, or expression, whether or not that gender identity, self-image, appearance, behavior, or expression is different from that traditionally associated with the sex assigned to the person at birth.

~~((11))~~ (12) Member of the university community. Includes any person who is a student, faculty member, university official, any person employed by the university, or any person with a relationship with the university, including guests of and visitors to the university. A person's status in a particular situation is determined by the vice president for student affairs or designee.

~~((12))~~ (13) Parties. The parties to a student conduct proceeding must include the university and the respondent. The parties in a student conduct matter ~~((implicating Title IX of the Civil Rights Act of 1964))~~ where the allegations, if true, would constitute Title IX sexual harassment within the university's Title IX jurisdiction must also include the complainant(s) ~~((, if the complainant(s) notifies the university in writing that they wish to participate as a party))~~. The university may designate other complainants, individuals, or recognized or registered student organizations as parties to conduct proceedings, or allow individuals or recognized or registered student organizations to intervene in conduct proceedings.

~~((13))~~ (14) Policies. The written rules and regulations of the university as found in, but not limited to, the standards of conduct, university policy manuals, housing and dining policies, academic regulations, and the university's graduate, undergraduate, and professional catalogs and other publications, including electronic publications.

~~((14))~~ (15) Recognized or registered student organization. A group of students, collectively, that has complied with the formal requirements for university recognition or registration.

~~((15))~~ (16) Respondent. A student or recognized or registered student organization alleged to have violated these standards of conduct.

~~((16))~~ (17) Student. Any person taking courses at the university, either full-time or part-time, pursuing undergraduate, graduate, or professional studies. Persons who withdraw after allegedly violating the standards of conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the university (including suspended students) or who have been notified of their acceptance for admission are considered "students"

as are persons who are living in university residence halls, even if not enrolled.

~~((17))~~ (18) Title IX. Title IX of the Education Amendments Act of 1972, 20 U.S.C. 1681 and its implementing 34 C.F.R. Part 106.

(19) University. Includes all locations, premises, programs, and operations of Washington State University.

~~((18))~~ (20) University official. Any person employed by the university, performing assigned administrative or professional responsibilities.

~~((19))~~ (21) University premises. All land, buildings, facilities, vehicles, websites, and other property in the possession of or owned, used, or controlled by the university (including adjacent streets and sidewalks), including its study abroad program sites, as well as university-sponsored or hosted online platforms.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-010, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-010, filed 6/15/17, effective 7/16/17; WSR 16-08-014, § 504-26-010, filed 3/28/16, effective 4/28/16; WSR 15-01-080, § 504-26-010, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-010, filed 5/11/11, effective 6/11/11; WSR 07-11-030, § 504-26-010, filed 5/8/07, effective 6/8/07; WSR 06-23-159, § 504-26-010, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-015 Jurisdiction and applicability—Relationship to other proceedings.** (1) General. The standards of conduct apply to conduct that occurs on university premises or in connection with university sponsored activities, including transit to or from the activity.

(2) Off-campus conduct. In addition to subsection (1) of this section, the standards of conduct may apply to conduct that occurs off university premises and not in connection with university-sponsored activities, if the conduct adversely affects the health and/or safety of the university community or the pursuit of the university's vision, mission, or values.

(a) The university has sole discretion to make this determination. In making this determination, the conduct officer considers whether the alleged conduct:

(i) Requires the university to exercise jurisdiction under law or as required by federal or state agencies;

(ii) Negatively impacted the reputation of the university or its students;

(iii) Occurred on the property of recognized or registered student organizations;

(iv) Caused physical, mental, or emotional harm to another; or

(v) Was recognized by onlookers, complainants, or witnesses as being carried out by a student or recognized or registered student organization.

(b) When the university chooses to exercise jurisdiction for off-campus conduct not in connection with a university-sponsored activity, the parties must be notified in writing of the decision and the reasons for the decision, and their right to challenge the decision to the vice president for student affairs or designee. Challenges to jurisdiction must be in writing and filed within five calendar days from the date the notice is sent. In cases implicating Washington State University's executive policy 15, (~~which prohibits discrimination, sexual harassment, and sexual misconduct,~~) the vice president for student affairs or designee must consult with the university's Title IX coordinator.

(3) Online conduct - Electronic communications. These standards of conduct may be applied to behavior conducted online, via electronic mail, text message, or other electronic means.

(4) Time frame for applicability. Each student is responsible and accountable for their conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. These standards apply to a student's conduct even if the student withdraws from school, takes a leave of absence, or graduates.

(5) Group accountability. Recognized or registered student organizations that violate university policies and the standards of conduct are subject to sanctions. A recognized or registered student organization may be held accountable for the behavior of its officers, members, or guests when the university demonstrates that:

(a) The organization or its officers should have foreseen that behavior constituting a violation was likely to occur, yet failed to take reasonable precautions against such behavior;

(b) A policy or practice of the organization was responsible for a violation; or

(c) The behavior constituting a violation was committed by, condoned by, or involved a significant number of organization officers, members, or guests.

(6) International and national study programs. Students who participate in any university-sponsored or sanctioned international or national study program must observe the following rules and regulations:

(a) The laws of the host country and/or state;

(b) The academic and disciplinary regulations of the educational institution or residential housing program where the student is studying;

(c) Any other agreements related to the student's study program; and

(d) These standards of conduct.

(7) Academic and professional standards. Nothing in these standards of conduct is to be construed as limiting academic action

that may be taken by a program or other academic unit against a respondent who, based on an established violation of these standards or otherwise, demonstrates a failure to meet the academic and/or professional standards of the program.

(8) Relationship between student conduct process and other legal processes. The university is not required to stay a student conduct proceeding pending any criminal or civil proceeding, nor must the disposition of any such criminal or civil proceeding control the outcome of any student conduct proceeding. Respondents may choose to remain silent during conduct proceedings, in accordance with WAC 504-26-045.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-015, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-020 Advisors and representatives.** (1) Advisors. Any party may have an advisor of their choice present during all stages of a conduct process. Upon a party's request, a list of trained advisors from outside the office of the dean of students (and those offices reporting to the dean of students) who can provide support at no cost to the student is provided. Advisors may assist any party engaged in the conduct process and attend meetings and hearings. Advisors may not be witnesses to the alleged behavior. (~~(Students should select an advisor whose schedule allows for attendance at the scheduled date and time of the informational meeting and/or hearing, because delays are not normally allowed due to scheduling conflicts of the advisor.)~~)

(2) Communication with the center for community standards. Advisors and representatives may communicate directly with the center for community standards to receive information on dates and times of meetings, status of conduct processes, and outcomes. As a condition of participation in the conduct process, the center for community standards may require advisors and representatives to sign a statement agreeing to comply with legal requirements and university rules including, but not limited to, requirements related to confidentiality of student information.

(3) Advisors in conduct meetings and conduct officer hearings. During any conduct (~~process~~) meeting or conduct officer hearing, breaks may be taken, within reason, to allow a party to consult with their advisor. However, advisors are not permitted to speak on behalf of parties.

(4) Advisors in conduct board hearings. As with all other conduct meetings and conduct officer hearings, advisors are not permitted to speak on behalf of parties, except that in conduct board hearings, advisors are permitted to ask relevant cross-examination questions as instructed by a party.

(5) Representatives. A party may choose to be represented during a full adjudication, at their own expense. Only persons currently admitted to practice law, including licensed legal interns, are permitted to act as representatives. In conduct board hearings, questions regarding logistical and administrative issues are to be directed to the presiding officer, who may impose reasonable conditions upon participation of advisors and representatives. [Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-020, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-045 Evidence.** (1) Except as provided in subsection (2) of this section, evidence, including hearsay evidence, is admissible in student conduct proceedings if, in the judgment of the conduct officer or presiding officer, it is the kind of evidence that reasonably prudent persons are accustomed to rely on in the conduct of their affairs. The conduct officer or presiding officer determines the admissibility and relevance of all information and evidence. (~~The sexual history of a complainant is not admissible in a student conduct proceeding except to the extent permitted by evidence rule 412 and RCW 34.05.452 (stating that presiding officers must refer to the Washington rules of evidence as guidelines for evidentiary rulings).~~)

(2) In conduct board hearings to resolve allegations that, if proven, would constitute Title IX sexual harassment within the university's Title IX jurisdiction, witnesses, including parties, must submit to cross-examination for their written or verbal statements to be considered by the university conduct board.

(3) The sexual history of a complainant is not relevant and not admissible in a student conduct proceeding unless such evidence about the complainant's sexual predisposition or prior sexual behavior is offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

(4) Students may choose to remain silent during conduct proceedings, recognizing that they give up the opportunity to explain their version of events and that the decision is made based on the information presented at the hearing. No student must be compelled to give self-incriminating evidence, and no negative inference will be drawn from a student's refusal to participate in any stage of the conduct proceeding. If either party does not attend or participate in a hearing, the conduct officer or conduct board may resolve the matter based on the information available at the time of the hearing.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-045, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-050 Interim measures.** (1) While a student conduct matter is pending, the university may take a number of interim actions or supportive measures in order to ensure the preservation of the educational experience and the overall university environment of the parties. These actions may include, but are not limited to:

- (a) A no-contact order (~~((imposed on))~~) assigned to any party;
- (b) University housing room change for one or more involved parties; and/or
- (c) Changes in academic schedules or assignments for any party.

(2) As stated in the university's housing and dining policies, the university reserves the right to assign roommates, to change room or hall assignments, and/or to consolidate vacancies by requiring residents to move from one room to another in the event such reassignments are determined to be necessary by the university.

(3) University departments taking interim or supportive measures must coordinate with the center for community standards, which advises the parties of the interim measures and the process for challenging them. For matters involving the university's executive policy 15, (~~((which prohibits discrimination, sexual harassment, and sexual misconduct,))~~) the departments must also consult with (~~((the university's office for equal opportunity))~~) CCR regarding interim or supportive measures. Interim and supportive measures are not sanctions and do not imply or assume responsibility for a violation of the standards of conduct.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-050, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-120 Training.** (1) Board members and presiding officers. Conduct board members, appeals board members, and presiding officers must not participate in any student conduct matter until, at a minimum, training in the following areas has been completed:

- (a) Cultural competency and implicit bias;
  - (b) Student development and student conduct philosophies, including the educational component of the student conduct process;
  - (c) Identifying bias against individuals and against groups;
  - (d) Conflict of interest;
  - (e) Sexual assault and gender-based violence;
  - (f) Alcohol and drug prevention;
  - (g) Due process and burden of proof in student conduct matters;
- ((and))
- (h) Sanctioning principles and guidelines;

(i) Title IX regulatory definitions, jurisdiction, and grievance processes; and

(j) Relevant and admissible evidence.

(2) Conduct officers. Conduct officers must not participate in any student conduct matter until, at a minimum, training in the following areas has been completed:

(a) Alternative dispute resolution;

(b) Restorative justice; and

(c) All training required of board members (see subsection (1) of this section).

(3) Renewal of training. Training must be renewed on an annual basis.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-120, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-204 Abuse of others or disruption or interference with the university community.** Abuse of others or disruption or interference with the university community (~~(includes, but is not limited to)~~) is defined as:

(1) Physical abuse, threats, intimidation, and/or other conduct that threatens, endangers, harms, or undermines the health, safety, or welfare of the university community or any person (~~(, including, but not limited to, domestic or intimate partner violence)~~).

(2) Conduct that disrupts the university community or prevents any member of the university community from completing their duties.

(3) Conduct that interferes with or disrupts the university's mission, operations, or activities.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-204, filed 11/19/18, effective 12/20/18; WSR 15-01-080, § 504-26-204, filed 12/15/14, effective 1/15/15; WSR 14-11-025, § 504-26-204, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-204, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-206 Hazing.** (1) No student or recognized or registered student organization at Washington State University may conspire to engage in hazing or participate in hazing of another.

(a) Hazing includes any activity expected of someone joining a group (or maintaining full status in a group) that causes or is likely to cause a risk of mental, emotional and/or physical harm, regardless of the person's willingness to participate.

(b) Hazing activities may include, but are not limited to, the following: Abuse of alcohol during new member activities; striking another person whether by use of any object or one's body; creation of excessive fatigue; physical and/or psychological shock; morally degrading or humiliating games or activities that create a risk of bodily, emotional, or mental harm.

(c) Hazing does not include practice, training, conditioning and eligibility requirements for customary athletic events such as intramural or club sports and NCAA athletics, or other similar contests or competitions, but gratuitous hazing activities occurring as part of such customary athletic event or contest are prohibited.

(2) Washington state law also prohibits hazing which may subject violators to criminal prosecution. As used in RCW 28B.10.901 and 28B.10.902, "hazing" includes any method of initiation into a recognized or registered student organization or living group, or any pastime or amusement engaged in with respect to such an organization or living group that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student or other person attending a public or private institution of higher education or other postsecondary education institution in this state.

(3) Washington state law (RCW 28B.10.901) also provides sanctions for hazing:

(a) Any person who violates this rule, in addition to other sanctions that may be (~~imposed~~) assigned, forfeits any entitlement to state-funded grants, scholarships, or awards for a period of time determined by the university.

(b) Any recognized or registered student organization that knowingly permits hazing by its members or others subject to its direction or control must be deprived of any official recognition or approval granted by the university.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-206, filed 11/19/18, effective 12/20/18; WSR 06-23-159, § 504-26-206, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 15-01-080, filed 12/15/14, effective 1/15/15)

**WAC 504-26-209 Violation of university policy, rule, or regulation.** Violation of any university policy, rule, or regulation published electronically on the university website or in hard copy including, but not limited to, Washington State University's alcohol and drug policy, executive policy 15 (~~(policy prohibiting discrimination, sexual harassment and sexual misconduct)~~), and housing and residence life policy.

[Statutory Authority: RCW 28B.30.150. WSR 15-01-080, § 504-26-209, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-209, filed 5/11/11, effective 6/11/11; WSR 06-23-159, § 504-26-209, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 06-23-159, filed 11/22/06, effective 12/23/06)

**WAC 504-26-217 Unauthorized use of electronic or other devices.**

Unauthorized use of electronic or other devices: Making an audio or video record of any person while on university premises without (~~(his or her)~~) their prior knowledge, or without (~~(his or her)~~) their effective consent when such a recording is of a private conversation or of images taken of a person(s) at a time and place where (~~(she or he)~~) they would reasonably expect privacy and where such images are likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom, but does not include taking pictures of persons in areas which are considered by the reasonable person to be open to public view, such as Martin Stadium or the Glenn Terrell Mall.  
[Statutory Authority: RCW 28B.30.150. WSR 06-23-159, § 504-26-217, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-219 Abuse of the student conduct system.** Abuse of the student conduct system (~~(including, but not limited to)~~) is defined as:

- (1) Failure to obey any notice from a university conduct board or other university official to appear for a meeting or hearing as part of the student conduct system.
- (2) Willful falsification, distortion, or misrepresentation of information before a university conduct proceeding.
- (3) Disruption or interference with the orderly conduct of a university conduct board proceeding.
- (4) Filing fraudulent charges or initiating a university conduct proceeding in bad faith.
- (5) Attempting to discourage an individual's proper participation in, or use of, the student conduct system.
- (6) Attempting to influence the impartiality of a member of the university conduct system prior to, and/or during the course of, any university conduct board proceeding.
- (7) Harassment (verbal, written, or physical) and/or intimidation of a member of a university conduct board, any individual involved in the conduct process, or any conduct officer before, during, and/or after any university conduct proceeding.
- (8) Failure to comply with or failure to complete any term or condition of any disciplinary sanction(s) (~~(imposed)~~) assigned under the standards of conduct.
- (9) Influencing or attempting to influence another person to commit an abuse of the university conduct system.

(10) Violation of probation or any probationary conditions.  
[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-219, filed 11/19/18, effective 12/20/18; WSR 15-01-080, § 504-26-219, filed 12/15/14, effective 1/15/15; WSR 08-05-001, § 504-26-219, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-219, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-220** (~~(Discrimination and)~~) **Discriminatory harassment.**

~~((Discrimination or discriminatory harassment))~~ (1) Unwelcome, intentional conduct on the basis of race; ((sex/gender)) sex and/or gender; sexual orientation; gender identity((/)) or expression; religion; age; color; creed; national or ethnic origin; marital status; genetic information; status as an honorably discharged veteran or member of the military; physical, mental, or sensory disability (including disability requiring the use of a trained service animal); ((-marital status; genetic information; and/or status as an honorably discharged veteran or member of the military; and as defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.)) or immigration or citizenship status, except as authorized by federal or state law, regulation, or government practice, which is so severe or pervasive, and objectively offensive, that it substantially and unreasonably:

(a) Interferes with, or has the potential to interfere with, an individual's ability to participate in WSU employment, education, programs, or activities;

(b) Adversely alters the condition of an individual's WSU employment, education, or participation status;

(c) Creates an objectively abusive employment, program, or educational environment; or

(d) Results in a material or substantial disruption of WSU's operations or the rights of students, staff, faculty, visitors, or program participants.

(2) In determining if conduct is harassing, the totality of the circumstances are assessed including, but not limited to, the following factors:

(a) Severity;

(b) Frequency of the discrimination;

(c) Status of the reporting and responding parties and their relationship to each other;

(d) Physicality, threats, or endangerment; and

(e) Whether or not the conduct could be reasonably considered protected speech or serving some other lawful purpose.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-220, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-220, filed

5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-220, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 17-13-049, filed 6/15/17, effective 7/16/17)

**WAC 504-26-221 Sexual misconduct.** (1) Sexual misconduct is an egregious form of sex discrimination/sexual harassment. (~~(A number of acts may be regarded as sexual misconduct including, but not limited to, nonconsensual sexual contact (including sexual intercourse) and sexual exploitation.)~~) Sexual misconduct (~~((includes sexual assault and other sexual violence.))~~) is defined as:

(a) Sex offense. Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

(b) Rape (except statutory rape). The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(c) Sodomy. Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(d) Sexual assault with an object. To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(e) Fondling. The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(f) Incest. Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

(g) Sexual exploitation, which occurs when a person takes nonconsensual or abusive sexual advantage of another for their own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses explained above. Examples of sexual exploitation may include, but are not limited to:

(i) Causing or attempting to cause the incapacitation of another person to gain sexual advantage over such other person.

(ii) Invading another person's sexual privacy.

(iii) Prostituting another person.

(iv) Engaging in voyeurism. A person commits voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person,

they knowingly view, photograph, record, or film another person, without that person's knowledge and consent, while the person being viewed, photographed, recorded, or filmed is in a place where they have a reasonable expectation of privacy.

(v) Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection.

(vi) Exposing one's intimate parts in nonconsensual circumstances.

(h) Statutory rape. Sexual intercourse with a person who is under the statutory age of consent.

(i) Sexually based stalking and/or bullying.

(2) Consent. Consent to any sexual activity must be clear, knowing, and voluntary. Anything less is equivalent to a "no." Clear, knowing, and voluntary consent to sexual activity requires that, at the time of the act, and throughout the sexual contact, all parties actively express words or conduct that a reasonable person would conclude demonstrates clear permission regarding willingness to engage in sexual activity and the conditions of such activity. Consent is active; silence or passivity is not consent. Even if words or conduct alone seem to imply consent, sexual activity is nonconsensual when:

(a) Force or coercion is threatened or used to procure compliance with the sexual activity.

(i) Force is the use of physical violence, physical force, threat, or intimidation to overcome resistance or gain consent to sexual activity.

(ii) Coercion is unreasonable pressure for sexual activity. When an individual makes it clear through words or actions that the individual does not want to engage in sexual contact, wants to stop, or does not want to go past a certain point of sexual interaction, continued pressure beyond that point may be coercive. Other examples of coercion may include using blackmail or extortion to overcome resistance or gain consent to sexual activity.

(b) The person is asleep, unconscious, or physically unable to communicate (~~(his or her)~~) their unwillingness to engage in sexual activity; or

(c) A reasonable person would or should know that the other person lacks the mental capacity at the time of the sexual activity to be able to understand the nature or consequences of the act, whether that incapacity is produced by illness, defect, the influence of alcohol or another substance, or some other cause. When alcohol or drugs are involved, a person is considered incapacitated or unable to give valid consent if the individual cannot fully understand the details of the sexual interaction (i.e., who, what, when, where, why, and how), and/or the individual lacks the capacity to reasonably understand the situation and to make rational, reasonable decisions.

(3) (~~Nonconsensual sexual contact is any intentional sexual touching, however slight, with any object or body part, by one person against another person's intimate parts (or clothing covering any of those areas), or by causing another person to touch his or her own or another person's intimate body parts without consent and/or by force.~~)

~~Sexual contact also can include any intentional bodily contact in a sexual manner with another person's nonintimate body parts. It also includes nonconsensual sexual intercourse.~~

~~(4) Sexual exploitation occurs when a person takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses explained above. Examples of sexual exploitation may include, but are not limited to:~~

~~(a) Causing or attempting to cause the incapacitation of another person to gain sexual advantage over such other person;~~

~~(b) Invading another person's sexual privacy;~~

~~(c) Prostituting another person;~~

~~(d) Engaging in voyeurism. A person commits voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person, he or she knowingly views, photographs, records, or films another person, without that person's knowledge and consent, while the person being viewed, photographed, recorded, or filmed is in a place where he or she has a reasonable expectation of privacy;~~

~~(e) Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection;~~

~~(f) Exposing one's intimate parts in nonconsensual circumstances;~~

~~(g) Sexually based stalking and/or bullying.~~

~~(5)) Use of alcohol or other drugs is not a valid defense to a violation of this policy.~~

[Statutory Authority: RCW 28B.30.150. WSR 17-13-049, § 504-26-221, filed 6/15/17, effective 7/16/17; WSR 14-11-025, § 504-26-221, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-221, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 14-11-025, filed 5/12/14, effective 6/12/14)

**WAC 504-26-222 Harassment (other than sexual harassment or discriminatory harassment).** Harassment is conduct by any means that is severe, persistent, or pervasive, and is of such a nature that it would cause a reasonable person in the victim's position substantial emotional distress and undermine ((~~his or her~~)) their ability to work, study, or participate in ((~~his or her~~)) their regular life activities or participate in the activities of the university, and/or actually does cause the victim substantial emotional distress and undermines the victim's ability to work, study, or participate in the victim's regular life activities or participate in the activities of the university.

[Statutory Authority: RCW 28B.30.150. WSR 14-11-025, § 504-26-222, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-222, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 14-11-025, filed 5/12/14, effective 6/12/14)

**WAC 504-26-223 Stalking.** (1) Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(a) Fear for (~~his or her~~) their safety or the safety of others;  
or

(b) (~~Fear for harm to his or her property or the property of others; or~~

~~(c)~~) Suffer substantial emotional distress.

(2) (~~Stalking includes, but is not limited to, conduct occurring in person, electronically, or through a third party.~~) Course of conduct means two or more acts including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

(3) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

(4) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(5) The use of alcohol or other drugs is not a valid defense to a violation of this policy.

[Statutory Authority: RCW 28B.30.150. WSR 14-11-025, § 504-26-223, filed 5/12/14, effective 6/12/14; WSR 11-11-031, § 504-26-223, filed 5/11/11, effective 6/11/11; WSR 06-23-159, § 504-26-223, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-227 Sexual harassment.** (~~Sexual harassment includes behavior defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.~~) Unwelcome, intentional conduct, on the basis of sex and/or gender, which is so severe or pervasive, and objectively offensive, that it substantially and unreasonably:

(1) Interferes with, or has the potential to interfere with, an individual's ability to participate in WSU employment, education, programs, or activities;

(2) Adversely alters the condition of an individual's WSU employment, education, or participation status;

(3) Creates an objectively abusive employment, program, or educational environment; or

(4) Results in a material or substantial disruption of WSU's operations or the rights of students, staff, faculty, visitors, or program participants.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-227, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-227, filed 5/12/14, effective 6/12/14.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-230 Retaliation.** (~~Retaliation includes any act that would dissuade a reasonable person from making or supporting a complaint, or participating in an investigation, under the standards of conduct (this chapter). Retaliatory behavior includes action or threat of action that could negatively affect another's employment, education, reputation, or other interest. It also includes retaliation as defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.~~)

(1) Intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privilege secured by university policies, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing.

(2) First amendment activities do not constitute retaliation.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-230, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-230, filed 5/12/14, effective 6/12/14.]

NEW SECTION

**WAC 504-26-231 Intimate partner violence.** Intimate partner violence is defined as:

(1) Dating violence, which is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is determined based on the:

(a) Length of the relationship;

(b) Type of relationship; and

(c) Frequency of interaction between the persons involved in the relationship.

(2) Domestic violence, which is defined as a felony or misdemeanor crime of violence committed by:

(a) A current or former spouse or intimate partner of the victim;

(b) A person with whom the victim shares a child in common;

(c) A person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

(d) A person similarly situated to a spouse of the victim under the domestic or family violence laws of Washington; or

(e) Any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of Washington.

[ ]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-401 Initiating conduct proceedings.** (1) Complaints. Any member of the university community may submit a complaint that a student or recognized or registered student organization violated the standards of conduct. In addition, the university may initiate conduct proceedings when it receives any direct or indirect report of conduct that may violate the standards of conduct.

(2) Decision not to refer the matter for hearing. Except as provided below, after reviewing the initial information, if the conduct officer determines that further conduct proceedings are not warranted, the conduct officer dismisses the matter. If the conduct officer decides not to initiate a conduct proceeding when requested by a complainant, the conduct officer must notify the complainant in writing of the decision, the reasons for the decision, and how to seek review of the decision. Conduct matters may be reopened if new relevant information becomes known. A conduct officer cannot dismiss a matter received from CCR where CCR completed a formal investigation implicating Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, regardless of the investigation's outcome. In such cases, the conduct officer must refer the matter to a conduct board hearing, which must be held within sixty days of the date the CCR formal investigation report was received, unless good cause exists to extend the date of the hearing or the matter is resolved through agreement or alternative dispute resolution.

(3) Notice of informational meeting. After reviewing initial information regarding a possible student conduct violation, if the student conduct officer decides conduct proceedings are warranted, the student conduct officer sends the respondent, or parties as appropriate, written notice of an informational meeting. The notice must, at a minimum, briefly describe the factual allegations or issues involved, the specific standard of conduct provision(s) the respondent is alleged to have violated, the range of possible sanctions for such violations, and the time, date, and place of the meeting. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 (Interpretation—Policies, procedures, and guidelines) must be provided. Any request to change or extend the

time or date of the informational meeting should be addressed to the conduct officer.

(4) Purpose of informational meeting. The purpose of the informational meeting is to provide the respondent with information on the conduct process and their rights and responsibilities, and to determine next steps, if any, in resolving the matter. During the informational meeting, the respondent may provide names of witnesses to the conduct officer to potentially contact. In cases involving Title IX, an informational meeting is also offered to a complainant.

(5) Agreement and alternative dispute resolution. A conduct officer may resolve a matter by agreement. Agreements may be reached directly or through alternative dispute resolution. In cases where agreement is not reached directly, before referring the matter to a hearing, the conduct officer must consider, and make a written determination, whether alternative dispute resolution is appropriate to resolve the matter. Alternative dispute resolution must not be used in matters involving sexual misconduct or sexual harassment. When resolution of a matter is reached by agreement or alternative dispute resolution, the agreement must be in writing and signed by the parties and the conduct officer. In the agreement, the parties must be advised in writing that:

(a) The disposition is final and they are waiving any right to a hearing on the matter, including any right to appeal; and

(b) If any party decides not to sign the agreement, and the matter proceeds to a hearing, neither the agreement nor a party's refusal to sign will be used against either party at the hearing.

(6) Referral for adjudication. Except as provided in subsection (2) of this section, after the informational meeting, if the conduct officer determines that a conduct hearing is warranted, and the matter is not resolved through agreement or alternative dispute resolution, the matter is handled through either a conduct officer hearing (brief adjudication) in accordance with WAC 504-26-402, or conduct board hearing (full adjudication) in accordance with WAC 504-26-403. In determining which process is appropriate, the conduct officer considers factors including, but not limited to, the nature and severity of the allegations, the respondent's past contacts with the center for community standards, and the range of possible sanctions that could be (~~imposed~~) assigned. A student may request that a conduct board hear the case, but the final decision regarding whether to refer the matter to the conduct board for hearing is made by the conduct officer and is not subject to appeal.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-401, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-401, filed 6/15/17, effective 7/16/17; WSR 15-11-041, § 504-26-401, filed 5/14/15, effective 6/14/15; WSR 15-01-080, § 504-26-401, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-401, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-401, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-401, filed 11/22/06, effective 12/23/06.]

**WAC 504-26-402 Conduct officer hearings (brief adjudications).**

(1) The majority of student conduct matters are adjudicated through conduct officer hearings. However, conduct officer hearings are not used to adjudicate matters in which the respondent faces possible sanctions of suspension for more than ten instructional days, expulsion, or revocation of degree or when a recognized or registered student organization faces possible loss of recognition. In addition, conduct officer hearings generally are not used to adjudicate matters in which the respondent faces allegations of sexual misconduct, as that term is defined in WAC 504-26-221.

(2) Notice of hearing. The conduct officer must provide the parties with written notice no later than ten calendar days prior to the conduct officer hearing. The notice must, at a minimum, briefly describe the factual allegations or issues involved, the specific standard of conduct provision(s) the respondent is alleged to have violated, the range of possible sanctions for such violations, and the time, date, and place of the hearing. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 must be provided. The notice must also include:

(a) A jurisdiction statement if the alleged behavior occurred off campus and information regarding the right to challenge jurisdiction in accordance with WAC 504-26-015;

(b) Information regarding the right to request recusal of a conduct officer under WAC 504-26-125; and

(c) Any request to extend the time or date of the conduct officer conference/hearing should be addressed to the conduct officer.

(3) Hearing and possible outcomes. Conduct officer hearings are brief adjudications conducted in accordance with RCW 34.05.482 through 34.05.494. The hearing allows the conduct officer to review available information, hear the parties' view of the matter, render a decision regarding responsibility, and (~~impose~~) assign sanctions, as appropriate.

(a) Before the hearing begins, the conduct officer must inform the respondent that:

(i) All respondents are presumed "not responsible" for pending charges;

(ii) The university must prove all violations by a preponderance of the evidence, meaning that it is more likely than not that the violation occurred; and

(iii) The parties have the right to have an advisor present at the hearing.

(b) Upon conclusion of the hearing, the conduct officer may take any of the following actions:

(i) Terminate the proceeding and enter a finding that the respondent is not responsible for the alleged conduct violation;

(ii) Dismiss the matter with no finding regarding responsibility, in which case the matter may be reopened at a later date if relevant new information becomes known;

(iii) Find the respondent responsible for any violations and impose sanctions within the limitations described in subsection (1) of this section; or

(iv) Refer the matter to the conduct board.

(4) Notice of decision and right to appeal. The conduct officer notifies the parties in writing of the decision within ten calendar days of the conduct officer hearing. This is the initial order of the university and includes information regarding the parties' right to appeal under WAC 504-26-420.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-402, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-402, filed 6/15/17, effective 7/16/17; WSR 16-08-014, § 504-26-402, filed 3/28/16, effective 4/28/16; WSR 15-01-080, § 504-26-402, filed 12/15/14, effective 1/15/15; WSR 12-04-049, § 504-26-402, filed 1/30/12, effective 3/1/12; WSR 11-11-031, § 504-26-402, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-402, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-402, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-403 Conduct board hearings (full adjudications).** (1)

Conduct board hearings are used in matters in which the respondent faces possible sanctions of suspension for more than ten instructional days, expulsion, or revocation of degree and matters in which a recognized or registered student organization faces possible loss of recognition. In addition, conduct board hearings are generally used to adjudicate matters in which the respondent faces allegations of sexual misconduct, as that term is defined in WAC 504-26-221. Other matters may be referred to a conduct board in the discretion of the conduct officer.

(2) Adoption of model rules of procedure. Conduct board hearings are full adjudications governed by the Administrative Procedure Act, RCW 34.05.413 through 34.05.476, and chapter 10-08 WAC, Model rules of procedure, except as otherwise provided in this chapter. In the event of a conflict between the rules in this chapter and the model rules, this chapter governs.

(3) Notice of hearing. Notice to the parties of a conduct board hearing must comply with model rule WAC 10-08-040 and standards of conduct rule WAC 504-26-035. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 must be provided.

(4) Time for conduct board hearings. The conduct board hearing is scheduled not less than ten calendar days after the parties have been sent notice of the hearing.

In accordance with WAC 10-08-090, requests to extend the time and/or date for hearing must be addressed to the presiding officer. A request for extension of time is granted only upon a showing of good cause.

(5) Subpoenas. Subpoenas may be issued and enforced in accordance with model rule WAC 10-08-120. In determining whether to issue, quash, or modify a subpoena, the presiding officer must give due consideration to state and federal legal requirements including, but not limited to, Title IX, its implementing regulations, and guidance issued by the federal Office for Civil Rights. The party requesting the subpoena has the burden of showing that a subpoena is necessary for full disclosure of all the relevant facts and issues.

(6) Discovery. Depositions, interrogatories, and physical or medical examinations of parties are not permitted in adjudications of student conduct matters. Other forms of discovery may be permitted at the discretion of the presiding officer; however, discovery should be limited to help ensure the prompt completion of the adjudication process.

(7) Cross-examination. As required by RCW 34.05.449, cross-examination of witnesses is permitted to the extent necessary for full disclosure of all relevant facts and issues. (~~The preferred method of cross examination in all student conduct matters is through written questions submitted to, and asked by, the presiding officer. Regardless, in~~) Cross-examination is conducted orally through the party's advisor or representative. If a party does not have an advisor or representative, an advisor is provided by the university free of charge to conduct cross-examination on that party's behalf. Advisors and representatives are required to engage in cross-examination questioning in a respectful manner. In no circumstance may the complainant or respondent be permitted to cross-examine each other directly (~~in person or through their representative~~). Before any witness or party may answer a cross-examination question, the presiding officer must first determine whether the question is relevant. The presiding officer (~~may decline to ask~~) must instruct parties or witnesses not to answer cross-examination questions that are irrelevant, immaterial, or unduly repetitious. (~~All questions submitted by the parties must be retained as part of the agency record, in accordance with RCW 34.05.566.~~)

(8) Decision requirements. Decisions regarding responsibility and sanctions are made by a majority of the conduct board hearing the matter, except that any sanction of expulsion, revocation of degree, or loss of recognition of a recognized or registered student organization requires a supermajority consisting of no more than one "no" vote.

(9) Notice of decision and right to appeal. Within ten calendar days of the completion of the hearing, the conduct board must issue a

decision simultaneously to all parties, which is the initial order of the university and must contain the following:

(a) Description of the allegations that initiated the community standards process;

(b) Description of procedural steps taken from the receipt of the formal complaint up to and including the university conduct board hearing;

(c) Appropriately numbered findings of fact and conclusions;

~~((b))~~ (d) The sanction(s) and/or remedy(ies) to be ~~((imposed))~~ assigned, if any, and the rationale for the sanction(s) and/or remedy(ies);

~~((e))~~ (e) Information regarding the parties' right to appeal according to WAC 504-26-420, including the time frame for seeking review; and

~~((d))~~ (f) Notice that the initial order becomes final unless an appeal is filed within ~~((twenty-one))~~ twenty calendar days of ~~((service of))~~ the date the initial order is sent to the parties.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-403, filed 11/19/18, effective 12/20/18; WSR 16-08-014, § 504-26-403, filed 3/28/16, effective 4/28/16; WSR 15-11-041, § 504-26-403, filed 5/14/15, effective 6/14/15; WSR 15-01-080, § 504-26-403, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-403, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-403, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-403, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-409 Emergency suspension.** (1) Definition. An emergency suspension is a temporary exclusion of a student from all or specified portions of university premises, programs, or activities pending an investigation or student conduct proceeding relating to alleged standards of conduct violations. An emergency suspension may be ~~((imposed))~~ assigned at any time prior to the issuance of the university's final order in the matter.

(2) Circumstances warranting emergency suspension.

(a) For matters which would not constitute Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, emergency suspension may be ~~((imposed))~~ assigned only in situations when the ~~((vice president for student affairs))~~ dean of students or campus chancellor (in consultation with the center for community standards), or their designee, has cause to believe that the student:

~~((a))~~ (i) Has violated any provision of the standards of conduct; and

~~((b))~~ (ii) Presents an immediate danger to the health, safety, or welfare of any part of the university community or the public at

large. Conduct that creates an ongoing disruption of, or interference with, the operations of the university and that prevents other students, employees, or invitees from completing their duties or accessing their education or the educational environment, is conduct harmful to the welfare of members of the university community.

(b) For matters which would constitute Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, emergency suspension may be assigned only in a situation where the dean of students or campus chancellor (in consultation with the center for community standards), or their designee, has engaged in an individualized safety and risk analysis, and determines that removal is justified because the student:

(i) Has violated any provision of the standards of conduct; and  
(ii) Is an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Title IX sexual harassment.

(3) Procedure. The (~~vice president for student affairs~~) dean of students or campus chancellor, or their designee, ordering an emergency suspension must send the student a written notice of emergency suspension. The notice must contain the reasons for the decision (both the factual basis and the conclusions as to why those facts constitute a violation of the standards of conduct), (~~and~~) the policy reasons for the emergency suspension, and the process to challenge the decision. The emergency suspension does not replace the regular hearing process, which must proceed to a conduct officer hearing or conduct board hearing, as applicable, as quickly as feasible. Once a final order is entered, any emergency suspension is lifted and the sanction, if any, set forth in the final order is (~~imposed~~) assigned.

(4) Challenge of the decision. The student can challenge the emergency suspension decision within ten calendar days of the date of notice. Challenges are reviewed by the vice president of student affairs or their designee, provided the designee is not the same person who made the original emergency suspension decision. The vice president of student affairs or designee has ten calendar days to respond to the review and can uphold, reverse, or modify the emergency suspension. The submission of a challenge does not stay the emergency suspension decision.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-409, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-415 Procedure for academic integrity violations.** (1) Initial hearing.

(a) When a responsible instructor finds that a violation of academic integrity has occurred, the instructor must assemble the

evidence and, upon reasonable notice to the student of the date, time, and nature of the allegations, meet with the student suspected of violating academic integrity policies. If the student admits violating academic integrity policies, the instructor assigns an outcome in keeping with published course policies and notifies the center for community standards in writing, including the allegations, the student's admission, and the sanctions (~~imposed~~) assigned.

(b) If the instructor is unable to meet with the student or if the respondent disputes the allegation(s) and/or the outcome proposed by the instructor, the instructor must make a determination as to whether the student did or did not violate the academic integrity policies. If the instructor finds that the student was in violation, the instructor must provide the student and the center for community standards with a written determination, the evidence relied upon, and the sanctions (~~imposed~~) assigned.

(c) The student has twenty-one calendar days from the date of the decision letter to request review of the instructor's determination and/or sanction(s) (~~imposed~~) assigned to the academic integrity hearing board.

(2) Review.

(a) Upon timely request for review by a student who has been found by their instructor to have violated the academic integrity policies, the academic integrity hearing board must make a separate and independent determination of whether or not the student is responsible for violating the academic integrity policies and/or whether the outcome proposed by the instructor is in keeping with the instructor's published course policies.

(b) The academic integrity hearing board is empowered to provide an appropriate remedy for a student including arranging a withdrawal from the course, having the student's work evaluated, or changing a grade where it finds that:

(i) The student is not responsible for violating academic integrity policies; or

(ii) The outcome (~~imposed~~) assigned by the instructor violates the instructor's published policies.

(c) Academic integrity hearing board proceedings.

(i) Any student appealing a responsible instructor's finding of an academic integrity violation is provided written notice of an academic integrity hearing board hearing in accordance with WAC 504-26-035. The written notice must include:

(A) The specific complaint, including the university or instructor academic integrity policy or regulation allegedly violated;

(B) The approximate time and place of the alleged act that forms the factual basis for the violation;

(C) The time, date, and place of the hearing;

(D) A list of the witnesses who may be called to testify, to the extent known; and

(E) A description of all documentary and real evidence to be used at the hearing, to the extent known, including a statement that the student must have the right to inspect the documentation.

(ii) Time for hearings.

(A) Academic integrity hearing board hearings are scheduled not less than seven calendar days after the student has been sent notice of the hearing.

(B) Requests to extend the time and/or date for hearing must be addressed to the chair of the academic integrity hearing board, and must be copied to the center for community standards. A request for extension of time is granted only upon a showing of good cause.

(iii) Academic integrity hearing board hearings are conducted according to the following procedures, except as provided by (c) (iv) of this subsection:

(A) Academic integrity hearing board hearings are conducted in private.

(B) The instructor, respondent, and their advisor, if any, are allowed to attend the entire portion of the hearing at which information is received (excluding deliberations). Admission of any other person to the hearing is at the discretion of the academic integrity hearing board chair.

(C) In academic integrity hearings involving more than one respondent, the academic integrity hearing board chair may permit joint or separate hearings at the chair's discretion.

(D) In hearings involving graduate students, board memberships are comprised to include graduate students and graduate teaching faculty to the extent possible.

(E) The responsible instructor and the respondent may arrange for witnesses to present relevant information to the academic integrity hearing board. Witnesses must provide written statements to the conduct officer at least two weekdays before the hearing. The respondent is responsible for informing their witnesses of the time and place of the hearing. Witnesses provide information to and answer questions from the academic integrity hearing board, the responsible instructor, and the respondent, as appropriate. The respondent and/or responsible instructor may suggest written questions to be answered by each other or by other witnesses. Written questions are submitted to, and asked by, the academic integrity hearing board chair. This method is used to preserve the educational tone of the hearing and to avoid creation of an unduly adversarial environment, and to allow the board chair to determine the relevancy of questions. Questions concerning whether potential information may be received are resolved at the discretion of the academic integrity hearing board chair, who has the discretion to determine admissibility of information.

(F) Pertinent records, exhibits, and written statements may be accepted as information for consideration by an academic integrity hearing board at the discretion of the chair.

(G) Questions related to the order of the proceedings are subject to the final decision of the chair of the academic integrity hearing board.

(H) After the portion of the hearing concludes in which all pertinent information is received, the academic integrity hearing board determines (by majority vote) whether or not the respondent is

responsible for violating the academic integrity policy and/or whether the outcome proposed by the instructor is in keeping with the instructor's published course policies.

(I) The respondent is notified of the academic integrity hearing board's decision within twenty calendar days from the date the matter is heard. The respondent must receive written notice of the decision, the reasons for the decision (both the factual basis therefore and the conclusions as to how those facts apply to the academic integrity policies), and the sanction.

(iv) If a respondent to whom notice of the hearing has been sent (in the manner provided above) does not appear at the hearing, the information in support of the complaint is presented and considered in the respondent's absence, and the board may issue a decision based upon that information.

(v) The academic integrity hearing board may for convenience, or to accommodate concerns for the personal safety, well-being, and/or fears of confrontation of any person, provide separate facilities, and/or permit participation by telephone, audio tape, written statement, or other means, as determined in the sole judgment of the chair of the academic integrity hearing board to be appropriate.

(vi) The written decision of the academic integrity hearing board is the university's final order. There is no appeal from findings of responsibility or outcomes assigned by university or college academic integrity hearing boards.

(3) If the reported violation is the respondent's first offense, the center for community standards ordinarily requires the respondent to attend a workshop separate from, and in addition to, any academic outcomes (~~imposed~~) assigned by the instructor. A hold is placed on the respondent's record preventing registration or graduation until completion of the workshop.

(4) If the reported violation is the respondent's second offense, the respondent is ordinarily referred for a full adjudicative hearing in accordance with WAC 504-26-403, with a recommendation that the respondent be dismissed from the university.

(5) If the instructor or academic integrity hearing board determines that the act of academic dishonesty for which the respondent is found responsible is particularly egregious in light of all attendant circumstances, the instructor or academic integrity hearing board may direct that the respondent's case be referred for a full adjudicative hearing, with a recommendation for dismissal from the university even if it is the respondent's first offense.

(6) Because instructors and departments have a legitimate educational interest in the outcomes, reports of academic integrity hearing board and/or conduct board hearings must be reported to the responsible instructor and the chair or dean.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-415, filed 11/19/18, effective 12/20/18.]

**WAC 504-26-420 Appeals.** (1) Time for appeals. Decisions made by a conduct officer or conduct board become final (~~((twenty-one))~~) on the twenty-first calendar day(~~((s))~~) after the date the decision is sent to the parties, unless an appeal is submitted (~~((before that date))~~) within twenty calendar days of the date the decision is sent to the parties.

(2) Effect of appeal - Stay. Except in extraordinary circumstances, which must be explained in writing in the conduct officer's or conduct board's initial order, the implementation of an initial order (~~((imposing))~~) assigning sanctions must be stayed pending the time for filing an appeal and the issuance of the university's final order.

(3) Appeals of conduct officer decisions. Upon receipt of a timely appeal, the appeals board provides the other parties, if applicable, with a copy of the appeal and an opportunity to respond, and conducts a limited review as described below.

(a) Scope of review. Except as required to explain the basis of new information, appeal of a conduct officer decision is limited to a review of the record for one or more of the following purposes:

(i) To determine whether the conduct officer hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures; deviations from designated procedures are not a basis for sustaining an appeal unless significant prejudice results;

(ii) To determine whether the decision reached was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the standards of conduct occurred;

(iii) To determine whether the sanction(s) (~~((imposed))~~) assigned were appropriate for the violation of the standards of conduct that the respondent was found to have committed; or

(iv) To consider new information, sufficient to alter a decision, or other relevant facts not brought out in the original conduct officer hearing, because such information and/or facts were not known to the person appealing at the time of the original conduct officer hearing.

(b) Conversion to conduct board hearing. The appeals board makes any inquiries necessary to ascertain whether the proceeding must be converted to a conduct board hearing in accordance with WAC 504-26-403.

(4) Appeals of conduct board decisions. Upon receipt of a timely appeal, the appeals board provides the other parties, if applicable, with a copy of the appeal and an opportunity to respond.

(a) The appeals board must have and exercise all the decision-making power that the conduct board had, except that the appeals board must give due regard to the conduct board's opportunity to observe the witnesses, if applicable. The appeals board members must personally

consider the whole record or such portions of it as may be cited by the parties.

(b) Scope of review. The appeals board conducts a full review in accordance with RCW 34.05.464.

(5) University's right to initiate appeal. The university president or designee, at their own initiative, may request that the appeals board review any initial order. Prior to taking action, the appeals board must notify the parties and allow them an opportunity to explain the matter.

(6) Appeals board decisions.

(a) Actions. After reviewing the record and any information provided by the parties, the appeals board may take the following actions:

(i) Affirm, reverse, or modify the conduct board's or conduct officer's decision, or any part of the decision;

(ii) Affirm, reverse, or modify the sanctions (~~imposed~~) assigned by the conduct board or conduct officer, or any part of the sanctions; or

(iii) Set aside the findings or sanctions, or any part of the findings or sanctions, and remand the matter back to the conduct board or conduct officer with instructions for further proceedings.

(b) Content of decision. The decision includes the outcome, any sanction, and a brief statement of the reasons for the decision. The letter must advise the parties that judicial review may be available. For appeals of conduct board hearings, the decision includes, or incorporates by reference to the conduct board's decision, all matters as set forth in WAC 504-26-403.

(c) Service and effective date of decision. For appeals of conduct officer decisions, the appeals board's decision must be sent simultaneously to the parties within twenty calendar days of receipt of the appeal. For appeals of conduct board decisions, the appeals board's decision must be sent simultaneously to the parties within thirty calendar days of receipt of the appeal, unless the appeals board notifies the parties in writing that additional time (up to ninety calendar days) is needed. The appeals board's decision is the final order of the university, except in the case of remand, and is effective when sent.

(7) Reconsideration of final orders. Within ten calendar days of service of a final order, any party may submit a request for reconsideration. The request must be in writing, directed to the appeals board, and must state the reasons for the request. The request for reconsideration does not stay the effective date of the final order. However, the time for filing a petition for judicial review does not commence until the date the appeals board responds to the request for reconsideration or twenty-one calendar days after the request has been submitted, whichever is sooner. If the appeals board does not respond to the request for reconsideration within twenty-one calendar days, the request is deemed to have been denied.

(8) Stay. A party may request that the university delay the date that the final order becomes effective by requesting a stay in writing

to the appeals board within ten calendar days of the date the order was served.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-420, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-425 Sanctions.** (1) Publication of guidelines for sanctioning. Sanctioning guidelines and other information regarding sanctioning must be published on the center for community standards website. Guidelines must explain in plain language the types of sanctions that a respondent may face for a particular violation and the factors that are used to determine the sanction(s) (~~(imposed)~~) assigned for a particular violation. Factors must include, but not be limited to, the following:

(a) Conduct record. Any record of past violations of the standards of conduct, and the nature and severity of such past violations;

(b) Malicious intent. If a respondent is found to have intentionally selected a victim based upon the respondent's perception of the victim's race, color, religion, national or ethnic origin, age, sex/gender, marital status, status as an honorably discharged veteran or member of the military, sexual orientation, genetic information, gender identity/expression, or mental, physical, or sensory disability (including disability requiring the use of a trained service animal), such finding is considered an aggravating factor in determining a sanction for such conduct; and

(c) Impact on victim and/or university community.

(2) Effective date of sanctions. Except as provided in WAC 504-26-420(2), sanctions are implemented when a final order becomes effective. If no appeal is filed, an initial order becomes a final order on the day after the period for requesting review has expired. (See WAC 504-26-420.)

(3) Types of sanctions. The following sanctions may be (~~(imposed upon)~~) assigned to any respondent found to have violated the standards of conduct. More than one of the sanctions listed below may be (~~(imposed)~~) assigned for any single violation:

(a) Warning. A notice in writing to the respondent that the respondent is violating or has violated institutional regulations.

(b) Probation. Formal action placing conditions upon the respondent's continued attendance, recognition, or registration at the university. Probation is for a designated period of time and warns the student or recognized or registered student organization that suspension, expulsion, loss of recognition, or any other sanction outlined in this section may be (~~(imposed)~~) assigned if the student or recognized or registered student organization is found to have violated any institutional regulation(s) or fails to complete any

conditions of probation during the probationary period. A student on probation is not eligible to run for or hold an office in any recognized or registered student group or organization; they are not eligible for certain jobs on campus including, but not limited to, resident advisor or orientation counselor; and they are not eligible to serve on the university conduct or appeals board.

(c) Loss of privileges. Denial of specified privileges for a designated period of time.

(d) Restitution. Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

(e) Education. The university may require the respondent to successfully complete an educational project designed to create an awareness of the respondent's misconduct.

(f) Community service. (~~Imposition~~) Assignment of service hours (not to exceed eighty hours per student or per member of a recognized or registered student organization).

(g) University housing suspension. Separation of the student from a residence hall or halls for a definite period of time, after which the student may be eligible to return. Conditions for readmission may be specified.

(h) University housing expulsion. Permanent separation of the student from a residence hall or halls.

(i) University suspension. Separation of the student from the university for a definite period of time, after which the student is eligible to request readmission. Conditions for readmission may be specified.

(j) University expulsion. Permanent separation of the student from the university. Also referred to as university dismissal. The terms are used interchangeably throughout this chapter.

(k) Revocation of admission and/or degree. Admission to or a degree awarded from the university may be revoked for fraud, misrepresentation, or other violation of law or standard of conduct in obtaining the degree, or for other serious violations committed by a student before awarding of the degree.

(l) Withholding degree. The university may withhold awarding a degree otherwise earned until the completion of the process set forth in these standards of conduct, including the completion of all sanctions (~~imposed~~) assigned, if any.

(m) Trespass. A student may be restricted from any or all university premises based on their misconduct.

(n) Loss of recognition. A recognized or registered student organization's recognition (or ability to register) may be withheld permanently or for a specific period of time. A fraternity or sorority may be prohibited from housing first year students. Loss of recognition is defined as withholding university services, privileges, or administrative approval from a recognized or registered student organization. Services, privileges, and approval to be withdrawn include, but are not limited to, intramural sports (although individual members may participate), information technology services,

university facility use and rental, student involvement office organizational activities, and center for fraternity and sorority life advising.

(o) Hold on transcript and/or registration. A hold restricts release of a student's transcript or access to registration until satisfactory completion of conditions or sanctions (~~(imposed)~~) assigned by a conduct officer or university conduct board. Upon proof of satisfactory completion of the conditions or sanctions, the hold is released.

(p) No contact order. A prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group.

(q) Fines. Previously established and published fines may be (~~(imposed)~~) assigned. Fines are established each year prior to the beginning of the academic year and are approved by the vice president for student affairs.

(r) Additional sanctions for hazing. In addition to other sanctions, a student who is found responsible for hazing forfeits any entitlement to state-funded grants, scholarships, or awards for a specified period of time, in accordance with RCW 28B.10.902.

(s) Remedies. Sanctions designed to restore or preserve a victim's equal access to the university's educational programs or activities.

(4) Academic integrity violations. No credit need be given for work that is not a student's own. Thus, in academic integrity violations, the responsible instructor has the authority to assign a grade and/or educational sanction in accordance with the expectations set forth in the relevant course syllabus. The instructor's choices may include, but are not limited to, assigning a grade of "F" for the assignment and/or assigning an educational sanction such as extra or replacement assignments, quizzes, or tests, or assigning a grade of "F" for the course.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-425, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-504 Interpretation—Policies, procedures, and guidelines.** (1) The vice president for student affairs or designee has authority to interpret these rules and develops policies, procedures, and guidelines for the administration of the university's student conduct system that are consistent with the provisions in this chapter. These must be published, at a minimum, on the center for community standards website and in the university's student handbook. A link to the student handbook or center for community standards website must be provided to parties prior to any informational meeting or student conduct hearing and must provide the following information:

- (a) Rights in the student conduct process;
  - (b) A clear explanation of what to expect during the process;
  - (c) Information regarding legal resources available in the community;
  - (d) A statement that respondents are presumed "not responsible";
- and
- (e) A statement regarding the right not to self-incriminate in accordance with WAC 504-26-045.

(2) Definitions from these standards are incorporated into Washington State University's executive policy 15(~~(, which prohibits discrimination, sexual harassment, and sexual misconduct)~~).

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-504, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-515 Periodic review and assessment.** At the end of each academic year, the center for community standards provides a report to the vice president for student affairs which must include, at a minimum, a numerical breakdown of the types of matters handled and the sanctions (~~(imposed)~~) assigned. The vice president for student affairs must make the report publicly available, provided all personally identifiable or readily ascertainable student information is removed.

The standards of conduct and the student conduct system as a whole are reviewed every three years under the direction of the vice president for student affairs or designee. The student government council is asked to provide recommendations and input on proposed changes. After completion of any adjudication or other resolution of a student conduct matter, the center for community standards must send a survey to all parties requesting feedback on the process. Feedback results must be reviewed, at a minimum, every three years in connection with the periodic review and assessment.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-515, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-525 Good standing.** The award of a degree and/or diploma is conditioned upon the student's good standing in the university and satisfaction of all university graduation requirements. "Good standing" means the student has resolved any acts of academic or behavioral misconduct and complied with all sanctions (~~(imposed)~~) assigned as a result of the misconduct. The university has the sole

authority in determining whether to withhold the degree and/or diploma in cases where the student is not in good standing. The university must deny the award of a degree if the student is dismissed from the university based on their misconduct. Neither diplomas nor transcripts are sent until students have resolved any unpaid fees and resolved any acts of academic or behavioral misconduct and complied with all sanctions (~~imposed~~) assigned as a result of misconduct. (See also academic regulation 45 in the university general catalog.)  
[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-525, filed 11/19/18, effective 12/20/18.]

**Materials not available at time of posting.**

# INFORMATION ITEM #1

Election of Officers  
(Brett Blankenship)

## Election of Officers

Election of officers will take place at the May 7, 2020 Board of Regents meeting.

# INFORMATION ITEM #1

Modernization Update  
(Stacy Pearson/Matt Skinner)

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Modernization Update

SUBMITTED BY: Stacy Pearson, CFO and Vice President, Finance & Administration  
Matt Skinner, Senior Associate Vice President, Finance & Administration

## BACKGROUND INFORMATION:

The following information item provides a summary of major project activities and accomplishments during the launch and initial stabilization phase of the Modernization Initiative. A presentation with the latest information will be provided at the Board Meeting.

### **WSU Launches Workday**

Workday was deployed for human resources and payroll on December 16, 2020, followed by all finance business processes on January 1, 2021. Conversion of financial data was completed during the month of January. The launch is the result of countless hours of work and effort from employees at each campus, college, and department of the University. The early successes are directly correlated to their dedication, preparation, and ability to adapt to new ways of working.

WSU calculated and distributed the first payroll from Workday on January 11, 2021. After three successful payroll cycles, the number of errors have been small and every effort is made to correct such errors quickly. The top priority is to ensure that employees are paid correctly.

### **Service Desk**

As discussed in the November 2020 report to the Board, WSU deployed a Workday Service Desk. Based on the experience of other institutions, we anticipated a high volume of questions as Workday launched and through the first few months of stabilization. For example, one university observed 18,000 questions within the first 6 weeks of operation. Our Workday Service Desk is robust and readily searchable to quickly assist employees.

After the first 6 weeks at WSU, 29,051 knowledge base articles had been viewed. Use of the knowledge base has empowered users to find quick guidance to assist with their questions, while also reducing the number of inquiries submitted through the ticketing system. Users submitted 6,235 service requests, with 5,386 service requests resolved. Approximately 1.5% of customers took time to leave feedback about the service level, noting a 4.9/5.0 satisfaction level.

The Modernization Team also tracks and shares with the University community metrics about timeliness of response. After the first 30 days, the average time to resolution was 1.1 days for most service inquiries, with high priority/complex service requests being resolved in 6.7 days. Low impact requests are prioritized lower and on average resolved in 10.8 days.

The team is working hard to support the user community, and is exploring additional ways to increase support, including conducting listening sessions with campuses, colleges and areas and facilitating weekly “Workday Workshops” where users can learn and share tricks and tips by functional topic.

### **Early Signs of Improvement**

One goal of the Modernization Initiative is to increase effectiveness through the adoption of standardized processes. Some users are frustrated that things “take longer than they used to” as each progress on the learning and change curve. However, there are many early signs of improved effectiveness already on the horizon. Examples include:

- An area finance officer recently reported “vendor set up used to take weeks and you are turning these requests around in a matter of hours.”
- Payroll costing allocations determine how salary and benefits are expensed to specific accounts. In the legacy process, a single allocation adjustment took more than two weeks to complete. For research intensive units with a large portfolio of grants, the costing changes often were not complete before another change was needed, creating challenges for faculty PI and grant fiscal managers. After just 30 days in Workday, these actions are moving from initiation to completion in just .6 days.

### **Continuing the Journey on the Change Curve**

Moving from paper processes and 1970’s computer systems into modern, cloud-based workflow is an enormous undertaking. The

Modernization project is complex and brings together groups and functions that previously worked separately to create one holistic system for WSU. The University community recognizes and is experiencing the issues and challenges that come as the system is stabilized. Faculty and staff have generally demonstrated patience and willingness to learn as their journey on the change curve continues (often referred to as the “Valley of Despair” within the initiative’s change methodology).

Not unexpectedly, WSU has encountered several issues and challenges. A summary of the major themes is included below, and specific actions to improve are underway.

- Payments to suppliers are significantly delayed due to a backlog of invoices and converted purchase orders remaining from system cutover. WSU is respectfully requesting patience and continued business with suppliers as the backlog is addressed.
- Learning to use key Workday reports to track payroll, budgets and grants, and ensuring that security roles are aligned for the reports to work correctly.
- Adjusting security role assignments for improved workflow.
- Beginning to understand the new approach to analyzing data with Workday reports and analytics.
- Updating time and leave balances converted from paper files.
- Fine-tuning business processes, financial data model, accounting and banking processes.
- Continuing to refine and improve integration from Workday to the Agency Financial Reporting System to ensure full accounting records at the Washington State Office of Financial Management.
- Addressing payroll calculation issues for complex work schedules and retroactive changes.

### **Leadership Takeaways**

We appreciate the widespread support from across the University and continue to encourage these concepts on the change journey:

- Continue to provide support, encouragement and express appreciation.
- Recognize that change of this size will have some bumps along the way.
- Expect that it will take up to one year to fully stabilize the new system.

- Be patient with yourself and those around you as we work together to adapt to new systems and ways of working. As challenging as some days may feel, departments are doing great learning together after just 2.5 months.
- Take time to recognize growth and progress, while continuing to improve things.
- Support each employee as they travel at their own pace on the change journey.

### **Project Timeline**

- **January 2021:** Start using Workday for WSU.
- **January 2021-January 2022:** On-going stabilization and change support; adopt budgeting and planning tools.
- **January 2022:** Begin optimizing the system.

### **Project Budget**

The project continues to operate within the budget approved by the Board of Regents on June 8, 2018. The project continues to maintain an adequate budget contingency.

### **Project Scope**

Project leadership and the Executive Steering Committee have maintained strong oversight over scope of the project. Project scope remains as planned.

**Agenda**  
**Finance and Compliance Committee**  
**Thursday, March 11, 2021**  
**2:30 p.m. – 4:30 p.m.**

Location: WSU Pullman, Lighty Student Services Building, Room 405 / Electronic

Committee: Committee of the whole – Marty Dickinson (Chair)

<b><u>Future Action Items</u></b>	<b><u>Section</u></b>
1. Academic Year 2021-2022 Tuition Rates <i>(Pearson)</i>	F-1
2. Services and Activities Fee Rates for Academic Year 2021-2022 <i>(Pearson/Gonzales)</i>	F-2
3. Services and Activities Fees Committee Allocations for Summer 2021 and Academic Year 2021-2022 <i>(Pearson/Gonzales)</i>	F-3
4. WSU Pullman, Undergraduate Technology Fee Committee Allocations for Academic Year 2021-2022 <i>(Pearson)</i>	F-4
5. WSU Vancouver, Technology Fee Committee Allocations for Academic Year 2021-2022 <i>(Pearson)</i>	F-5
6. WSU Pullman, Proposed Changes to Parking System Rates and Fines <i>(Pearson/Shaheen)</i>	F-6

<b><u>Action Items</u></b>	
1. Fiscal Year 2022 Housing and Dining Rates <i>(Gonzales/Greene)</i>	F-7
2. Revised Services and Activities Fees for Academic Year 2020-2021 <i>(Pearson/Gonzales)</i>	F-8
3. Revised Services and Activities Fees Allocations for Academic Year 2020-2021 <i>(Pearson Gonzales)</i>	F-9
4. One-time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021 <i>(Pearson/Gonzales)</i>	F-10

<b><u>Information Items</u></b>	<b><u>Section</u></b>
1. Internal Audit Update <i>(Lopez)</i>	F-11

- 2. WSU Financial Statement Audit Exit *(Pearson/Skinner/Holt)* F-12
- 3. WSU Comprehensive Annual Financial Report, Trends and Debt Report  
*(Pearson/Skinner)* F-13
- 4. Integrated Financial Planning and Forecasting Update *(Pearson/Skinner)* F-14

**Future Action Item**

- 7. FY2021 Athletics Budget Update *(Pearson/Chun)* F-15

# **FUTURE ACTION ITEM #1**

## **Academic Year 2021-2022 Tuition Rates**

**(Stacy Pearson)**

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Academic Year 2021-2022 Tuition Rates

**PROPOSED:** That the Washington State University Board of Regents set tuition rates for academic year 2021-2022.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** State law authorizes the governing boards of the four-year higher education institutions to establish tuition and fees for all student categories except resident undergraduates. Current legislation allows resident undergraduate tuition to increase by no more than the average annual percentage growth rate in the median hourly wage for Washington for the previous fourteen years. This index has been between 2% -2.5% over the last four years.

The WSU Board of Regents has the authority to set all non-resident undergraduate, resident and non-resident graduate, and resident and non-resident professional tuition rates.

Tuition rates will be finalized for action at the May 2021 Board of Regents meeting, pending approval of the final legislative budget, evaluation of proposed rates, and gathering of student feedback.

The current full-time annual tuition rates for 2020-2021 are shown below along with proposed changes for academic year 2021-2022 that are known at this time.

Tuition Rates	Current	Proposed	Change	%Change
Undergraduate Resident	\$10,202	TBD		
Undergraduate Non-Resident	\$25,145	TBD		
Undergraduate Resident Global Campus	\$10,202	TBD		
Undergraduate Non-Resident Global Campus	\$11,414	TBD		
Graduate Resident	\$11,781	TBD		
Graduate Non-Resident	\$25,879	TBD		
Graduate Non-Resident Global Campus	\$11,781	TBD		
Master of Nursing Resident	\$17,234	\$17,234	\$0	0.0%
Master of Nursing Non-Resident	\$32,256	\$32,256	\$0	0.0%
PharmD Resident	\$23,990	\$23,990	\$0	0.0%
PharmD Non-Resident	\$40,644	\$40,644		0.0%
DVM Resident	\$25,744	\$25,744	\$0	0.0%
DVM Non-Resident	\$61,156	\$61,156	\$0	0.0%
ESF College of Medicine Resident (Attachment A)	\$39,508	\$40,693	\$1,185	3.0%
Masters in Athletic Training – Resident	\$13,074	\$13,074	\$0	0.0%
Masters in Athletic Training – Non-Resident	\$26,506	\$26,506	\$0	0.0%

The MBA (Attachment B) program is a self-sustaining program and as such charges a per credit hour tuition rate. The current per credit rates for 2020-2021 are shown below along with the proposed changes for academic year 2021-2022.

Tuition Rates	Current	Proposed	Change	%Change
Online MBA (per credit)	\$834	\$855	\$21	2.5%
Online MBA - Military Rate (per credit)	\$732	\$750	\$18	2.5%
Executive MBA (per credit)	\$1,264	\$1,296	\$32	2.5%

Attachments: Attachment A – Medicine Tuition Rate Supporting Documents  
Attachment B – MBA Tuition Rate Supporting Documents

## **FUTURE ACTION ITEM #2**

### **Services and Activities Fee Rates for Academic Year 2021-2022 (Stacy Pearson/Mary Jo Gonzales)**

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Services and Activities (S&A) Fee Rate Changes for Academic Year 2021-2022

**PROPOSED:** That the Board of Regents authorize rate changes in campus Services and Activities Fees for the academic year 2021-2022.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** By law, the Board of Regents may increase Services and Activities (S&A) Fees annually by amounts that shall not exceed four percent. There is no such control on rate decreases.

All WSU campuses have a student led S&A Fee committee that makes a recommendation to the Board of Regents, through President Schulz, concerning the amount of any S&A fee rate change, as well as the allocations of S&A revenues to student groups. The campus committees may independently choose to recommend an increase or decrease in the S&A Fee rate, and the rate can vary among campuses. The committees are currently beginning their consideration processes. Rate recommendations will be finalized prior to the May 2021 Board of Regents meeting and will be an action item at that meeting.

Current annual rates are:

Everett	\$527
Global Campus	\$415
Pullman	\$558
Spokane	\$582
Tri-Cities	\$512
Vancouver	\$559

## **FUTURE ACTION ITEM #3**

### **Services and Activities Fees Committee Allocations for Summer 2021 and Academic Year 2021-2022 (Stacy Pearson/Mary Jo Gonzales)**

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Services and Activities Fee Committee Allocations for summer 2021 and Academic Year 2021-2022

**PROPOSED:** That the Washington State University Board of Regents approve the allocation of Services & Activities Fees for summer 2021 and academic year 2021-2022, as recommended by the Services and Activities Fee committees representing each campus of Washington State University.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** Services and Activities (S&A) fees are used to fund student activities, programs and student buildings. S&A fees are charged to all students registering at any WSU campus.

Each campus retains 100% of its own S&A fees and is able to recommend a rate increase or decrease. The S&A fee committee on each campus is student led, with a majority of votes assigned to students from that campus. S&A fees are self-assessed and controlled locally.

The committees listed below are beginning their consideration processes. Their allocation recommendations will be submitted for approval to President Schulz and will be an action item at the May 2021 Board of Regents meeting. The recommendations are developed following guidelines governing the establishment and funding of student programs set forth in RCW 28B.15.045.

Information about S&A Fees may be found at:  
<https://studentfees.wsu.edu/home/>

Services & Activities Fee Committee - Everett  
Services & Activities Fee Committee - Global Campus  
Services & Activities Fee Committee - Pullman  
Services & Activities Fee Committee - Spokane  
Services & Activities Fee Committee - Tri-Cities  
Services & Activities Fee Committee - Vancouver

## **FUTURE ACTION ITEM #4**

**WSU Pullman, Undergraduate Technology Fee Committee Allocations for  
Academic Year 2021-2022  
(Stacy Pearson)**

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU Pullman Student Technology Fee Committee Allocations for Academic Year 2021-2022.

**PROPOSED:** That the Board of Regents approve the Academic Year 2021-2022 allocations as recommended by the Pullman Student Technology Fee Committee.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** During the 2015 Spring Semester, the ASWSU-Pullman Senate approved a \$20/semester student technology fee for undergraduate students, effective beginning with the 2015 Fall Semester. This fee is authorized by RCW 28B.15.051, which states that the revenue generated by the technology fee "shall be used exclusively for technology resources for general student use."

The Pullman Student Technology Fee Committee is in the process of reviewing funding requests from a variety of university groups for technology projects that will benefit WSU students. Allocation recommendations from the committee will be forwarded to President Schulz for approval and will be an action item at the May 2021 Board of Regents meeting.

## **FUTURE ACTION ITEM #5**

WSU Vancouver, Technology Fee Committee Allocations for Academic Year  
2021-2022  
(Stacy Pearson)

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU Vancouver Student Technology Fee Committee Allocations for Academic Year 2021-2022.

**PROPOSED:** That the Board of Regents approve the Academic Year 2021-2022 allocations as recommended by the Vancouver Student Technology Fee Committee

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** During the 2017 Spring Semester, the ASWSU-Vancouver Senate approved a \$20/semester student technology fee for undergraduate and graduate students effective beginning with the Fall Semester 2017. This fee is authorized by RCW 28B.15.051, which states that the revenue generated by the technology fee "shall be used exclusively for technology resources for general student use."

The Vancouver Student Technology Fee Committee is in the process of reviewing funding requests from a variety of university groups for technology projects that will benefit WSU students. Allocation recommendations from the committee will be forwarded to President Schulz for approval and will be an action item at the May 2021 Board of Regents meeting.

**FUTURE ACTION ITEM #6**  
Proposed Changes to WSU Pullman  
Parking System Rates and Fines  
(Stacy Pearson/Bill Gardner/John Shaheen)

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Proposed Changes to WSU Pullman Parking System Rates and Fines

**PROPOSED:** That the Board of Regents adopt proposed changes to parking rates and fines effective July 1, 2021 on the Pullman campus.  
(See Attachment A)

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** This proposal was presented as a Future Action Item at the March 2020 BOR meeting; however, the subsequent action in May 2020 was deferred due to COVID-19.

Pursuant to resolution at their meeting of March 12, 2004, the Board of Regents delegated authority to the President, or designee, commencing with FY 2008, to approve (a) annual increases in parking rates and fines that do not exceed the U.S. Department of Labor Consumer Price Index (Western); and (b) annual increases in hourly rates that do not exceed \$.05 per hour per year. Increases larger than the defined maximums require additional Board of Regents approval.

WSU Pullman proposes a rate increase that exceeds the maximum as stated above. The proposal includes an average increase of 10% across annual parking permit types; an increase in daily permits; an increase in hourly parking; and increases to a select number of parking violation fines. These increases, and likely similar increases over the next few years, are necessary to continue the cycle of facility maintenance projects recently delayed by COVID19-related funding shortages but needed to ensure safety and serviceability of the facilities.

The WSU Pullman campus parking system is comprised of four multi-level parking garages each located below buildings, and 127 paved surface parking locations. The parking garages have approximately \$4.5M in deferred maintenance, and the surface parking lots will require approximately \$5.5M in maintenance over

the next six to eight years to ensure safety and prolong the serviceable life of these facilities.

Transportation Services is a self-supported auxiliary unit that does not receive federal, state, grant or tuition funding. Revenue for operations, maintenance, and capital projects and any associated debt service is derived solely from parking fees and fines paid by the users.

Departmental staff collaborate with the 15-member University Parking and Transportation Task Force (Task Force). The Task Force is an advisory body that was established in 2001 to provide a campus-wide perspective and broad representation regarding parking and transportation issues, including rates. The Task Force meets monthly and members represent various stakeholder groups, including ASWSU, RHA, GPSA, faculty, administrative and facilities staff, and represented civil service employees. The Task Force reviewed detailed financial and facilities information over the Fall 2019 semester, and at their February 26, 2020 meeting expressed support for the proposal to be advanced for further executive review and approval. The proposed increases were publicized and the campus community was invited to provide comments. The proposal was published in the various local media and sent by email to approximately 6,800 permit holders. As a result of the opportunity for comment, Transportation Services received 109 comments which were reviewed by the Task Force prior to the February 2020 meeting (see Attachment D).

Parking permit rates were last increased by 3.1% (the CPI) effective July 1, 2019. Prior to that time, the last parking permit rate increase was 2015/16, an increase of 1.9%. Hourly parking rates were last increased by \$.05 effective July 1, 2011 (see Attachment B). Additionally, select parking zone changes affected the cost to certain permit holders effective July 1, 2017. See Attachment C for a peer comparison of parking rates.

Select increases in fines for parking violations are proposed to ensure the costs of compliance and collection activities are offset by fine revenue, rather than being subsidized by the parking patrons, and to help ensure that fines retain their deterrent value. The former is determined through cost accounting measures, and the latter through peer comparisons of similar parking violations and their associated fines. Current fine levels have not changed since July 1, 2011.

ATTACHMENTS: Attachment A: Parking Rate and Fine Proposal  
Attachment B: Historical parking permit fees  
Attachment C: Peer Comparison of parking rates  
Attachment D: Task Force Minutes from February 26, 2020

2021/2022 Rate Proposal  
Effective July 1, 2021

Permit Type	Current Rate	Proposed Rate	Monthly Increase	Annual Increase
Orange	\$676	\$776	\$8.33	\$100
Green	\$502	\$552	\$4.17	\$50
Crimson	\$342	\$382	\$3.33	\$40
Yellow	\$308	\$328	\$1.67	\$20
Red	\$239	\$254	\$1.25	\$15
Gray	\$239	\$259	\$1.67	\$20
College Hill	\$342	\$382	\$3.33	\$40
Blue	\$130	\$145	\$1.25	\$15
Commercial	\$993	\$1,093	\$8.33	\$100
Motorcycle	\$79	\$88	\$0.75	\$9

## Daily Parking Rates

Permit Type	Current Rate	Proposed Rate	Increase
Orange	\$10.57	\$12.00	\$1.43
Green	\$7.16	\$8.00	\$0.84
Crimson	\$7.16	\$8.00	\$0.84
Yellow	\$3.74	\$5.00	\$1.26
Red	\$2.05	\$3.00	\$0.95
Gray	\$5.78	\$6.00	\$0.22
Blue	\$1.35	\$2.00	\$0.65
Commercial	\$14.31	\$20.00	\$5.69
Motorcycle	\$1.00	\$2.00	\$1.00
Day Permit	\$10.57	\$12.00	\$1.43

## Hourly Parking Rates

Locations	Current Rate	Proposed Rate	Increase
Garage Peak - Hourly	\$2.00	\$2.50	\$0.50
Meters - Hourly Rate	\$1.75	\$2.25	\$0.50
Garage NonPeak - Flat Rate	\$3.00	\$4.00	\$1.00

## Parking Fines

Violation Type	Current Fine Amount	Proposed Fine Amount	Increase
Meter Violation	\$20	\$25	\$5
OVERTIME IN A TIMED ZONE	\$20	\$25	\$5
IMPROPER DISPLAY	\$15	\$25	\$10
NO PARKING PERMIT	\$50	\$60	\$10
NO PERMIT FOR THIS AREA	\$40	\$50	\$10
NO PARKING ZONE	\$40	\$60	\$20
NONPAYMENT IN PAY LOT	\$25	\$60	\$35
IMPROPER PARKING	\$30	\$30	N/A
STOLEN/LOST PERMIT	\$400	\$400	N/A
BLOCKING TRAFFIC	\$150	\$150	N/A
* DISABILITY PARKING ZONE	\$450	\$450	N/A
FIRE ZONE	\$150	\$150	N/A
RESERVED AREA	\$150	\$150	N/A
ILLEGAL USE OF PERMIT	\$150	\$150	N/A
MISCELLANEOUS	\$30	\$30	N/A
NO MALL SERVICE PERMIT	\$150	\$150	N/A
NO SERVICE PERMIT	\$75	\$75	N/A
* EV CHARGING STATION	\$124	\$124	N/A
WHEEL LOCK	\$150	\$150	N/A
STORAGE FEE	\$30	\$30	N/A

\*Fine established by the Revised Code of Washington.

**Annual Parking Permit Rate History**

<b>Permit Type</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>5-Year \$ Change</b>	<b>5-Year % Change</b>
ORANGE	\$ 656.07	\$ 656.07	\$ 656.07	\$ 676.41	\$ 676.41	\$ 20.34	3.10%
GREEN	486.62	486.62	486.62	501.69	501.69	\$ 15.07	3.10%
CRIMSON	331.86	331.86	331.86	342.15	342.15	\$ 10.29	3.10%
YELLOW	298.61	298.61	298.61	307.87	307.87	\$ 9.26	3.10%
RED	231.47	231.47	231.47	238.66	238.66	\$ 7.19	3.10%
GRAY	231.47	231.47	231.47	238.66	238.66	\$ 7.19	3.10%
COLLEGE HILL	331.86	331.86	331.86	342.15	342.15	\$ 10.29	3.10%
BLUE	125.64	125.64	125.64	129.53	129.53	\$ 3.89	3.09%
COMMERCIAL	963.00	963.00	963.00	992.85	992.85	\$ 29.85	3.10%
MOPED	76.73	76.73	76.73	79.11	79.11	\$ 2.38	3.10%
MOTORCYCLE	76.73	76.73	76.73	79.11	79.11	\$ 2.38	3.10%

**Daily Parking Permit Rate History**

<b>Permit Type</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>5-Year \$ Change</b>	<b>5-Year % Change</b>
ORANGE/DAY	\$ 10.25	\$ 10.25	\$ 10.25	\$ 10.57	\$ 10.57	\$ 0.32	3.14%
GREEN	6.94	6.94	6.94	7.16	7.16	\$ 0.22	3.18%
CRIMSON	6.94	6.94	6.94	7.16	7.16	\$ 0.22	3.18%
YELLOW	3.63	3.63	3.63	3.74	3.74	\$ 0.11	3.03%
RED	1.98	1.98	1.98	2.05	2.05	\$ 0.07	3.54%
GRAY	5.61	5.61	5.61	5.78	5.78	\$ 0.17	3.03%
BLUE	1.31	1.31	1.31	1.35	1.35	\$ 0.04	2.97%
COMMERCIAL	13.89	13.89	13.89	14.31	14.31	\$ 0.42	3.01%
MOPED	0.98	0.98	0.98	1.00	1.00	\$ 0.02	2.02%
MOTORCYCLE	0.98	0.98	0.98	1.00	1.00	\$ 0.02	2.02%

**Hourly Parking Rate History**

<b>Location</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>5-Year \$ Change</b>	<b>5-Year % Change</b>
Library Garage	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$0.00	0.00%
Smith Ctr Garage	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Meters	1.75	1.75	1.75	1.75	1.75	0.00	0.00%

## Attachment C

### Peer Comparison Annual Rates: High, Mid, Low

Apr-20

Peer Institutions	Annual rate - High
Oklahoma State	\$ 2,461
Minnesota - Twin Cities	\$ 1,638
Florida	\$ 1,434
Wisconsin - Madison	\$ 1,310
Ohio State	\$ 1,100
Texas A&M	\$ 811
Cornell	\$ 806
Iowa	\$ 781
WSU (Proposed)	\$ 776
Louisiana State	\$ 750
Illinois - Champaign/Urbana	\$ 745
UC Davis	\$ 720
Tennessee	\$ 678
WSU (Current)	\$ 676
Colorado State	\$ 618
Kansas State	\$ 600
Michigan State	\$ 534
North Carolina State	\$ 528
Georgia	\$ 480
Mississippi State	\$ 467
Virginia Tech	\$ 450
Missouri - Columbia	\$ 372
Purdue	\$ 250
Auburn	\$ 180

Regional Institutions	Annual Rate - High
Washington	\$ 2,016
Oregon	\$ 1,092
Montana State-Bozeman	\$ 840
WSU (Proposed)	\$ 776
WSU (Current)	\$ 676
WSU Spokane	\$ 542
Oregon State	\$ 522
Boise State	\$ 444
Western Washington	\$ 402
Eastern Washington	\$ 400
University of Idaho	\$ 352
WSU Vancouver	\$ 285
Central Washington	\$ 247
Montana	\$ 241

Peer Institutions	Annual Rate - Mid
Oklahoma State	\$ 975
Wisconsin - Madison	\$ 916
Minnesota - Twin Cities	\$ 813
Illinois - Champaign/Urbana	\$ 660
Texas A&M	\$ 619
Iowa	\$ 617
UC Davis	\$ 600
Cornell	\$ 575
Colorado State	\$ 569
Ohio State	\$ 567
Florida	\$ 540
Louisiana State	\$ 500
North Carolina State	\$ 450
Michigan State	\$ 400
Mississippi State	\$ 378
Georgia	\$ 360
Virginia Tech	\$ 360
Tennessee	\$ 360
WSU (Proposed)	\$ 328
WSU (Current)	\$ 308
Missouri - Columbia	\$ 231
Kansas State	\$ 205
Purdue	\$ 150
Auburn	\$ 120

Regional Institutions	Annual Rate - Mid
Washington	\$ 1,620
Montana State-Bozeman	\$ 540
Oregon	\$ 456
WSU Spokane	\$ 395
Oregon State	\$ 351
Western Washington	\$ 350
WSU (Proposed)	\$ 328
WSU (Current)	\$ 308
Eastern Washington	\$ 300
Boise State	\$ 204
WSU Vancouver	\$ 203
University of Idaho	\$ 172
Montana	N/A
Central Washington	N/A

Peer Institutions	Annual Rate - Low
Oklahoma State	\$ 825
Minnesota - Twin Cities	\$ 420
UC Davis	\$ 360
Cornell	\$ 360
Iowa	\$ 340
Texas A&M	\$ 319
Virginia Tech	\$ 315
Colorado State	\$ 266
Georgia	\$ 240
Tennessee	\$ 240
Florida	\$ 204
Missouri - Columbia	\$ 198
Mississippi State	\$ 180
Kansas State	\$ 155
North Carolina State	\$ 150
WSU (Proposed)	\$ 145
Ohio State	\$ 135
WSU (Current)	\$ 130
Illinois - Champaign/Urbana	\$ 120
Purdue	\$ 100
Michigan State	\$ 98
Auburn	\$ 80
Louisiana State	\$ 60
Wisconsin - Madison	N/A

Regional Institutions	Annual Rate - Low
Oregon	\$ 396
Eastern Washington	\$ 200
Boise State	\$ 176
Western Washington	\$ 175
WSU Vancouver	\$ 161
WSU (Proposed)	\$ 145
WSU (Current)	\$ 140
Montana	\$ 121
Oregon State	\$ 108
Montana State-Bozeman	\$ 80
University of Idaho	\$ 70
Washington	N/A
WSU Spokane	N/A
Central Washington	N/A

Peer Comparison Daily Rates: High, Mid, Low

Apr-20

Peer Institutions	Daily Rate - High
Iowa	\$ 20.00
Minnesota - Twin Cities	\$ 15.00
Wisconsin - Madison	\$ 15.00
North Carolina State	\$ 15.00
Illinois - Champaign/Urbana	\$ 14.00
Colorado State	\$ 13.00
Kansas State	\$ 12.00
WSU (Proposed)	\$ 12.00
WSU (Current)	\$ 10.57
UC Davis	\$ 10.00
Cornell	\$ 10.00
Georgia	\$ 10.00
Michigan State	\$ 10.00
Ohio State	\$ 8.75
Virginia Tech	\$ 6.00
Florida	\$ 5.00
Purdue	\$ 5.00
Louisiana State	\$ 5.00
Texas A&M	\$ 5.00
Missouri - Columbia	\$ 5.00
Tennessee	\$ 5.00
Mississippi State	\$ 4.00
Oklahoma State	\$ 3.00
Auburn	N/A

Regional Institutions	Daily Rate - High
Washington	\$ 17.00
Oregon	\$ 12.00
Oregon State	\$ 12.00
WSU (Proposed)	\$ 12.00
WSU (Current)	\$ 10.57
Western Washington	\$ 10.00
WSU Spokane	\$ 7.00
Central Washington	\$ 6.00
Montana State-Bozeman	\$ 5.00
Eastern Washington	\$ 5.00
WSU Vancouver	\$ 5.00
Montana	\$ 3.50
University of Idaho	\$ 3.00
Boise State	N/A

Peer Institutions	Daily Rate - Mid
Colorado State	\$ 8.00
Cornell	\$ 6.00
Georgia	\$ 5.00
WSU (Proposed)	\$ 5.00
WSU (Current)	\$ 3.74
Wisconsin - Madison	N/A
Minnesota - Twin Cities	N/A
Iowa	N/A
UC Davis	N/A
Texas A&M	N/A
Florida	N/A
Ohio State	N/A
Louisiana State	N/A
North Carolina State	N/A
Virginia Tech	N/A
Tennessee	N/A
Michigan State	N/A
Mississippi State	N/A
Auburn	N/A
Missouri - Columbia	N/A
Purdue	N/A
Oklahoma State	N/A
Kansas State	N/A
Illinois - Champaign/Urbana	N/A

Regional Institutions	Daily Rate - Mid
Washington	\$ 12.00
Oregon State	\$ 7.00
WSU (Proposed)	\$ 5.00
WSU (Current)	\$ 3.74
Montana State-Bozeman	N/A
Oregon	N/A
Western Washington	N/A
Boise State	N/A
Eastern Washington	N/A
WSU Vancouver	N/A
Montana	N/A
Central Washington	N/A
University of Idaho	N/A
WSU Spokane	N/A

Peer Institutions	Daily Rate - Low
Illinois - Champaign/Urbana	\$ 12.00
Wisconsin - Madison	\$ 9.00
Colorado State	\$ 6.00
Minnesota - Twin Cities	\$ 5.00
Kansas State	\$ 5.00
Cornell	\$ 3.00
North Carolina State	\$ 3.00
Iowa	\$ 2.50
Purdue	\$ 2.50
WSU (Proposed)	\$ 2.00
WSU (Current)	\$ 1.35
Georgia	\$ 1.00
Oklahoma State	\$ 1.00
UC Davis	N/A
Texas A&M	N/A
Virginia Tech	N/A
Tennessee	N/A
Missouri - Columbia	N/A
Florida	N/A
Auburn	N/A
Louisiana State	N/A
Mississippi State	N/A
Ohio State	N/A
Michigan State	N/A

Regional Institutions	Daily Rate - Low
Washington	\$ 6.00
WSU Spokane	\$ 5.00
Oregon State	\$ 5.00
WSU (Proposed)	\$ 2.00
WSU (Current)	\$ 1.35
Oregon	N/A
Western Washington	N/A
Central Washington	N/A
Boise State	N/A
Eastern Washington	N/A
WSU Vancouver	N/A
Montana State-Bozeman	N/A
Montana	N/A
University of Idaho	N/A

## Peer Comparison Hourly Rates

Apr-20

Peer Institutions	Hourly Rate
Auburn	N/A
Georgia	\$ 4.00
Minnesota - Twin Cities	\$ 3.00
Cornell	\$ 3.00
Purdue	\$ 3.00
North Carolina State	\$ 3.00
WSU (Proposed)	\$ 2.50
Ohio State	\$ 2.25
WSU (Current)	\$ 2.00
Florida	\$ 2.00
Texas A&M	\$ 2.00
Tennessee	\$ 2.00
Colorado State	\$ 2.00
Virginia Tech	\$ 2.00
Michigan State	\$ 2.00
Kansas State	\$ 1.50
UC Davis	\$ 1.50
Wisconsin - Madison	\$ 1.50
Louisiana State	\$ 1.50
Mississippi State	\$ 1.50
Oklahoma State	\$ 1.25
Iowa	\$ 1.20
Missouri - Columbia	\$ 1.00
Illinois - Champaign/Urbana	\$ 1.00

Regional Institutions	Hourly Rate
Montana State-Bozeman	N/A
Central Washington	N/A
Washington	\$ 4.00
Boise State	\$ 4.00
WSU (Proposed)	\$ 2.50
WSU (Current)	\$ 2.00
Oregon	\$ 2.00
Western Washington	\$ 2.00
Oregon State	\$ 2.00
WSU Spokane	\$ 2.00
Montana	\$ 1.50
University of Idaho	\$ 1.50
WSU Vancouver	\$ 1.50
Eastern Washington	\$ 1.00

MINUTES FOR THE UNIVERSITY PARKING AND TRANSPORTATION TASK FORCE  
February 26, 2020; 11:00am – 12:30pm  
CUB 208, WASHINGTON STATE UNIVERSITY, PULLMAN, WA

Present:

ARBOUR, Cynthia  
ARENAS, Vanessa  
BOLL, Jan  
BOYAN, Chris  
COLYAR, Aaron  
GARDNER, Bill  
HENDRICKSON, Grace  
HOWELL, Alexander  
LUETHI, Dean  
MAKHANI, Beverly  
NEEDHAM, Eric  
ORTLIEB, Ian  
REDMAN, Lana  
RODRIGUEZ, Gabby  
SCOLES, Bonnie  
SHAHEEN, John  
SLOCUM, Eric  
SOTELO, Diana  
WILSON, Cody  
WILSON, Lia

Absent:

CASAVANT, KEN  
COLE, Craig  
SHAFFER, Christian

The meeting was called to order at 11:05am by Bill Gardner.

**Minutes from January 22, 2020:**

The minutes from the last meeting were sent out ahead. Bill asked if anyone needed a copy or had any comments. There were no changes to the minutes.

**Announcements:**

Staff introductions

John introduced Transportation Services (TS) employee Vanessa Arenas to the Task Force. Arenas is a program assistant in the TS office.

Did You Know?

Information for this month's Did You Know? campaign explained the process for appealing a ticket issued on the WSU Pullman campus. Cody noted that TS receives about 30-40 appeals per week and some of these are screened from the appeal process and waived in office based on pre-defined criteria. Chris pointed out that TS gets some useful information from appeals that can lead to system improvements.

## Rate Proposal:

### Feedback and comments

Bill asked the Task Force to provide their thoughts on the comments received and shared by TS about the FY21 rate proposal as well as feedback from their constituents.

- Eric N. shared some of the remarks that he had highlighted from the WSU Pullman FY21 Proposed Parking increase Feedback and Comments document that stood out to him. Based on the remarks, he believes that there should be standards for Green lots that include that they are paved. Eric N. would also like to see a carpool permit that for a higher price, would allow people to park in any Green lot. He also noticed that people said that they did not notice where work is being done that would warrant higher rates.
- Cyndi said that some comments she received were that people would have liked to see a list of items that were paid for with the prior increases.
- Lana said that TS had talked about sharing before and after pictures for projects.
- John agreed that providing a breakdown of where capital is spent would be helpful. He stated that TS is currently working on a carpool proposal that will be shared at the next meeting. As for the Green 3 gravel lots in the high demand area near Sloan/Dana Halls, TS looked at paving those lots but it would have cost \$2.5-3M and there would have been about a 25% loss of parking capacity. Due to this, TS decided to make improvements to the lots such as regrading, improving lighting, and upgrading landscaping instead.
- John noted that the College of Engineering has just launched a precinct study for master planning college facilities. Some of the Green 3 gravel lots are potential building sites in the precinct study. This could push some improvements to the gravel lots as the study moves forward. Bill expressed his appreciation that TS has been made aware of the study and will be a part of the discussion.
- Beverly asked if the College of Engineering is considering parking under possible new buildings. Bill said that the architects have been discussing parking garages with buildings but this would also require a likely increase in rates.
- Cyndi reminded the Task Force that state funds cannot be used for parking lots or garages.
- Grace brought up previous year's capital budgets, and asked if the capital budget was supposed to stay the same or if it changed from year to year. John said that the capital budget is dynamic and is updated every year. Changes are made based on new projects, project priority, and changes in capital costs.
- Lana said it would be helpful to provide the reasoning behind not paving gravel lots. It might ease some of the complaints if people understood that parking spaces would be lost if a gravel lot is paved.
- Lana would also like to see a "Did You Know" providing information about park and ride locations.
- Dean pointed out that some people say they want to park on campus because that have young children so providing information about taxi and Lyft services being available in the few times there is an emergency might help.
- John noted that emergency ride home is a part of the Cougar Commute Advisor information that is provided to participants.
- Beverly heard complaints about the larger proposed increase for the Orange permits. She wanted to know if there was another way to increase revenue for the garages without increasing Orange permits by \$100.
- Bill agreed that costs to maintain and repair parking facilities are not intuitive.

- Chris said that he did respond to Orange permit holders and let them know that on a cost per space basis, it costs more to maintain and repair garages than it does to repair and maintain surface parking spaces, and that additional revenue from hourly garage patrons will also help.
- John reminded the Task Force that the higher increase for Orange permits was in response to a Task Force suggestion at the January meeting.
- Beverly suggested that the proposed hourly rate could be increased by an additional \$0.25 and decrease the proposed rate hike of Orange permits.
- Grace asked if there has been an increase in the number of people using the app and if yes, has there been a corresponding increase in garage usage. Chris said that the app is very popular, but that more people are using the permit vending machines in the garages. He said that there does not seem to be an increase in garage usage because people who want to park in the garages will do so regardless of the payment options.
- Based on a few of the comments about needing the Board of Regents approval for rate increases, Dean asked for clarification on what would be required for approval. Bill said that for a CPI increase, the president has delegated authority to approve increases up to the CPI. Any higher increases will need Board of Regents approval. At this point, the proposed rate increase for FY21 has not gone any higher than the Task Force. Decision makers will want to know what the recommendation from the Task Force is as well as the comments.
- Chris pointed out that TS received 109 formal comments out of nearly 7000 emails that were sent out to permit holders informing them of the proposed rate increase and seeking comments.

#### Proposed for action: Parking rate proposal

Bill asked the Task Force to answer two questions:

1. Did TS make a clear business case for the proposed rate increase?
  2. Do you approve of moving forward with sending the proposed rate increase up to the next decision-maker?
- Jan: Yes, Yes
  - Alexander: Yes, Yes
  - Grace: Yes, Yes – Increase longevity/forecast of capital plans to prevent large increases.
  - Diana: Yes, Yes – Handouts provided by TS were helpful in explaining the reasons behind the proposed increase.
  - Dean: Yes, Yes
  - Lana: Yes, Yes – TS can do a better job of showing where money is going and that subsequent increases will be necessary to maintain and improve parking system.
  - Eric S.: Yes, Yes – It was helpful to his constituents to see a fixed increase amount versus a percent increase.
  - Beverly: Yes, Yes – Agrees with Lana that people want to see improvements/maintenance to parking facilities. She thinks that the \$100 proposed increase for the Orange permits is too high and should be reduced for future increases and that the hourly parking rate should be increased by more.
  - Cyndi: Yes, Yes – Recurring “Did You Know?” focusing on where TS money is going.

- Eric N.: Yes, No – Believes proposed increases are hurting some lower wage workers who need to purchase more expensive permits for their jobs, such as Dining Service employees. He noted the higher number of civil service employees responding with comments. Lana pointed out that civil service employees are the largest group of employees.
  - Christian (via email attached): Yes, Yes.
  - Ken: (via email attached): Yes and yes.
  - Craig: (via email attached): Qualified and measured, mostly affirmative response from Craig and on behalf of himself and APAC.
- 
- Grace said that the possibility to provide parking fee waivers for students of lower socio-economic status is often brought up at ASWSU meetings.
  - Eric N. had heard that the University of Idaho pays for some employee parking. Ian, who is a former director of U of I parking, said that WSU's parking system is very similar to U of I's and that exempt vehicles at WSU are allowed to park for operational usage by employees.

#### Transportation Behavior Analysis

The "Analyzing Transportation Behavior and Choices" Power Point packet was passed out to the Task Force. The presentation included information based on the Fall 2018 Transportation Survey data. Chris stated that the goal of the data collection is to find out the transportation choices people make and why they make them in order to manage parking on campus. He noted that TS takes a two-pronged approach to the TS business model – 1. Mitigate demand and 2. Provide adequate parking supply.

Based on the responses in the survey, the combination of relatively convenient parking, moderate habit to drive alone, and the lack of perceived viability of alternatives to driving leads to localized shortages and high demand in certain areas, and surplus parking on the edges of campus.

- Beverly wanted to know if there is a possibility of bringing back the bus between Moscow and Pullman since some people she spoke to indicated they would choose to ride the bus instead of driving. John said that the funding for this is not available. The best hope for bringing back the bus is through public transportation funding which might become available if Pullman and Moscow attain Metropolitan Planning Organization (MPO) status as a result of the 2020 census which requires a combined population of 50,000 or more among other criteria. MPO status would provide an opportunity to regionalize existing transit services in Pullman and Moscow. In the meantime, TS is promoting vanpools and hope to promote carpools.

#### **New Business:**

- Grace asked when the signage for the CUE and Library garages indicating available spaces was going to be installed. Chris said that this will be going out to bid soon. Cyndi said that sign installation will likely happen this summer in time for fall.

**Meeting adjourned at 12:31pm**

**Wilson, Lia Jean**

---

**From:** rha.president  
**Sent:** Wednesday, February 26, 2020 10:44 AM  
**To:** Shaheen, John Anthony  
**Cc:** Shaheen, John Anthony  
**Subject:** Re: Today's Meeting

John,

Myself and my constituents have come to the conclusion that the proposal is sound and sufficient for the reasons that you have stated. We feel as though all information that we need for this conclusion has been presented and we support pushing it forward to all those necessary.

Best

Christian Shaffer  
(He/Him/His)  
RHA President

---

**From:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Sent:** Wednesday, February 26, 2020 10:41:34 AM  
**To:** rha.president <rha.president@wsu.edu>  
**Cc:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Subject:** Re: Today's Meeting

Ok Christian. Two questions:

1. Have we made a satisfactory business case for the proposal ,and
2. Would you support moving the proposal forward to the Vice President and President?

John

Sent from my iPhone

On Feb 26, 2020, at 10:20 AM, rha.president <rha.president@wsu.edu> wrote:

Hello,

I will not be able to make the meeting today due to a class requirement.

Best

Christian Shaffer  
(He/Him/His)  
RHA President

**Wilson, Lia Jean**

---

**From:** Casavant, Kenneth  
**Sent:** Thursday, February 27, 2020 12:34 PM  
**To:** Shaheen, John Anthony  
**Subject:** RE: Task Force Action

Yes and yes. I wish we could have voted during the meeting so peer pressure would have been effective. Cheers, Ken

---

**From:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Sent:** Wednesday, February 26, 2020 1:49 PM  
**To:** Casavant, Kenneth <casavantk@wsu.edu>  
**Cc:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Subject:** Task Force Action

Hi Ken,

Today the Task Force was polled about whether to move the attached proposal forward to the VP as a recommendation. Bill asked two questions for each member to answer. It would be helpful to get your answers as well.

1. Did Transportation Services make a satisfactory business case that supports the one year rate increase proposal attached, and
2. Do you support moving the proposal forward for adoption?

I look forward to your reply.

Thanks.  
John

**John Shaheen, Director**  
Transportation Services  
Washington State University  
509.335.5105  
[shaheen@wsu.edu](mailto:shaheen@wsu.edu)

## Wilson, Lia Jean

---

**From:** Cole, Craig  
**Sent:** Thursday, March 05, 2020 11:02 AM  
**To:** Shaheen, John Anthony  
**Subject:** RE: Task Force Action

John

I have my own personal opinions on this, but I will attempt to answer these questions on behalf of APAC

1. Did Transportation Services make a satisfactory business case that supports the one year rate increase proposal attached, and APAC members feel that additional options should have been considered. While they may have been considered and evaluated, it is unclear from the general information provided to everyone regarding some specific cases. If that information can be posted publically, then we can probably agree. Having seen all the detailed responses to questions, I feel personally that TS did make a satisfactory business case.
2. Do you support moving the proposal forward for adoption? Somewhat. I did want to bring up in the last meeting (which I missed sorry) that while incorporating additional parking into the 10-yr outlook is prudent planning on the part of TS, with the current enrollment projections, the current issues recruiting international and even domestic student from outside of Washington State, and the projections for Washington State high school graduation rates, I do not feel that that increasing the parking quantity should be part of the 10-year plan in building the rate increases. I do feel that you are justified in your 1-yr proposed increase, but the incremental increases over the next 3-5 years should be adjusted to reflect only the known renewal costs (which I know are still significant) and not increasing quantity of parking. I know that goes against prudent planning, but that is what my constituents feel should be reflected in the plan. As we are briefed by the Provost and others, APAC just didn't get the impression that the quantity of students at the Pullman campus was going to increase significantly over the next 5-10 years. It seemed more likely that the anticipated increases to enrollment would come at the other campus locations and in the on-line Global Campus, neither of which would affect the parking numbers here in Pullman. If there is more concrete evidence that we are not privy too, then that should be wider disseminated.

Go Cougs!!

### Craig Cole

Exec Director of Building Operations  
Facilities Services  
Washington State University  
McCluskey Services Building, Room #180M  
P.O. Box 641150  
Pullman WA 99164-1150  
Tel: 509-335-9035 Fax# 509-335-1961  
[craig.cole@wsu.edu](mailto:craig.cole@wsu.edu)  
<http://facilitieservices.wsu.edu/>

---

**From:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Sent:** Thursday, March 05, 2020 8:23 AM  
**To:** Cole, Craig <craig.cole@wsu.edu>  
**Cc:** Shaheen, John Anthony <shaheen@wsu.edu>  
**Subject:** FW: Task Force Action  
**Importance:** High

Hi Craig,

Are you able to weigh in on these questions below? John

**From:** Shaheen, John Anthony <[shaheen@wsu.edu](mailto:shaheen@wsu.edu)>

**Sent:** Wednesday, February 26, 2020 1:50 PM

**To:** Cole, Craig <[craig.cole@wsu.edu](mailto:craig.cole@wsu.edu)>

**Cc:** Shaheen, John Anthony <[shaheen@wsu.edu](mailto:shaheen@wsu.edu)>

**Subject:** Task Force Action

Hi Craig,

Today the Task Force was polled about whether to move the attached proposal forward to the VP as a recommendation. Bill asked two questions for each member to answer. It would be helpful to get your answers as well.

1. Did Transportation Services make a satisfactory business case that supports the one year rate increase proposal attached, and
2. Do you support moving the proposal forward for adoption?

I look forward to your reply.

Thanks.

John

**John Shaheen, Director**  
Transportation Services  
Washington State University  
509.335.5105  
[shaheen@wsu.edu](mailto:shaheen@wsu.edu)

**ACTION ITEM #1**  
FY2022 Housing and Dining Rates  
(Mary Jo Gonzales/Sean Greene)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: FY2022 Housing and Dining Rates

PROPOSED: That the Board of Regents approve the Housing and Dining Rates with no change from the FY2021 Rates.

Residence Halls:

No change to the schedule for room and board.

Apartments:

No change to the Single Student Apartment (SSA) rates.

No change to the Family apartment rates.

SUBMITTED BY: Mary Jo Gonzales, Vice President for Student Affairs

SUPPORTING

INFORMATION: The Housing and Dining System is a self-sustaining auxiliary unit that requires establishing room and board rates that are sufficient to meet bond covenants and support the University's strategic goals.

During normal operations, the Housing and Dining Advisory Board, which is comprised of student representatives from the Resident Hall Association (RHA), Associated Students of Washington State University (ASWSU), Graduate and Professional Students Association (GPSA), as well as representatives from the Budget Office, Finance & Administration, and Student Affairs, meets during the year to review current operations and to discuss operational changes anticipated for the ensuing year. Due to the on-going operational impacts of the COVID-19 pandemic and the financial hardships many of our students and families have been navigating, the normal Advisory Board review process was suspended for the 2021-2022 rate setting cycle.

While the Housing and Dining system has endured significant financial impacts during the pandemic, staff recommends

continuing existing housing and dining rates with no change for FY2022. Substantial adjustments to housing and dining operations have been made to support this recommendation; moreover, a return to normal operations and historical occupancy levels will have the greatest long-term impact on the Housing and Dining auxiliary unit. Pending Regent's approval, the rate schedule effective fall semester 2021 will reflect no increase over the FY2021 rates.

The Advisory Board will reconvene in early fall semester 2021 to begin reviewing operations and to develop rate recommendations for FY2023.

# WSU Housing and Dining System

## Resident Hall, Dining and Apartment Rate Proposal 2021-2022 Academic Year

### Occupancy trends, Fall Census Day (10th day after classes start)

	Residence Halls	Single Student Apartments		Family Apartments	
2017	5,372	*891	95%	865	97%
2018	5,818	914	97%	850	94%
2019	5,726	908	97%	824	91%
2020	726	604	64%	741	82%
**2021	4,400	908	97%	824	91%

\* Chief Joseph units varied due to construction and renovation.

\*\* Projection assumes primarily single occupancy; double occupancy will be available in rooms large enough to support social distancing.

### RECOMMENDATION

#### Apartments

Single Student Apartments	No change
Family Apartments	No change

#### Residence Halls Room & Board

	2019-20	2020-21	2021-22	Increase	Percent Increase
Weighted average Residence Hall - Double room	\$ 7019	\$ 7,254	\$ 7,254	\$ -0-	0%
Dining Plan, Level 2	4,300	4.350	4.350	-0-	0%
Total* Room & Board	\$11,319	\$11,604	\$11,604	\$ -0-	0%

\*Total is the sum of weighted average double room and level 2 dining plan.

## ACTION ITEM #2

### Revised Services and Activities Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities Fees for Academic Year 2020-2021

**PROPOSED:** That the Board of Regents shall revise academic year 2020-2021 S&A fees approved at the June 2020 meeting for the Spokane, Tri-Cities, and Vancouver campuses based on the recommendation of the WSU Spokane, WSU Tri-Cities, and WSU Vancouver student led S&A fee committees.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On August 7, 2020, WSU communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 mandatory student fees, including the S&A fee, until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process.

This past fall and spring, the student led S&A fee committees were convened and a summary of their processes is included in the attachments. As a result of these meetings, the WSU Spokane, WSU Tri-Cities, and WSU Vancouver S&A committees put forth the following recommendations.

**WSU Spokane:** The S&A fee is \$291 per semester. The committee recommends that the spring semester fee be revised downward by \$50.

**WSU Tri-Cities:** The S&A fee is \$256 per semester. The committee recommends the spring semester fee be revised downward by \$64.

**WSU Vancouver:** The S&A fee is \$279.50 per semester. The committee recommends the spring semester fee be revised downward by \$50.

The committees' recommendations have been reviewed by President Schulz and are forwarded for approval by the Board of Regents per RCW 28B.15.045.

ATTACHMENT: Attachment A: Revised S&A Fee Recommendations WSU Spokane, WSU Tri-Cities, and WSU Vancouver.

Office of the  
President**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to adjust allocations as follows:

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

PO Box 641048, Pullman, WA 99164-1048

509-335-4200 | Fax: 509-335-5515 | PresidentsOffice@wsu.edu | president.wsu.edu

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic  
Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Tri S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$64 and to adjust allocations as follows:

Group Name	Allocation Approved in November	Proposed Revised Allocations	Decrease in Allocation
Student Support Services	\$ 147,664	\$ 147,664	\$ -
Student Engagement and Leadership/ Student Life	\$ 170,031	\$ 155,531	\$ (14,500)
SEB	\$ 80,000	\$ 80,000	\$ -
IT	\$ 19,586	\$ 19,586	\$ -
Campus Recreation/Sports	\$ 111,463	\$ 111,463	\$ -
ASWSUTC	\$ 169,149	\$ 153,081	\$ (16,068)
Club Funding	\$ 30,000	\$ 20,000	\$ (10,000)
Totals	\$ 727,893	\$ 687,325	\$ (40,568)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Recommendation for Spring 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a non-collection of fee for spring semester 2021.

The committee met on November 18, 2020 and December 9, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some or all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% the S&A fee (\$64 for full time students) for spring semester 2021 not be collected.**

<u>Group</u>	<u>Total Requested</u>	<u>Allocated from Budget</u>	<u>Allocated from Reserves</u>	<u>Total Allocated</u>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$155,530.67	\$155,530.67		\$155,530.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$153,080.91	\$153,080.91		\$153,080.91
Club Funding	\$ 20,000.00	\$ 8,765.41	\$11,234.59	\$ 20,000.00
Totals	\$687,324.67	\$676,090.08	\$11,234.59	\$687,324.67

Thank you,

*Robin Kovis*

**Robin Kovis**  
**S&A Committee Chair**

**MEMORANDUM**

TO: Mel Netzhammer  
Chancellor, WSU Vancouver

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Vancouver S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Vancouver S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 for full-time students and to prorate the fee for part-time students. I also support the committee's recommendation to not adjust allocations at this time.

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

DATE: February 9, 2021

TO: Kirk Schulz, President, Washington State University

FROM: Mel Netzhammer, Chancellor, WSU Vancouver



SUBJECT: **S&A Fee Special Request for Spring 2021**

---

I have reviewed and support the Vancouver Services and Activities Fees Committee FY2021 special request. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting.

The Vancouver S&A committee supports a return of \$50 per each full-time enrolled student and prorated for part-time students from the Spring 2021 S&A fee.

Cc: Kelley Westoff, Executive Director Budget, Planning, and Analysis



## Memorandum

To: Dr. Mel Netzhammer  
Chancellor, WSU Vancouver

From: Katya Farinsky  
Chair, S&A Fee Committee

Date: February 9th, 2021

Re: S&A Fee Special Request for Spring 2021

---

The WSU Vancouver S&A Fee Committee met on February 5th to discuss fee adjustments and recommend potential return of spring fee funds in accordance with state and university guidelines. As a result:

- The S&A Fee Committee supports a return of **\$50 per each full-time enrolled student** from the Spring 2021 S&A fee.

This action is believed to return a significant and appropriate amount of funds to students that have not received the services and opportunities intended due to the continuation of remote instruction. This decision simultaneously maintains a generous reserve amount to fully fund requests for the 2021-2022 academic year.

As Chair, I am asking for your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. We will be submitting a detailed list of 2021-2022 allocation recommendations in the coming weeks but would like to ensure the return of funds is put forward in a timely manner.

Regards,

*Katya Farinsky*

Katya Farinsky  
Chair, S&A Fee Committee

## **ACTION ITEM #3**

### Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities (S&A) Fee Allocations for summer 2020 and academic year 2020-2021.

**PROPOSED:** That the Board of Regents approve revised S&A fee allocations for summer 2020 and academic year 2020-2021 for the WSU Spokane, and WSU Tri-Cities campuses, as recommended by the student led S&A fee committees representing WSU Spokane and WSU Tri-Cities.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** Student led S&A fee committees for WSU Spokane, WSU Tri-Cities, and WSU Vancouver put forth recommendations to revise the amount of S&A fees collected for those campuses for spring 2021. Simultaneously the committees considered allocation revisions commensurate with the anticipated reductions in revenue.

The WSU Spokane and WSU Tri-Cities S&A committees recommend the attached revisions, summarized below, to the allocations approved by the WSU Board of Regents at the June 2020 and November 2020 meetings. The WSU Vancouver S&A committee did not recommend allocation revisions.

	<b>Approved June 2020</b>	<b>Revised November 2020</b>	<b>Proposed March 2020</b>
WSU Spokane	\$ 1,298,305	n/a	\$ 1,150,315
WSU Tri-Cities	\$ 807,610	\$ 727,893	\$ 687,325

President Schulz reviewed the committees' recommendations and forwards them to the Board of Regents for approval. The recommendations are developed following the guidelines governing the establishment and funding of student programs set forth in RCW 28B.15.045.

ATTACHMENT: Attachment A: Revised S & A fee Allocations-WSU Spokane and WSU Tri Cities

Office of the  
President**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to **adjust allocations as follows:**

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

PO Box 641048, Pullman, WA 99164-1048

509-335-4200 | Fax: 509-335-5515 | PresidentsOffice@wsu.edu | president.wsu.edu

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic  
Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Tri S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$64 and to **adjust allocations as follows:**

Group Name	Allocation Approved in November	Proposed Revised Allocations	Decrease in Allocation
Student Support Services	\$ 147,664	\$ 147,664	\$ -
Student Engagement and Leadership/ Student Life	\$ 170,031	\$ 155,531	\$ (14,500)
SEB	\$ 80,000	\$ 80,000	\$ -
IT	\$ 19,586	\$ 19,586	\$ -
Campus Recreation/Sports	\$ 111,463	\$ 111,463	\$ -
ASWSUTC	\$ 169,149	\$ 153,081	\$ (16,068)
Club Funding	\$ 30,000	\$ 20,000	\$ (10,000)
Totals	\$ 727,893	\$ 687,325	\$ (40,568)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Recommendation for Spring 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a non-collection of fee for spring semester 2021.

The committee met on November 18, 2020 and December 9, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some or all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% the S&A fee (\$64 for full time students) for spring semester 2021 not be collected.**

<u>Group</u>	<u>Total Requested</u>	<u>Allocated from Budget</u>	<u>Allocated from Reserves</u>	<u>Total Allocated</u>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$155,530.67	\$155,530.67		\$155,530.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$153,080.91	\$153,080.91		\$153,080.91
Club Funding	\$ 20,000.00	\$ 8,765.41	\$11,234.59	\$ 20,000.00
Totals	\$687,324.67	\$676,090.08	\$11,234.59	\$687,324.67

Thank you,

*Robin Kovis*

**Robin Kovis**  
**S&A Committee Chair**

## **ACTION ITEM #4**

### **One-Time Revisions to Certain Mandatory Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)**

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** One-time Revisions to Certain Mandatory Fees for Academic Year 2020-2021.

**PROPOSED:** That the Board of Regents approve one-time revisions to certain mandatory fees in the 2020-2021 academic year, based upon the recommendations put forth by the WSU Tri-Cities student-led advisory boards, and WSU leadership.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On August 7, 2020, WSU leadership communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 S&A and other mandatory student fees until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process. These revisions were requested by students based on the impacts of the current pandemic.

Several student advisory boards were engaged to review and make recommendations regarding mandatory fees (other than S&A). Recommendations from each of these advisory boards are included as Attachment A. As a result of these meetings, the advisory boards put forth the following recommendations for consideration. After careful review, WSU leadership concurred with their recommendations outlined below.

**WSU Tri-Cities:** The Student Union Building fee is \$150 per semester. The Student Union Governance Board recommends that the university not collect 50% (\$75 for full-time students) of this fee in the spring 2021 semester.

**WSU Tri-Cities:** The Safety and Transportation fee is \$65 per semester. The Safety and Transportation Fee Committee recommends that the university not collect 50% (\$32.50 for full-time students) of this fee in the spring 2021 semester.

These advisory board recommendations, included in Attachment A, have been reviewed by President Schulz and are forwarded for approval by the Board of Regents.

Also included in Attachment A is a memo from the WSU Spokane Student Fee Committee which recommends collecting the Spokane Health Fee in full.

ATTACHMENT: Attachment A:  
WSU Tri-Cities Student Union Building Fee Recommendation  
WSU Tri-Cities Safety and Transportation Fee Committee  
recommendation  
WSU Spokane Student Fee Committee Recommendation



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020

**TO:** Sandra Haynes, Chancellor

**FROM:** Evelyn Martinez-Ostrom, Student Union Governance Board Chair

**RE:** Student Union Governance Board Fee Recommendation for Spring 2021

The Student Union Governance Board was asked to make a recommendation regarding the non-collection of fees for spring semester 2021.

The board met on December 3, 2021 to discuss the fee. The board reviewed the approved Student Union budget for fiscal year 2021 and the first four months of expenses and revenue to better understand the current reality and needs for this budget. The board discussed the possible impacts, to students and the university, if the fee or part of the fee was not collected. The board discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the board voted to submit the following recommendation to your attention:

**The Student Union Governance Board recommends that 50% of the SUB Student Union Building (\$75 for full time students) not be collected for spring semester 2021.**

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities Student Union Building Fee Revision for Spring 2021

I have reviewed and support the WSU Tri-Cities Student Union Governance Board Committee's recommendation to not collect 50% (\$75.00) of the Student Union Building Fee.

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities Safety and Transportation Fee Revision for Spring 2021

*I have reviewed and support the WSU Tri-Cities Safety and Transportation Committee's recommendation to not collect 50% (\$32.50) of the Safety and Transportation fee.*

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**DATE:** December 10, 2020

**TO:** Sandra Haynes, Chancellor

**FROM:** Ray White, Safety & Transportation Committee Co-Chair   
Ian Jamieson, Safety & Transportation Committee Co-Chair 

**RE:** Recommendation on Safety & Transportation Fee Collection Recommendations for Spring 2021

The Safety & Transportation Fee Committee was asked to make a recommendation on the collection of the safety and transport fee for spring semester 2021.

The committee met on December 3, 2020 to discuss the fee, which was implemented for the first time during fall semester 2020.

The committee reviewed the discussion held regarding the fall 2020 semester non-collection, the continuing student need, and the purpose for funds collected. Based on the discussion, it was determined that during spring semester 2021 the student need for financial relief during the COVID-19 crisis and the status of courses continuing on-line will not change in comparison to fall semester 2020. Therefore, the committee voted to submit the following recommendation to your attention:

**The Safety & Transportation Fee Committee recommends that 50% of the safety and transportation fee, charged to all resident and non-resident students in accordance with the MOU, not be collected for the spring 2021 semester. The rate of \$65 would be reduced to \$32.50 and the \$6.50 per credit prorate amount be reduced to \$3.25 for this one semester.**

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to adjust allocations as follows:

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk

**Office of Internal Audit**  
**Fiscal Year 2021 – Semi Annual Status Report**  
**July 1, 2020 through December 31, 2020**

---

**Internal Audit Services**

- Planned audits to review the adequacy of internal controls in the areas of operations, financial, compliance and information technology
- Investigations of suspected employee misconduct in the areas of fraud, waste and abuse
- Advisory services including serving as liaison between management and external auditors and providing guidance to members of the University community with issues that impact operations and systems of internal control

The Internal Audit team currently includes the Chief Audit Executive and four auditors.

**FY 2021 Planned Activities**

- Audits carried over from FY 2020 Audit Plan deemed to be of continued high risk:
  - o IT Governance
  - o IT Audit Plan and Assurance Program
- Audits added as a result of external inquiry and/or risk assessment
  - o Salary Over Cap – Sponsor Limitations
- Advisory services related to Workday transition and implementation, including ongoing evaluation of business processes, internal controls, training and communications
- Continued services in the areas of advisories and liaison activities
- Internal Audit audit approach refresh program

Significant efforts in first half of FY 2021 have been in the areas of advisory and liaison services and investigations of suspected employee misconduct, including:

Other Activities	End Quarter 2	External Audit
Investigations	7	SAO – FY 2018 2019 Accountability
Closed in Prelim	3	SAO – FY 2020 Single Audit (two programs)
Active	4	SAO – Whistleblower (2)
Closed	0	EEB – Ethics investigation (2)
Internal Advisories	94	Other Agency – state (4), federal (5)

\*Whistleblower initiated FY 2020 referred by SAO to WSU FY 2021, included in (4) active internal.

Due to the significant challenges presented by COVID-19 and its impact on business processes, the work environment, the risk universe and even risk appetite, the timeline for developing a refreshed approach to audit has been escalated. Significant effort has been engaged to develop an enhanced approach to assessing risks, performing assurance engagements and reporting results. This approach borrows project management ‘agile’ concepts and techniques in all phases of the planned audit with the intent to more timely deliver value-added recommendations and results to management in relevant risk areas. The new approach will be presented with FY 2022 Audit Plan.



## **Exit Conference: Washington State University**

The Office of the Washington State Auditor’s vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share the results of your audit and our draft reporting. We value and appreciate your participation.

### **Audit Reports**

We will publish the following reports:

- Financial statement audit for July 1, 2018 through June 30, 2020 - see draft report.
- Comprehensive Annual Financial Report opinion letter – see letter.

### **Audit Highlights**

- We would like to thank Tami and Jennifer for making every effort to provide us with requested documents timely, even in this remote environment.
- University staff were professional and efficient to work with, which helped to ensure that we met the requested deadlines for this year’s audit.

### **Recommendations not included in the Audit Reports**

#### **Exit Items**

We have provided exit recommendations for management’s consideration. Exit items address control deficiencies or non-compliance with laws or regulation that have an insignificant or immaterial effect on the entity, or errors with an immaterial effect on the financial statements. Exit items are not referenced in the audit report.

### **Communications required by audit standards**

In relation to our financial statement audit report, we would like to bring to your attention:

- Uncorrected misstatements in the audited financial statements are listed below. We agree with management’s representation that these misstatements are immaterial to the fair presentation of the financial statements.

Description	Statement / Schedule
The University overstated its pension liability by including the pension liability for another government entity. The amount overstated cannot be readily determined but is presumed to be insignificant. (overstatement)	Statement of Net Position
Error in reporting payments to suppliers expenses by \$575,092 based on the auditor's best estimate because of inaccurate accrual of expenses. (understatement)	Statement of Revenues, Expenses, and Changes in Fund Net Position

- There were no material misstatements in the financial statements corrected by management during the audit.

### **Work of Other Auditors**

A financial statement audit was performed by KPMG of the WSU Foundation and by CliftonLarsonAllen (CLA) of the Housing and Dining System. Professional audit standards require us to evaluate relevant work done by other auditors and communicate certain matters to the governing body.

- We performed procedures to ensure we could rely on the work of the external auditors and reference their audit in our audit report. These procedures included consideration of attendance at key meetings, evaluation of the firm's last peer review report, review of the other auditor's work, review of the other auditor's results and communications with the other auditor.
- We did not become aware of any instance in which the work of the other auditors gave rise to concern about the quality of their work.
- There were no limitations that restricted our analysis of the other audits.
- We did not become aware of any instance in which a material misstatement of the financial statements has or may have resulted from fraud or suspected fraud.

### **Finalizing Your Audit**

#### **Report Publication**

Audit reports are published on our website and distributed via e-mail in an electronic .pdf file. We also offer a subscription service that allows you to be notified by email when audit reports are released or posted to our website. You can sign up for this convenient service at: <https://portal.sao.wa.gov/SAOPortal/>

#### **Audit Finding Resolution Requirements**

Chapter 55.10 of the State Administrative Accounting Manual describes agency responsibilities for providing corrective action plans for each audit finding contained in state audit reports. Specifically, agencies must submit a corrective action plan to OFM within 30 days of reports with audit findings.

Corrective active plan templates can be found at [www.ofm.wa.gov/policy/55.10.htm](http://www.ofm.wa.gov/policy/55.10.htm).

Upon completion of corrective action related to audit findings, agency heads or their designees are required to certify in writing to OFM that the audit resolution process is complete.

#### **Management Representation Letter**

We have included a copy of representations requested of management.

## **Audit Cost**

At the entrance conference, we estimated the cost of the audit to be \$62,040, plus travel costs and other expenses, and actual audit costs will approximate that amount.

## **Your Next Scheduled Audit**

Your next audit is scheduled to be conducted in 2021 and will cover the following general areas:

- Financial Statement, including Comprehensive Annual Financial Report Opinion Letter

## **Working Together to Improve Government**

### **Audit Survey**

When your report is released you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

### **Questions?**

Please contact us with any questions about information in this document or related audit reports.

**Sadie Armijo, CFE, Director of State Audit, (564) 999-0808, [Sadie.Armijo@sao.wa.gov](mailto:Sadie.Armijo@sao.wa.gov)**

**Troy Niemeyer, CFE, Assistant Director of State Audit, (564) 999-0917, [Troy.Niemeyer@sao.wa.gov](mailto:Troy.Niemeyer@sao.wa.gov)**

**Brandi Pritchard, CFE, Assistant Director of Local Audit, (360) 489-4591, [Brandi.Pritchard@sao.wa.gov](mailto:Brandi.Pritchard@sao.wa.gov)**

**Alisha Shaw, Program Manager, (509) 329-3702, [Alisha.Shaw@sao.wa.gov](mailto:Alisha.Shaw@sao.wa.gov)**

**Matt Thompson, Assistant Audit Manager, (509) 329-3702, [Matthew.Thompson@sao.wa.gov](mailto:Matthew.Thompson@sao.wa.gov)**

**Jonna Davis, Audit Lead, (509) 334-5825, [Jonna.Davis@sao.wa.gov](mailto:Jonna.Davis@sao.wa.gov)**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

**Washington State University  
July 1, 2018 through June 30, 2020**

Board of Regents  
Washington State University  
Pullman, Washington

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the business-type activities and the aggregate discretely presented component units of the Washington State University, as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the University's basic financial statements, and have issued our report thereon dated December 17, 2020.

Our report includes a reference to other auditors who audited the financial statements of the Washington State University Foundation (the Foundation) and the Washington State University Housing and Dining System, as described in our report on the University's financial statements. This report includes our consideration of the results of the other auditor's testing of internal control over financial reporting and compliance and other matters that are reported on separately by those other auditors. However, this report, insofar as it relates to the results of the other auditors, is based solely on the reports of the other auditors. The financial statements of the Foundation and Housing and Dining System were not audited in accordance with *Government Auditing Standards* and accordingly this report does not include reporting on internal control over financial reporting or instances of reportable noncompliance associated with the Foundation and Housing and Dining System.

The financial statements of the Washington State University, an agency of the state of Washington, are intended to present the financial position, and the changes in financial position, and where applicable, cash flows of only the respective portion of the activities of the state of Washington that is attributable to the transactions of the University and its aggregate discretely presented component units. They do not purport to, and do not, present fairly the financial position of the

state of Washington as of June 30, 2020 and 2019, the changes in its financial position, or where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## **INTERNAL CONTROL OVER FINANCIAL REPORTING**

In planning and performing our audits of the financial statements, we considered the University's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. Accordingly, we do not express an opinion on the effectiveness of the University's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the University's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **COMPLIANCE AND OTHER MATTERS**

As part of obtaining reasonable assurance about whether the University's financial statements are free from material misstatement, we performed tests of the University's compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the University's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the University's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.



Pat McCarthy  
State Auditor  
Olympia, WA

December 17, 2020

# INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

## Washington State University July 1, 2018 through June 30, 2020

Board of Regents  
Washington State University  
Pullman, Washington

### REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the business-type activities and the aggregate discretely presented component units of the Washington State University, as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the University's basic financial statements as listed on page 11.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We did not audit the financial statements of the Washington State University Foundation (the Foundation), which represents 100 percent of the assets, net position and revenues of the aggregate discretely presented component unit. We also did not audit the financial statements of the Washington State University Housing and Dining System, which represents 8.3 percent, 5.7 percent and 5.4 percent, respectively, of the assets, net position and revenues of the University business-type activities.

Those statements were audited by other auditors, whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Foundation and Housing and Dining System, is based solely on the reports of the other auditors.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of the Foundation and Housing and Dining System were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the University's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, based on our audit and the reports of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate discretely presented component units of the Washington State University, as of June 30, 2020 and 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Matters of Emphasis**

As discussed in Note 1, the financial statements of the Washington State University, an agency of the state of Washington, are intended to present the financial position, and the changes in financial position, and where applicable, cash flows of only the respective portion of the activities of the state of Washington that is attributable to the transactions of the University and its aggregate discretely presented component units. They do not purport to, and do not, present fairly the financial position of the state of Washington as of June 30, 2020 and 2019, the changes in its financial position, or where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information listed on page 11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2020 on our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That

report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the University's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Pat McCarthy".

Pat McCarthy  
State Auditor  
Olympia, WA

December 17, 2020

December 17, 2020

Washington State Auditor's Office  
316 W Boone Ave, Ste 680  
Spokane, WA 99201

To the Office of the Washington State Auditor:

We are providing this letter in connection with your audit of Washington State University for the period from July 1, 2018 through June 30, 2020. Representations are in relation to matters existing during or subsequent to the audit period up to the date of this letter.

Certain representations in this letter are described as being limited to matters that are significant or material. Information is considered significant or material if it is probable that it would change or influence the judgment of a reasonable person.

We confirm, to the best of our knowledge and belief, having made appropriate inquiries to be able to provide our representations, the following representations made to you during your audit. If we subsequently discover information that would change our representations related to this period, we will notify you in a timely manner.

**General Representations:**

1. We have provided you with unrestricted access to people you wished to speak with and made available requested and relevant information of which we are aware, including:
  - a. Financial records and related data.
  - b. Minutes of the meetings of the governing body or summaries of actions of recent meetings for which minutes have not yet been prepared.
  - c. Other internal or external audits, examinations, investigations or studies that might concern the objectives of the audit and the corrective action taken to address significant findings and recommendations.
  - d. Communications from regulatory agencies, government representatives or others concerning possible material noncompliance, deficiencies in internal control or other matters that might concern the objectives of the audit.
  - e. Related party relationships and transactions.
  - f. Results of our internal assessment of business risks and risks related to financial reporting, compliance and fraud.

2. We acknowledge our responsibility for compliance with requirements related to confidentiality of certain information, and have notified you whenever records or data containing information subject to any confidentiality requirements were made available.
3. We acknowledge our responsibility for compliance with applicable laws, regulations, contracts and grant agreements.
4. We have identified and disclosed all laws, regulations, contracts and grant agreements that could have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
5. We have complied with all material aspects of laws, regulations, contracts and grant agreements.
6. We acknowledge our responsibility for establishing and maintaining effective internal controls over compliance with applicable laws and regulations and safeguarding of public resources, including controls to prevent and detect fraud.
7. We have established adequate procedures and controls to provide reasonable assurance of safeguarding public resources and compliance with applicable laws and regulations.
8. Except as reported to you in accordance with RCW 43.09.185, we have no knowledge of any loss of public funds or assets or other illegal activity, or any allegations of fraud or suspected fraud involving management or employees.
9. In accordance with RCW 43.09.200, all transactions have been properly recorded in the financial records, notwithstanding immaterial uncorrected items referenced below.

**Additional representations related to the financial statements:**

10. We acknowledge our responsibility for fair presentation of financial statements and believe financial statements are fairly presented in conformity with generally accepted accounting principles in the United States of America.
11. We acknowledge our responsibility for establishing and maintaining effective internal control over financial reporting.

12. The financial statements include financial information of the primary government and all component units, fiduciary and other activity required by generally accepted accounting principles to be included in the financial reporting entity.
13. The financial statements properly classify all funds and activities.
14. All funds that meet the quantitative criteria in GASB requirements or are otherwise particularly important to financial statement users, are presented as major funds.
15. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported and depreciated as applicable.
16. We have no plans or intentions that may materially affect the reported value or classification of assets, liabilities or net position.
17. Revenues are appropriately classified by fund and account.
18. Expenses have been appropriately classified by fund and account, and allocations have been made on a reasonable basis.
19. Net position components (net investment in capital assets, restricted and unrestricted) are properly classified and, as applicable, approved.
20. Significant assumptions we used in making accounting estimates are reasonable.
21. The following have been properly classified, reported and disclosed in the financial statements, as applicable:
  - a. Interfund, internal, and intra-entity activity and balances.
  - b. Related-party transactions, including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
  - c. Joint ventures and other related organizations.
  - d. Guarantees under which the government is contingently liable.
  - e. All events occurring subsequent to the fiscal year end through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
  - f. Effects of all known actual or possible litigation, claims, assessments, violations of laws, regulations, contracts or grant agreements, and other loss contingencies.

22. We have accurately disclosed to you all known actual or possible pending or threatened litigation, claims or assessments whose effects should be considered when preparing the financial statements. We have also accurately disclosed to you the nature and extent of our consultation with outside attorneys concerning litigation, claims and assessments.
23. We acknowledge our responsibility for reporting supplementary information in accordance with applicable requirements and believe supplementary information is fairly presented, in both form and content in accordance with those requirements.
24. We have disclosed to you all significant changes to the methods of measurement and presentation of supplementary information, reasons for any changes and all significant assumptions or interpretations underlying the measurement or presentation.
25. We acknowledge our responsibility for the supplementary information required by generally accepted accounting principles in the United States (RSI) and believe RSI is measured and presented within prescribed guidelines.
26. We have disclosed to you all significant changes in the methods of measurement and presentation of RSI, reasons for any changes and all significant assumptions or interpretations underlying the measurement or presentation of the RSI.
27. We believe the effects of uncorrected financial statement misstatements summarized below are not material, both individually and in the aggregate, to each applicable opinion unit.

<b>Description</b>	<b>Statement / Schedule</b>
The University overstated its pension liability by including the pension liability for another government entity. The amount overstated cannot be readily determined but is presumed to be insignificant. (overstatement)	Statement of Net Position
Error in reporting payments to suppliers expenses by \$575,092 based on the auditor's best estimate because of inaccurate accrual of expenses. (understatement)	Statement of Revenues, Expenses, and Changes in Fund Net Position

28. We acknowledge our responsibility not to publish any document containing the audit report with any change in the financial statements, supplementary and other information referenced in the auditor's report. We will contact the auditor if we have any needs for publishing the audit report with different content included.
29. We understand our federal tax responsibilities for any Unrelated Business Income (UBI) and have evaluated our operations to identify any such taxable income. We have

completely and properly reported UBI to the Internal Revenue Service and on our financial statements.

30. We adequately considered the qualifications of Duff & Phelps and agree with conclusions regarding the valuation of componentized buildings, which are reflected in financial statement amounts and disclosures. We provided Duff & Phelps with accurate and complete information in response to requests and did not give or cause any instructions to be given to Duff & Phelps with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of Duff & Phelps.



\_\_\_\_\_  
Stacy Pearson  
Vice President, Finance and Administration



\_\_\_\_\_  
Matthew A Skinner  
Associate Vice President for Finance



\_\_\_\_\_  
Mollie Holt  
Executive Director/Controller



# Results of Financial Audits

SUMMARY OF AUDITS	FY2020				
	Audit Type	Audit Firm	Net Position at June 30	Unqualified Opinion (Y/N)	Mgmt. Letter Comments (Y/N)
WSU (UNIVERSITY & SUB-UNITS)					
Washington State University	Annual Financial Statements	SAO	\$ 1,516,782,000	Y	N
Housing & Dining System	Annual Financial Statements	CLA	\$ 87,160,000	Y	N
Intercollegiate Athletic Department	NCAA Agreed Upon Procedures	CLA	\$ (75,854,000)	Y	N
Transportation Services	Annual Financial Statements	CLA	\$ 11,698,000	Y	N
University Recreation Center	Annual Financial Statements	CLA	\$ 7,025,000	Y	N
Wilson Compton Union Building	Annual Financial Statements	CLA	\$ (13,456,000)	Y	N
WSU RELATED ENTITIES					
WSU Foundation	Annual Financial Statements	KPMG	\$ 541,388,000	Y	N
WSU Student Book Corporation	Annual Financial Statements	CLA	\$ 17,397,000	Y	N
WSU Alumni Association	Annual Financial Statements	CLA	\$ 12,881,000	Y	N

# **WSU Annual Financial Report, Trends, and Debt Report**

Fiscal Year Ended June 30, 2020



# Topics

- Monitoring WSU's Fiscal Health using two important views
- Executive summary of FY2020 financial statements
- Other key trends, highlights and benchmarking
- Takeaways
- FY2020 Debt report



# Monitoring WSU's Fiscal Health in Two Ways

## Core Budget

- Selected operating funds only (state, operating tuition, F&A, and auxiliaries)
- Cash basis, no adjustments for accrued liabilities, etc.
- Run-rate focused
- Three year recovery targets set and monitored at this level

## Annual Financial Report

- All fund types, including capital activities and donated funds
- Full accrual accounting (e.g. depreciation expense, estimated post employment liabilities, etc.)
- Asset, liabilities, revenue, expenses, and net position focused
- Used to benchmark WSU to financial peers

Understanding both views provides a full picture of WSU's finances



# Core Budget – FY2020 Results

*As discussed at the September 2020 Board Meetings*

- WSU ended FY2020 (June 30, 2020) with a positive operating balance in the Operating Budget of \$28 million.
- WSU's Fiscal Recovery effort was successful in turning a \$30 million operating deficit into a nearly \$30 million surplus.
- New revenue was the primary driver of the recovery, including new state appropriations supporting the Elson S. Floyd College of Medicine, salary increases, new tuition revenue made possible through modest tuition rate increases and enrollment growth
- Expenditures over the three-year recovery grew by under 4%, almost entirely attributable to salary and benefit cost increases
- The positive results of the Fiscal Recovery will help WSU deal with the unprecedented and global fiscal impacts of the COVID-19 pandemic
- The improvement in core budget funds is reflected in the Annual Financial Report as an increase in cash and investments

# **WSU Financial Report**

## **FY2020 Year End Results**



# FY20 Results – Statement of Net Position

(\$ millions)

	WSU 2020 (audited)	WSU 2019 (audited)	WSU 2018 Restated (audited)	Change 2019 to 2020
✓ Assets (and deferred outflows)	2,950	2,826	2,712	124 ↑
✓ Liabilities (and deferred inflows)	1,433	1,427	1,416	6 ↑
• Net Investment in Capital Assets	1,092	1,073	1,051	19 ↑
• Restricted Nonexpendable	595	565	534	30 ↑
• Restricted Loans	27	29	29	2 ↓
• Restricted Expendable	187	168	155	19 ↑
• Unrestricted	(384)	(436)	(473)	52 ↑
<b>✓ Total Net Position</b>	<b>1,517</b>	<b>1,399</b>	<b>1,296</b>	<b>118 ↑</b>



# FY20 Results – Statement of Revenues, Expenses, and Changes in Net Position (\$ millions)

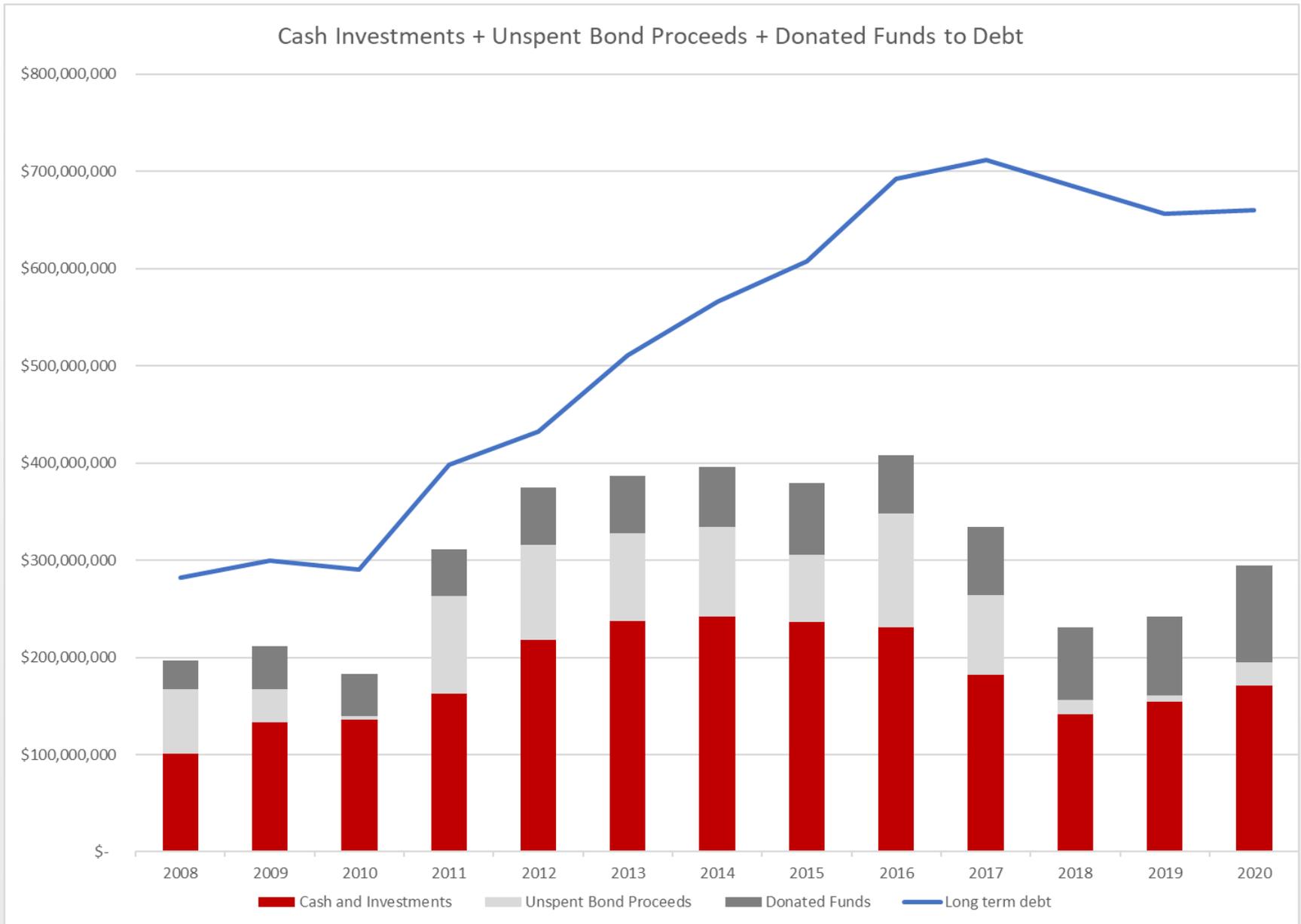
	WSU 2020 (audited)	WSU 2019 (audited)	WSU 2018 Restated (audited)	Change 2019 to 2020
✓ Operating Revenues	803	800	750	3 ↑
✓ Operating Expenses	1,157	1,133	1,134	24 ↑
✓ Non- Operating Revenue (Expenses)	410	380	353	30 ↑
✓ Capital Additions (Deductions)	62	56	18	6 ↑
✓ Increase (Decrease) in Net Position	118	103	(13)	15 ↑

# Key Trends and Highlights

(with benchmarking)



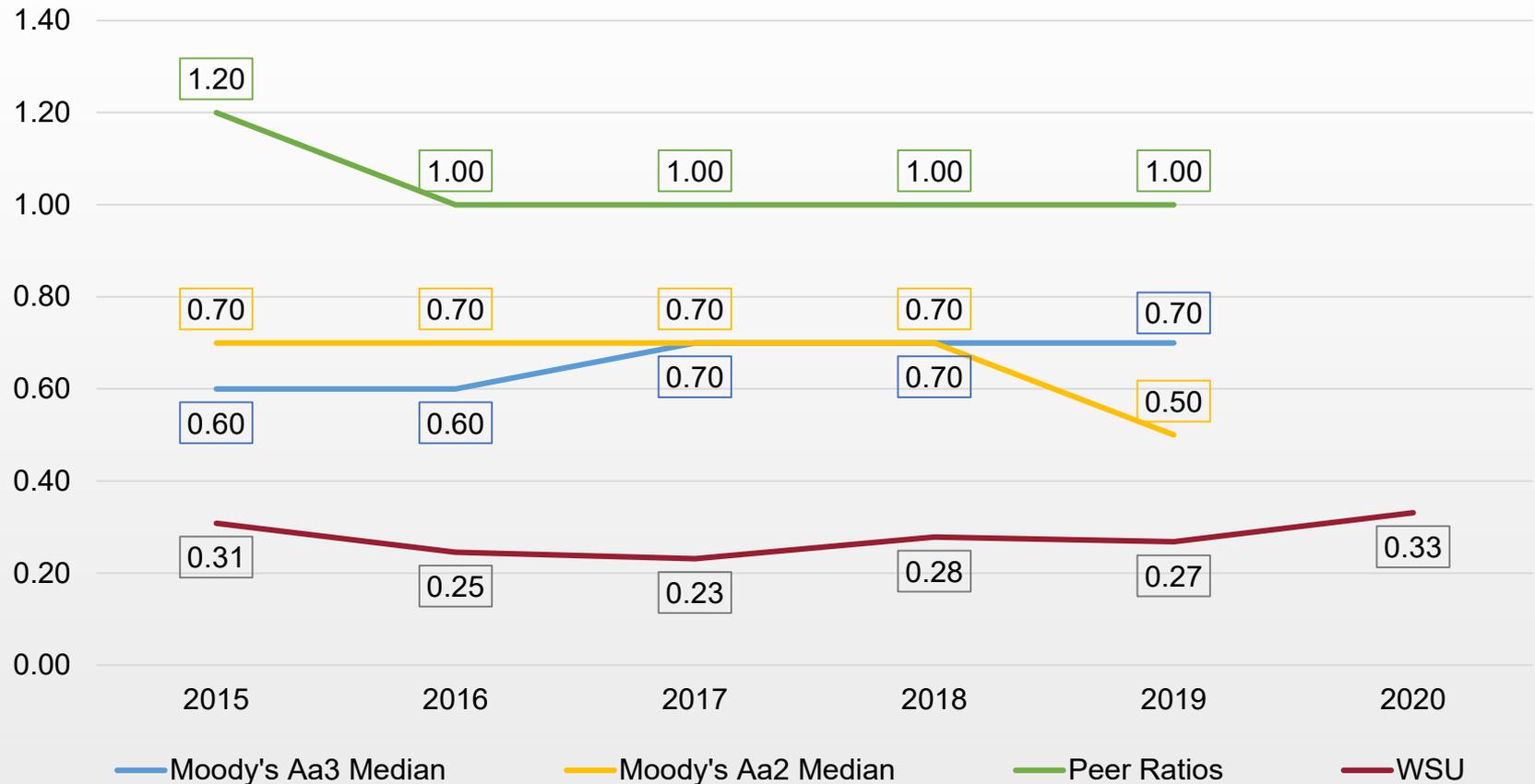
# Key Trends and Highlights – Cash and Investments





# Key Trends and Highlights – Cash and Investments

## Spendable Cash & Investments to Operating Expenses (desired direction = ↑)



Source: Moody's MFRA data as of February 11, 2021

(1) Peers: Median of 9 selected peer universities with similar FTE enrollment, outstanding debt, operating revenue and an Aa Moody's rating, 6 universities are in the top 25 public research institution ratings and 5 universities were identified by the Institutional Effectiveness Council as Institutional Peers used to benchmark progress in the 2014-17 strategic plan.

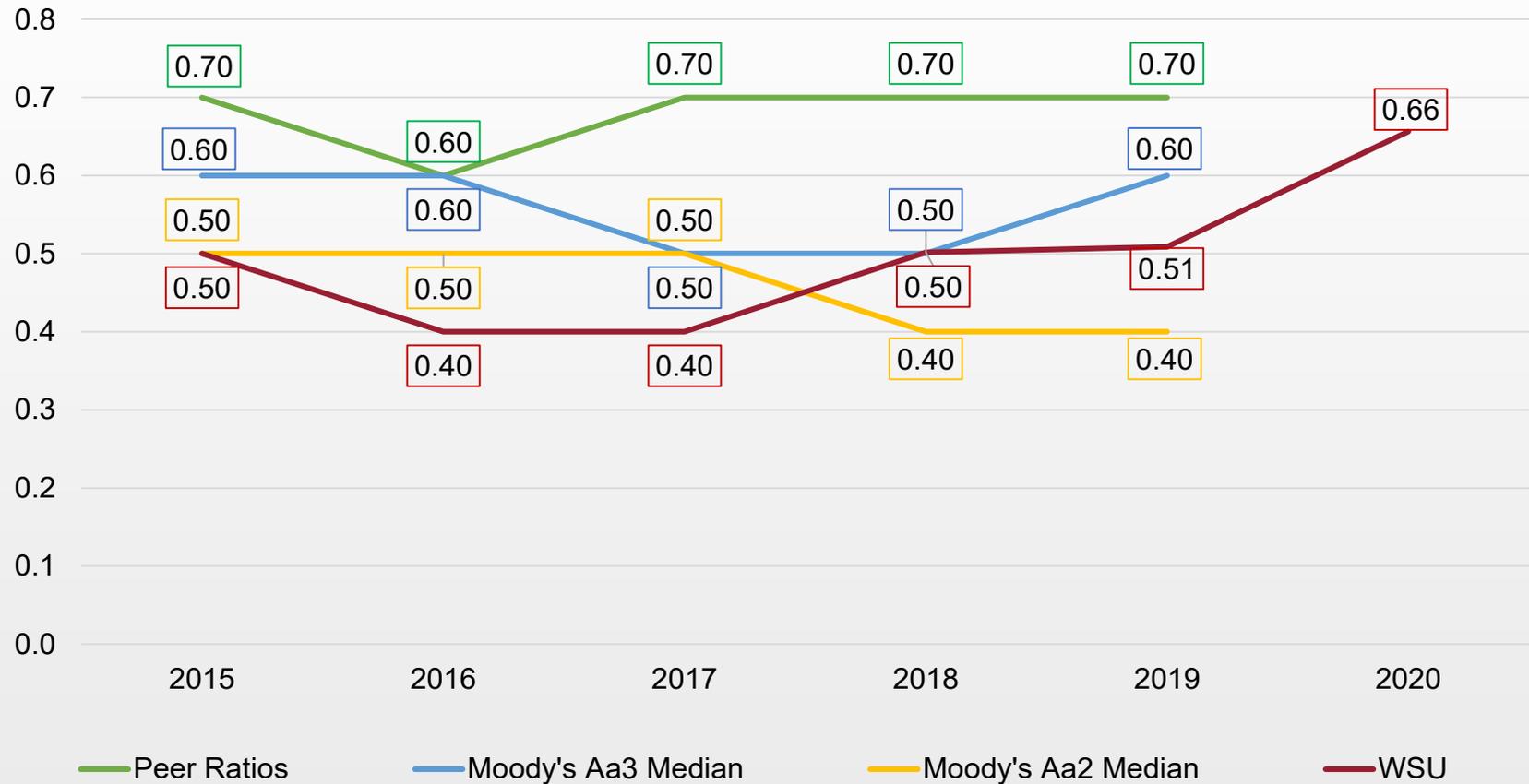
(2) Based on data reported to Moody's as of February 11 2021; medians will change as more universities report data

(3) FY 2015-19 is from the Moody's MFRA Database and may not include any accounting changes or restatements



# Key Trends and Highlights – Cash and Investments

## Spendable Cash & Investments to Total Adjusted Debt (desired direction = ↑)



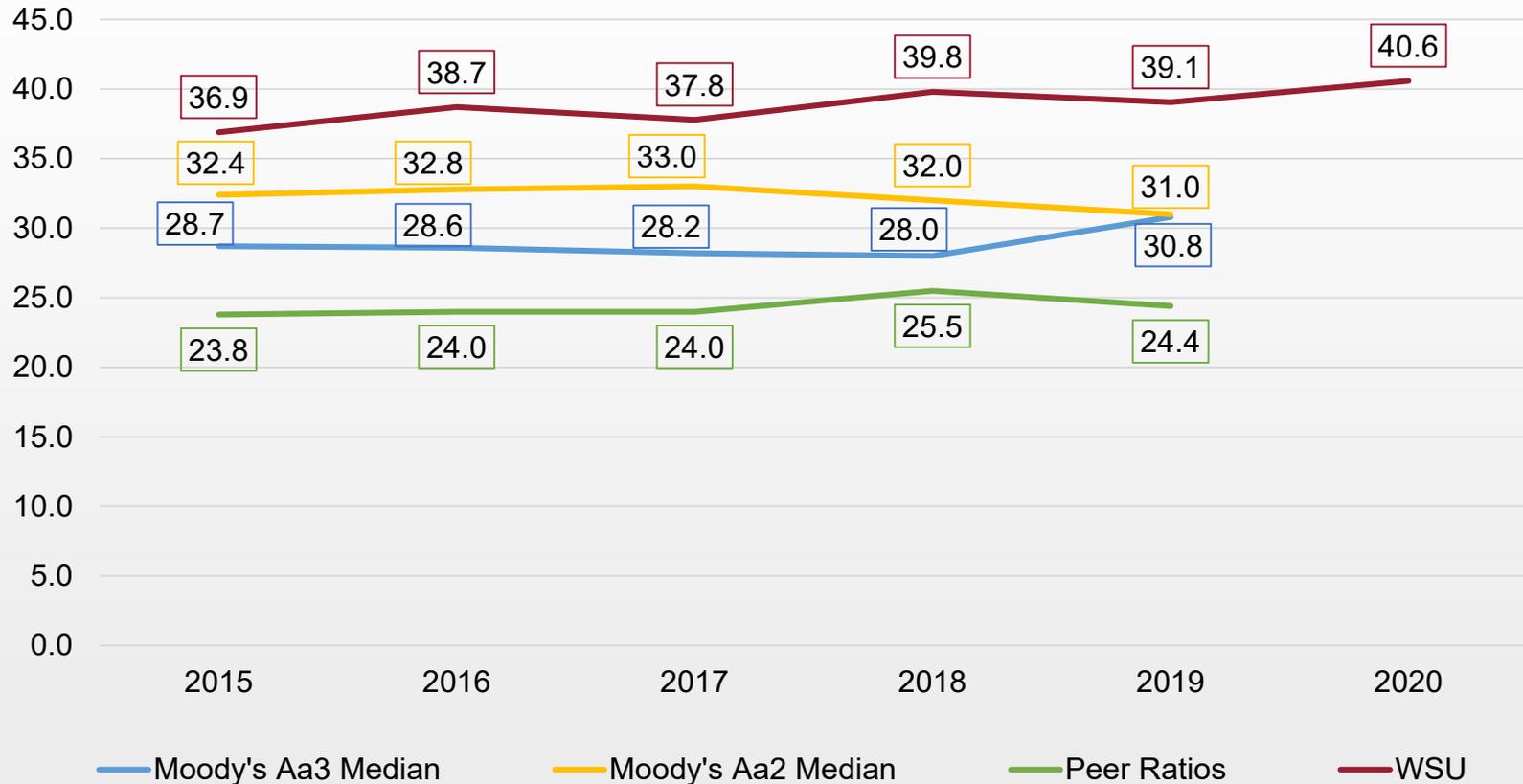
Source: Moody's MFRA data as of February 11, 2021

- (1) Peers: Median of 9 selected peer universities with similar FTE enrollment, outstanding debt, operating revenue and an Aa Moody's rating, 6 universities are in the top 25 public research institution ratings and 5 universities were identified by the Institutional Effectiveness Council as Institutional Peers used to benchmark progress in the 2014-17 strategic plan.
- (2) Based on data reported to Moody's as of February 11 2021; medians will change as more universities report data
- (3) FY 2015-19 is from the Moody's MFRA Database and may not include any accounting changes or restatements



# Key Trends and Highlights – Revenue

## Total Tuition Discount Percentage (desired direction = ↓)



Source: Moody's MFRA data as of February 11, 2021

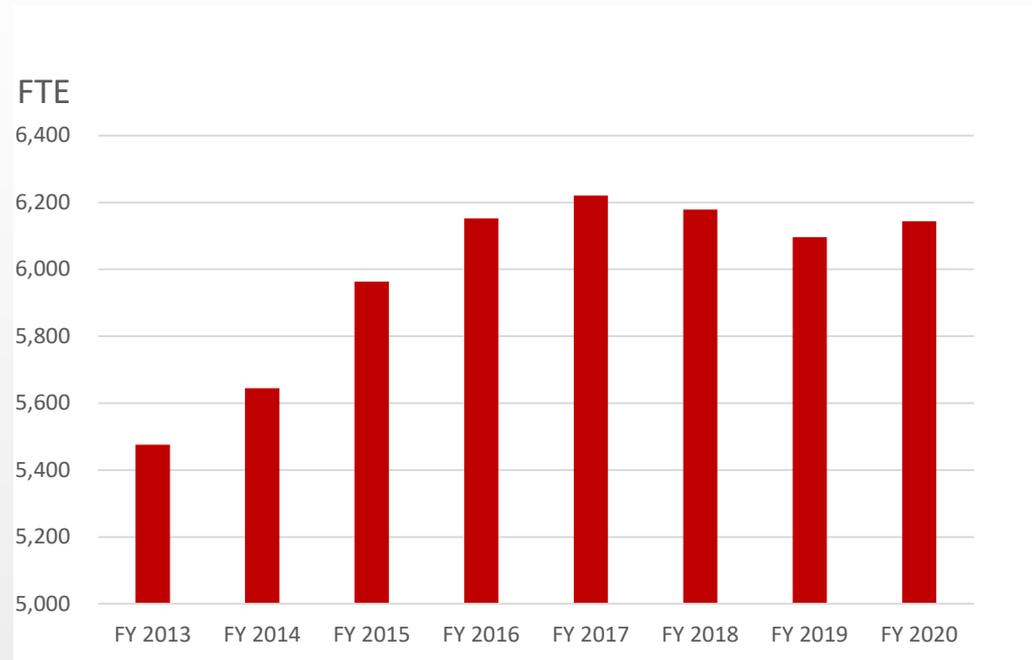
- (1) Peers: Median of 9 selected peer universities with similar FTE enrollment, outstanding debt, operating revenue and an Aa Moody's rating, 6 universities are in the top 25 public research institution ratings and 5 universities were identified by the Institutional Effectiveness Council as Institutional Peers used to benchmark progress in the 2014-17 strategic plan.
- (2) Based on data reported to Moody's as of February 11 2021; medians will change as more universities report data
- (3) FY 2015-19 is from the Moody's MFRA Database and may not include any accounting changes or restatements



# Key Trends and Highlights –Expenses

Employee FTE grew by 14% from FY2013 – FY2017.

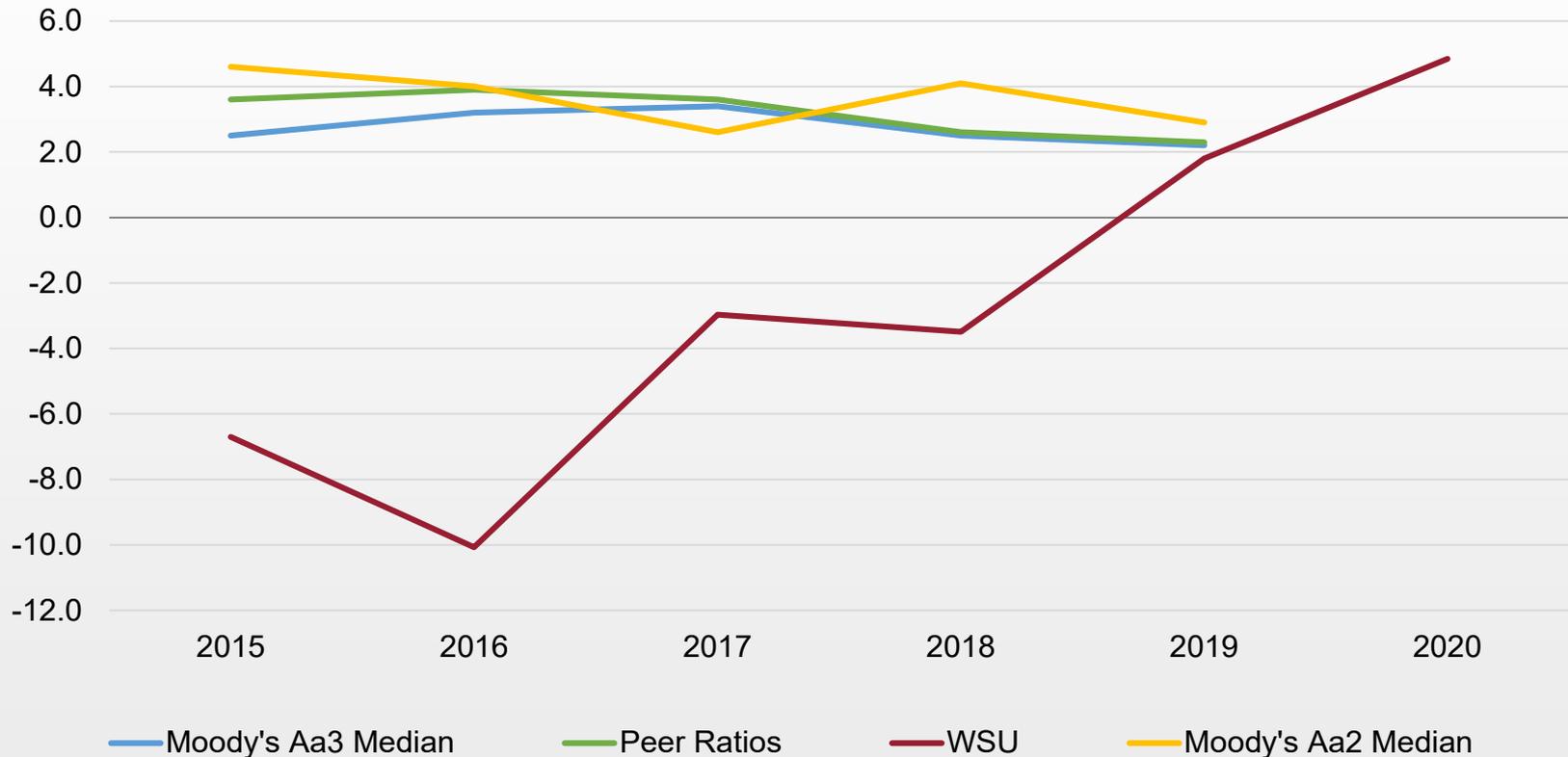
Since the financial recovery effort began, employee FTE has declined by approximately 1.2%





# Key Trends and Highlights – Revenue and Expenses

## Operating Margin to Peers (%) (desired direction = ↑)



Source: Moody's MFRA data as of February 11, 2021

- (1) Peers: Median of 9 selected peer universities with similar FTE enrollment, outstanding debt, operating revenue and an Aa Moody's rating, 6 universities are in the top 25 public research institution ratings and 5 universities were identified by the Institutional Effectiveness Council as Institutional Peers used to benchmark progress in the 2014-17 strategic plan.
- (2) Based on data reported to Moody's as of February 11 2021; medians will change as more universities report data
- (3) FY 2015-19 is from the Moody's MFRA Database and may not include any accounting changes or restatements
- (4) 2020 Operating Revenue for WSU includes \$19.1 million received related to the CARES Act



## Takeaways and Next Steps

- Efforts to build university and central reserves should continue
- Current annual debt service level should continue to be planned and monitored closely; especially without new and dependable revenue sources
- Efforts from the Fiscal Recovery should assist WSU in dealing with the fiscal challenges brought by the COVID pandemic
- New integrated financial planning and forecasting approach



# **Debt Profile**

## End of Fiscal Year 2020



# Debt Policy Governing Principles (BOR Policy #5)

- This debt report is required annually by BOR Policy #5
- No debt will be issued without prior approval of the Regents
- The University will comply with all applicable laws, regulations, and bond covenants
- Debt is a limited resource that will be used to fund only capital projects that are consistent with the University's mission and strategic priorities, and its capital plan
- The maturity and term of debt repayment will be determined on the basis of expected availability of resources; other long term goals and obligations of the borrowing unit and the University; useful life of the assets being financed; and market conditions at the time of financing
- The University's overall debt status and outlook will be reported to the Regents at least annually



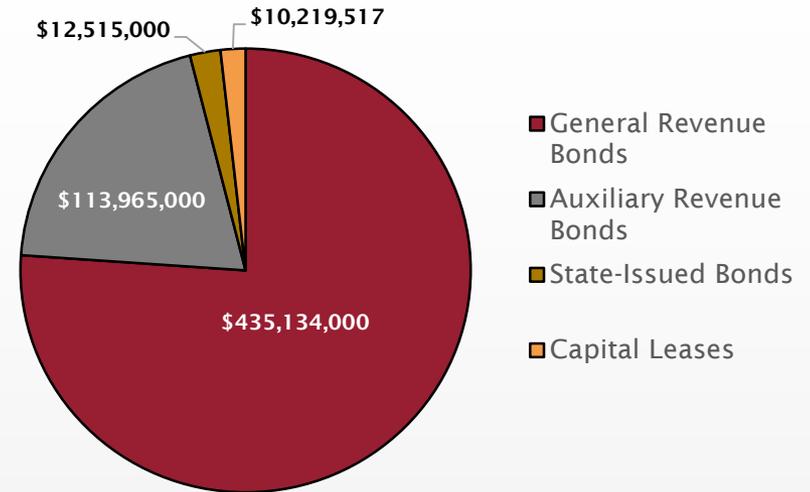
# Debt Activities During Fiscal Year 2020

- The University issued its Trust and Building Fee Revenue Refunding Bonds in July 2019 to refund the University's Trust and Building Fee Revenue Bonds, 2009. This issuance resulted in \$12.5 million in net present value savings to the University.
- In February 2020, the University issued its \$3.544 million General Revenue Note, 2020 to finance costs related to the Baseball Clubhouse which carries an interest rate of 1.78% and matures in 2025.
- In FY 2021, the University issued taxable General Revenue Refunding Bonds, 2020A to refund its Series 2010, 2012 and 2014 Bonds for debt service savings. In addition, the University issued taxable General Revenue Bonds, 2020B to leverage savings achieved through the 2020A issuance.
- The transaction results in a cash benefit of \$11.2 million in FY 2021. The combined net present value savings of 11.6%, well above the debt policy threshold of 5%.



# Current Bond Debt Profile

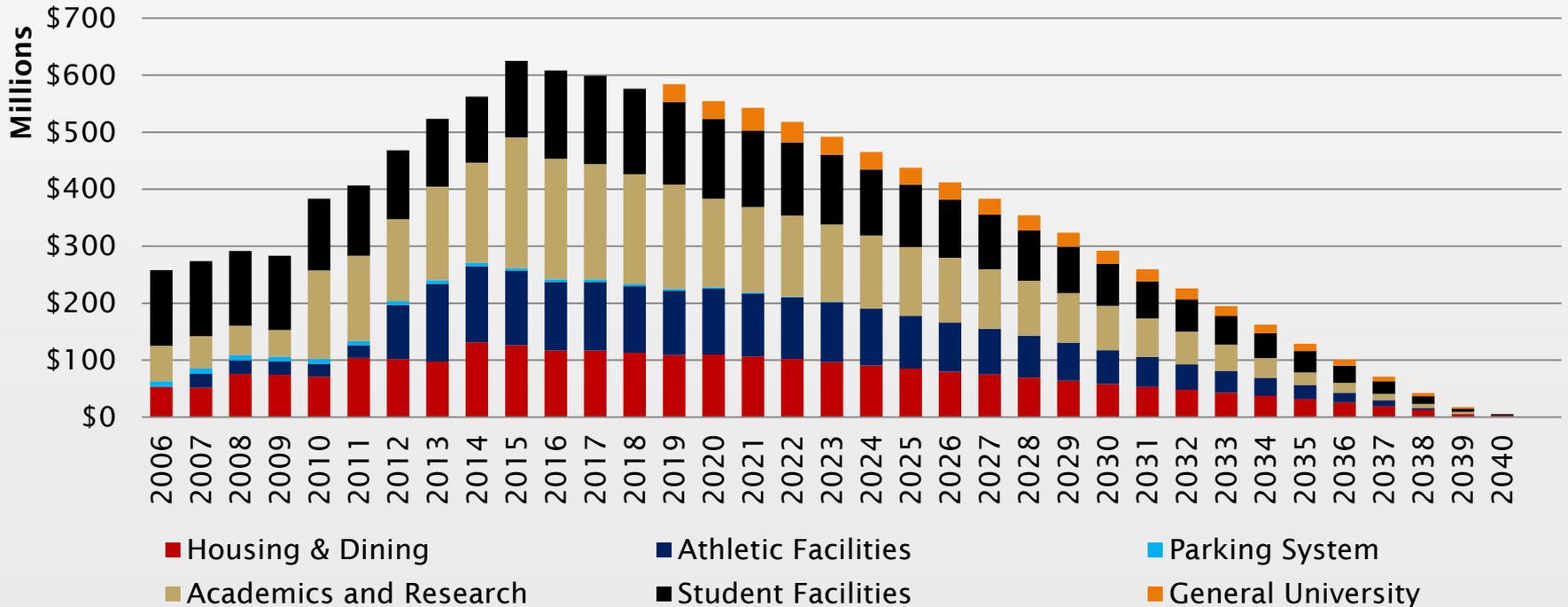
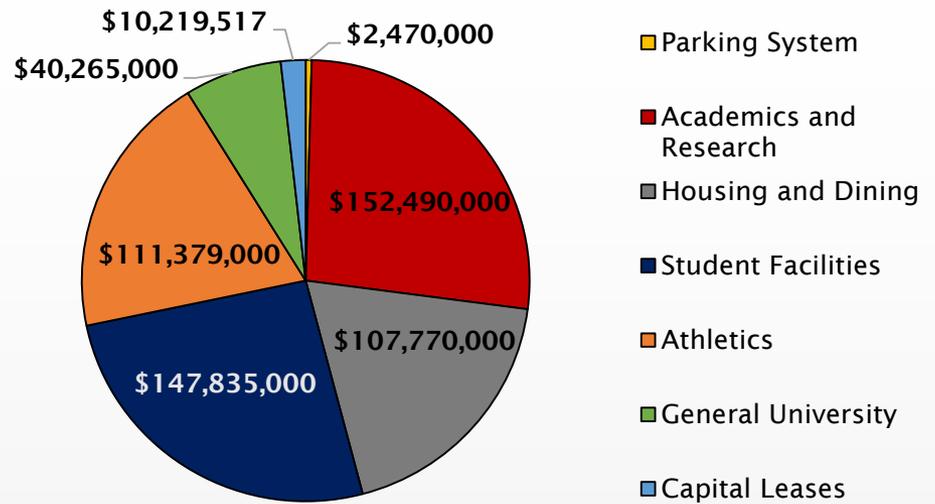
- Approximately \$162 million of new money debt issued in the past 6 years (FY 2015-present)
- Payoff approximately 42% of outstanding debt principal in next 10 years (FY 2021-2030)
- January 1, 2021 outstanding principal: \$572 million



Project	Fiscal Year	Debt Issued
Digital Classroom Facilities	2015	47,430,000
Spokane Teaching Health Center	2015	13,670,000
Cultural House	2015	13,800,000
Washington Building Health Center	2015	6,000,000
Police Department Building	2015	6,470,000
Tri Cities Student Union Building	2016	3,660,000
Renovation of Chinook Building	2016	27,320,000
Enterprise Resource Planning System	2019	31,325,000
Baseball Clubhouse	2020	3,544,000
WSU Central	2021	8,940,000
<b>Total:</b>		<b>\$162,159,000</b>



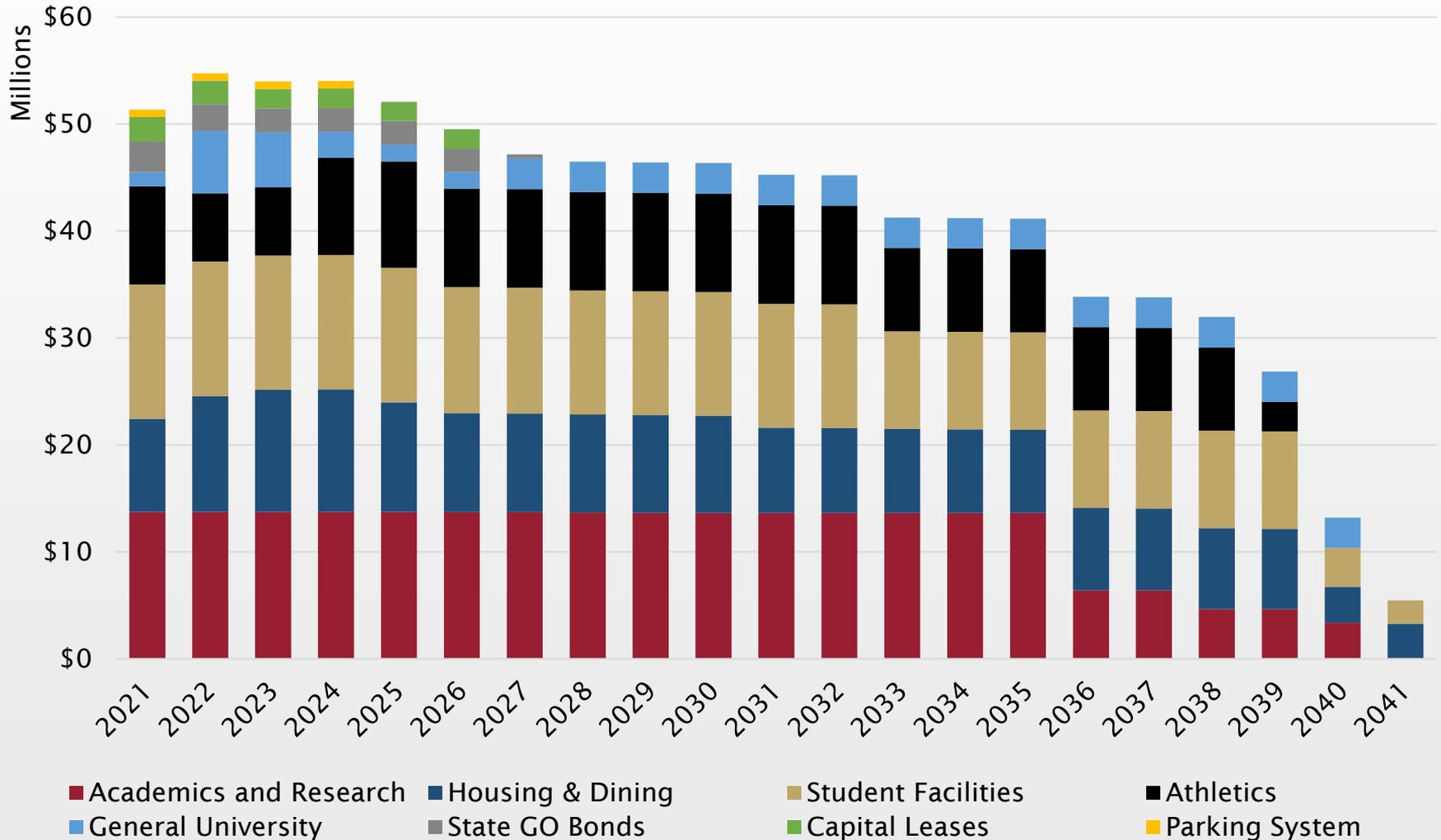
# Outstanding Principal By Purpose





# Annual Debt Service by Purpose

• Fiscal year 2020 annual debt service: \$53.6 million





# Bond Rating Update



## Recent Rating Activities

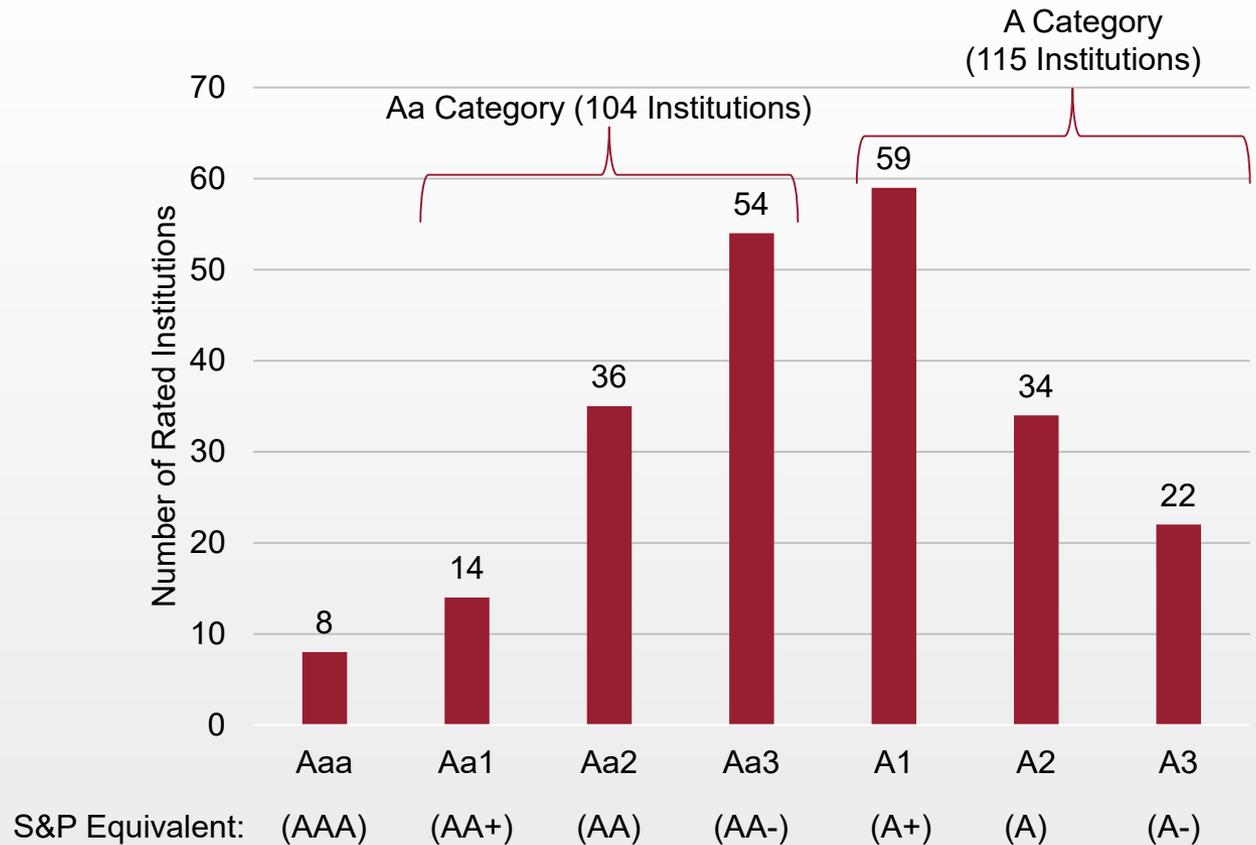
- WSU utilizes both Moody's and S&P for bond rating services.
- On October 16, 2020 Moody's assigned a rating of **Aa3** (stable) to the University's General Revenue Refunding Bonds, 2020B (Taxable) and General Revenue Bonds, 2020B (Taxable).
- On October 16, 2020, S&P assigned a rating of **A+** to WSU's General Revenue Refunding Bonds, 2020B (Taxable) and General Revenue Bonds, 2020B (Taxable), and affirmed WSU's long-term rating of A+ with a stable outlook.



# Moody's Rating Distribution of Public Higher Education Institutions

Moody's	S&P
Aaa	AAA
Aa1	AA+
Aa2	AA
Aa3 	AA-
A1	A+ 
A2	A
A3	A-

Both Moody's and S&P's ratings carry a stable outlook



# Appendix

## Peers and benchmarking groups



# Benchmark Group - Peers

Median of peer institutions with similar enrollment, revenues, debt and bond rating

- Peers among the Top 25 Public Research Universities
  - North Carolina State University at Raleigh 
  - University of Delaware
  - Virginia Polytechnic Institute and State University 
  - University of Alabama
  - University of Kansas
  - University of Oregon
- Other Financial Peers
  - Iowa State University 
  - Oregon State University 
  - Colorado State University 
  - Kansas State University
  - Auburn University



WSU Identified Strategic Peer Institution



# Benchmark Group – Moody's

Median of all public universities with a Moody's credit rating of Aa2 (36 total)

- Alamo Community College District
- Arizona State University
- Auburn University
- Board of Regents of The University System of Georgia
- California State University
- City University of New York
- Clemson University
- Cuyahoga Community College District
- East Carolina University
- Florida State University
- Houston Community College System
- Iowa State University of Science & Technology
- Michigan State University
- Mississippi Institutions of Higher Learning
- Nevada System of Higher Education
- State University of New York
- State University System of Florida
- Texas State University System
- University of Alabama at Birmingham
- University of Alabama
- University of Arizona
- University of Arkansas
- University of California
- University of Florida
- University of Georgia
- University of Hawaii
- University of Houston System
- University of Kansas
- University of Kentucky
- University of Massachusetts
- University of North Texas System
- University of Oregon
- University of South Carolina
- University of South Florida
- University of Wyoming
- Virginia Commonwealth University



# Benchmark Group – Moody's

## Median of all public universities with a Moody's credit rating of Aa3 (54 total)

- Appalachian State University
- Austin Community College District
- Ball State University
- Boise State University
- Central Michigan University
- Colorado Community College System
- Colorado State University
- Del Mar College District
- Florida Atlantic University
- Florida International University
- George Mason University
- Georgia Institute of Technology
- Georgia State University
- Kansas State University
- Kent State University
- Kentucky Community and Technical College System
- Miami University
- Minnesota State Colleges & Universities
- Missouri State University
- Montana State University
- Montgomery College
- New Mexico Military Institute
- North Dakota State University
- Ohio University
- Oklahoma State University
- Oregon State University
- Pima County Community College District
- Rutgers, The State University of New Jersey
- San Jacinto Community College District
- South Dakota Board of Regents
- Temple University
- Texas Woman's University
- University of Alabama in Huntsville
- University of Central Florida
- University of Cincinnati
- University of Connecticut
- University of Idaho
- University of Montana
- University of New Mexico
- University of North Carolina at Charlotte
- University of North Carolina at Greensboro
- University of North Carolina at Wilmington
- University of North Dakota
- University of Rhode Island
- University of Vermont & State Agricultural College
- University System of New Hampshire
- Vincennes University
- Washington State University 
- Wayne State University
- West Virginia Higher Education Policy Commission
- West Virginia University
- Western Carolina University
- Western Michigan University
- Wichita State University



# 2020

## ANNUAL FINANCIAL REPORT

Fiscal Year Ended June 30, 2020

An Agency of the State of Washington.

WASHINGTON STATE  
 UNIVERSITY

# 20

## ANNUAL FINANCIAL REPORT

For information about the financial data included  
in this report, contact:

Business Services/Controller  
Washington State University  
PO Box 641025  
Pullman, Washington 99164-1025  
509-335-2022

You may view the financial report at  
[genacct.wsu.edu/finstat.html](http://genacct.wsu.edu/finstat.html).

For information about enrollment, degrees awarded,  
research, or academic programs at WSU, contact:

Institutional Research  
Washington State University  
PO Box 641043  
Pullman, Washington 99164-1043  
509-335-4553

or

Visit the WSU home page at [wsu.edu](http://wsu.edu).

## Contents

### 3 Introduction

- 4 Regents and Administrative Officers
- 5 Message from the President

### 6 Financial Section

- 7 Independent Auditor's Report
- 11 Management's Discussion and Analysis
- 26 Statement of Net Position
- 28 Statement of Revenues, Expenses, and Changes in Net Position
- 30 Statement of Cash Flows
- 33 Notes to the Financial Statements

### 80 Required Supplemental Information

### 88 Acknowledgments

# INTRODUCTION

# Regents and Administrative Officers

## BOARD OF REGENTS

Brett Blankenship, Chair of the Board  
Marty Dickinson, Vice Chair of the Board  
Ron Sims, Past Chair of the Board  
Arliagh Cayanan, Student Regent  
Enrique Cerna  
Lura J. Powell  
Jenette Ramos  
Heather Redman  
Lisa K. Schauer  
John Schoettler  
Kirk H. Schulz, Secretary Ex-Officio  
Stacy Pearson, Treasurer Ex-Officio  
Jay Inslee, Governor, State of Washington,  
Advisory Member Ex-Officio

## EXECUTIVE OFFICERS

Kirk H. Schulz, President  
Elizabeth Chilton, Provost and Executive Vice President  
Lisa Calvert, Vice President for Advancement  
and CEO of the WSU Foundation  
Asif Chaudhry, Vice President for International Programs  
Patrick Chun, Director of Athletics  
David R. Cillay, Vice President for Academic Outreach  
and Innovation and Chancellor, WSU Global Campus  
Daryll DeWald, Vice President for Health Sciences  
and Chancellor, WSU Spokane  
Theresa Elliot-Cheslek, Vice President  
and Chief Human Resource Officer  
Mary Jo Gonzales, Vice President for Student Affairs  
Christine R. Hoyt, Chief of Staff  
Christopher Keane, Vice President for Research  
Colleen E. Kerr, Vice President for External Affairs  
and Government Relations  
Stacy Pearson, Vice President for Finance  
and Administration and Chief Financial Officer  
Sasi K. Pillay, Vice President of Information Technology Services  
and Chief Information Officer  
Phil Weiler, Vice President for Marketing and Communications

## ADMINISTRATIVE OFFICERS

Heather Lopez, Chief Audit Executive  
Matthew Skinner, Associate Vice President for Finance  
and Administration  
Mollie Holt, Executive Director/Controller, Business Services

## CHANCELLORS

### WSU EVERETT

Paul E. Pitre, Chancellor  
Mark Beattie, Vice Chancellor for Academic Affairs

### WSU GLOBAL CAMPUS

David R. Cillay, Vice President for Academic Outreach  
and Innovation and Chancellor  
Debbie O'Donnell, Vice Chancellor for Student Affairs  
Rebecca Van de Vord, Vice Chancellor for Academic Affairs

### WSU SPOKANE

Daryll DeWald, Vice President for Health Sciences  
and Chancellor  
Celestina Barbosa-Leiker, Vice Chancellor for Research  
Dan DeNike, Vice Chancellor for Finance and Budget  
Gwen Halaas, Vice Chancellor for Academic Affairs  
James Mohr, Vice Chancellor for Student Affairs

### WSU TRI-CITIES

Sandra Haynes, Chancellor  
Kathleen McAteer, Vice Chancellor for Academic Affairs  
Chris Meiers, Vice Chancellor for Student Affairs and Outreach  
Christine Portfors, Vice Chancellor for Research  
and Graduate Studies  
Ray White, Vice Chancellor for Finance and Administration

### WSU VANCOUVER

Mel Netzhammer, Chancellor  
Renny Christopher, Vice Chancellor for Academic Affairs  
Christine Portfors, Vice Chancellor for Research  
and Graduate Studies  
Domanic Thomas, Vice Chancellor for Student Affairs  
and Enrollment  
Lynn Valenter, Vice Chancellor for Finance and Operations

## DEANS

Dori Borjesson, Dean, College of Veterinary Medicine  
Todd Butler, Interim Dean, College of Arts and Sciences  
Lisa Gloss, Dean, Graduate School  
Larry W. (Chip) Hunter, Dean, Carson College of Business  
Mary Koithan, Dean, College of Nursing  
Mark Leid, Dean, College of Pharmacy  
and Pharmaceutical Sciences  
M. Grant Norton, Dean, Honors College  
Bruce Pinkleton, Dean, Edward R. Murrow College  
of Communication  
Mary Rezac, Dean, Voiland College of Engineering  
and Architecture  
Joseph (Jay) Starratt, Dean, Libraries  
John Tomkowiak, Dean, Elson S. Floyd College of Medicine  
Michael Trevisan, Dean, College of Education  
André-Denis Girard Wright, Dean, College of Agricultural, Human,  
and Natural Resource Sciences

## LEGAL COUNSEL

Danielle A. Hess, Senior Assistant Attorney General  
and WSU Division Chief, Washington State Office  
of the Attorney General

*Officer list effective 1/2/2021*

# Message from the President



## Message from the President

### Working together to address challenges

It is my pleasure to share Washington State University's annual report for the 2020 fiscal year. This publication provides detailed information about the University's fiscal health and operations during the period beginning July 1, 2019, and concluding on June 30, 2020.

Despite the myriad challenges posed by COVID-19, the University continued to excel in carrying out its land-grant mission in service to the societal and economic needs of the state of Washington and beyond. Our faculty and staff system-wide partnered in creative ways to work around the constraints of the coronavirus, ensuring our ability to provide access to higher education, conduct practical research, and deliver knowledge and services to Washington's communities.

The overall health of the University remains strong. Enrollment for the fall semester dipped less than 2 percent from the previous fall, to a total of 31,159 students system-wide, despite our need to deliver most coursework virtually. Students of color and first-generation students continue to represent about one-third of the total enrollment.

We have achieved a remarkable turnaround in the University's fiscal health. What was a \$30 million annual operating deficit in FY17 has been transformed into a nearly \$30 million annual surplus for FY20. Meanwhile, our research expenditures totaled a record \$369.3 million for FY19, and private philanthropic support surpassed \$125 million for FY20.

The University's contributions to the greater good continue to grow. For example, our fledgling college of medicine, focused on the health care needs of underserved Washingtonians, enrolled its fourth class of entering students in the fall. In November, we dedicated a four-story, 95,000-square-foot Plant Sciences Building on the Pullman campus that will support Washington's \$51 billion food and agriculture industry by providing a modern research venue.

Nearly five years into my presidency at WSU, I remain hopeful about the future, largely because the WSU community is a tremendous font of hope. In times like these when we are faced with adversity, the Cougar family rallies again and again with remarkable resolve to address challenges large and small. Working together—with open hearts and minds—we will overcome this unprecedented period of our lives.

Best regards,

Kirk H. Schulz

President

Washington State University



FINANCIAL SECTION



**Office of the Washington State Auditor**  
**Pat McCarthy**

**INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS**

December 17, 2020

Board of Directors  
Washington State University  
Pullman, Washington

**REPORT ON THE FINANCIAL STATEMENTS**

We have audited the accompanying financial statements of the business-type activities and the aggregate discretely presented component units of the Washington State University, as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the University's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audits. We did not audit the financial statements of the Washington State University Foundation (the Foundation), which represents 100 percent of the assets, net position and revenues of the aggregate discretely presented component unit. We also did not audit the financial statements of the Washington State University Housing and Dining System, which represents 8.3 percent, 5.7 percent and 5.4 percent,

respectively, of the assets, net position and revenues of the University business-type activities. Those statements were audited by other auditors, whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Foundation and Housing and Dining System, is based solely on the reports of the other auditors.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of the Foundation and Housing and Dining System were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the University's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, based on our audit and the reports of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate discretely presented component units of the Washington State University, as of June 30, 2020 and 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Matters of Emphasis**

As discussed in Note 1, the financial statements of the Washington State University, an agency of the state of Washington, are intended to present the financial position, and the changes in financial position, and where applicable, cash flows of only the respective portion of the activities of the state of Washington that is attributable to the transactions of the University and its aggregate discretely presented component units. They do not purport to, and do not, present fairly the financial position of the state of Washington as of June 30, 2020 and 2019, the changes in its financial position, or where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary and Other Information***

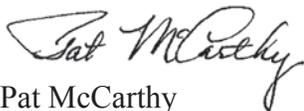
Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the University's basic financial statements as a whole. The information identified in the table of contents as the Introduction

and Acknowledgments are presented for the purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

### **OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS**

In accordance with *Government Auditing Standards*, we will also issue our report dated December 17, 2020, on our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the University's internal control over financial reporting and compliance.

Sincerely,



Pat McCarthy  
State Auditor  
Olympia, WA

# Management's Discussion and Analysis

## Introduction

The following discussion and analysis provides an overview of the financial position and activities of Washington State University (the University) for the fiscal year ended June 30, 2020, with comparative information for the fiscal years 2019 and 2018. This overview has been prepared by management and should be read in conjunction with the University's financial statements and accompanying footnote disclosures.

## Using the Financial Statements

The University's financial statements are prepared in accordance with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB), which establishes standards for external financial reporting for public colleges and universities. The financial statements are presented on a consolidated basis to focus on the University as a whole. The full scope of the University's activities is considered to be a single business-type activity and accordingly, is reported within a single column in the basic financial statements.

The financial statements presented in this report encompass the University and its discretely presented component unit, the Washington State University Foundation. The University's financial reports include the Statement of Net Position, the Statement of Revenues, Expenses and Changes in Net Position, and the Statement of Cash Flows. The University presents component unit information on pages immediately following the statements of the University.

Management's discussion and analysis provides additional information regarding the Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position.

## Financial Highlights for Fiscal Year 2020

The University's overall net financial position as of June 30, 2020 reflects an increase of \$118 million (8.4%) over the previous year, resulting in a net position of \$1.5 billion.

Below are financial highlights from fiscal year 2020:

- Assets and deferred outflows increased by \$123 million to end the year at \$3.0 billion.
- Liabilities and deferred inflows increased by \$5.2 million to end the year at \$1.4 billion.
- Capital assets, net of depreciation experienced a slight increase of \$1 million, totaling \$1.7 billion.
- Pension and Other Post-Employment Benefits (OPEB) liability increased \$42 million, totaling \$470 million. Specifically, the increase was caused by the actuarial discount rate assumption decreasing from 3.5% to 2.21%. Also, the CREF return was assumed at 6.5% while actual was 2.3%. The OPEB discount rate also showed a decrease from 3.87% to 3.5%.

Significant changes to operations were as follows:

- Operating revenues totaled \$803 million, increasing \$3 million from last year. Tuition and fees increased \$18 million and was offset by decreases in sales and services, net of \$9 million, other operating revenues \$5 million and grants \$1 million.
- Operating expenses increased from the previous year a total of \$24 million, ending at \$1.2 billion. Expenses that showed increases include salaries, wages and benefits (\$22 million), scholarships and fellowships (\$16 million) and payments to suppliers (\$5 million). Decreased expenses were comprised of utilities (\$2 million), purchased services (\$13 million), and depreciation (\$4 million).

## Condensed Financial Information and Analysis

### **Financial Position - Statement of Net Position**

The Statement of Net Position presents the financial condition of the University at the end of the fiscal year and reports all assets, liabilities and deferrals of the University.

Assets are classified as current, non-current or capital. Current assets are expected to benefit the University within twelve months and include cash, accounts receivable, inventories, prepaid expenses and investments that can easily be converted into cash to meet University expenses. Non-current assets include endowment fund assets, student loans receivable and investments expected to be held more than one year. Capital assets include construction in progress, library materials, furniture and equipment, land, buildings and improvements and are reported net of accumulated depreciation.

Liabilities are classified as current or non-current. Current liabilities are claims that are due and payable within twelve months and include payroll and benefits, amounts payable to suppliers for goods and services received and debt principal payments due within one year. Non-current liabilities are obligations payable beyond one year and include bond obligations, installment contracts, leases and earned but unused vacation and sick leave.

Net position is divided into five categories:

- **Net investment in capital assets:** The University's capital assets net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.
- **Restricted – non-expendable:** The University's endowment funds, land grant endowment funds and similar funds for which donors or external parties have imposed the restriction that the corpus is not available for expenditures but for investment purposes only.
- **Restricted – expendable:** Funds that are subject to externally imposed restrictions in which the University is legally or contractually obligated to spend in accordance with time or purpose restrictions; such as scholarships, fellowships, research, loans, professorships, capital projects and debt service.
- **Restricted – loans:** Funds that have been established for the explicit purpose of providing student support as prescribed by statute or granting authority.
- **Unrestricted:** Funds that are available to the University for any lawful purpose.



Condensed **Statements of Net Position (in millions)** for the last three fiscal years are as follows:

	June 30, 2020	June 30, 2019	Restated June 30, 2018
<b>Assets</b>			
Current assets	\$ 250	\$ 282	\$ 208
Non-current assets:			
Long term investments	211	101	108
Endowment and other restricted investments	640	616	585
Other non-current assets	48	64	63
Capital assets, net of accumulated depreciation	1,705	1,704	1,703
<b>Total assets</b>	<b>2,854</b>	<b>2,767</b>	<b>2,667</b>
<b>Deferred outflows of resources</b>	<b>96</b>	<b>59</b>	<b>45</b>
<b>Total assets and deferred outflows of resources</b>	<b>\$2,950</b>	<b>2,826</b>	<b>2,712</b>
<b>Liabilities</b>			
Current liabilities	\$ 122	\$ 111	\$ 140
Non-current liabilities:			
Accrued leave and unearned compensation	34	28	30
Unearned revenue	7	7	8
Long-term liabilities	609	634	632
Asset retirement obligation	17	17	15
Pension	172	162	179
OPEB liabilities	293	260	283
Other non-current liabilities	27	43	37
<b>Total liabilities</b>	<b>1,281</b>	<b>1,262</b>	<b>1,324</b>
<b>Deferred inflows of resources</b>	<b>152</b>	<b>165</b>	<b>92</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>\$1,433</b>	<b>1,427</b>	<b>1,416</b>
<b>Net position</b>			
Net investment in capital assets	\$ 1,092	1,073	1,051
Restricted nonexpendable	595	565	534
Restricted loans	27	29	29
Restricted expendable	187	169	155
Unrestricted	(384)	(437)	(473)
<b>Total net position</b>	<b>\$1,517</b>	<b>\$1,399</b>	<b>\$1,296</b>

## Significant Changes in the Statements of Net Position from 2019 to 2020

- Cash and investments (current and long term) increased \$77 million from the previous year, primarily from investment activity and income.
- Inventories increased \$2 million mostly due to the impact of COVID-19. Ferdinand's Creamery increased \$1 million due to closed operations and the Washington Animal Disease Diagnostic Lab (WAADL) established inventory totaling \$1 million as the result of developing and validating lab tests at the request of federal, state and county animal and public health agencies to assist in the response to the pandemic.
- Endowment investments increased 4.0%, a total of \$25 million to end the year at \$640 million. The endowment consists of two major investments: 1) The University contracts with the WSU Foundation to invest and manage endowed funds received prior to the formation of the WSU Foundation. These endowments decreased 7.1% during fiscal year 2020, from \$66 million to \$61 million. 2) The University has two land-grant endowments and two permanent funds created by legislature. The two land-grants endowments include 151,188 acres of timber, agricultural and grazing lands that are managed by the Department of Natural Resources. The income from the land use is distributed to the permanent fund. The earnings from the permanent fund are used to fund capital projects at the University. The fair market value of this portion of the endowment increased by 5% over last year, from \$550 million to \$579 million.
- Assets held in trust for agencies and the offsetting deposits held in trust for others decreased \$16 million as the result of decreases in funds held for students as a result of COVID-19.
- Current liabilities increased \$11 million from fiscal year 2019 to fiscal year 2020, a 10.6% change. Accounts payable and accrued liabilities increased \$9 million as the result of the impacts of COVID-19 and working from home which increased processing time for paying vendors. Due to the WSU Foundation increased \$1 million due to timing of transactions. Unearned revenue, current portion showed an increase of \$1 million as the result of Housing & Dining increase of \$2 million from CARES funding and student account credit balances held for fall semester offset by decreases in Athletics and Transportation totaling \$1 million.
- Non-current liabilities remained very consistent, increasing \$7 million or less than 1%. Accrued leave increased \$6 million due to additional staffing from previous years and reduced leave usage due to COVID-19 travel restrictions. Long term liabilities decreased as principal payments were made on bonds and the Trust and Building Fee Bonds were refunded, slightly offset by the issuance of a note payable, resulting in a \$25 million reduction in principal. Pensions and Other Post-Employment Benefits (OPEB) increased \$42 million due to changes in actuarial assumptions, discount rate and experience. Other non-current liabilities decreased \$16 million.

## Significant Changes in the Statements of Net Position from 2018 to 2019

- Total current assets increased by approximately \$74 million from the prior year primarily due to \$37 million of increased net cash activities including increased operating activities, unspent bond proceeds and collection of loans from students. Other increases include accounts receivable of \$13 million as a result of an increase in the amount due from the Office of the State Treasurer due to timing of the capital budget. Short term investments increased \$24 million which was partially from sale of long term investments, investment returns and net gains and bond proceeds.
- Non-current assets, other than capital assets, increased by \$25 million from fiscal year 2018. This was mostly due to endowment investments increasing by \$31 million, and an increase in assets held in trust for agencies by \$4 million. The increase in endowment investments is due to stronger investment returns, realized and unrealized gains over the last three years. Deposits held in escrow for construction companies decreased by \$1 million due to project completions. There was a decrease of \$8 million in long term investments as they were converted to shorter term investments. Loans receivable decreased \$2 million as student loans were paid off.
- Capital assets, net increased slightly in 2019 for a total of \$1 million. Several projects were placed in full year service from construction in progress, major projects include including refurbished student housing, new dairy equipment installed at the Food Quality Building, Everett academic building, Eastlick Hall renovations, Veterinary Hospital copper shielding and Spokane Academic renovations totaling \$34 million and \$73 million was spent on construction projects during the year, resulting in a net increase of \$39 million in construction in progress. Land purchases and retirements netted a decrease of \$1 million. Other improvements, machinery and equipment and library resources increased \$24 million, net of retirements. These increases were offset by the total increase in accumulated depreciation of \$95 million, net of retirements.

- Current liabilities decreased by \$29 million in fiscal year 2019 primarily as the result of a decrease in accounts payable of \$7 million attributable to quicker payments to vendors, a \$25 million decrease in the current portion of long term OPEB liabilities and long term debt. These were offset by a \$1 million increase in unearned revenue, and amount due to the Foundation of \$1 million which was due to timing.
- Non-current liabilities decreased by \$32 million in fiscal year 2019 primarily due to the \$39 million decrease in pension and OPEB liabilities reflected by increased performance returns and changes in actuarial assumptions. The University continues to pay down long term debt and issued new debt, resulting in a \$2 million increase. Deposits held in trust for others increased \$4 million. The Assets Retirement Obligation (ARO) increased due to the reevaluation of the cost to retire the nuclear radiation center which increased \$2 million.
- Overall net position improved to \$1.4 billion with an increase of \$103 million from fiscal year 2018 restated net position.

### ***Results of Operations - Statement of Revenues, Expenses and Changes in Net Position***

The Statement of Revenues, Expenses and Changes in Net Position presents the University's results of operations and non-operating items that result in the changes in net position for the year. In accordance with GASB reporting principles, revenues and expenses are classified as either operating or non-operating.

Operating revenues are the inflows of funds from providing goods and services to the University's customers. They include tuition and fees, grant and contract payments, and sales and service revenue generated by student housing, student dining and other University enterprises. Operating expenses are the funds used up in generating operating revenues and in carrying out the University's mission.

Non-operating revenues are revenues earned for which goods and services are not provided and include state appropriations, current-use gifts and grants that are designated for purposes other than capital construction, land grant endowment income, endowment distributions and investment income. Non-operating expenses include interest expense on long-term debt.

Other revenues and expenses include capital appropriations, capital gifts or grants, additions to permanent endowments and gains or losses on the disposal of capital assets.



# Management's Discussion and Analysis

Condensed *Statement of Revenues, Expenses and Changes in Net Position (in millions)* for the last three fiscal years are as follows:

	June 30, 2020	June 30, 2019	Restated June 30, 2018
<b>Operating revenues (expenses)</b>			
Tuition and fees, net	\$ 313	\$ 295	\$ 280
Grants and contracts	274	275	258
Sales and services, net	190	199	189
Other operating revenues	26	31	23
<b>Total operating revenues</b>	<b>803</b>	<b>800</b>	<b>750</b>
Operating expenses	(1,157)	(1,133)	(1,134)
<b>Operating loss</b>	<b>(354)</b>	<b>(333)</b>	<b>(384)</b>
<b>Non-operating revenues (expenses)</b>			
State and federal appropriations	271	254	243
Federal financial aid	36	38	39
Interest on debt	(28)	(30)	(31)
Federal interest subsidy on debt	1	3	3
Gifts and contributions	40	44	35
Investment income, net	65	65	48
CARES Grant	19		
Other nonoperating revenues(expenses)	6	6	16
<b>Net nonoperating revenues (expenses)</b>	<b>410</b>	<b>380</b>	<b>353</b>
<b>Income (loss) before other changes</b>	<b>56</b>	<b>47</b>	<b>(31)</b>
<b>Capital additions</b>			
Capital appropriations	52	45	5
Capital gifts and grants	2	1	2
Additions to permanent endowments	8	10	11
<b>Total capital additions</b>	<b>62</b>	<b>56</b>	<b>18</b>
<b>Increase (decrease) in net position</b>	<b>118</b>	<b>103</b>	<b>(13)</b>
Net position—beginning of year	1,399	1,296	1,309
Change in accounting principle			(7)
Change in net position	118	103	(6)
<b>Net position—end of year</b>	<b>\$ 1,517</b>	<b>\$ 1,399</b>	<b>\$ 1,296</b>

## Significant Changes in the Statement of Revenues, Expenses and Changes in Net Position from 2019 to 2020:

Despite the impacts of COVID-19 during the last quarter of fiscal year 2020, operating revenue improved slightly with a \$3 million increase over fiscal year 2019.

- Total tuition and fees (before allowance for scholarships and discounts) increased from \$444 million in fiscal year 2019 to \$465 million the following year. The increase was due to a variety of factors including a slight increase in enrollment (.4% fall 2019 compared to fall 2018), a 2.4% increase in resident undergraduate and graduate tuition increases. There were also tuition increases for various professional programs including medical, pharmacy and veterinary medicine and others from 2.5% - 16%. The estimated scholarship and discount allowance decreased by \$1 million using the NACBUO estimation model from \$73 million in fiscal year 2019 to \$72 million in 2020. Waivers increased from \$77 million to \$80 million over this same period, an increase of \$3 million. This brought net tuition to \$313 million in fiscal year 2020, \$18 million more than the previous year. The overall discount rate, while less than the previous year remains a concern from WSU compared to peers and public institution averages.

- Grants and contracts from federal, state and private sources remained flat year over year. Federal research decreased \$6 million primarily due to decreases from Health and Human Services, the Department of Education and the Department of Energy - Oakland. These were partially offset by increases of State awards of \$5 million.
- Sales and services, net decreased \$9 million. WSU auxiliaries revenue decreased by \$9 million primarily due to Housing and dining as a result of COVID-19 related closures. Service centers decreased \$1 million. Others showed a slight increase of \$1 million.
- Other operating revenues decreased \$5 million due to decreased sales due to COVID-19.

Overall operating expenses showed a 2.1% increase over the previous year totaling \$24 million

- WSU experienced a \$16 million increase in salaries and wages attributable to classified employees 3% increase in July 2019, 1.5% increase for faculty, exempt staff, and graduate students effective January 1, 2020. The employee headcount increased from 8,295 to 8,427 from fall 2018 to 2019 also attributing to the increase.
- The fiscal year 2020 benefits expense increased \$7 million as the result of increased salaries, implementation of Washington's Paid Family Medical Leave, WSU's portion of pension expenses increased and COVID-19 related benefits.
- Fellowships and scholarships increased \$16 million. A significant portion, (\$9 million) was the result of CARES funding provided directly to students. Also, the Washington College Promise Scholarship (formally State Need Grant) was expanded to serve an additional 6,000 students for annual year 2019-20.
- Utilities decreased \$2 million due to limited staff and students on campuses as a result of COVID-19. In accordance with Governor Inslee's Stay Home, Stay Healthy (effective March 5, 2020), WSU moved to remote learning and only essential operations were in effect.
- Payment to suppliers increased \$5 million including purchases of supplies for COVID-19 testing, sanitation supplies, modification to work spaces to comply with social distancing and personal protection equipment.
- Purchased services decreased \$13 million as the result of COVID-19 including construction development and engineering delays, and concern regarding impacts of the pandemic to the university's budgets and funding.
- Depreciation decreased \$5 million as the result of retirements of machinery and equipment.

Non-operating revenues (net of expenses) increased \$30 million due to the following:

- The state operating appropriation for 2019-21 increased \$16 million and includes additional funding four cohorts and expansion of the number of students at the medical school beginning fall 2019, salary increases, central services support, soil health research and extension initiatives, maintenance of operation of new state funded buildings, administration of the solar energy program and funding to support miscellaneous legislation.
- Federal appropriations increased \$1 million due to timing of expenditures.
- Pell Grants awarded to students decreased \$2 million as the result of less eligible students.
- Interest on capital assets-related debt increased \$2 million as principal decreased and the Trust and Building bonds were refunded, debt was paid down and new debt of \$ 4 million was issued.
- Federal bond interest subsidy was reduced \$1 million due to the 2019 Trust and Building bond refunding of the BAB which were eligible for the subsidy.
- Gifts and contributions decreased \$5 million based on the impact of COVID-19.
- \$19 million in Coronavirus Aid, Relief, and Economic Security (CARES) funding was awarded to the university, equally split between institutional support and direct aid to students. GASB guidance requires the funds to be recognized as non-operating.
- State Capital Appropriation was \$52 million in fiscal year 2020. Projects include Global Animal Health Building Phase II, Tri-Cities Academic Building, and the Plant Sciences Building. Spending increased from fiscal year 2019 because the capital appropriation was issued late in the fiscal year allowing for less spending than in fiscal year 2020.
- Capital grants and gifts increased \$2 million due to several large projects.
- Additions to permanent endowments decreased \$2 million as the result of decreased investment income.

## Significant Changes in the Statement of Revenues, Expenses and Changes in Net Position from 2018 to 2019:

Operating revenue improved significantly with a \$50 million increase in fiscal year 2019 due to the below:

- Total tuition and fees (before scholarships and discounts) increased from \$419 million in fiscal year 2018 to \$444 million in fiscal year 2019 due to a 2.0% increase in resident undergraduate tuition, increases for medical, pharmacy and veterinary medicine tuition, and an overall enrollment increase of 2.8%. The \$23 million increase in gross tuition was partially offset by an \$8 million increase in the scholarship allowance (estimated using the National Association of College and University Business Officers (NACUBO) model). The increase in the scholarship allowance is attributable to a \$4 million increase each for in waivers and other scholarship allowances.
- Grants and contracts from federal, state and private sources were up approximately 6.3% over last year to \$275 million. The majority of the increase this fiscal year came in federal research caused by an overall increase in average award values, and significant increases in awards from the USDA of \$11 million, National Science Foundation \$6 million and the Department of Health and Human Services \$3 million. These were offset by slight decreases in other federal, state and local funding.
- Revenues in WSU auxiliaries increased by \$10 million primarily due to an increases in Housing & Dining of \$6 million, Student Health \$2 million and Athletics \$2 million.
- Other operating revenue increased \$9 million due to \$4 million increase in royalties due to the launch of the Cosmic Crisp Apple, \$1 million increase in deferred revenue from summer session, \$4 million increase in revenue generated by internal services.

Overall operating expenses were consistent with the previous year with a slight decrease of \$1 million.

- Salaries and Wages increased only slightly despite classified employees receiving 2.0% increase in July 2018 and another on January 1, 2019, and a 1.0% increase for faculty, exempt staff, and graduate students effective January 1, 2019 and a minimum wage increase January 1, 2019. These were offset by decreased staffing.
- Benefits decreased \$17 million which is attributable to a decrease in pension expenses due to the University's percentage of the proportionate share of expense related to PERS plans decreasing as well as favorable earnings on plan assets.
- Payments to suppliers increased by \$11 million due to a \$4 million housing and dining increase related to strong occupancy, \$2 million for expenditures associated with development of a new enterprise system for human resources, payroll and finance that were not eligible to be capitalized, increased grant activity totaling \$3 million and a \$2 million increase in self-sustaining activities.
- Purchased Services increased \$9 million, primarily due to grant subcontracts which increased \$6 million. WSU awarded 45 more sub-awards than in the previous year. Additionally, there was \$1 million in additional personal service contracts within self-sustained funds and other miscellaneous increases.
- Depreciation decreased \$2 million due to building retirements in fiscal year 2018 due to the sale of the buildings on land sold for the City of Pullman airport expansion.

Non-operating revenues (net of expenses) increased \$28 million due to the following:

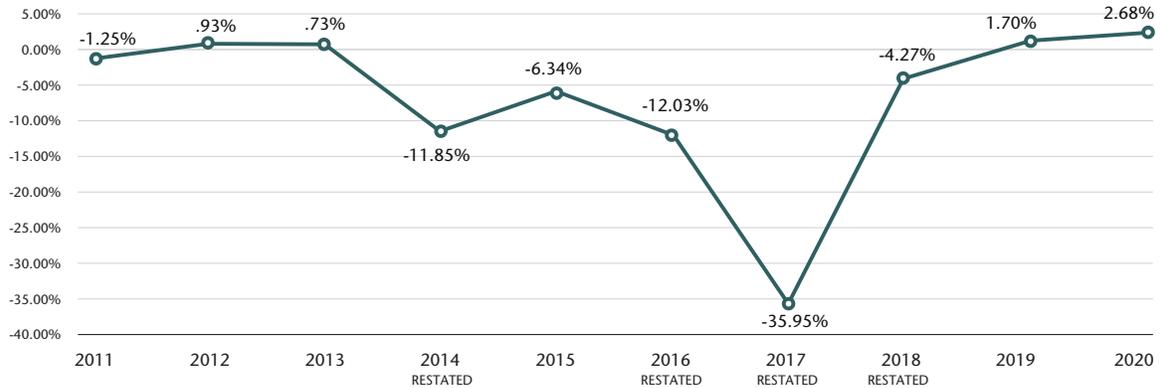
- State Appropriations increased by \$13 million due to funding for College of Medicine of \$4 million, salary and benefit appropriations of \$6 million, and other programs increasing by approximately \$3 million.
- Interest on capital assets decreased by \$1 million due to reduced principal on outstanding debt.
- Gifts and contributions increased \$9 million.
- Investment income, net of expenses increased by \$16 million. The overall portfolio continuously generates income, however fiscal year 2019 was higher than fiscal year 2018 due to better overall performance by the fixed income investments in the permanent land grant funds. Large unrealized gains were recorded in fiscal year 2019 as reported by the State Investment Board Financial Report.
- Other non-operating revenues decreased by \$9 million primarily due to the one-time sale of the land to the Pullman-Moscow Regional Airport that occurred in fiscal year 2018, and not in fiscal year 2019.

Other revenue increased \$38 million as a result of:

- Capital appropriations increased \$40 million while capital gifts and grants decreased \$1 million.
- Additions to permanent endowments decreased \$1 million.

## Financial Health and Flexibility

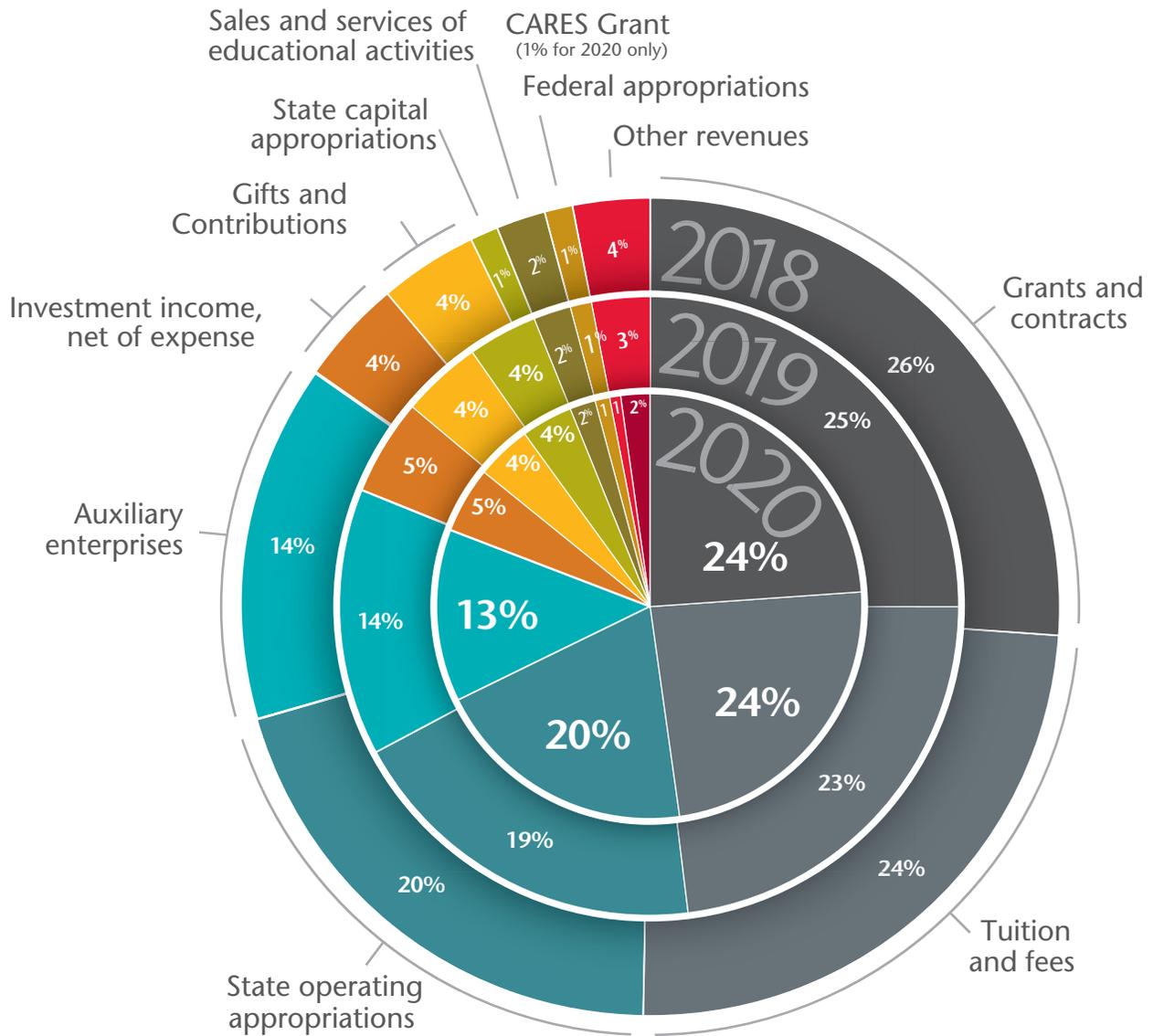
The annual operating margin compares the operating surplus (or deficit) to operating revenues. Moody's definition of operating revenues includes several non-operating revenues in determining margin and an estimated spending rate of the University's investments rather than actual investment income. This ratio indicates the extent to which the University is balancing revenues with expenses and growing its resource base.



In fiscal year 2014 - 2017 onwards, numerous changes in accounting principles impacted this ratio and others. In fiscal year 2015 GASB 68 (Pensions) was implemented which required a restatement of the fiscal year 2014 Statement of Net Position to record the University's share of the State's net pension obligation resulting in operating expenses to increase by \$85 million. In fiscal year 2016, additional pension expense of \$14 million increased operating expenses. In fiscal year 2016, GASB 73 was implemented, which required a restatement of pension expense of \$48 million. In fiscal years 2017 and 2018, GASB 75 (OPEB) resulted in a restatement of \$337 million for fiscal year 2017 and an additional benefit expense of \$25 million in fiscal year 2018. Fiscal years 2018 – 2020 experienced considerable improvement, increasing from -4.27% to 2.68% respectively, the highest ratio in a ten year period.



**Revenue from all Sources**  
**For the Years Ended June 30, 2020, 2019 and 2018**

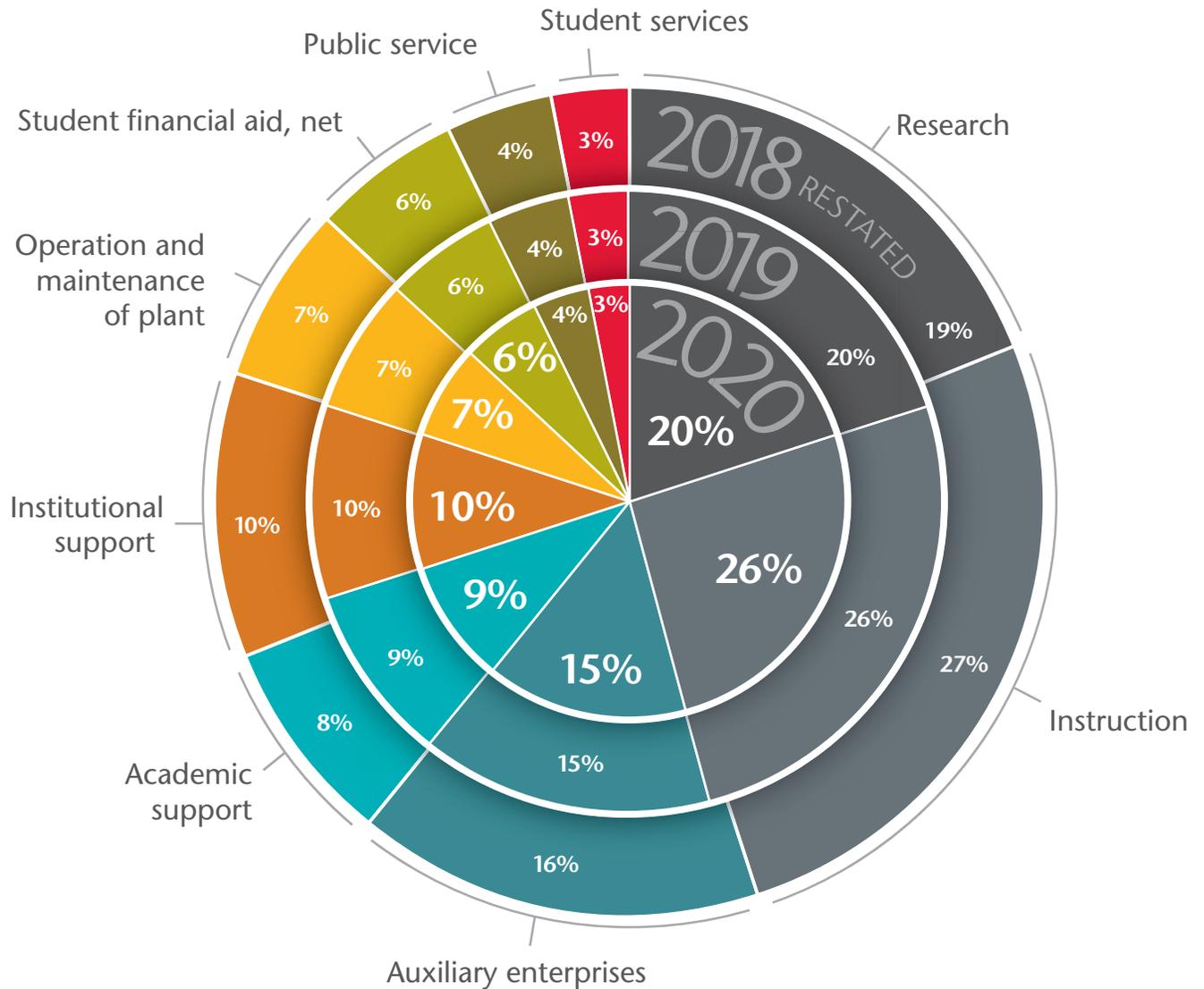


As the above graphs show, the University has a diversified revenue base. No single source of revenue generated more than a quarter of the total fiscal year revenues for fiscal year 2020. In fiscal year 2020 grants and contracts generated \$310 million or 24% of total all revenue. These funds support the university's research activities, which allow students to work with nationally recognized faculty as part of their educational experience. Tuition and fees revenue totals \$313 million and accounts for the same percentage. This is followed by State appropriations at 20%. Auxiliaries account for 13% of the total, consistent for the last three years, with a slight decrease in fiscal year 2020 due to COVID-19 credits and refunds. Investment income, net of expenses, represents 5% of total revenue and gifts and contributions 4%. State capital appropriations total 4%, consistent with previous years.

## Operating Expenditures by Functional Classification

For the Years Ended June 30, 2020, 2019 and 2018

(Note: for the purposes of these graphs, depreciation expense has been allocated to the programs.)



Fiscal year 2020 saw no shift in percentages of expenditures between university functions. As in the previous fiscal year, the majority of costs are for instruction which comprises 26% of expenditures, followed by Research at 20%, and auxiliary enterprises at 15%.

## Capital Assets and Long-Term Liabilities

### Capital Assets

In fiscal year 2020, several key projects were substantially completed and placed in service totaling \$10 million and include East Chill Water Plant, Captive Elk Facility, infrastructure and small projects. Construction in progress increased by \$67 million due to construction of several projects including Global Animal Health Phase II, Plant Science Building, Bailey-Brayton Baseball Clubhouse, and the Tri-Cities Academic Building. Other improvements, machinery and equipment and library resources increased \$18 million, net of retirements. These increases of \$95 million were offset by the total increase in accumulated depreciation of \$94 million, net of retirements resulting in a net increase of \$1 million.

In fiscal year 2019, key projects were substantially completed and were placed in service totaling \$34 million. Construction in process increased by \$39 million due to construction of several projects including refurbished student housing, new dairy equipment installed at the Food Quality Building, Everett academic building, Eastlick Hall renovations, Veterinary Hospital copper shielding and Spokane Academic renovations totaling \$34 million and \$73 million was spent on construction projects during the year, resulting in a net increase of \$38 million in construction in progress. Land purchases and retirements netted a decrease of \$1 million. Other improvements, machinery and equipment and library resources increased \$24 million, net of retirements. These increases were offset by the total increase in accumulated depreciation of \$95 million, net of retirements.

See note 8 for more information.

	June 30, 2020	June 30, 2019	June 30, 2018
Land	\$ 33	\$ 34	\$ 34
Buildings, net	1,275	1,328	1,358
Construction in progress	137	70	31
Equipment, net	43	50	53
Library, net	62	60	58
Other improvements and infrastructure, net	155	162	169
<b>Total capital assets, net</b>	<b>\$ 1,705</b>	<b>\$ 1,704</b>	<b>\$ 1,703</b>

### Long Term Liabilities

In fiscal year 2020, the long term liabilities of the university totaled \$1.1 billion, a slight increase of \$18 million. Increases were due to pension liabilities and other post-employment benefits which continue to fluctuate year after year to accommodate changes in actuarial assumptions and the discount rates. Also, a note payable was issued for \$4 million. These increases of \$46 million were partially offset by decreases in bonds and leases payable of \$28 million due to refinancing and principal pay down.

In fiscal year 2019, the University's long term liabilities decreased by \$60 million from fiscal year 2018 to end the year at \$1.1 billion. The decrease was due to fluctuating actuarial assumptions and the discount rate for pension liabilities.

See note 15 for more information

The table below summarizes outstanding liabilities:

	June 30, 2020	June 30, 2019	Restated June 30, 2018
Revenue and refunding bonds payable	\$ 608	\$ 632	\$ 624
Note payable	4	-	-
State of Washington general obligation bonds	13	16	19
Capital leases	10	12	14
Pension obligation liability	172	162	179
Other post-employment benefits	298	265	313
Asset retirement obligation	17	17	15
<b>Total long-term liabilities</b>	<b>\$ 1,122</b>	<b>\$ 1,104</b>	<b>\$ 1,164</b>

## Debt Ratios

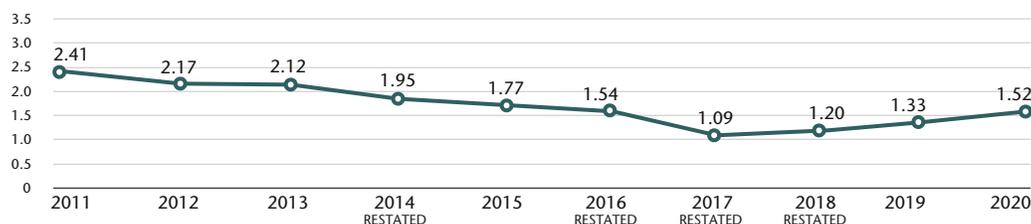
The debt service to operating expense ratio provides an indicator of the University's ability to repay annual principal and interest relative to its overall operating expenses. A lower percentage indicates the greater ability to repay debt service. In fiscal year 2016 the University issued general revenue bonds that increased the amount of principal and interest payments in fiscal year 2017, however, the OPEB restatement increased operating expenses by \$337 million in that same year. As a result the ratio improved to 3.79 % for fiscal year 2017. For fiscal year 2018 total debt service levels remained relatively flat, and operating expenses declined versus fiscal year 2017, resulting in a ratio of 4.89%. During fiscal years 2019 and 2020, additional debt was issued while continuing to refund and pay down bonds. These slight offsets decreased the ratio to 4.85% and 4.81% respectively,

### Debt Service to Expenses



The financial reserves ratio (as defined by Moody's) measures coverage of debt by financial reserves or funds a university can access in the intermediate term. The fiscal year 2018 ratio showed a slight increase over the fiscal year 2017 ratio, after several years of decline, increasing expendable resources to debt to 1.20 times over. The trend continued into fiscal years 2019 and 2020 with increases to 1.33 and 1.52 respectively.

### Financial Resources to Direct Debt



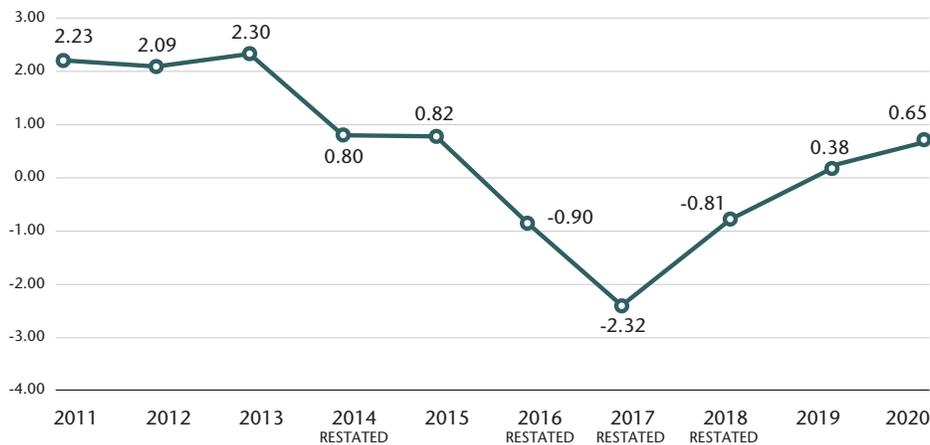
## Financial Health and Flexibility

There are many ratios used to gauge financial health and flexibility. Each ratio measures one aspect of performance. The composite financial index (CFI), recommended in the book, [Strategic Financial Analysis for Higher Education, Seventh Edition](#), combines four core ratios into a single measure. Blending the four key measures of financial health into a single number provides a more balanced view of the state of the institution's finances. A weakness in one measure may be offset by the strength of another measure.

The four core ratios are the primary reserve ratio, the net operating revenues ratio, the return on net assets ratio and the viability ratio. Each of these ratios is converted to a strength factor using a common scale then multiplied by specific weighting factors and combined to form the composite financial index.

The graph below shows Washington State University's Composite Financial Index over the past ten years. The ratio was climbing until the global economic downturn reduced operating budgets and investment returns. The University put proactive measures in place to generate greater diversity of revenues and combined that with strategic spending increases. The rate dropped in fiscal year 2014 as a result of recognizing WSU's share of the State's pension liability (GASB 68), decreasing in fiscal year 2016 due to a spending down of reserves and the restatement of the supplemental retirement plan (GASB 73). In fiscal year 2017 we saw a dramatic decrease due to the OPEB restatement (GASB 75) with a slight recovery in fiscal year 2018 to a level just higher than fiscal year 2016. Through its university-wide efforts to improve fiscal health, fiscal years 2019 and 2020 saw continued improvement.

**Composite Financial Index**



## Economic Outlook

The Washington State Economic and Revenue Forecast Council's June 2020 estimate of state general fund revenues indicated a decrease of \$4.5 billion for the current 2019-21 biennium and \$4.4 billion in the 2021-23 biennium. The decreased forecast is attributed to the economic disruption caused by the COVID-19 pandemic. Subsequent forecasts in September and November 2020 increased the 2019-21 and 2021-23 forecasts by \$2.7 billion and \$2.5 billion respectively, primarily due to higher-than-expected revenue collections in the sectors of retail trade and real estate. Much economic uncertainty remains since COVID-19 cases have increased to record levels as of November 2020 and Washington has implemented additional restrictions on economic activity to curb the spread of COVID-19.

Last spring, in response to declining state revenues, the Governor's Office of Financial Management directed all state agencies to identify operating budget savings for FY-2021 equal to 15% of current appropriations. Permanent appropriation reductions will be determined over the course of the 2021 Legislative session that convenes in January.

The COVID-19 pandemic has impacted other non-state appropriated operating revenues as well. Undergraduate and graduate tuition rates were increased 2.5% for the 2020-21 academic year, but enrollment declines are expected to offset any increase in net tuition revenue associated with the rate increase. Most student fees were held flat for the 2020-21 academic year. Refunds and one-time reductions in some fees will occur in FY-2021, and when combined with lower student headcounts should result in lower student fee revenue. Federal and non-federal sponsored research has slowed due to the pandemic. Through the first four months of FY-2021 sponsored program expenditures have dropped nearly 12% over the same time period in FY-2020. Significant and unprecedented revenue losses are expected in auxiliary activities due to reduced occupancy in student housing, COVID-19 restrictions, and decreased service levels associated with work at home rules and the move to predominantly online instruction. Intercollegiate athletic competition has also been impacted by the pandemic, resulting in significant and unprecedented revenue losses in ticket sales and media revenue.

The university has addressed the economic challenges in a number of ways including reduction of unit operating budgets, hiring & purchasing freezes, service level adjustments, and debt restructuring. These efforts combined with robust planning will serve the university well as it navigates the evolving fiscal landscape resulting from the COVID-19 pandemic. Even with these efforts, WSU expects the COVID-19 pandemic revenue losses to negatively impact University reserves for fiscal year 2021.



Assets	2020	2019
<b>Current assets</b>		
Cash and cash equivalents (Note 2)	\$ 121,905,031	\$ 110,246,888
Prepaid expenses	404,782	748,516
Inventories (Note 5)	17,224,535	14,843,786
Accounts receivable, net (Note 6)	72,327,920	72,545,280
Investments, current portion (Note 3)	38,357,120	83,826,237
Subtotal current assets	250,219,388	282,210,707
<b>Non-current assets</b>		
Long-term investments (Note 3)	211,171,541	100,741,584
Endowment investment (Note 3)	640,260,887	615,709,612
Deposits in escrow	262,220	409,149
Assets held in trust for agencies	26,703,197	42,548,077
Loans receivable, net (Note 7)	18,046,360	20,092,526
Capital assets, net of accumulated depreciation (Note 8)	1,705,042,439	1,703,636,664
Pension assets, net (Note 16)	2,501,102	2,223,495
Subtotal non-current assets	2,603,987,746	2,485,361,107
<b>Total assets</b>	<b>2,854,207,134</b>	<b>2,767,571,814</b>
<b>Deferred outflows of resources (Note 15)</b>	<b>95,595,905</b>	<b>58,844,920</b>
<b>Liabilities</b>		
<b>Current liabilities</b>		
Accounts payable and accrued liabilities (Note 9)	64,164,725	55,666,780
Due to Washington State University Foundation	7,668,003	6,478,818
Deposits	5,427,365	4,863,190
Unearned revenue, current portion (Note 10)	14,237,291	13,276,928
Long-term liabilities, current portion (Note 15)	30,769,743	30,383,508
Pollution remediation obligation	125,726	
Subtotal current liabilities	122,392,853	110,669,224
<b>Non-current liabilities</b>		
Accrued leave (Note 9)	34,322,301	28,453,977
Deposits held in custody for others	26,703,197	42,548,077
Unearned revenue (Note 10)	6,751,972	7,381,758
Long-term liabilities (Note 15)	608,792,799	634,215,486
Asset retirement obligation (Note 13)	17,153,703	17,014,860
Pension liability (Note 16)	171,673,428	161,931,755
Other post-employment benefits liability (Note 17)	292,919,475	260,275,123
Subtotal non-current liabilities	1,158,316,875	1,151,821,036
<b>Total liabilities</b>	<b>1,280,709,728</b>	<b>1,262,490,260</b>
<b>Deferred inflows of resources (Note 10)</b>	<b>152,311,093</b>	<b>165,320,522</b>
<b>Net Position</b>		
Net investment in capital assets	1,092,415,066	1,072,809,960
Restricted nonexpendable	594,573,759	565,038,187
Restricted loans	26,790,190	28,650,280
Restricted expendable	186,588,263	168,525,376
Unrestricted	(383,585,060)	(436,417,851)
<b>Total net position</b>	<b>\$ 1,516,782,218</b>	<b>\$ 1,398,605,952</b>

The footnote disclosures are an integral part of the financial statements.

# Washington State University Foundation (A Nonprofit Corporation)

Consolidated Statements of Financial Position  
June 30, 2020 and 2019

<b>Assets</b>	<b>2020</b>	<b>2019</b>
Cash and cash equivalents	\$ 330,719	\$ 175,879
Due from Washington State University	7,668,003	6,847,926
Other receivables	3,953,524	1,384,078
Pledges receivable, net	31,641,507	36,257,013
Endowment investment securities	443,705,385	453,053,627
Notes receivable, net	667,895	707,794
Notes receivable from joint venture	1,450,000	1,450,000
Furniture, fixtures, and equipment (net of accumulated depreciation of \$1,586,414 and \$1,577,774, respectively)	11,163	19,803
Land and real estate	1,215,000	1,235,000
Assets held in charitable trusts	27,765,093	31,408,633
Contributions receivable from charitable trusts	5,630,900	5,816,753
Beneficial interest in perpetual trusts	34,558,839	34,538,022
Total assets	558,598,028	572,894,528
<b>Liabilities</b>		
Accounts payable and accrued liabilities	1,618,525	1,490,858
Annuities payable	12,469,058	13,697,082
Remainder interest payable	1,622,417	1,645,325
Notes payable for joint venture	1,500,000	1,500,000
Total liabilities	17,210,000	18,333,265
<b>Net Assets</b>		
Unrestricted	7,277,421	6,531,918
Temporarily restricted	39,832,575	71,296,238
Permanently restricted	494,278,032	476,733,107
Total net assets	<b>541,388,028</b>	<b>554,561,263</b>
<b>Total liabilities and net assets</b>	<b>\$ 558,598,028</b>	<b>\$ 572,894,528</b>

The footnote disclosures are an integral part of the financial statements.



Statement of Revenues, Expenses, and Changes in Net Position  
for the Years Ended June 30, 2020 and June 30, 2019

Revenues	2020	2019
Operating revenues		
Tuition and fee revenue, net	\$ 312,716,866	\$ 294,861,056
Federal grants and contracts	145,935,113	151,921,433
State grants and contracts	92,494,590	87,883,556
Local grants and contracts	35,560,948	34,795,985
Sales and services of educational departments	26,320,717	25,220,940
Auxiliary enterprises	164,019,744	173,789,065
Other operating revenues	26,379,259	31,477,007
<b>Total operating revenues</b>	<b>803,427,237</b>	<b>799,949,042</b>
<b>Expense</b>		
Operating expenses		
Salaries and wages	539,452,345	523,908,013
Benefits	159,575,661	152,770,188
Scholarships and fellowships	77,151,968	61,616,095
Utilities	26,827,834	28,590,409
Payments to suppliers	161,863,624	156,874,392
Purchased services	94,417,841	107,357,058
Depreciation	97,851,140	102,317,684
<b>Total operating expenses</b>	<b>1,157,140,413</b>	<b>1,133,433,839</b>
<b>Net operating loss</b>	<b>(353,713,176)</b>	<b>(333,484,797)</b>
<b>Non-operating revenues (expenses)</b>		
State appropriations	261,693,255	245,923,021
Federal appropriations	9,484,922	7,990,392
Federal Pell Grants	36,141,438	38,324,292
Interest on capital assets—related debt	(28,524,247)	(30,015,312)
Federal bond interest subsidy	1,349,653	2,549,250
Gifts and contributions	39,535,338	44,489,022
Investment income, net of expense	65,206,741	64,602,836
CARES Grant	19,051,526	
Other non-operating revenues (expenses)	5,831,146	6,392,654
<b>Total non-operating revenues (expenses)</b>	<b>409,769,772</b>	<b>380,256,155</b>
<b>Income before other revenues, expenses, gains or losses</b>	<b>56,056,596</b>	<b>46,771,358</b>
<b>Capital additions (deductions)</b>		
Capital appropriations	51,730,210	45,082,191
Capital grants and gifts	2,150,880	370,054
Additions to permanent endowments	8,238,580	10,354,569
<b>Total other revenues</b>	<b>62,119,670</b>	<b>55,806,814</b>
<b>Decrease in net position</b>	<b>118,176,266</b>	<b>102,578,172</b>
<b>Net position</b>		
Net position, beginning of year	1,398,605,952	1,296,027,780
<b>Increase (decrease) in net position</b>	<b>118,176,266</b>	<b>102,578,172</b>
<b>Net position, end of year</b>	<b>\$ 1,516,782,218</b>	<b>\$ 1,398,605,952</b>

The footnote disclosures are an integral part of the financial statements.

	2020		Total
	Without donor restrictions	With donor restrictions	
<b>Revenue and support:</b>			
Contributions	\$ 2,540,104	\$ 61,199,442	\$ 63,739,546
Investment return, net of expenses	(45,801)	(7,503,611)	(7,549,412)
Management and advancement fees	7,565,983		7,565,983
Change in value of split-interest agreements		(3,281,622)	(3,281,622)
Support provided by Washington State University	4,842,842		4,842,842
Other income	361,324	537,678	899,002
Total revenue and support	15,264,452	50,951,887	66,216,339
Net assets released from restrictions	64,870,625	(64,870,625)	—
<b>Expenses:</b>			
Support provided to/for Washington State University:			
Restricted distributions	40,765,804		40,765,804
Endowment income distributions	17,840,368		17,840,368
Endowment administration fees	6,643,901		6,643,901
Fundraising	7,689,908		7,689,908
General and administrative expenses	6,449,593		6,449,593
Total expenses	79,389,574	—	79,389,574
Change in net assets	745,503	(13,918,738)	(13,173,235)
Net assets – beginning of year	6,531,918	548,029,345	554,561,263
<b>Net assets – end of year</b>	<b>\$ 7,277,421</b>	<b>\$ 534,110,607</b>	<b>\$ 541,388,028</b>

See accompanying notes to consolidated financial statements.

	2019		Total
	Without donor restrictions	With donor restrictions	
<b>Revenue and support:</b>			
Contributions	\$ 2,227,423	\$ 58,771,658	\$ 60,999,081
Investment return, net of expenses	(44,903)	18,168,191	18,123,288
Management and advancement fees	7,101,678	—	7,101,678
Change in value of split-interest agreements	—	(3,495,889)	(3,495,889)
Support provided by Washington State University	4,835,751	—	4,835,751
Other income	432,759	1,942,107	2,374,866
Total revenue and support	14,552,708	75,386,067	89,938,775
Net assets released from restrictions	65,563,309	(65,563,309)	—
<b>Expenses:</b>			
Support provided to/for Washington State University:			
Restricted distributions	41,039,134	—	41,039,134
Endowment income distributions	16,987,259	—	16,987,259
Endowment administration fees	6,166,450	—	6,166,450
Fundraising	7,302,016	—	7,302,016
General and administrative expenses	7,399,854	—	7,399,854
Total expenses	78,894,713	—	78,894,713
Change in net assets	1,221,304	9,822,758	11,044,062
Net assets—beginning of year	5,310,614	538,206,587	543,517,201
<b>Net assets—end of year</b>	<b>\$ 6,531,918</b>	<b>\$ 548,029,345</b>	<b>\$ 554,561,263</b>

The footnote disclosures are an integral part of the financial statements.

	2020	2019
<b>Cash flows from operating activities</b>		
Tuition and fees	\$ 381,449,061	\$ 366,592,676
Grant and contracts	296,131,272	267,062,263
Payments to suppliers	(150,692,089)	(149,157,282)
Payments for utilities	(26,712,077)	(29,819,670)
Purchased services	(95,328,470)	(106,602,836)
Payments to employees	(542,454,816)	(526,630,393)
Payments for benefits	(163,439,484)	(157,803,320)
Payments for scholarships and fellowships	(148,775,820)	(133,991,678)
Loans issued to students	(1,132,318)	(1,649,054)
Collection of loans to students	3,117,829	3,411,891
Auxiliary enterprise receipts	167,358,241	172,759,604
Sales and service of educational departments	25,674,648	25,006,765
Other receipts	24,391,439	32,243,729
<b>Net cash used by operating activities</b>	<b>(230,412,584)</b>	<b>(238,577,305)</b>
<b>Cash flows from noncapital financing activities</b>		
State appropriations	269,677,299	244,027,051
Federal appropriations	4,115,465	11,890,921
<b>Gifts for other than capital purposes</b>		
Private gifts	39,858,252	39,987,399
Additions to permanent endowment	8,238,580	10,354,569
Agency fund receipts	28,734,686	171,231
Agency fund disbursements	(43,308,157)	(401,535)
Federal Direct Loan receipts	172,761,715	176,041,529
Federal Direct Loan disbursements	(175,358,175)	(175,973,415)
Federal Pell Grants	36,126,380	38,324,292
Cash received from property	2,569,266	1,806,181
<b>Net cash provided by noncapital financing activities</b>	<b>343,415,311</b>	<b>346,228,223</b>
<b>Cash flows from capital and related financing activities</b>		
Proceeds of capital debt	3,544,000	31,325,000
Capital appropriations	47,462,322	42,962,797
Capital grants and gifts received	2,150,880	365,821
Purchases of capital assets	(90,338,842)	(98,563,588)
Principal paid on capital debt and leases	(25,192,557)	(24,365,400)
Interest paid on capital debt and leases	(27,750,166)	(28,583,659)
<b>Net cash used by capital and related financing activities</b>	<b>(90,124,363)</b>	<b>(76,859,029)</b>
<b>Cash flows from investing activities</b>		
Proceeds from sales of investments	1,667,339,853	1,525,173,637
Purchases of investments	(1,726,310,094)	(1,559,011,195)
Investment income	47,750,020	39,564,986
<b>Net cash provided by investing activities</b>	<b>(11,220,221)</b>	<b>5,727,428</b>
Net increase (decrease) in cash and cash equivalents	11,658,143	36,519,317
Cash—beginning of year	110,246,888	73,727,571
<b>Cash—end of year</b>	<b>\$ 121,905,031</b>	<b>\$ 110,246,888</b>

The footnote disclosures are an integral part of the financial statements.

	2020	2019
<b>Operating loss</b>	\$ (353,713,176)	\$ (333,484,797)
<b>Adjustments to reconcile net loss to net cash used by operating activities</b>		
Depreciation expense	97,851,140	102,317,684
<b>Changes in assets and liabilities</b>		
<b>Changes in assets</b>		
Prepaid expenses	(343,733)	(61,588)
Inventories	(2,380,750)	291,197
Accounts receivable, net	14,197,469	(6,239,704)
Pension asset	(277,607)	(963,596)
Pension and OPEB related deferred outflows of resources	(36,956,035)	(13,504,030)
Asset retirement obligation deferred outflows of resources	605,120	(915,586)
<b>Changes in liabilities</b>		
Accounts payable and accrued liabilities	14,865,578	2,635,116
Due to Washington State University Foundation	1,189,185	1,360,206
Deferred revenue	330,577	592,622
Deposits	564,175	186,156
Accrued leave	4,178,031	729,703
Pension obligation	9,741,673	(16,952,062)
OPEB liability	32,915,470	(48,295,705)
Pension and OPEB related deferred inflows of resources	(13,179,701)	73,727,079
<b>Net cash used by operating activities</b>	<b>\$ (230,412,584)</b>	<b>\$ (238,577,305)</b>
<b>Significant noncash transactions</b>		
Loss on disposal of capital assets	\$ 1,222,692	\$ 803,427
Amortization expense	\$ 3,890,190	\$ 3,243,988



	2020	2019
<b>Cash flows from operating activities:</b>		
Change in net assets	\$ (13,173,235)	\$ 11,044,062
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	8,640	49,539
Impairment on land	20,000	—
Net realized and unrealized (gains) on investments	10,924,589	(14,593,636)
Decrease in value of split-interest agreements	3,281,622	3,495,889
Contributions and income restricted for investments in endowments and trusts	(18,113,009)	(18,744,251)
Changes in operating assets and liabilities:		
Due from Washington State University	(820,077)	(1,729,314)
Other receivables	(2,569,446)	4,681,450
Pledges receivable	4,615,506	(839,969)
Contribution receivable from charitable trusts	22,495	22,495
Accounts payable and accrued liabilities	153,142	419,205
Net cash used in operating activities	<u>(15,649,773)</u>	<u>(16,194,530)</u>
<b>Cash flows from investing activities:</b>		
Purchases of investments	(93,081,540)	(80,075,254)
Sales of investments	88,078,470	76,179,696
Purchase of property and equipment	—	(7,249)
Issuance of notes receivable	—	(853,868)
Proceeds from sale of land	—	125,433
Proceeds from principal payments on notes receivable	39,899	30,146
Net cash used in investing activities	<u>(4,963,171)</u>	<u>(4,601,096)</u>
<b>Cash flows from financing activities:</b>		
Contributions and income restricted for investments in endowments and trusts	18,113,009	18,744,251
Issuance of notes payable	—	650,000
Net cash provided by financing activities	<u>18,113,009</u>	<u>19,394,251</u>
Net increase (decrease) in cash and cash equivalents	(2,499,935)	(1,401,375)
Cash and cash equivalents—beginning of year	4,854,367	6,255,742
<b>Cash and cash equivalents—end of year</b>	<b><u>\$ 2,354,432</u></b>	<b><u>\$ 4,854,367</u></b>

The footnote disclosures are an integral part of the financial report.

# Notes to the Financial Statements

June 30, 2020

These notes form an integral part of the financial statements.

## 1. Summary of Significant Accounting Policies

### Financial Reporting Entity

The concept underlying the definition of the financial reporting entity is that elected officials are accountable to their constituents for their actions. As required by accounting principles generally accepted in the United States of America (GAAP), the financial reporting entity includes both the primary government and all of its component units. An organization other than a primary government serves as a nucleus for a reporting entity when it issues separate financial statements. Washington State University (WSU) is a constituent agency of the State of Washington and is included as an integral part of the State's Comprehensive Annual Financial Report. Washington State University issues separate financial statements which encompass the university and its discretely presented component unit, the Washington State University Foundation.

The financial reporting entity, as defined by Governmental Accounting Standards Board (GASB) Codification Section 2100, *Defining the Financial Reporting Entity*, consists of the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion could cause the financial statement to be misleading or incomplete. The accompanying financial statements present all funds belonging to WSU, including individual colleges and departments of the University. WSU's component unit is discretely presented in the University's financial statements. Legally separate, related organizations are included in WSU's operations if they meet the criteria for blending or discrete presentation as set forth in GASB Codification Section 2600, *Reporting Entity and Component Unit Presentation and Disclosure*.

### Discretely Presented Component Unit

The WSU Foundation ("the Foundation") is a legally separate, tax-exempt entity, and serves contractual asset management functions in support of the University's mission. The Foundation is a significant component unit based on the criteria of GASB Statement 39. This report presents the Foundation's financial condition and activities as a discretely presented separate component unit in the University's financial statements.

The Foundation reports its financial results in accordance with Financial Accounting Standards Board (FASB) pronouncements and guidance. As such, certain revenue recognition criteria and presentation features are different from GASB. No modifications have been made to the Foundation's financial information in the University's financial statements for these differences. The Foundation presents information about its financial position and activities according to the following two classes of net assets, depending on the existence and nature of donor restrictions. Under FASB, the Foundation's net assets are described as follows:

- Without Donor Restrictions-Net assets without donor restrictions represent resources which are not subject to donor restrictions and over which the trustees of the Foundation retain control to use the funds in order to achieve the Foundation's purpose.
- With Donor Restrictions-Net assets with donor restrictions represent resources subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that are restricted by the donor for a particular purpose and that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are to maintain resources in perpetuity. This consists predominantly of endowment funds and charitable trusts. Donor-restricted endowment funds represent funds that are subject to restrictions of gift instruments requiring that the principal be invested in perpetuity. Also included are trust funds that represent donor contributions of irrevocable trusts and other instruments wherein the Foundation has a remainder interest in the trust assets upon the death of the last surviving income beneficiary.

For clearer presentation purposes, the University has included the Foundations statements and selected notes in this report.

The Foundation's full financial statements can be acquired at the following address:

WSU Foundation  
P.O. Box 641925  
Pullman, WA 99164-1925

### Blended Component University Units

The Washington State Alumni Association (WSUAA) is a 501(c)-(3) corporation that is presented as a blended component unit of WSU. Condensed financial information can be found in note 20. The WSUAA full financial statements can be obtained by contacting the Lewis Alumni Centre on the WSU Pullman campus or calling (509)335-2586.

## **Affiliated Organizations**

The Students Book Corporation is a legally separate 501(c)-(3) corporation, for whom the University acts as the fiscal agent. Their balances and transactions are reported within agency funds of the University and reported as assets and liabilities held in trust by the University.

Financial statements for the Students Book Corporation may be obtained by contacting the Business Services/Controller's Office at 220 French Administration Bldg., P. O. Box 641025, Pullman, WA 99164-1025 or calling (509) 335-2022.

Global Operations & Leadership Development (GOLD) is a legally separate corporation and was granted 501 (C) 3 status July 3, 2019. GOLD board members include WSU employees and administrative support is provided by the university. The entity is fiscally independent and only financial activity between WSU and GOLD as independent entities is reported in the university's financial statements.

## **Basis of Presentation**

The financial statements of the University have been prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 34, "Basic Financial Statements and Management's Discussion and Analysis, as amended by GASB Statement No. 35, for Public Colleges and Universities." The University, along with its discretely presented component unit is considered a special purpose government engaged in business type activities (BTA). In accordance with BTA reporting, the University presents management's discussion and analysis, statement of net positions, statements of revenues, expenses and changes in net positions, statements of cash flows, and notes to the financial statements. The financial statement presentation provides a comprehensive, entity-wide perspective of the University's assets, liabilities, net position, revenues, expenses, deferred outflows, deferred inflows, changes in net position, and cash flows.

## **Basis of Accounting**

The financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned and expenses are recorded when an obligation has been incurred, regardless of the timing of the cash flows.

Non-exchange transactions, in which the University receives (or gives) value without directly giving (or receiving) equal value in exchange includes state and federal appropriations, and certain grants and donations. Revenues are recognized, net of estimated uncollectible amounts, as soon as all eligibility requirements imposed by the provider have been met, if probable of collection.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Bond premiums/discounts and insurance costs are deferred and amortized over the term of the bonds using the effective interest method. Unamortized balances are presented as reductions of the face amount of bonds payable. Related amortization is included in interest expense in the statements of revenues, expenses and changes in net position.

Gains or losses on bond refundings are deferred and amortized over the term of the bonds using the effective interest method. Unamortized balances are presented as deferred outflows or inflows of resources.

During the course of operations, numerous transactions occur between individual funds for goods provided, services rendered or interfund loans. For the financial statements, the interfund receivables and payables have been eliminated. Both revenue and expenses relating to internal services, such as central stores, printing and publications, and information technology, have been eliminated.

## **New Accounting Pronouncements**

GASB has issued Statement No. 84, Fiduciary Activities. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. With the COVID-19 pandemic the GASB has extended the effective date for Statement No. 84 for fiscal years beginning after December 15, 2019. The University will be evaluating for the fiscal year 2021 financial report.

GASB has issued Statement No. 87, Leases effective for reporting periods beginning after June 15, 2021. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases to be recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. This statement will recognize a lease receivable and a deferred inflow of resources thereby enhancing the relevance and consistency of information about governments leasing activities. The University will be evaluating for the fiscal year 2022 financial report.

GASB has issued Statement No. 88, Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements. The objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. This is effective for fiscal years beginning after June 15, 2019. The University does not have any direct borrowings or any direct placements of debt as of June 30, 2020

GASB has issued Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period, effective for reporting periods beginning after December 15, 2020. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The University early adopted this pronouncement and is recognizing interest cost incurred before the end of a construction period as an expense and not including it in the historical cost of a capital asset.

GASB has issued Statement No. 90, Majority Equity Interests-An amendment of GASB Statements No. 14 and No 61, effective for periods beginning after December 15, 2018. The primary objectives of this Statement are to improve the consistency and comparability of reporting majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government's holding of the equity interest meets the definition of an investment. The University has reviewed all of its investments and the investments of its component unit and has determined that none hold any majority equity interest.

GASB has issued Statement No. 91, Conduit Debt Obligations, effective for periods beginning after December 15, 2020. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The University does not have any conduit debt obligations.

GASB has issued Statement No. 95, Postponement of Effective Dates of Certain Authoritative Guidance, effective immediately. The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later.

The effective dates of certain provisions contained in the following pronouncements are postponed by one year:

- Statement No. 83, Certain Asset Retirement Obligations-The University implemented in fiscal year 19
- Statement No. 84, Fiduciary Activities-The University postponed until fiscal year 21
- Statement No. 88, Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements-The University does not have direct borrowings or direct placement.
- Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period- The University implemented in fiscal year 20
- Statement No. 90, Majority Equity Interests-The University does not have any majority equity interests.
- Statement No. 91, Conduit Debt Obligations-The University does not have any conduit debt obligations
- Statement No. 92, Omnibus 2020-The University will review in fiscal year 20
- Statement No. 93, Replacement of Interbank Offered Rates-The University will review in fiscal year 20
- Statement No. 87, Leases-The University will implement in fiscal year 22

GASB has issued Statement No. 97, Certain Component Unit Criteria, and accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans. An Amendment of GASB Statements No. 14 and No. 84, and a Suppression of GASB Statement No. 32 effective for periods beginning after June 15, 2021. The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The University will be evaluating for the fiscal year 2022 financial report.

### Cash, Cash Equivalents and Investments

Cash balances in excess of current requirements are pooled and invested in Treasury securities, time deposits, deposits with the Washington State Local Government Investment Pool (LGIP), federal agency bills and notes. Cash equivalents are short term, highly liquid investments convertible to known amounts of cash without change in value or risk of loss. The University considers investments with a maturity of three months or less when purchased to be cash equivalents. Interest income earned on the investment pool is distributed on a quarterly basis based on daily cash balances in various funds. In accordance with GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, cash, cash equivalents and investments are stated at fair value.

### Accounts Receivable

Accounts receivable consists of tuition and fee charges to students and auxiliary enterprise services provided to students, faculty and staff. This also includes amounts due from the federal government, state and local governments or private sources in connection with reimbursement of allowable expenditures made pursuant to the University's sponsored agreements. Accounts receivable are shown net of estimated uncollectible amounts.

### Inventories

Inventories, consisting primarily of supplies and merchandise for resale, are valued at cost using various methods.

### Capital Assets

Land, buildings and equipment are recorded at cost, or if acquired by gift, at acquisition value at the date of the gift. Capital additions, replacements and major renovations are capitalized. The value of assets constructed includes all material direct and indirect construction costs.

Routine repairs and maintenance are charged to operating expense in the year in which the expense was incurred. In accordance with the state capitalization policy, only fixed assets with a unit cost of \$5,000 or greater are capitalized. Depreciation is computed using the straight line method over the estimated useful lives of the assets, generally 15 to 50 years for buildings and components, 20 to 25 years for infrastructure and land improvements, 20 years for library resources and 5 to 7 years for equipment.

Interest is capitalized on assets acquired or constructed with tax-exempt financing. The amount of interest to be capitalized is calculated by offsetting interest expense incurred while activities necessary to get the asset ready for its intended use are in progress, with interest earned on invested proceeds over the same period. The net capitalized interest for fiscal year 2019 was \$1,098,733. In fiscal year 2020, with the implementation of GASB 89, interest on capitalized assets is now expensed prospectively. A restatement of fiscal year 2019 is not needed.

In accordance with GASB Statement 42, the University reviews assets for impairment whenever events or changes in circumstances have indicated that the carrying amount of its assets might not be recoverable. Impaired assets are reported at the lower of cost or fair value. At June 30, 2020 and at June 30, 2019 no assets have been written down.

### Deferred Outflows of Resources

Deferred outflow of resources are a consumption of net position by the University that are applicable to future reporting periods. Similar to assets, they have a positive effect on the University's net position.

### Unearned Revenues

Unearned revenues include funds that have been collected in advance of an event, such as summer semester tuition and certain auxiliary activities prior to the end of the fiscal year but are related to the subsequent fiscal year.

### Deferred Inflows of Resources

Deferred inflows of resources are an acquisition of net position that is applicable to future reporting periods. Similar to liabilities, they have a negative effect on net position.

### Tax Exemption

The University is a tax-exempt organization under the provisions of Section 115(a) of the Internal Revenue Code and is exempt from federal income taxes on related income.

### Net Position

The University's net position is classified as follows.

- *Net Investment in Capital Assets*. This represents the University's total investment in capital assets, net of outstanding debt obligations related to those capital assets. To the extent debt has been incurred but not yet expended for capital assets, such amounts are not included as a component of capital assets.

- *Restricted—nonexpendable.* This consists of endowment and similar type funds for which donors or other outside sources have stipulated as a condition of the gift instrument that the principal is to be maintained inviolate and in perpetuity and invested for the purpose of producing present and future income which may either be expended or added to the principle.
- *Restricted—loans.* The loan funds are established for the explicit purpose of providing student support as prescribed by statute or granting authority.
- *Restricted—expendable.* These include resources for which the University is legally or contractually obligated to spend resources in accordance with restrictions imposed by third parties.
- *Unrestricted.* These represent resources derived from student tuition and fees, state appropriations, and sales and services of educational departments and auxiliary enterprises.

## Classification of Revenues

The University has classified its revenues as either operating or non-operating revenues according to the following criteria:

*Operating Revenues.* This includes activities that have the characteristics of exchange transactions such as (1) student tuition and fees, net of scholarship discounts and allowances, (2) sales and services of auxiliary enterprises and (3) most federal, state and local grants and contracts.

*Non-operating Revenues.* This includes activities that have the characteristics of non-exchange transactions, such as gifts and contributions, state appropriations and investment income.

## Scholarship Discounts and Allowances

Student tuition and fee revenues, and certain other revenues from students, are reported net of scholarship discounts and allowances in the Statement of Revenues, Expenses and Changes in Net Position. Scholarship discounts and allowances are the difference between the published charge for goods and services provided by the University and the amount that is paid by students or third parties making payments on the students' behalf. To the extent that revenues are used to satisfy tuition and fees and other student charges, the University has recorded a scholarship discount and an allowance. Discounts and allowances for the year ending June 30, 2020 and June 30, 2019 were \$151,929,389 and \$149,104,519 respectively.

## Reclassifications, Restatements and Changes in Accounting Principal

The University implemented Statement No. 89 of the Governmental Accounting Standards Board (GASB) *Accounting for Interest Cost Incurred before the End of a Construction Period* for fiscal year 2020 financial report period. Since this statement requires capitalized interest to not be added to the cost of capital assets, the University recorded this amount as an expense and made no adjustment to current or prior year statements.

For comparative purposes in the Management's Discussion and Analysis sections, certain amounts in the prior year financial statements have been reclassified to conform to the presentation in the current year financial statements.

## 2. Cash, Cash Equivalents

### Cash

Cash includes cash on hand, petty cash and bank deposits. Cash equivalents include treasury securities that are readily convertible to known amounts of cash and present insignificant risk of value changes due to interest rate changes. As of June 30, 2020 and as of June 30, 2019, the carrying amount of these University's cash funds, were \$121,905,031 and \$110,246,888 respectively as represented in the table below.

Table 1: Cash and Cash Equivalents

	2020	2019
Cash	\$ 93,778,891	\$ 48,612,337
Cash equivalents	28,103,535	61,611,946
Deposits with fiscal agents	22,605	22,605
<b>Cash and cash equivalents</b>	<b>\$ 121,905,031</b>	<b>\$ 110,246,888</b>

### Custodial Credit Risks—Deposits

Custodial credit risk for bank demand deposits is the risk that in the event of a bank failure, the University's deposits may not be returned to it. All cash, except for change funds and petty cash held by the University, is insured by the Federal Deposit Insurance Corporation (FDIC) or by collateral held by the Washington Public Deposit Protection Commission (PDPC). The majority of the University's demand deposits are with the Bank of America.

### 3. Investments

#### (A) University Investments

University investments are classified as cash equivalents, current investments, or non-current, long-term investments. Cash equivalents include investments in Rule 2a-7 type funds, commercial paper, discount notes, repurchase agreements and Treasury bills. Current investments include short-term debt securities with less than one year to maturity and do not fit the University's definition of cash equivalents. Non-Current, long-term investments include debt securities with more than one year to maturity.

#### Cash Equivalents, Current and Non-Current, Long-Term Investments

University invested assets include operating funds, current use gift funds, and proceeds from bond issues dedicated to specific capital projects. As of June 30, 2020 and 2019 the University had the following investments, maturities, credit ratings and effective durations:

Table 1: Cash equivalents, current and non-current, long term investments

University investments	2020						Effective duration	Credit rating
	Fair value	Less than 1 year	1–5 years	6–10 years	More than 10 years			
Cash equivalents								
Commercial paper	\$ 6,945,274	\$ 6,945,274					0.29	A1/P1
Discount notes	-	-						
Other—Bank short term investment funds*	3,725,601	3,725,601					0.14	NR
Local Government Investment Pool*	17,432,660	17,432,660					0.14	NR
<b>Total cash equivalents</b>	<b>28,103,535</b>							
Current investments								
U.S. Treasury	20,301,646	20,301,646					0.95	AAA
Agency bonds	14,997,900	14,997,900					0.20	AAA
Mortgage backed securities	3,057,574	3,057,574					0.55	AAA
<b>Total current investments</b>	<b>38,357,120</b>							
Non-Current, long-term investments								
U.S. Treasury	66,484,650		\$ 66,484,650				1.71	AAA
Agency bonds	54,975,950		54,975,950				2.25	AAA
Mortgage-backed securities	79,663,899		9,856,171	\$ 19,533,897	\$ 50,273,831		1.20	AAA
Fixed income mutual funds	10,047,042		10,047,042				1.63	N/A
Subtotal non-current operating fund investments	<b>211,171,541</b>							
<b>Total university investments</b>	<b>\$ 277,632,196</b>							

\*Valued at amortized costs as per GASB 79

Table 1: Cash equivalents, current and non-current, long-term investments

University investments	Fair value	2019 Maturity			Effective duration	Credit rating	
		Less than 1 year	1–5 years	6–10 years			More than 10 years
<b>Cash equivalents</b>							
Commercial paper	\$ 13,551,900	\$ 13,551,900			0.08	A1/P1	
Discount notes	28,844,379	28,844,379			0.02	AAA	
Other—Bank short-term investment funds*	527	527			0.01	NR	
Local Government Investment Pool*	19,215,140	19,215,140			0.23	NR	
<b>Total cash equivalents</b>	<b>61,611,946</b>						
<b>Current Investments</b>							
U.S. Treasury	83,826,237	83,826,237			0.30	AAA	
<b>Total current investments</b>	<b>83,826,237</b>						
<b>Non-Current, long-term investments</b>							
U.S. Treasury	14,986,350		\$ 14,986,350		0.01	AAA	
Mortgage-backed securities	75,799,437		14,307,461	\$ 13,849,606	\$ 47,642,370	0.88	AAA
Fixed income mutual funds	9,955,797		9,955,797			1.95	N/A
Subtotal non-current operating fund investments	100,741,584						
<b>Total non-current, long-term investments</b>	<b>100,741,584</b>						
<b>Total university investments</b>	<b>\$ 246,179,767</b>						

\*Valued at amortized cost as per GASB79

### Investments in Local government Investment Pool (LGIP)

The University is a participant in the Local Government Investment Pool that was authorized by Chapter 294, Laws of 1986, and is managed and operated by the Washington State Treasurer. The State Finance Committee is the administrator of the statute that created the pool and adopts rules. The State Treasurer is responsible for establishing the investment policy for the pool and reviews the policy annually and proposed changes are reviewed by the LGIP advisory Committee.

Investments in LGIP, a qualified external investment pool, are reported at amortized cost which approximates fair value. The LGIP is an unrated external investment pool. The pool portfolio is invested in a manner that meets the maturity, quality, diversification and liquidity requirements set forth by the GASBS 79 for external investment pools that elect to measure, for financial reporting purposes, investments at amortized cost. The LGIP does not have any legally binding guarantees of share values. The LGIP does not impose liquidity fees or redemption gates on participant withdrawals.

### Interest Rate Risk—Investments

Through its investment policies, the University manages exposure to fair value losses arising from increasing interest rates by limiting the modified duration of the operating portfolio to 1.1 years and by cash matching the dedicated bond portfolios to the anticipated construction schedules of the underlying projects.

Current use gift funds are segmented into short-term, intermediate-term and long-term pools. University policies limit the portfolio average maturity of the short-term pool to one year or less, the portfolio average maturity of the intermediate-term pool to three years or less, and the portfolio average maturity of the long-term pool to ten years or less.

### Concentration of Credit Risk—Investments

State law limits University operating investments to obligations of the U.S. government, obligations of U.S. government agencies, highest quality commercial paper and highest quality corporate notes. University policy does not limit the amount the University may invest in any one issuer.

### Custodial Credit Risk—Investments

Custodial credit risk for investments is the risk that in the event of the failure of the counterparty to a transaction, the University will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. At June 30, 2020 and June 30, 2019, \$246,426,893 and \$217,008,803 of the University’s operating fund investments, held by Wells Fargo in the bank’s name as agent for the University, and \$407,888 and \$438,839 of endowment assets, held in street name by E\*trade for the account of the University, are exposed to custodial credit risk as follows:

Table 2: Investments exposed to custodial credit risk

University investment type	Fair value 2020	Fair value 2019
Commercial paper	\$ 6,945,274	\$ 13,551,900
U.S. Agency discount notes	-	28,844,379
U.S. Treasury	86,786,296	98,812,587
Agency bonds	69,973,850	-
Mortgage-backed securities	82,721,473	75,799,437
Subtotal	246,426,893	217,008,303
Marketable global equities	407,888	438,839
<b>Total investments exposed to custodial credit risk</b>	<b>\$ 246,834,781</b>	<b>\$ 217,447,142</b>

### Investment Expenses

Under implementation of GASB 35, investment income for the University is shown net of investment expenses. The investment expenses incurred for the fiscal years ended June 30, 2020 and June 30, 2019 are \$291,823 and \$416,589 respectively.

### (B) University Investments measured by fair value level

Investments are measured at fair value on a recurring basis. The three-tier hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows.

- **Level 1** – Quoted prices (unadjusted) in active markets for identical assets or liabilities that a government can access at the measurement date.
- **Level 2** – Pricing inputs other than quoted prices included in Level 1 that are observable for an asset or liability, either directly or indirectly
- **Level 3** – Pricing inputs that are generally unobservable from objective sources for an asset or liability.

Table 3: Investments by Fair Value Hierarchy

Investments by fair value level	2020	Level 1	Level 2	Level 3
Fixed income				
U.S. Treasury	\$ 86,786,296	\$ 86,786,296	-	-
Agency bonds	69,973,850	-	69,973,850	-
Mortgage-backed securities	82,721,473	-	\$ 82,721,473	-
Fixed income mutual fund	10,047,042	10,047,042	-	-
Discount notes	-	-	-	-
Commercial paper	6,945,274	-	6,945,274	-
<b>Total fixed income investments</b>	<b>256,473,935</b>	<b>96,833,338</b>	<b>159,640,597</b>	-
<b>Total fair value by level investments</b>	<b>256,473,935</b>			
Cash equivalents at amortized cost	21,158,261			
<b>Total investments</b>	<b>\$ 277,632,196</b>			

Table 3: Investments by fair value hierarchy

Investments by fair value level	2019	Level 1	Level 2	Level 3
<b>Fixed income</b>				
U.S. Treasury	\$ 98,812,587	\$ 98,812,587	–	–
Agency bonds	–	–	–	–
Mortgage-backed securities	75,799,437	–	\$ 75,799,437	–
Fixed income mutual fund	9,955,797	9,955,797	–	–
Discount notes	28,844,379	28,844,379	–	–
Commercial paper	13,551,900	–	13,551,900	–
<b>Total fixed income investments</b>	<b>226,964,100</b>	<b>137,612,763</b>	<b>89,351,337</b>	–
<b>Total fair value by level investments</b>	<b>226,964,100</b>			
Cash equivalents at amortized cost	19,215,666			
<b>Total investments</b>	<b>\$ 246,179,766</b>			

Fixed income and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Fixed income and equity securities classified in Level 2 are valued using observable inputs including quoted prices for similar securities and interest rates. Private equity, real assets and other investments classified in Level 3 are valued using either discounted cash flow or market comparable techniques.

### (C) Land Grant and Permanent Fund

The University has two land grant endowments and two permanent funds established by legislation. The University's two land grant endowments total 155,335 acres of timber, agricultural and grazing lands managed by the Washington State Department of Natural Resources. The income from this land is distributed to the Agricultural College Permanent Fund, established under RCW 43.79.136, and the Scientific School Permanent Fund, established under RCW 43.79.110. The Washington State Investment Board manages these two permanent funds for the sole benefit of the University. All distributed income is used for capital projects, facility maintenance, or debt service. The fair value of these funds after settlement of all pending transactions, receivables and payables, is shown in the table below.

Table 4: Permanent fund

University permanent fund investments	Fair value 2020	Effective duration	Credit rating	Fair value 2019	Effective duration	Credit rating
Cash and cash equivalents	\$ 323,511			\$ 580,873		
Commingled monthly bond fund	393,114,298	7.12	Aa3	383,134,672	6.41	Aa3
Commingled monthly equity fund	185,867,657			166,375,045		
Cash at state treasurer	319,578			297,124		
Pending transactions, receivables and payables	(319,578)			(297,124)		
<b>Total permanent fund investments</b>	<b>\$ 579,305,466</b>			<b>\$ 550,090,590</b>		

**(D) University Endowments**

Total University endowed investments consist of University-held endowments valued at \$60,955,421 as of June 30, 2020 and \$65,619,022 as of June 30, 2019 (as detailed below the in table 5), and permanent fund endowment of \$579,305,466 and \$550,090,590 (as detailed above in table 4). The total of \$640,260,887 as of June 30, 2020 and \$615,709,612 as of June 30, 2019 is found on the Statement of Net Position.

As of June 30, 2020 the University had the following endowment investments, maturities, credit ratings and effective durations:

Table 5: University endowments by classification

University endowments	Fair value	2020 Maturity			Effective duration	Credit rating
		Less than 1 year	1–5 years	6–10 years		
Fixed income mutual funds	\$ 2,900,553			\$ 2,900,553	6.78	A1
Marketable global equities	8,084,084					
Marketable liquid real assets	3,014,086					
Non-marketable equities	9,305,164					
Equity funds	7,678,446					
Fixed income funds	2,218,900				7.33	A2
Hedge funds	11,164,086					
Illiquid real assets	5,715,362					
Private equity funds	10,657,053					
Cash equivalents at amortized cost	217,687					
<b>Total endowment investments</b>	<b>\$ 60,955,421</b>					

As of June 30, 2019 the University had the following endowment investments, maturities, credit ratings and effective durations:

Table 5: University endowments by classification

University endowments	Fair value	2019 Maturity			Effective duration	Credit rating
		Less than 1 year	1–5 years	6–10 years		
Fixed income mutual funds	\$ 2,905,152			\$ 2,905,152	5.87	AA
Marketable global equities	8,534,089					
Marketable liquid real assets	3,546,107					
Non-marketable equities	9,165,998					
Equity funds	8,641,726					
Fixed income funds	2,313,104				5.48	A+
Hedge funds	12,911,622					
Illiquid real assets	3,821,257					
Private equity funds	12,419,329					
Cash equivalents at amortized cost	1,360,638					
<b>Total endowment investments</b>	<b>\$ 65,619,022</b>					

## Foreign Currency Risk—Investments

Foreign currency risk is the risk that investments denominated in foreign currencies may lose value due to adverse fluctuations in the value of the U.S. dollar relative to foreign currencies. The Washington State University Foundation (Foundation) invests the University's endowed assets. As such the Foundation's investment policy controls foreign currency exposure by limiting foreign equity and fixed income investments to 24%-36% of the total endowment with a current target of 22%. University endowment exposure to foreign currency risk at June 30, 2020 and June 30, 2019, is described in the table below.

Table 6: University foreign currency risk

Foreign currency	Fair value 2020	Fair value 2019
Japan—Yen	\$ 2,597,480	\$ 2,758,303
Euro	2,061,940	2,106,977
UK—Pound	1,204,041	1,449,971
China—Yuan	1,182,521	987,556
Switzerland—Francs	726,500	732,300
S. Korea—Won	622,060	735,941
Other (less than 5%)	3,905,970	5,033,627
<b>Total foreign currency</b>	<b>\$ 12,300,512</b>	<b>\$ 13,804,675</b>

## Consolidated Endowment Investment Pool

The University contracts with the Foundation for the management of the consolidated endowment investment pool. University and Foundation endowment assets are pooled and invested with the objectives of long-term capital appreciation and stable but growing income stream. The total amount of the consolidated endowment pool is \$504,660,806 and \$518,672,649 for 2020 and 2019 respectively. See note 4(A) for information on the Foundations endowment investment securities. In the past the Foundation has held certain endowments in trust for the University. In 2017, the Foundation removed those endowments from the face of their financial report due to a change in the memorandum of understanding between the parties. The University is now reporting these endowments as part of their consolidated endowments. The fair values of the University's equity in the consolidated endowment pool at June 30, 2020 were \$60,955,421 and \$65,619,022 at June 30, 2019. See table below:

Table 7: Consolidated endowment pool

	2020	
University endowments	\$ 60,955,421	12.08%
Foundation endowments	443,705,385	87.92%
<b>Total pooled endowments</b>	<b>\$ 504,660,806</b>	<b>100.00%</b>

	2019	
University endowments	\$ 65,619,022	12.65%
Foundation endowments	453,053,627	87.35%
<b>Total pooled endowments</b>	<b>\$ 518,672,649</b>	<b>100.00%</b>

Net appreciation (depreciation) in the fair value of investments includes both realized and unrealized gains and losses on investments. At June 30, 2020 net appreciation of the University's portion of the consolidated endowment pool of \$45,673,694 was available to be spent. All of which is restricted to specific purposes and is included in restricted expendable net position. At June 30, 2019 net appreciation of \$50,671,425 was available to be spent, but was restricted to specific purposes. This amount was included in restricted expendable net position.

**(E) University Endowments measured by fair value level**

The Foundation reports their results of the consolidated endowment pool in accordance with FASB pronouncements and guidance. As such, certain revenue recognition criteria and presentation features are different from GASB. No modifications have been made to the Foundation presentation of the internal endowment pool. See note 4 (B) for information on the Foundation’s endowments measured at fair value.

Investments are measured at fair value on a recurring basis. The three-tier hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows.

- **Level 1** – Quoted prices (unadjusted) in active markets for identical assets or liabilities that a government can access at the measurement date.
- **Level 2** – Pricing inputs other than quoted prices included in Level 1 that are observable for an asset or liability, either directly or indirectly
- **Level 3** – Pricing inputs that are generally unobservable from objective sources for an asset or liability.

Table 8: Investments by Fair Value Hierarchy

Investments by fair value level	2020	Level 1	Level 2	Level 3
<b>Fixed income</b>				
Fixed income mutual funds	\$ 2,900,553	\$ 2,900,553	-	-
<b>Total fixed income investments</b>	<b>2,900,553</b>	<b>2,900,553</b>	-	-
<b>Equity</b>				
Marketable global equities	8,084,084	8,084,084	-	-
Marketable liquid real assets	3,014,086	3,014,086	-	-
Non-marketable equities	9,305,164	-	\$ 9,305,164	-
<b>Total equity investments</b>	<b>20,403,334</b>	<b>11,098,170</b>	<b>9,305,164</b>	-
<b>Total fair value by level investments</b>	<b>23,303,887</b>			
<b>Investments by NAV</b>				
Equity funds	7,678,446			
Fixed income funds	2,218,900			
Hedge funds	11,164,086			
Illiquid real assets	5,715,362			
Private equity funds	10,657,053			
<b>Total NAV investments</b>	<b>37,433,847</b>			
Total investments at fair value	60,737,734			
Cash equivalents at amortized cost	217,687			
<b>Total investments</b>	<b>\$ 60,955,421</b>			

Table 8: Investments by fair value hierarchy

Investments by fair value level	2019	Level 1	Level 2	Level 3
<b>Fixed Income</b>				
Fixed income mutual funds	\$ 2,905,152	\$ 2,905,152	–	–
<b>Total fixed income investments</b>	<b>2,905,152</b>	<b>2,905,152</b>	–	–
<b>Equity</b>				
Marketable global equities	8,534,088	8,534,088	–	–
Marketable liquid real assets	3,546,107	3,546,107	–	–
Non-marketable equities	9,165,998	–	\$ 9,165,998	–
<b>Total equity investments</b>	<b>21,246,193</b>	<b>12,080,195</b>	<b>9,165,998</b>	–
<b>Total fair value by level investments</b>	<b>24,151,345</b>			
<b>Investments by NAV</b>				
Equity funds	8,641,726			
Fixed income funds	2,313,104			
Hedge funds	12,911,623			
Illiquid real assets	3,821,257			
Private equity funds	12,419,329			
<b>Total NAV investments</b>	<b>40,107,039</b>			
Total investments at fair value	64,258,384			
Cash equivalents at amortized cost	1,360,638			
<b>Total investments</b>	<b>\$ 65,619,022</b>			

Fixed income and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Fixed income and equity securities classified in Level 2 are valued using observable inputs including quoted prices for similar securities and interest rates. Private equity, real assets and other investments classified in Level 3 are valued using either discounted cash flow or market comparable techniques.

The University's interest in certain non-readily marketable alternative investments, such as hedge funds and private equity funds, are stated at fair value based on net asset values (NAV) estimates reported by investment fund managers.

The valuation method for investments measured using the NAV for June 30, 2020 and June 30, 2019 are presented below

Table 9: Investments measured using NAV

	Fair value	Unfunded commitments	Redemption frequency	Redemption notice period
<b>2020</b>				
Equity funds	\$ 7,678,446		Daily to semimonthly	5–30 days
Fixed income funds	2,218,900		Monthly	30 days
Hedge funds	11,164,086		Monthly to biennially	30–90 days
Illiquid real assets and private equities funds	16,372,415	\$ 10,853,277	Years: 2020–2034	End of agreement
<b>Total NAV investments</b>	<b>\$ 37,433,847</b>	<b>\$ 10,853,277</b>		
<b>2019</b>				
Equity funds	\$ 8,641,726		Daily to semimonthly	5–30 days
Fixed income funds	2,313,104		Monthly	30 days
Hedge funds	12,911,623		Monthly to biennially	30–90 days
Illiquid real assets and private equities funds	16,240,586	\$ 10,489,722	Years: 2019–2029	End of agreement
<b>Total NAV investments</b>	<b>\$ 40,107,039</b>	<b>\$ 10,489,722</b>		

- **Equities, fixed income, and hedge funds** - Certain common stock securities, U.S. government securities, and mutual funds for which market prices are not readily available or for which market prices do not represent the value at the time of pricing are fair valued by the investment manager based upon other inputs. These inputs include valuations of services that are comparable in coupon, rating, maturity, and industry. The investments cover a broad range of risk and diversification by industry with the dual objectives of generating income and providing long-term growth.
- **Illiquid real assets and private equities** – Multiple limited partnerships that invest in securities designed for generating current income and/or long-term growth using conservative, moderate and aggressive risk strategies, and real estate. Risk strategies for private equities range from moderate to aggressive with growth of capital being the primary objective.

Hedge fund investments allow for monthly, quarterly, annual and biennial redemptions. Illiquid real assets and private equities investments do not allow for periodic redemptions, but rather liquidate upon the termination date as stated in the partnership agreement.

## WASHINGTON STATE UNIVERSITY FOUNDATION

### 4. Washington State University Foundation Endowments

The following notes are an excerpt of the Foundations published financial statements. The Foundation reports their results in accordance with FASB pronouncements and guidance. As such, certain revenue recognition criteria and presentation features are different from GASB. No modification have been made to the Foundation's presentation of the notes below. The full set of notes and other financial information for the Foundation can be acquired at the following address:

WSU Foundation  
 PO Box 641925  
 Pullman, WA 99164-1925

#### (A) Endowment Investment Securities

The Foundation's endowment consists of approximately 2,472 individual funds, established for a variety of purposes, which are jointly managed with the University's endowments. Of the total value of the investments managed, the Foundation's endowment funds represent 87.89% and 87.33% of that total at June 30, 2020 and 2019, respectively. The remainder of the pool comprises the University's true endowments and the University's funds functioning as endowments (quasi-endowments) which are not recorded in the Foundation's financial statements. As required by accounting principles generally accepted in the United States of America (GAAP), net assets associated with endowment funds, including quasi-funds that function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions. There are no board designated endowments.

#### *Interpretation of Relevant Law*

The Board of Directors of the Foundation, on the advice of legal counsel and the Foundation's Investment Committee, has interpreted Washington State's Uniform Prudent Management of Institutional Funds Act (WA-UPMIFA) as requiring the prudent management of donor-restricted gifts based on the spending and other investment policies of the organization, absent explicit donor stipulations to the contrary. As a result of this interpretation, the Foundation classified the following amounts as net assets with donor restrictions in the accompanying consolidated financial statements:

- The fair value of the gifts donated to the donor-restricted endowment
- Accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument or statute at the time the accumulation is added to the fund
- The remaining portion of the donor-restricted endowment funds that is not required to be held in perpetuity consisting of accumulated investment gains and losses which are included in net assets with donor restrictions until those amounts are appropriated to WSU in a manner consistent with the donors' stipulations.

In accordance with WA-UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund
- The purposes of the organization and the donor-restricted endowment fund
- The fund's special relationship or value to the Foundation's and WSU's mission
- General economic conditions
- The possible effect of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the Foundation
- The investment policies of the Foundation

#### **Underwater Endowment Funds**

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that either the donor or WA-UPMIFA requires the Foundation to retain as a fund of perpetual duration. Deficiencies of this nature are classified in net assets with donor restrictions. Deficiencies of this nature totaled \$12,033,460 and \$1,341,327 at June 30, 2020 and 2019, respectively, and are included in the accumulated investment gains (loss) in the tables below.

These deficiencies resulted from unfavorable market fluctuations that occurred shortly after the investment of new donor-restricted contributions and continued appropriation for certain programs. These appropriations were made under the terms of the gift use agreement executed between the donor and the Foundation or in accordance with the Board of Director's prudent interpretation of WA-UPMIFA. The Board allows for continued appropriations to sustain programs with a moratorium on distributions if an endowment's market value is 30% or more below contributions to the fund. Continued appropriation by the Board was deemed prudent during the year ended June 30, 2020

	<b>Year ended June 30, 2020</b>			
	<b>Without donor restrictions</b>	<b>With donor restrictions</b>		<b>Total</b>
		<b>Original gift</b>	<b>Accumulated gains/(losses)</b>	
Donor-restricted funds:				
Underwater funds	—	\$ 26,933,123	\$ (12,033,460)	\$ 14,899,663
Other funds	—	403,919,151	24,886,571	428,805,722
<b>Total endowment funds</b>	<b>—</b>	<b>\$ 430,852,274</b>	<b>\$ 12,853,111</b>	<b>\$ 443,705,385</b>

	<b>Year ended June 30, 2019</b>			
	<b>Without donor restrictions</b>	<b>With donor restrictions</b>		<b>Total</b>
		<b>Original gift</b>	<b>Accumulated gains/(losses)</b>	
Donor-restricted funds:				
Underwater funds	—	\$ 49,442,048	\$ (1,341,327)	\$ 48,100,721
Other funds	—	358,114,747	46,838,159	404,952,906
<b>Total endowment funds</b>	<b>—</b>	<b>\$ 407,556,795</b>	<b>\$ 45,496,832</b>	<b>\$ 453,053,627</b>

#### **Return Objectives and Risk Parameters**

The Foundation has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the organization must hold in perpetuity as well as quasi-endowments (funds functioning as endowments). Under this policy, as approved by the Investment Committee of the Foundation, the endowment assets are invested in a manner that is intended to produce a relatively predictable and stable payout stream each year and maintain purchasing power of the assets over the investment horizon.

## Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Foundation targets a diversified asset allocation to achieve its long-term return objectives within prudent risk constraints.

## Spending Policy and How the Investment Objectives Relate to Spending Policy

The Foundation's spending policy allows for the fund to distribute 5.5% per year (4% for individual accounts and 1.5% for the endowment administration fees) computed quarterly based on the average market value for the 36 months preceding and including the quarter ended prior to the distribution date, adjusted for new gifts on the first day of the distribution quarter.

In establishing this policy, the Foundation considered the long-term expected return on its endowment. This is consistent with the organization's objective to maintain the purchasing power of the endowment assets held in perpetuity as well as to provide additional real growth through new gifts and investment return. Distribution to colleges or departments from the University's quasi-endowments (funds functioning as endowments) can be in full or in \$50,000 increments upon six months' notice to the Foundation.

## Endowment Net Asset Composition, by Type of Fund

	Year ended June 30, 2020		
	Without donor restrictions	With donor restrictions	Total
Donor-restricted endowment funds:			
Original donor-restricted gift amount	—	\$ 430,852,274	\$ 430,852,274
Accumulated investment gains	—	12,853,111	12,853,111
<b>Total</b>	<b>—</b>	<b>\$ 443,705,385</b>	<b>\$ 443,705,385</b>

	Year ended June 30, 2019		
	Without donor restrictions	With donor restrictions	Total
Donor-restricted endowment funds:			
Original donor-restricted gift amount	—	\$ 407,556,795	\$ 407,556,795
Accumulated investment gains	—	45,496,832	45,496,832
<b>Total</b>	<b>—</b>	<b>\$ 453,053,627</b>	<b>\$ 453,053,627</b>

## Changes in Endowment Net Assets

	Year ended June 30, 2020		
	Without donor restrictions	With donor restrictions	Total
Net asset balance—beginning of year	—	\$ 453,053,627	\$ 453,053,627
Investment return	—	(8,282,750)	(8,282,750)
Contributions	—	23,418,777	23,418,777
Distribution of endowment assets to/for WSU	—	(24,484,269)	(24,484,269)
<b>Total</b>	<b>—</b>	<b>\$ 443,705,385</b>	<b>\$ 443,705,385</b>

	Year ended June 30, 2019		
	Without donor restrictions	With donor restrictions	Total
Net asset balance—beginning of year	—	\$ 439,594,009	\$ 439,594,009
Investment return	—	15,298,623	15,298,623
Contributions	—	21,314,704	21,314,704
Distribution of endowment assets to/for WSU	—	(23,153,709)	(23,153,709)
<b>Total</b>	<b>—</b>	<b>\$ 453,053,627</b>	<b>\$ 453,053,627</b>

### Endowments Managed at Fair Value

The Foundation's endowment funds are jointly managed with certain endowments of the University. The University's endowment funds are excluded from on the Foundation's financial statements as they are not an agent nor a principal in these endowments. The breakout of the jointly managed funds of the University and the Foundation is as follows:

	Year ended June 30	
	2020	2019
Jointly managed endowment funds:		
Cash and short-term investments	\$ 4,951,955	\$ 11,567,031
Accrued interest and dividends	48,055	57,420
Managed investments	499,660,793	507,048,198
Endowment investments at fair value	504,660,803	518,672,649
Less University endowment funds	(60,955,418)	(65,619,022)
<b>Managed endowment funds recorded by the Foundation</b>	<b>\$ 443,705,385</b>	<b>\$ 453,053,627</b>

### Endowments Managed at Cost

	Year ended June 30	
	2020	2019
Investments at cost	\$ 392,573,160	\$ 388,948,664
Less University endowment funds, at cost	(47,531,475)	(49,294,720)
<b>Managed endowment funds recorded by the Foundation, at cost</b>	<b>\$ 345,041,685</b>	<b>\$ 339,653,944</b>

### (B) Fair Value Measurements

The Foundation adopted the provisions of FASB guidance on fair value related to its financial assets measured at fair value on a recurring basis. This guidance establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The three levels of the fair value hierarchy are as follows:

- **Level 1** – Quoted prices are available in active markets for identical assets or liabilities. Active markets are those in which transactions for the asset or liability occur with sufficient frequency and volume to provide pricing information on an ongoing basis.
- **Level 2** – Pricing inputs are other than quoted prices in active markets included in Level 1, which are either directly or indirectly observable as of the reporting date. Level 2 includes those financial instruments that are valued using models or other valuation methodologies. These models are primarily industry-standard models that consider various assumptions, including quoted forward prices for commodities, time value, volatility factors, and current market and contractual prices for the underlying instruments, as well as other relevant economic measures. Substantially all of these assumptions are observable in the marketplace throughout the full term of the instrument, can be derived from observable data, or are supported by observable levels at which transactions are executed in the marketplace.
- **Level 3** – Pricing inputs include significant inputs that are generally unobservable from objective sources. These inputs may be used with internally developed methodologies that result in management's best estimate of fair value. Level 3 instruments include those that may be more structured or otherwise tailored to the endowment's needs.

As required by FASB guidance on fair value, financial assets are classified in their entirety based on the lowest level of input that is significant to the fair value measurement. The Foundation's assessment of the significance of a particular input to the fair value measurement requires judgment, and may affect the valuation of the fair value of assets and their placement within the fair value hierarchy levels.

## Notes to the Financial Statements

Investments are stated at fair value according to U.S. GAAP (note 3), which requires that the valuation of investments reported at fair value be made in the context of market conditions as of the valuation date. Whenever available, quotations from organized securities exchanges are used as the basis for fair value. For investments not traded on organized exchanges, fair value estimates are provided by investment managers. For applicable investments, manager-reported net asset value (NAV) is used as a practical expedient to estimate fair value. Valuations provided by fund managers consider variables such as the financial performance and sales of underlying investments and other pertinent information. In addition, actual market exchanges at yearend provide additional observable market inputs of the exit price. The Foundation reviews valuations and assumptions provided by fund managers for reasonableness and believes that the carrying amounts of these financial instruments are reasonable estimates of the fair value. Investments are stated at fair value, which is determined by using market quotations and other information available at the valuation date.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table discloses by level, within the fair value hierarchy, investment assets measured at fair value on a recurring basis as of June 30, 2020:

	Level 1	Level 2	Level 3	Total
<b>Endowment investments:</b>				
Cash and equivalents	\$ 4,782,326			\$ 4,782,326
<b>Marketable equities:</b>				
Equities	56,698,359			56,698,359
Fixed income mutual funds	21,055,771			21,055,771
Liquid real assets	21,879,931			21,879,931
<b>Total marketable equities</b>	<b>99,634,061</b>	<b>—</b>	<b>—</b>	<b>99,634,061</b>
<b>Nonmarketable equities</b>		<b>\$ 67,548,278</b>		<b>67,548,278</b>
<b>Investments measured at NAV:</b>				
Equity funds				55,739,569
Fixed income funds				16,107,492
Hedge funds				81,042,614
Illiquid real assets				41,489,099
Private equities funds				77,361,946
<b>Total investments measured at NAV</b>				<b>271,740,720</b>
<b>Total endowment investments</b>				<b>\$ 443,705,385</b>
<b>Assets in charitable trusts:</b>				
Cash and equivalents	929,820			929,820
<b>Marketable equities:</b>				
Equities	13,422,700			13,422,700
Fixed income mutual funds	9,408,060			9,408,060
Liquid real assets	4,004,513			4,004,513
<b>Total marketable equities</b>	<b>26,835,273</b>	<b>—</b>	<b>—</b>	<b>26,835,273</b>
<b>Total assets in charitable trusts</b>	<b>\$ 27,765,093</b>	<b>—</b>	<b>—</b>	<b>\$ 27,765,093</b>
<b>Other:</b>				
Beneficial interest in perpetual trusts		\$ 34,558,839	\$	34,558,839

The following table presents the change in fair value measurements for the Level 3 investments during the year ended June 30, 2020:

	<b>Beneficial interest in perpetual trusts</b>
<b>Other:</b>	
Balance—July 1, 2019	\$ 34,538,022
Change in value, net	20,817
<b>Balance—June 30, 2020</b>	<b>\$ 34,558,839</b>

The following table discloses by level, within the fair value hierarchy, investment assets measured at fair value on a recurring basis as of June 30, 2019:

	Level 1	Level 2	Level 3	Total
<b>Endowment investments:</b>				
Cash and equivalents	\$ 10,374,870	—	—	\$ 10,374,870
<b>Marketable equities:</b>				
Equities	58,723,268	—	—	58,723,268
Fixed income mutual funds	20,017,287	—	—	20,017,287
Liquid real assets	24,433,638	—	—	24,433,638
<b>Total marketable equities</b>	<b>103,174,193</b>	<b>—</b>	<b>—</b>	<b>103,174,193</b>
<b>Nonmarketable equities</b>	<b>—</b>	<b>\$ 63,156,207</b>	<b>—</b>	<b>63,156,207</b>
<b>Investments measured at NAV:</b>				
Equity funds				59,543,834
Fixed income funds				15,937,912
Hedge funds				88,964,576
Illiquid real assets				41,888,695
Private equities funds				70,013,340
<b>Total investments measured at NAV</b>				<b>276,348,357</b>
<b>Total endowment investments</b>				<b>453,053,627</b>
<b>Assets in charitable trusts:</b>				
Cash and equivalents	943,805	—	—	943,805
<b>Marketable equities:</b>				
Equities	15,650,525	—	—	15,650,525
Fixed income mutual funds	10,239,317	—	—	10,239,317
Liquid real assets	4,574,986	—	—	4,574,986
<b>Total marketable equities</b>	<b>30,464,828</b>	<b>—</b>	<b>—</b>	<b>30,464,828</b>
<b>Total assets in charitable trusts</b>	<b>\$ 31,408,633</b>	<b>—</b>	<b>—</b>	<b>\$ 31,408,633</b>
<b>Other:</b>				
Beneficial interest in perpetual trusts	—	—	\$ 34,538,022	\$ 34,538,022

The following table presents the change in fair value measurements for the Level 3 investments during the year ended June 30, 2019:

	<b>Beneficial interest in perpetual trusts</b>
<b>Other:</b>	
Balance—July 1, 2018	\$ 33,851,262
Change in value, net	686,760
<b>Balance—June 30, 2019</b>	<b>\$ 34,538,022</b>

## Investments in Certain Entities that Calculate Net Asset Value per Share (or its Equivalent)

### Equities, Fixed Income, and Hedge Funds

Certain common stock securities, U.S. government securities, and mutual funds for which market prices are not readily available or for which market prices do not represent the value at the time of pricing are fair valued by the investment manager based upon other inputs (including valuations of securities that are comparable in coupon, rating, maturity, and industry). These investments cover a broad range of risk and diversification by industry with the dual objectives of generating income and providing long-term growth.

### Illiquid Real Assets and Private Equities

Multiple limited partnerships that invest in securities designed for generating current income and/or long-term growth using conservative, moderate, and aggressive risk strategies, and real estate. Risk strategies for private equities range from moderate to aggressive with growth of capital being the primary objectives.

Hedge fund investments allow for monthly, quarterly, annual, and biennial redemptions. Illiquid real assets and private equities investments do not allow for periodic redemptions, but rather liquidate upon the termination date as stated in the partnership agreement.

The following table presents the redemption frequency for investments measured at net asset value at June 30, 2020 and June 30, 2019, respectively.

	Net asset value		Redemption schedule	Redemption notice period
	2020	2019		
Equity funds	\$ 55,739,569	\$ 59,543,834	Daily to semimonthly	5–30 days
Fixed income funds	16,107,492	15,937,912	Monthly	30 days
Hedge funds	81,042,614	88,964,576	Monthly to biennially	30–90 days
Illiquid real assets and private equities funds	118,851,045	111,902,035	Years: 2019–2034	End of agreement
	<b>\$ 271,740,720</b>	<b>\$ 276,348,357</b>		

## 5. Inventories

Inventories as of June 30, 2020 and June 30, 2019 were as follows:

Location	Method	2020	2019
Athletics	FIFO	\$ 1,750,068	\$ 1,699,373
Bulletin office	FIFO	116,090	134,841
University stores	FIFO	367,060	263,136
Facilities services	FIFO	1,492,123	1,392,738
Ferdinand's	FIFO	6,167,990	4,630,810
Housing and dining	LIFO	794,325	695,501
Telecommunications	FIFO	373,898	380,034
University publishing	FIFO	425,416	499,863
Veterinary hospital and pharmacy	FIFO	1,465,513	1,562,236
Veterinary microbiology/pathology	FIFO	2,062,675	2,066,575
Washington Animal Disease Diagnostic Laboratory (WADDL)	FIFO	764,417	-
Other inventory	Various	1,444,960	1,518,679
<b>Inventories</b>		<b>\$ 17,224,535</b>	<b>\$ 14,843,786</b>

## 6. Accounts Receivable

At June 30, 2020 and June 30, 2019, accounts receivable were as follows:

	2020	2019
Student tuition and fees	\$ 43,077,961	\$ 34,749,588
Due from the federal government	13,203,168	8,599,726
Due from the office of the state treasurer	15,395,466	17,409,173
Due from other state agencies	7,827,121	11,611,619
Interest and dividends receivable	1,524,580	774,986
Auxiliary enterprises	11,689,613	17,982,922
Due from other governments	399,617	668,590
Other	319,118	239,087
Subtotal accounts receivable	93,436,644	92,035,691
Less allowance for doubtful accounts	(21,108,724)	(19,490,411)
<b>Accounts receivable, net</b>	<b>\$ 72,327,920</b>	<b>\$ 72,545,280</b>

## 7. Loans Receivable

Loans receivable consisted of the following at June 30, 2020 and June 30, 2019:

	2020	2019
Federal programs	\$ 18,103,729	\$ 20,212,571
Institutional loans	490,161	487,797
Subtotal	18,593,890	20,700,368
Less allowance for doubtful accounts	(547,530)	(607,842)
<b>Loans receivable, net</b>	<b>\$ 18,046,360</b>	<b>\$ 20,092,526</b>



## 8. Capital Assets

A summary of changes in the capital assets for the year ended June 30, 2020 is presented as follows:

	Beginning balance	Additions/ transfers	Retirements	Ending balance
<b>Capital assets, non-depreciable</b>				
Land	\$ 33,908,743	\$ 158,735	\$ (660,140)	\$ 33,407,338
Construction in progress	69,799,685	77,580,700	(10,123,491)	137,256,894
<b>Total capital assets, non-depreciable</b>	<b>103,708,428</b>	<b>77,739,435</b>	<b>(10,783,631)</b>	<b>170,664,232</b>
<b>Capital assets, depreciable</b>				
Buildings	2,379,368,969	9,807,442	-	2,389,176,411
Other improvements and infrastructure	365,452,248	3,431,216		368,883,464
Machinery and equipment	339,579,726	12,600,137	(5,291,470)	346,888,393
Library resources	179,109,743	7,686,305	(197,963)	186,598,085
<b>Total capital assets, depreciable</b>	<b>3,263,510,686</b>	<b>33,525,100</b>	<b>(5,489,433)</b>	<b>3,291,546,353</b>
<b>Less accumulated depreciation</b>				
Buildings	1,051,575,443	62,448,802		1,114,024,245
Other improvements and infrastructure	203,678,103	10,676,579		214,354,682
Machinery and equipment	289,697,892	18,271,597	(4,067,480)	303,902,009
Library resources	118,631,012	6,454,161	(197,963)	124,887,210
<b>Total accumulated depreciation</b>	<b>1,663,582,450</b>	<b>97,851,139</b>	<b>(4,265,443)</b>	<b>1,757,168,146</b>
<b>Total capital assets, depreciable, net</b>	<b>1,599,928,236</b>	<b>(64,326,039)</b>	<b>(1,223,990)</b>	<b>1,534,378,207</b>
<b>Capital assets, net</b>	<b>\$ 1,703,636,664</b>	<b>\$ 13,413,396</b>	<b>\$ (12,007,621)</b>	<b>\$ 1,705,042,439</b>

Current year depreciation expense was \$97,851,140.

For fiscal year 20 GASB No. 89 was implemented. The University did not capitalize any interest in this year.

A summary of changes in the capital assets for the year ended June 30, 2019, is presented as follows:

	Beginning balance	Additions/ transfers	Retirements	Ending balance
<b>Capital assets, non-depreciable</b>				
Land	\$ 34,443,743	\$ 1,004,750	\$ (1,539,750)	\$ 33,908,743
Construction in progress	30,986,543	72,748,055	(33,934,913)	69,799,685
<b>Total capital assets, non-depreciable</b>	<b>65,430,286</b>	<b>73,752,805</b>	<b>(35,474,663)</b>	<b>103,708,428</b>
<b>Capital assets, depreciable</b>				
Buildings	2,346,196,445	33,425,374	(252,850)	2,379,368,969
Other improvements and infrastructure	361,257,999	4,194,249		365,452,248
Machinery and equipment	326,356,632	20,069,225	(6,846,131)	339,579,726
Library resources	171,013,966	8,279,576	(183,799)	179,109,743
<b>Total capital assets, depreciable</b>	<b>3,204,825,042</b>	<b>65,968,424</b>	<b>(7,282,780)</b>	<b>3,263,510,686</b>
<b>Less accumulated depreciation</b>				
Buildings	988,490,826	63,088,475	(3,858)	1,051,575,443
Other improvements and infrastructure	192,237,201	11,440,902		203,678,103
Machinery and equipment	273,689,521	22,298,514	(6,290,143)	289,697,892
Library resources	113,325,019	5,489,793	(183,800)	118,631,012
<b>Total accumulated depreciation</b>	<b>1,567,742,567</b>	<b>102,317,684</b>	<b>(6,477,801)</b>	<b>1,663,582,450</b>
<b>Total capital assets, depreciable, net</b>	<b>1,637,082,475</b>	<b>(36,349,259)</b>	<b>(804,980)</b>	<b>1,599,928,236</b>
<b>Capital assets, net</b>	<b>\$ 1,702,512,761</b>	<b>\$ 34,403,546</b>	<b>\$ (36,279,643)</b>	<b>\$ 1,703,636,664</b>

The current year depreciation expense was \$102,317,684. Total interest expense was \$27,776,123 of which \$1,098,733 was capitalized.

## 9: Accounts Payable and Accrued Liabilities

At June 30, 2020 and June 30, 2019, accrued liabilities were as follows:

<b>Current accrued liabilities</b>	<b>2020</b>	<b>2019</b>
Accounts payable	\$ 19,261,140	\$ 8,612,810
Contract retainage	262,220	409,149
Payroll	25,541,259	25,854,422
Accrued leave, current portion	19,100,106	20,790,399
Subtotal	64,164,725	55,666,780
<b>Non-current accrued liabilities</b>		
Accrued annual leave	28,085,608	23,250,202
Accrued sick leave	6,028,355	5,196,411
Accrued compensatory leave	208,338	7,364
Subtotal	34,322,301	28,453,977
<b>Total accrued liabilities</b>	<b>\$98,487,026</b>	<b>\$84,120,757</b>



## 10. Unearned Revenue and Deferred Inflows of Resources

Unearned revenue is comprised of receipts which have not yet met revenue recognition criteria.

<b>Current unearned revenue</b>	<b>2020</b>	<b>2019</b>
Athletics	\$ 3,085,930	\$ 3,443,094
ALIVE! program	283,135	487,713
Pre-paid Tri-Cities BSEL building rent	500,000	500,000
Bookie building	129,786	126,166
Housing and dining services	4,091,476	1,801,101
Summer session	6,146,964	6,467,284
Parking	-	451,570
Subtotal	14,237,291	13,276,928
<b>Non-current unearned revenue</b>		
Pre-paid Tri-Cities BSEL building rent	3,440,278	3,940,278
Bookie building	3,311,694	3,441,480
Subtotal	6,751,972	7,381,758
<b>Total unearned revenue</b>	<b>\$ 20,989,263</b>	<b>\$ 20,658,687</b>

Deferred inflows of resources include revenue received that is intended for future periods and deferred inflows related to pension.

<b>Deferred inflows of resources</b>	<b>2020</b>	<b>2019</b>
<b>General obligation bond refundings</b>		
R2011A(2002A)	\$ 131,663	\$ 157,998
R2011B(2002A)	15,000	17,500
R2012A(R2002A(1995A-HEWSU))	-	45,000
R2014A(2004)(1995C)	-	18,571
R2014(2004)(1996A)	-	17,142
R2015SC(R2005A(1997A-HE-WSU))	36,595	60,880
R2017C(R2007A(2001A))	690,384	814,272
R2020A(R2010B(2001C))	311,071	-
R2020C(R2011B(2002A))	116,923	-
Subtotal general obligation bonds	1,301,636	1,131,363
<b>Pension</b>		
Pension net difference between projected and actual experience	14,312,625	18,954,409
Pension changes in proportion	2,416,144	2,324,073
Pension net difference between projected and actual investment earnings on pension plan investments	20,747,492	15,467,151
Pension changes in assumption	10,004,320	12,485,989
Subtotal pension	47,480,581	49,231,622
<b>OPEB</b>		
OPEB changes in assumption	86,420,115	101,152,891
OPEB changes in agency proportion	17,108,761	13,804,646
Subtotal OPEB	103,528,876	114,957,537
<b>Total deferred inflows of resources</b>	<b>\$ 152,311,095</b>	<b>\$ 165,320,522</b>

## 11. Risk Management

The University is exposed to risk of loss related to tort liability, injuries to employees and loss of property. In accordance with state policy, the University self-insures unemployment compensation for all eligible employees. Buildings that were acquired with bond proceeds are insured through WSU's commercial insurance program, according to each covenant. The University assumes its potential property losses for most other buildings and contents. Other risk liabilities including professional, general, employment practices, automobile liability, information security and privacy protection are either or both insured through the State of Washington Self-Insurance Liability Program (SILP) as covered by the tort Claims Act (RCW 4.92 et seq.), or WSU commercial policies to provide adequate coverage as determined.

Payments made for unemployment compensation claims and cash reserve balances are as follows.

Fiscal year ending	Claims paid	Cash reserves
June 30, 2020	\$600,298	\$4,352,748
June 30, 2019	\$926,061	\$5,082,545
June 30, 2018	\$836,658	\$5,121,613

For all other insurance settlements the settlements did not exceed the coverages for the last three fiscal years

## 12. Leases Payable

The University finances some capital asset purchases through the Washington State Treasurer's leasing program. Under this program, the interest rates range from .7% to 5.3% and the lease periods range from 4 to 15 years. As of June 30, 2020, the University had \$20,379,754 and as of June 30, 2019, the University had \$20,122,940 in machinery, software, and equipment acquired under capital lease. Depreciation for the capital assets associated with capital leases is included in depreciation expense. The University also has leases for office equipment with various vendors. These leases are classified as operating leases. As of June 30, 2020, the minimum lease payments under capital leases and operating leases consisted of the following:

<i>Leases Payable</i>		
Fiscal year	Capital leases	Operating leases
2021	\$ 2,289,308	\$ 3,538,837
2022	2,207,591	2,828,327
2023	1,833,739	2,227,668
2024	1,835,666	1,000,729
2025	1,643,256	741,430
2026–2030	1,661,074	317,287
2031–2035	-	49,330
<b>Total minimum lease payments</b>	<b>11,470,634</b>	<b>10,703,608</b>
<b>Amount representing interest</b>	<b>(1,251,118)</b>	<b>-</b>
<b>Net present value</b>	<b>\$ 10,219,516</b>	<b>\$ 10,703,608</b>

### 13. Asset Retirement Obligation

The University has identified several legally enforceable liabilities associated with the retirement of tangible capital assets due to requirements included in state laws and contracts. As of June 30, 2020 the University has recorded an asset retirement obligation of \$17,153,703. Following is a list of assets identified as having an asset retirement obligation.

**Nuclear radiation center** -The Nuclear Regulatory Commission and other oversight agencies such as Department of Health in the State of Washington require a decommissioning report valuing the cost of decommissioning the nuclear radiation center. A license was acquired in 2010 along with the decommissioning report and is good for 20 years. The original value of the decommissioning was \$14,600,000. In July 2018 the value was reassessed with an inflation rate of 13.61% added to the original value making the estimate for decommissioning \$16,587,060. In July 2019 the value was reassessed again with an additional inflation rate of .8% for fiscal year 2020. This increased the decommissioning estimate to \$16,725,903. The remaining useful life for the nuclear radiation center is 11 years. This was determined based on the remaining years of the decommissioning report.

**Magnetic Resonance Imaging Machine (MRI)** – This machine contains heavy metals such as lead, gold, silver or mercury for which state and federal hazardous waste regulations apply. The disposal of these metals is regulated by the Department of Ecology in the State of Washington. The cost of dismantling and disposing of this machine was estimated at \$6,300 based on an estimate given at trade in. It has a total useful life of 5 years with 3 years remaining

**Cell Tower Contracts** – The University has entered into multiple cell tower contracts that require the removal of equipment once the lease is terminated. The total estimated cost of equipment removal based on engineer’s prior experience is \$421,500. The remaining life of these contracts range from 1 to 9 years.

	Balance outstanding 6/30/2019	Additions	Reductions	Balance outstanding 6/30/2020
Nuclear radiation center	\$ 16,587,060	\$ 138,843		\$ 16,725,903
Magnetic resonance imaging (MRI) machine	6,300			6,300
Cell tower contracts	421,500			421,500
<b>Total</b>	<b>\$ 17,014,860</b>	<b>\$ 138,843</b>		<b>\$ 17,153,703</b>

	Balance outstanding 6/30/2018	Additions	Reductions	Balance outstanding 6/30/2019
Nuclear radiation center	\$ 14,600,000	\$ 1,987,060		\$ 16,587,060
Magnetic resonance imaging (MRI) machine		6,300		6,300
Cell tower contracts	374,500	47,000		421,500
<b>Total</b>	<b>\$ 14,974,500</b>	<b>\$ 2,040,360</b>		<b>\$ 17,014,860</b>

## 14. Bonds Payable, Notes Payable and Related Debt

Bonds and Notes Payable consist of specific, general revenue bonds and notes issued by the University for construction and renovation of University buildings, for Housing and Dining System Facilities, for the Student Recreation Center, Parking Services, Compton Union Building, Athletics and the modernization of the University's Finance and Human Resources system, as well as the University's share of Washington State General Obligation bonds issued for the construction of academic buildings. Washington State General Obligation bonds are backed by the full faith, credit and taxing power of the State. A portion of tuition and matriculation fees paid to the University are pledged for the payment of principal and interest on the University's share of these bonds.

Revenue bonds issued by the University include certain restrictive covenants. Certain revenue bonds have a specific revenue stream pledged to pay them. General revenue bonds are special fund obligations of the University, payable from general revenues which include non-appropriated, unrestricted income and revenues, including available auxiliary system revenues.

For fiscal year 20 no new bonds were issued.

On November 20, 2018 the University issued \$31,325,000 in General Revenue Bonds, Series 2018 as approved by the Board of Regents on June 8th, 2018 pursuant to Resolution 180608-586. The bonds will be used to modernize the University's Finance and Human Resource systems including the acquisition and implementation of an enterprise resource planning system and capitalized interest. \$30,000,000 was issued for the project, \$985,450 was issued as capitalized interest. The issue costs were \$161,616 and the Underwriter's discount was \$117,934. Average interest rate is 3.96%. Interest is payable semi-annually on April 1 and October 1, commencing October 1, 2018. Principal payments are due annually on October 1, commencing October 1, 2022.

On February 27, 2020 the University issued \$3,544,000 in a General Revenue Note as approved by the Board of Regents on January 29, 2019 pursuant to Resolution 190125-595. The note will be used for the Baseball Clubhouse. \$3,500,000 was issued for the project and \$44,000 for the cost of issuance. The average interest rate is 1.78%. Interest is payable semi-annually on April 1 and October 1, commencing April 1, 2020. Principal payments are due annually on April 1, commencing on April 1, 2021

### **Bond Refunding Activity**

The scheduled liabilities as of June 30, 2020 do not include revenue bonds that were advance refunded. Government obligations in amounts, maturities and bearing interest rates sufficient to fund retirement of these bonds are held in irrevocable trusts.

On July 16, 2019 the University issued \$65,050,000 in Trust and Building Fee Green Bonds to refund \$78,950,000 in Trust and Building Fee Bonds. The refunding resulted in an aggregate debt service decrease of \$34,687,629 and an economic gain of \$12,571,366

There were no refundings for fiscal year 19

# Notes to the Financial Statements

## Related Debt

The University does not hold any direct borrowings or direct placements as a form of debt. The University also does not hold any line of credit.

As of June 30, 2020, the University was indebted for bonds and notes payable for the purposes shown in the following table.

Purpose	Series	Interest rate/ ranges	Final maturity date	Principal outstanding 2020	Principal outstanding 2019	Current portion 2020	See table below
Housing and Dining system	2010	3%–5%	2024	\$ 6,265,000	\$ 7,365,000	\$ 1,140,000	1
	2010B	7.1%–7.4%	2041	35,305,000	35,305,000	-	
Student Recreation Center	2009	3%–5.25%	2019		-	-	2
Compton Union Building	2006B	5%–6%	2027	18,895,000	20,980,000	2,210,000	3
Trust and building fee revenue bonds	2009B	3%–6.41%	2034		82,745,000		4
General revenue bonds	2019	5%	2034	65,010,000		3,035,000	5
	2012A & B	2%–5%	2037	81,755,000	84,715,000	3,090,000	
	2013A & B	3%–5%	2038	40,675,000	42,670,000	2,095,000	
	2014A & B	1.75%–5%	2039	47,170,000	48,640,000	1,545,000	
	2015	3%–5%	2045	134,100,000	138,095,000	4,195,000	
	2016	3%–5%	2041	82,300,000	85,715,000	3,590,000	
	2018	3%–5%	2040	31,325,000	31,325,000	-	
General revenue note	2020	1.78%	2026	3,544,000		679,000	
State of Washington general obligation bonds	HE-WSU	3.5%–6.4%	2022	895,000	2,165,000	630,000	
	2001A	5%–5.6%	2025	6,035,000	6,875,000	880,000	
	2001C	5%–5.3%	2026	3,165,000	4,015,000	470,000	
	2002A	4%–6%	2026	2,420,000	2,845,000	305,000	
			<b>558,859,000</b>	<b>593,455,000</b>	<b>\$ 23,864,000</b>		
Less: unamortized insurance costs			(49,986)	(56,651)			
Plus: unamortized premiums			65,394,567	54,336,297			
<b>Net bonds payable</b>				<b>\$ 624,203,580</b>	<b>\$ 647,734,646</b>		

The University has pledged future revenues, net of specific operating expenses, to repay the principal and interest on revenue bonds.

The following is a schedule of pledged revenues and related debt, as of June 30, 2020.

Ref		2020 total future pledged revenues	2020 revenues, net of expenses	2020 principal and interest	2019 revenues, net of expenses	2019 principal and interest
1	Housing and Dining system (2010)	\$ 7,071,925	\$ 19,233,686	\$ 1,423,850	\$ 28,341,890	\$ 1,421,750
2	Student Recreation Center (2009)	-	-	-	-	1,476,800
3	Compton Union Building (2006B)	23,181,021	7,284,547	3,276,158	6,404,964	3,275,639
4	Trust and building fee bonds (2009B)	-	37,163,123	4,888,604	32,585,867	8,881,541
5	Trust and building fee (2019 Green Bonds)	\$ 92,267,500	\$ 37,163,123	\$ 2,302,438	\$ -	\$ -

## Annual Debt Service Requirements

Future debt service requirements at June 30, 2020 are as follows:

Fiscal year	Revenue bond and note obligations			State of Washington general obligation bonds		
	Principal	Interest	Total	Principal	Interest	Total
2021	\$ 21,579,000	\$ 26,053,276	\$ 47,632,276	\$ 2,285,000	\$ 570,435	\$ 2,855,435
2022	22,642,000	24,992,667	47,634,667	2,005,000	481,625	2,486,625
2023	24,040,000	23,857,542	47,897,542	1,825,000	386,750	2,211,750
2024	25,228,000	22,650,015	47,878,015	1,925,000	294,250	2,219,250
2025	25,790,000	21,392,174	47,182,174	2,015,000	196,875	2,211,875
2026–2030	139,635,000	87,851,524	227,486,524	2,085,000	85,750	2,170,750
2031–2035	159,795,000	51,365,992	211,160,992	375,000	9,375	384,375
2036–2040	122,450,000	15,784,287	138,234,287	-	-	-
2041	5,185,000	200,291	5,385,291			
<b>Subtotal</b>	<b>546,344,000</b>	<b>274,147,768</b>	<b>820,491,768</b>	<b>12,515,000</b>	<b>2,025,060</b>	<b>14,540,060</b>
Less: unamortized issuance costs	(49,986)		(49,986)			
Plus: unamortized premiums	65,394,567		65,394,567			
<b>Total</b>	<b>\$ 611,688,581</b>	<b>\$ 274,147,768</b>	<b>\$ 885,836,349</b>	<b>\$ 12,515,000</b>	<b>\$ 2,025,060</b>	<b>\$ 14,540,060</b>



## 15. Deferred Outflows of Resources and Schedule of Long-Term Liabilities

Following are the changes in refunding of debt (representing the difference between the reacquisition price and the net carrying amount of the old debt), deferred outflows of resources related to pensions, bond payable, capital leases, and other post-employment benefit obligations for the years ending June 30, 2020 and June 30, 2019.

Deferred outflows of resources	2020					Current portion
	Total amount issued	Balances outstanding 6/30/2019	Additions	Reductions	Balance outstanding 6/30/2020	
<b>Revenue bonds</b>						
Student Recreation Series 2009	\$	951,405		\$ (73,729)	\$	877,676
Student fee 2006A refunding (CUB)		1,709,889		(86,815)		1,623,074
General revenue bonds Athletics 2007 refunding		752,958		(58,350)		694,608
Parking series 2005		33,103		(7,049)		26,054
General revenue bonds series 2013 refunding		353,764		(61,524)		292,240
Housing and Dining Services (HDS) series 2005		112,179		(10,488)		101,691
Housing and Dining Services (HDS) series 2010		481,026		(96,205)		384,821
General revenue bond 2016 HDS 2008 refunding		1,512,459		(75,987)		1,436,472
Trust & building 2019B refunding FY20		-	\$ 1,121,907	(71,720)		1,050,187
Subtotal revenue bonds		5,906,783	1,121,907	(541,867)		6,486,823
<b>Pension</b>						
Pension differences between expected and actual experience		3,010,085	1,204,718			4,214,803
Pension differences between projected and actual investment earnings		-				-
Pension changes in assumption		252,693	465,826			718,519
Pension changes in proportion		1,525,036		(1,047,888)		477,148
Contributions subsequent to measurement date		18,550,792	1,488,054			20,038,846
Subtotal pension		23,338,606	3,158,598	(1,047,888)		25,449,316
<b>Supplemental retirement</b>						
Difference between expected and actual experience		-	4,663,472			4,663,472
Changes in assumptions		6,886,690	13,869,244			20,755,934
Subtotal OPEB		6,886,690	18,532,716	-		25,419,406
<b>OPEB</b>						
Differences between expected and actual experience		9,247,100		(1,287,984)		7,959,116
Changes in assumptions		-	17,329,475			17,329,475
Transactions subsequent to the measurement date		4,868,327		271,118		5,139,445
Subtotal OPEB		14,115,427	17,329,475	(1,016,866)		30,428,036

2020

Deferred outflows of resources	Total amount issued	Balances outstanding 6/30/2019	Additions	Reductions	Balance outstanding 6/30/2020	Current portion
<b>Asset retirement obligation</b>						
Asset retirement obligation (ARO)		8,597,414		(785,090)	7,812,324	
Subtotal ARO		8,597,414	-	(785,090)	7,812,324	
<b>Total</b>		<b>\$ 58,844,920</b>	<b>\$ 40,142,696</b>	<b>\$ (3,391,711)</b>	<b>\$ 95,595,905</b>	

**Schedule of long-term liabilities**

Revenue and refunding bonds, net	\$ 630,895,000	\$ 631,834,646	\$ 80,436,489	\$ (104,126,555)	\$ 608,144,580	\$ 21,579,000
Note payable	\$3,544,000		3,544,000		3,544,000	
State of Washington general obligation bonds, net	29,235,000	15,900,000	3,165,000	(6,550,000)	12,515,000	2,285,000
Capital leases		11,996,023	118,632	(1,895,138)	10,219,517	1,766,298
Pension obligation, net		161,931,755	52,051,629	(42,309,956)	171,673,428	
OPEB liability		265,143,450	32,915,470		298,058,920	5,139,445
Asset retirement obligation		17,014,860	138,843		17,153,703	
<b>Total</b>	<b>\$ 663,674,000</b>	<b>\$ 1,103,820,734</b>	<b>\$ 172,370,063</b>	<b>\$ (154,881,649)</b>	<b>\$ 1,121,309,148</b>	<b>\$ 30,769,743</b>



# Notes to the Financial Statements

2019

Deferred outflows of resources	Total amount issued	Restated balances outstanding 6/30/2018	Additions	Reductions	Balance outstanding 6/30/2019	Current portion
<b>Revenue bonds</b>						
Student recreation series 2009	\$	1,025,132	\$	(73,727)	\$	951,405
Student fee 2006A refunding (CUB)		1,796,703		(86,814)		1,709,889
General revenue bonds Athletics 2007 refunding		811,309		(58,351)		752,958
Parking series 2005		40,153		(7,050)		33,103
General revenue bonds series 2013 refunding		415,288		(61,524)		353,764
Housing and Dining Services (HDS) series 2005		122,667		(10,488)		112,179
Housing and Dining Services (HDS) series 2010		577,232		(96,206)		481,026
General revenue bond 2016 HDS 2008 refunding		1,588,447		(75,988)		1,512,459
Subtotal revenue bonds		6,376,931	-	(470,148)		5,906,783
<b>Pension</b>						
Pension differences between expected and actual experience		4,775,944		(1,765,859)		3,010,085
Pension differences between projected and actual investment earnings		-				-
Pension changes in assumption		471,136		(218,443)		252,693
Pension changes in proportion		3,025,802		(1,500,766)		1,525,036
Contributions subsequent to measurement date		17,603,439	\$	947,353		18,550,792
Subtotal pension		25,876,321	947,353	(3,485,068)		23,338,606
<b>Supplemental retirement</b>						
Changes in assumptions			6,886,690			6,886,690
Subtotal OPEB		-	6,886,690	-		6,886,690
<b>OPEB</b>						
Differences between expected and actual experience			9,247,100			9,247,100
Transactions Subsequent to the Measurement Date		4,960,373		(92,046)		4,868,327
Sub total OPEB		4,960,373	9,247,100	(92,046)		14,115,427
<b>Asset retirement obligation</b>						
Asset retirement obligation (ARO)		7,472,640	2,040,360	(915,586)		8,597,414
Subtotal ARO		7,472,640	2,040,360	(915,586)		8,597,414
<b>Total</b>	<b>\$</b>	<b>44,686,265</b>	<b>\$</b>	<b>19,121,503</b>	<b>\$</b>	<b>(4,962,848)</b>
					<b>\$</b>	<b>58,844,920</b>
<b>Schedule of long-term liabilities</b>						
Revenue and refunding bonds, net	\$	662,700,000	\$	623,957,767	\$	31,325,000
State of Washington general obligation bonds, net	29,235,000			(2,755,000)	\$	15,900,000
Capital leases		13,876,852		(1,880,829)		1,800,181
Pension obligation, net		178,883,816	33,685,417	(50,637,478)		\$161,931,755
OPEB liability		313,439,155		(48,295,705)		\$265,143,450
Asset retirement obligation		14,974,500	2,040,360			\$17,014,860
<b>Total</b>	<b>\$</b>	<b>691,935,000</b>	<b>\$</b>	<b>1,163,787,090</b>	<b>\$</b>	<b>67,059,777</b>
				<b>\$</b>	<b>\$</b>	<b>(127,017,133)</b>
					<b>\$</b>	<b>1,103,820,734</b>
						<b>\$</b>
						<b>30,383,508</b>

## 16. Pension Plans

The University offers four contributory pension plans: the Washington State Public Employees Retirement System (PERS) plan, the Washington State Teachers Retirement System (TRS) plan, the Law Enforcement Officers' and Firefighters' Retirement System (LEOFF) plan, and the Washington State University Retirement Plan (WSURP). PERS, TRS, and LEOFF are cost sharing multiple-employer defined benefit pension plans administered by the Washington State Department of Retirement Systems (DRS). WSURP is a defined contribution pension plan with a supplemental payment to beneficiaries when required and is administered by the University. WSURP is not subject to GASB 68 or 73 but the supplemental portion (SRP) is subject to GASB 73. The pension liabilities here in calculated are consistent with prior years.

As of June 30, 2020, the University's aggregate share of the unfunded liabilities associated with the defined benefit pension plans administered by DRS was \$52,731,524. The liability associated with WSURP was \$118,941,904. For the year ended June 30, 2020 total pension expense for University and DRS administered plans was \$9,476,646.

### ***PERS, TRS and LEOFF***

The state of Washington, through the Department of Retirement Systems, administers the PERS, TRS, and LEOFF plans. Pension plans administered by the state are accounted for using the accrual basis of accounting. Under the accrual basis of accounting, employee and employer contributions are recognized in the period in which employee services are performed, investment gains and losses are recognized as incurred, and benefits and refunds are recognized when due and payable in accordance with the terms of the applicable plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of all plans, and additions to/deductions from all plan fiduciary net position have been determined in all material respects on the same basis as they are reported by the plans.

The authority to establish and amend benefit provisions resides with the legislature. Effective July 1, 2003 LEOFF Plan 2 Retirement Board was established to provide governance. The Board can adopt contribution rates and recommend policy changes to the legislature. PERS retirement benefit provisions are established in chapters 41.34 and 41.40 RCW, TRS retirement benefit provisions are established in chapters 41.32 and 41.34 RCW and LEOFF retirement benefits provisions are established in chapter 41.26 RCW. The Washington State Department of Retirement System (DRS) issues a publicly available financial report that includes financial statements and required supplementary information for PERS, TRS, and LEOFF. The report may be obtained by writing to the Department of Retirement Systems, PO Box 48380, Olympia, Washington 98504-8380 or on-line at <http://www.drs.wa.gov/administration/annual-report>.



**Plan Descriptions.**

PERS provides retirement, disability, and death benefits to eligible nonacademic employees not enrolled in other higher education retirement plans. PERS is a cost sharing, multiple employer retirement system comprised of three separate plans. Plans 1 and 2 are defined benefit plans and Plan 3 is a combination defined benefit/defined contribution plan. For reporting purposes Plan 2/3 is considered a single defined benefit plan. Plan 1 is closed to new entrants. Members are vested after five years of eligible service. The monthly benefit is calculated as two percent of average final compensation, (AFC) the average of the member's 24 highest consecutive service months, per year of service up to 60 percent. Members are eligible for retirement after 30 years of service, at age 60 with five years of service, or at age 55 with 25 years of service. Members retiring prior to age 65 may receive actuarially reduced benefits. Members may elect to receive an optional cost of living adjustment (COLA) based on the consumer price index. Plan 2 members are vested after five years of eligible service and eligible for retirement at age 65. The monthly benefit is two percent of the AFC per year of service with no cap on years of service credit and a COLA based on the consumer price index capped at three percent annually. For Plan 2 the AFC is the average of the member's 60 highest paid consecutive months. Members are eligible to retire early with reduced benefits. Plan 3 members are vested in the defined benefit portion after 10 years of service, or after 5 years of service if 12 months of that service are earned after age 44. The monthly benefit is 1 percent of the AFC per year of service with no cap on service years. The AFC and COLA are the same as Plan 2.

TRS provides retirement, disability, and death benefits to certified public school employees working in an instructional, administrative, or supervisory capacity. Similar to PERS, TRS Plan 1 and 2 are defined benefit plans and Plan 3 is a defined benefit plan with a defined contribution component. For reporting purposes Plan 2/3 is considered a single defined benefit plan. Plan 1 is closed to new entrants. Members are vested after five years of eligible service and can retire at any age after 30 years of service, at age 60 after 5 years of service, or age 55 with 25 years of service. The monthly benefit is calculated as two percent of the AFC (total earnable compensation for two consecutive highest paid fiscal years divided by two) for year of service up to 60 percent. Plan 1 members may elect to receive an optional COLA amount based on the consumer price index capped at 3 percent annually, reducing the benefit. Plan 2 members are vested after 5 years of eligible service. Members are eligible for retirement at age 65 with 5 years of service. The monthly benefit is 2 percent of the AFC, the average of the member's 60 highest paid consecutive months, per year of service. A COLA is granted based on the consumer price index capped at 3 percent annually. Members can retire early with reduced benefits. Plan 3 members are vested after 10 years of service or after 5 years of service if 12 months of that service is earned after age 44. The defined benefit portion provides members a monthly benefit of 1 percent of the AFC per year of service, with the same AFC as Plan 2. The same COLA is used as Plan 2 and members can retire early with reduced benefits.

LEOFF 2 provides retirement disability, and death benefits to full time, fully compensated local law enforcement commissioned officers, fire fighters, and as of July 24, 2005 emergency medical technicians. Plan 2 members are vested after 5 years of eligible service. Members are eligible for retirement at age 53 with five years of service or age 50 with 20 years of service. The monthly benefit is 2 percent of the FAS (final average salary), based on the highest consecutive 60 months, per year of service. A COLA is granted based on the consumer price index capped at 3 percent annually. Members can retire early with reduced benefits.

**Funding Policy.** Each biennium, the state Pension Funding Council adopts PERS and TRS Plan 1 employer contribution rates, Plan 2 employer and employee contribution rates, and Plan 3 employer contribution rates. Employee contribution rates for Plan 1 are established by statute. Under LEOFF, employer and employee contribution rates for Plan 2 are developed by the Office of the State Actuary to fully fund the plan. All employers are required to contribute at the level established by state law.

**Contributions for DRS Plans** The University's contribution rates and required contributions for the above retirement plans for the years ending June 30, 2020 and June 30, 2019 are as follows:

Contribution rates*			
	Employee	University	FY2020
<b>PERS</b>			
Plan 1	6.0%	12.83%	\$ 6,679,211
Plan 2	7.41%	12.83%	6,219,701
Plan 3	5.0–15.0%	12.83%	4,569,129
<b>TRS</b>			
Plan 1	6.0%	15.41%	986,500
Plan 2	7.06%	15.41%	0.00
Plan 3	5.0–15%	15.41%	1,098,399
<b>LEOFF</b>			
Plan 2	8.75%	8.93%	\$ 209,016

\*Contribution rates as of measurement date 6/30/2019

Contribution rates*			
	Employee	University	FY2019
<b>PERS</b>			
Plan 1	6.0%	12.70%	\$ 6,645,224
Plan 2	7.38%	12.70%	5,657,074
Plan 3	5.0–15.0%	12.70%	3,891,517
<b>TRS</b>			
Plan 1	6.0%	15.20%	925,684
Plan 2	7.06%	15.20%	0.00
Plan 3	5.0–15%	15.20%	974,731
<b>LEOFF</b>			
Plan 2	8.75%	8.93%	\$ 199,047

\*Contribution rates as of measurement date 6/30/2018

**Actuarial Assumptions** The total State pension liability was determined by an actuarial valuation performed by the Washington State Office of the State Actuary as of June 30, 2018 with the results rolled forward to the June 30, 2019 measurement date using the following actuarial assumptions applied to all periods included in the measurement:

Inflation	2.75%
Salary increases	3.50%
Investment rate of return	7.40%
Discount rate	7.40%

Mortality rates were based on the RP-2000 "Combined Healthy Table and Combined Disabled Table" published by the Society of Actuaries. The Office of the State Actuary applied offsets to the base table and recognized future improvements in mortality by projecting the mortality rates using 100 percent scale BB. Mortality rates are applied on a generational basis, meaning members are assumed to receive additional mortality improvements in each future year, throughout their lifetime.

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of OSA's 2007-2012 Experience Study and the 2017 Economic Experience Study. Additional assumptions are current for subsequent events and law changes as of the 2018 report.

# Notes to the Financial Statements

The long-term expected rate of return on pension plan investments was determined using a building-block method in which a best estimate of expected future rates of return (expected returns, net of pension plan investment expense, but including inflation) are developed for each major asset class by the WSIB. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class as of the measurement date of June 30, 2019 are summarized in the following table:

Asset class	Target allocation	Long-term expected real rate of return
Fixed income	20.0%	2.2%
Tangible assets	7.0%	5.1%
Real estate	18.0%	5.8%
Global equity	32.0%	6.3%
Private equity	23.0%	9.3%
<b>Total</b>	<b>100%</b>	

**Discount Rate.** The discount rate used to measure the total state pension liability was 7.4 percent, the same as the previous measurement date. To determine the discount rate, an asset sufficiency test was completed to test whether the pension plan's net position was sufficient to make all projected future benefit payments of current plan members. Consistent with current law, the completed asset sufficiency test included an assumed 7.5 percent long-term discount rate to determine funding liabilities for calculating future contribution rate requirements. Consistent with the long-term expected rate of return, a 7.4 percent future investment rate of return on invested assets was assumed for the test. Contributions from plan members and employers are assumed to continue to be made at contractually required rates (including PERS Plans 2 and 3 and TRS Plans 2 and 3 whose rates include a component for the PERS/TRS Plan 1 liability). Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return of 7.4 percent on pension plan investments was applied to determine the total pension liability.

**Sensitivity of the Net Pension Liability/Asset to Changes in the Discount Rate.** The following presents the net pension liability/asset of the state as an employer, calculated using the discount rate of 7.4 percent as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the rate.

### Discount rate sensitivity on net pension liability 2020

Plan	Current discount rate		
	1% decrease	Current discount rate	1% increase
PERS 1	\$ 44,628,945	\$ 35,637,058	\$ 27,835,413
PERS 2/3	87,896,636	11,356,082	(50,794,048)
TRS 1	5,898,173	4,614,748	3,501,469
TRS 2/3	6,123,696	1,123,636	(2,951,754)
LEOFF 2	\$ (465,060)	\$ (2,501,102)	\$ (4,162,978)

### Discount rate sensitivity on net pension liability 2019

Plan	Current discount rate		
	1% decrease	Current discount rate	1% increase
PERS 1	\$ 52,173,462	\$ 42,454,119	\$ 34,035,206
PERS 2/3	92,467,688	20,215,832	(39,022,626)
TRS 1	7,078,222	5,663,057	4,437,929
TRS 2/3	5,478,293	878,956	(2,857,306)
LEOFF 2	\$ (295,683)	\$ (2,223,495)	\$ (3,795,849)

**Proportionate Share.** The state net pension liability was calculated as of the valuation date of June 30, 2018 and rolled forward to the measurement date of June 30, 2019. The basis for determining the proportionate share was the amount of employer contributions processed by DRS during the fiscal year ended June 30, 2019. The University's proportionate share by plan for the years ended June 30, 2020 and June 30, 2019 are in the following tables.

	Plan	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2
<b>2020</b>	Proportionate share	.93%	1.17%	.19%	.19%	.11%
<b>2019</b>	Proportionate share	.95%	1.18%	.19%	.20%	.11%

The following table represents the aggregate pension amounts for each plan subject to the requirements of GASB Statement No. 68 for the University as an employer for the fiscal years ended June 30, 2020 and 2019 respectively.

	2020					
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Pension liability	\$35,637,058	\$11,356,082	\$4,614,748	\$1,123,636		\$52,731,524
Pension asset					\$2,501,102	2,501,102
Pension expense	\$ 524,135	\$ 2,796,081	\$ (10,886)	\$ 850,205	\$ 43,737	\$ 4,203,272

	2019					
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Pension liability	\$42,454,119	\$20,215,832	\$5,663,057	\$ 878,956		\$69,211,964
Pension asset					\$2,223,495	2,223,495
Pension expense	\$ 2,430,651	\$ 385,185	\$ 774,008	\$ 660,338	\$ (84,796)	\$ 4,165,386



**Deferred Outflows and Deferred Inflows of Resources**

The below tables detail the University's deferred outflows and deferred inflows of resources as well as the schedule of future impacts to pension expense from the deferred amounts amortization. The \$20,038,846 reported as deferred outflows of resources related to state pensions resulting from University contributions subsequent to the measurement date will be recognized as a reduction to the net pension liability in the year ending June 30, 2021.

2020						
Deferred outflows of resources						
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Differences between expected and actual experience		\$ 3,253,544		\$ 781,282	\$ 179,977	\$ 4,214,803
Changes in assumption		290,793		423,606	4,120	718,519
Changes in proportion		120,439		301,529	55,180	477,148
Contributions subsequent to the measurement date	\$ 6,681,219	11,034,832	\$ 986,591	1,122,815	213,389	20,038,846
<b>Total</b>	<b>\$ 6,681,219</b>	<b>\$ 14,699,608</b>	<b>\$ 986,591</b>	<b>\$ 2,629,232</b>	<b>\$ 452,666</b>	<b>\$ 25,449,316</b>

2019						
Deferred Outflows of Resources						
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Differences between expected and actual experience		\$ 2,477,931		\$ 413,046	\$ 119,108	\$ 3,010,085
Changes in assumption		236,491		14,944	1,259	252,694
Changes in proportion		964,422		500,895	59,720	1,525,037
Contributions subsequent to the measurement date	\$ 6,647,444	\$ 9,777,280	\$ 925,786	\$ 997,140	\$ 203,142	\$ 18,550,792
<b>Total</b>	<b>\$ 6,647,444</b>	<b>\$ 13,456,124</b>	<b>\$ 925,786</b>	<b>\$ 1,926,025</b>	<b>\$ 383,229</b>	<b>\$ 23,338,608</b>

The University reported deferred inflows of resources related to state pension from the following sources:

2020						
Deferred inflows of resources						
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Differences between expected and actual experience		\$ 2,441,495		\$ 36,156	\$ 44,976	\$ 2,522,627
Changes in assumption		4,764,634		298,550	281,454	5,344,638
Net difference between projected and actual earnings on investments	\$ 2,380,855	16,529,830	\$ 353,914	970,089	512,804	20,747,492
Changes in proportion		2,173,792		65,014	177,337	2,416,143
<b>Total</b>	<b>\$ 2,380,855</b>	<b>\$ 25,909,751</b>	<b>\$ 353,914</b>	<b>\$ 1,369,809</b>	<b>\$ 1,016,571</b>	<b>\$ 31,030,900</b>

2019						
Deferred inflows of resources						
	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
Differences between expected and actual experience		\$ 3,539,421		\$ 64,902	\$ 51,630	\$ 3,655,953
Changes in assumption		5,753,262		353,221	319,112	6,425,595
Net difference between projected and actual earnings on investments	\$ 1,687,102	12,405,370	242,175	743,362	389,142	15,467,151
Changes in proportion		2,118,522			205,551	2,324,073
<b>Total</b>	<b>\$ 1,687,102</b>	<b>\$ 23,816,575</b>	<b>\$ 242,175</b>	<b>\$ 1,161,485</b>	<b>\$ 965,435</b>	<b>\$ 27,872,772</b>

Deferred inflows and outflows will be recognized in pension expense with the exception of contributions made after the measurement date as follows:

Year	PERS 1	PERS 2/3	TRS 1	TRS 2/3	LEOFF 2	Total
2021	\$ (525,587)	\$ (5,387,882)	\$ (72,647)	\$ (361)	\$ (149,072)	\$ (6,135,549)
2022	(1,244,965)	(8,922,227)	(190,000)	(309,984)	(275,643)	(10,942,819)
2023	(444,275)	(4,200,957)	(66,811)	(64,826)	(130,729)	(4,907,598)
2024	(166,028)	(2,452,158)	(24,456)	35,088	(76,346)	(2,683,900)
2025		(1,244,893)		116,881	(35,257)	(1,163,269)
Thereafter		(36,858)		359,811	(110,247)	212,704
<b>Total</b>	<b>\$ (2,380,855)</b>	<b>\$ (22,244,975)</b>	<b>\$ (353,914)</b>	<b>\$ 136,609</b>	<b>\$ (777,294)</b>	<b>\$ (25,620,431)</b>

*\*Negative amounts shown in the table above represent a reduction of expense*

## Washington State University Retirement Plan (WSURP)

**Plan Description** Faculty, librarians and other professional staff, are eligible to participate in the Washington State University Retirement Plan (WSURP), a single-employer 403b defined contribution plan administered by the University. The Teacher's Insurance and Annuity Association (TIAA) and the College Retirement Equities Fund (CREF) are the companion organizations through which individual retirement annuities are purchased. Employees have at all times a 100% vested interest in their accumulations.

TIAA-CREF benefits are payable upon termination at the member's option unless the participant is re-employed in another institution which participates in TIAA-CREF.

WSURP has a supplemental payment (SRP) component that guarantees a minimum retirement benefit goal based upon a one-time calculation at each employee's retirement date when a member's goal income is greater than their assumed income. Assumed income must be calculated by an independent actuary. The minimum retirement benefit goal is 2% of the average annual salary for each year of full-time service up to a maximum of 25 years. However, if the participant does not elect to make the 10% TIAA-CREF contribution after age 49, the benefit goal is 1.5% for each year of full-time service for those years the lower contribution rate is selected.

The University makes direct payments to qualifying retirees when the retirement benefit provided by TIAA-CREF does not meet the benefit goal. Employees are eligible for a non-reduced supplemental payment after the age of 62 with ten years of full-time service.

The University's Board of Regents are authorized to amend benefit provisions under RCW 28B.10.400. In 2011, the plan was amended to eliminate the supplemental benefit provisions for all employees hired after June 30, 2011.

The WSURP supplemental pension benefits are unfunded and charged to operations in the years in which they are paid. The University makes no contributions other than benefit payments and there are no plan assets.

Benefit payments made during the fiscal year ended June 30, 2020 were \$2,721,796.

**Actuarial Assumptions** Material assumption changes during the measurement period include a decrease in the discount rate from 3.5 percent to 2.21 percent, CREF investment experience was lower than the expected 6.5 percent rate at 2.31 percent, and TIAA decreased to 4.12 percent all of which caused an increase to total pension liability. The following table represents significant assumptions used to measure the total pension liability.

Inflation	2.75%
Discount rate	2.21%
Source of mortality assumptions	Healthy RP-2000 table, generational improvements using scale BB
Date of experience study	April 2016
Salary changes	3.75%
Source of discount rate	Bond Buyer's 20 bond index

# Notes to the Financial Statements

The following table presents the net pension liability using a discount rate of 2.21 percent as well as what the pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate.

## Total pension liability 2020

	1% decrease	Current discount rate	1% increase
	\$ 136,249,661	\$ 118,941,904	\$ 104,640,370

## Total pension liability 2019

	1% decrease	Current discount rate	1% increase
	\$ 105,485,293	\$ 92,719,791	\$ 82,073,109

**Total Pension Liability.** The total pension liability is based on an actuarial valuation performed as of June 30, 2018 using the entry age normal cost method and rolled forward to the measurement date of June 30, 2020. The WSURP supplemental pension benefits are unfunded and charged to operations in the years in which they are paid. The University makes no contributions other than benefit payments and there are no plan assets.

Schedule of changes in total pension liability	2020
Beginning balance	\$ 92,719,791
Service cost	2,282,208
Interest on TPL	3,281,815
Differences between expected and actual experience in the measurement of TPL	5,496,235
Change of assumptions	17,655,000
Benefit payments	(2,493,145)
<b>Ending balance</b>	<b><u>\$ 118,941,904</u></b>
Schedule of changes in total pension liability	2019
Beginning balance	\$ 82,831,268
Service cost	2,111,920
Interest on TPL	3,240,556
Differences between expected and actual experience in the measurement of TPL	(1,022,479)
Change of assumptions	7,997,446
Benefit payments	(2,438,920)
<b>Ending balance</b>	<b><u>\$ 92,719,791</u></b>

Pension expense for WSURP for the year ended June 30, 2020 was \$5,273,373.

## Deferred Inflows and Outflows of Resources

The tables below detail the deferred inflows and outflows of resources and the amortization of those deferred amounts on pension expense in future periods.

	2020	
	Deferred outflows	Deferred inflows
Differences between expected and actual experience	\$ 4,663,472	\$ 11,789,998
Changes in assumption	20,755,934	4,659,683
<b>Total</b>	<b>\$ 25,419,406</b>	<b>\$ 16,449,681</b>

	2019	
	Deferred outflows	Deferred inflows
Differences between expected and actual experience		\$ 15,298,456
Changes in assumption	\$ 6,886,690	6,060,394
<b>Total</b>	<b>\$ 6,886,690</b>	<b>\$ 21,358,850</b>

### Amortization of deferred inflows and outflows of resources

Year	
2021	\$ (290,650)
2022	(290,650)
2023	384,763
2024	3,086,397
2025	3,781,456
Thereafter	2,298,409
<b>Total</b>	<b>\$ 8,969,725</b>



## 17. Other Post-Employment Benefits (OPEB)

### Plan Description

The University is a participating employer in the state's Public Employees Benefits Board (PEBB) program, a single employer defined benefit plan administered by the Washington State Health Care Authority (HCA). The PEBB is authorized to design benefits and determine terms and conditions of employee and retired employee participation and coverage per RCW 41.05.065. The OPEB plan provides medical, dental, prescription drug, vision, life insurance, disability, and long term care insurance benefits for public employees and retirees and their dependents on a pay-as-you-go basis.

The OPEB relationship between PEBB employers and employees is not formalized in a contract or plan document. Instead, the benefits are provided in accordance with a substantive plan in which the plan terms are understood by the employers and plan members based on communications between employers and members and the historical pattern of practice with regard to the sharing of benefits costs.

The employer's plan provides benefits through both explicit and implicit subsidies. The explicit subsidy is a set dollar amount that lowers the monthly premium paid by members over the age of 65 enrolled in Medicare Parts A and B. This set dollar amount is recommended by PEBB and approved by the state Legislature annually and was set at \$183 per member per month for fiscal year 2020. The implicit subsidy results from the inclusion of active and non-Medicare eligible retirees in the same pool when determining premiums. There is an implicit subsidy from active employees since the premiums paid by retirees are lower than they would have been if the retirees were insured separately.

For information on the actuarial valuation of the employer provided subsidies, refer to the Office of the State Actuary's website: <http://leg.wa.gov/osa/additionalservices/Pages/OPEB.aspx>.

**Employees covered by benefit terms-** The table below shows the University's PEBB membership as of June 30, 2020 and June 30, 2019:

	2020	2019
Active employees	6,325	6,430
Inactive employees or beneficiaries currently receiving benefits	1,732	1,761
Inactive employees entitled to but not yet receiving benefits	308	313

### Funding Status and Actuarial Methods and Assumptions:

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare trends. The differences between these assumptions and actual results could have a significant effect on the University's financial report.

Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information. However, the state operates on a pay-as-you-go basis and contributions from employers to the HCA only occur when benefits become due, so the actuarial value of the plan asset is zero.

Projections of benefits for financial reporting purposes are based on the terms of the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefits costs between the employer and plan members to that point.

Significant methods and assumptions used in the current valuation are as follows:

Actuarial valuation date	6/30/2019
Inflation rate	2.75%
Health care trend rate	8.00% initial rate, 4.5% ultimate rate in 2080
Projected salary increases	3.50%
Discount rate	3.50%
Source of mortality assumptions	RP-2000 combined healthy table and combined disabled table using 100 percent scale BB
Date of experience study	2007–2012 experience study report
Source of discount rate	Bond buyer general obligation 20-bond municipal bond index as of June 30, 2019

A material assumption change for the measurement period was updating the discount rate from 3.87 to 3.50 which caused an increase in the total OPEB liability.

#### Sensitivity of the OPEB Liability on the Healthcare Cost Trend Rate and Discount Rate

The following presents the total OPEB liability of the state calculated using the current healthcare cost trend rate of 8%, as well as what the OPEB liability would be if it were calculated using a rate that is 1 percentage point lower (7%) or 1 percentage point higher (9%) than the current rate.

2020			
Health care cost trend rate sensitivity on OPEB liability			
	1% decrease (7.00%)	Current health care cost trend rate (8.00%)	1% increase (9.00%)
Total OPEB liability	\$241,233,437	\$298,058,920	\$374,537,387

2019			
Health care cost trend rate sensitivity on OPEB liability			
	1% decrease (7.00%)	Current health care cost trend rate (8.00%)	1% increase (9.00%)
Total OPEB liability	\$217,657,079	\$265,143,450	\$328,291,317

The following presents the total OPEB liability of the state calculated using the discount rate of 3.50 percent, as well as what the OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.50%) or 1 percentage point higher (4.50%) than the current rate.

2020			
Discount rate sensitivity on OPEB liability			
	1% decrease (2.50%)	Current discount rate (3.50%)	1% increase (4.50%)
Total OPEB liability	\$360,939,375	\$298,058,920	\$249,219,431

2019			
Discount rate sensitivity on OPEB liability			
	1% decrease (2.87%)	Current discount rate (3.87%)	1% increase (4.87%)
Total OPEB liability	\$319,700,665	\$265,143,450	\$222,577,012

**Total OPEB Liability (TOL)**

The TOL for the state of Washington was determined by an actuarial valuation, conducted by the Office of the State Actuary, using data as of June 30, 2019. The TOL reported at June 30, 2020 was calculated as of the valuation date. OPEB implicit and explicit subsidies are funded by required contributions made by participating employers, such as the University. These contributions are made on behalf of all active, healthcare-eligible employees regardless of enrollment status. As such, the allocation method used to determine the University's proportionate share of the statewide TOL is based on the proportionate share of the state's total active health care eligible employee head count

**Changes in the total OPEB liability**

The following is a schedule of the changes in the total OPEB liability for fiscal year 2020

<b>Public Employee Benefits Board</b>	
<b>Total OPEB liability at 7/1/2019</b>	\$ 265,143,450
Service cost	12,068,577
Interest	10,468,799
Changes of assumptions	19,495,660
Benefit payments	(4,788,847)
Changes in proportionate share	(4,328,719)
<b>Total OPEB liability at 6/30/2020</b>	<b>\$ 298,058,920</b>

**OPEB Costs** WSU reported a liability of \$298,058,920 and \$265,143,450 for its proportionate share of the state's OPEB liability for the years ended June 30, 2020 and June 30, 2019 respectively. For fiscal year 2020 the OPEB values were measured as of June 30, 2019 by an actuarial valuation. WSU's share of the liability was 5.14% and 5.22% as of June 30, 2020 and June 30, 2019 respectively. For the years ended June 30, 2020 and June 30, 2019 the University's proportionate share of OPEB expense was \$10,313,644 and \$14,024,594 respectively.

For fiscal years 2020 and 2019, the University reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>2020</b>	
	<b>Deferred outflows of resources</b>	<b>Deferred inflows of resources</b>
Difference between expected and actual experience	\$ 7,959,116	
Changes of assumptions	17,329,475	\$ 86,420,115
Changes in proportion		17,108,761
Payments subsequent to the measurement date	5,139,445	
<b>Total</b>	<b>\$30,428,036</b>	<b>\$103,528,876</b>

	<b>2019</b>	
	<b>Deferred outflows of resources</b>	<b>Deferred inflows of resources</b>
Difference between expected and actual experience	\$ 9,247,100	
Changes of assumptions		\$ 101,152,891
Changes in proportion		13,804,646
Payments subsequent to the measurement date	4,868,327	
<b>Total</b>	<b>\$14,115,427</b>	<b>\$114,957,537</b>

Deferred outflows of resources of \$5,139,445 resulting from payments subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2021. Other amounts reported as deferred outflows and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<b>Year ended June 30:</b>	
2021	\$ (12,223,732)
2022	(12,223,732)
2023	(12,223,732)
2024	(12,223,732)
2025	(12,223,732)
Thereafter	(17,121,625)
<b>Total</b>	<b><u>\$ (78,240,285)</u></b>

## 18. Federal Retirement Plans

Selected positions related to the College of Agricultural, Human, and Natural Resource Sciences are eligible to participate in two federal retirement systems maintained by the Office of Personnel Management.

### **Civil Service Retirement System**

Civil Service Retirement System (CSRS) is a defined benefit retirement plan for employees with federal appointments hired prior to January 1, 1984, and who chose not to transfer to Federal Employees Retirement System (FERS). Retirement benefits are vested after an employee completes five years of eligible service.

As of June 30, 2020 the University had 1 employee enrolled in the plan.

### **Federal Employees Retirement System**

The Federal Employees Retirement System (FERS) is a defined benefit retirement plan for employees with federal appointments hired after December 31, 1983, and those Civil Service Retirement System (CSRS) employees choosing to transfer into this system. Retirement benefits are vested after an employee completes five years of eligible service.

As of June 30, 2020 the University had 6 employees enrolled in the plan.

The University's retirement contribution rates for the Federal Retirement Plans are as follows

	<b>Contribution rates</b>		<b>Required employer contributions</b>	
	<b>Employee</b>	<b>University</b>	<b>2020</b>	<b>2019</b>
<b>CSRS</b>	7.0%	7.0%	\$ 7,221	\$ 11,944
<b>FERS</b>	0.8%	16.0%	\$ 75,063	\$ 65,542

## 19. Operating Expenses by Function

	2020				Total
	Compensation and benefits	Supplies and services	Scholarships and fellowships	Depreciation	
Instruction	\$ 251,297,906	\$ 22,513,214			\$ 273,811,120
Research	134,315,938	76,951,692			211,267,630
Public service	30,674,108	7,468,322			38,142,430
Academic support	74,350,554	19,749,961			94,100,515
Student services	24,840,050	5,029,183			29,869,233
Institutional support	64,793,140	37,962,791			102,755,931
Operation and maintenance of plant	30,502,458	45,339,400			75,841,858
Auxiliary enterprises	88,253,852	68,094,736			156,348,588
Student financial aid			\$ 77,151,968		77,151,968
Depreciation				\$ 97,851,140	97,851,140
<b>Total operating expenses</b>	<b>\$ 699,028,006</b>	<b>\$ 283,109,299</b>	<b>\$ 77,151,968</b>	<b>\$ 97,851,140</b>	<b>\$ 1,157,140,413</b>

	2019				Total
	Compensation and benefits	Supplies and services	Scholarships and fellowships	Depreciation	
Instruction	\$ 244,904,650	\$ 21,216,551			\$ 266,121,201
Research	133,831,612	72,363,820			206,195,432
Public service	29,320,498	8,835,426			38,155,924
Academic support	71,528,360	19,286,832			90,815,192
Student services	24,783,025	5,931,853			30,714,878
Institutional support	58,929,069	49,235,793			108,164,862
Operation and maintenance of plant	29,023,450	40,936,129			69,959,579
Auxiliary enterprises	84,357,537	75,015,455			159,372,992
Student financial aid			\$ 61,616,095		61,616,095
Depreciation				\$ 102,317,684	102,317,684
<b>Total operating expenses</b>	<b>\$ 676,678,201</b>	<b>\$ 292,821,859</b>	<b>\$ 61,616,095</b>	<b>\$ 102,317,684</b>	<b>\$ 1,133,433,839</b>

## 20. Blended Component Unit

Below are the condensed financial statements for the Alumni Association.

	2020	2019
<b>Statement of financial position</b>		
Assets		
<b>Total assets</b>	<b>\$ 13,066,636</b>	<b>\$ 14,567,133</b>
<b>Liabilities</b>		
Other liabilities	185,631	736,211
<b>Total liabilities</b>	<b>185,631</b>	<b>736,211</b>
<b>Net assets</b>		
Without donor restrictions	10,835,020	11,681,067
With donor restrictions	2,045,985	2,149,855
<b>Total net assets</b>	<b>12,881,005</b>	<b>13,830,922</b>
<b>Total liabilities and net assets</b>	<b>\$ 13,066,636</b>	<b>\$ 14,567,133</b>
<b>Statement of activities</b>		
<b>Revenue</b>		
Support from WSU	\$ 2,141,896	\$ 2,501,375
Income from assets, net	152,916	742,358
<b>Total revenue</b>	<b>2,294,812</b>	<b>3,243,733</b>
<b>Expense</b>		
Program services	1,421,154	1,545,579
Support services	1,823,575	1,804,898
<b>Total expenses</b>	<b>3,244,729</b>	<b>3,350,477</b>
<b>Nonoperating</b>		
Nonoperating transfers out	-	(3,525,141)
<b>Change in net assets</b>	(949,917)	(3,631,885)
<b>Net assets—beginning of year</b>	13,830,922	17,462,807
<b>Net assets—end of year</b>	<b>\$ 12,881,005</b>	<b>\$ 13,830,922</b>
<b>Statement of cash flows</b>		
<b>Operating activities</b>		
Net cash used by operating activities	\$ (712,626)	\$ (317,763)
<b>Investing activities</b>		
Distribution from pooled endowment investment securities	577,102	166,617
<b>Net increase (decrease) in cash</b>	(135,524)	(151,146)
<b>Cash—beginning of year</b>	2,112,919	2,264,065
<b>Cash—end of year</b>	<b>\$ 1,977,395</b>	<b>\$ 2,112,919</b>

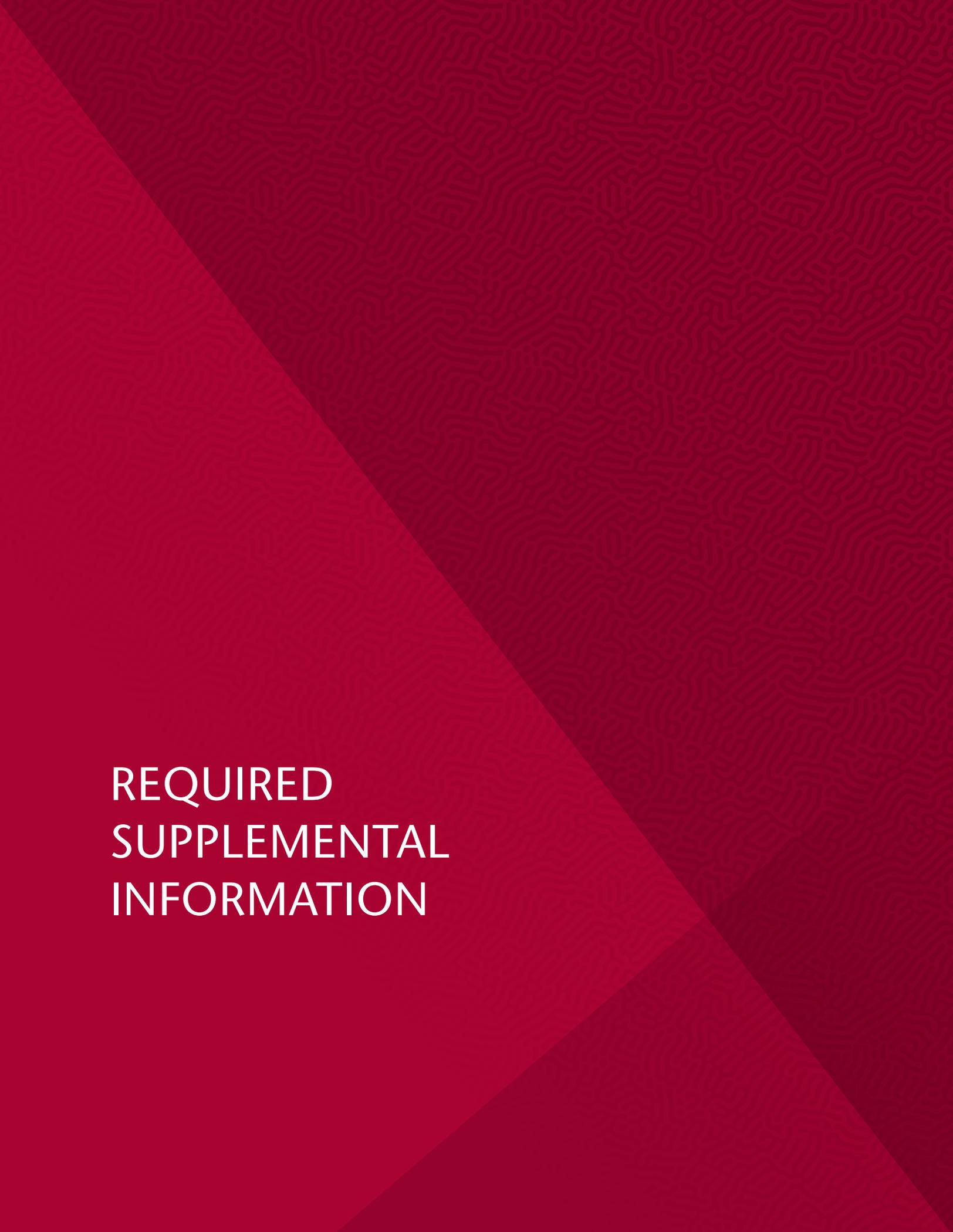
## 21. Commitments and Contingencies

The University is engaged in various legal actions in the ordinary course of business. Management does not believe the ultimate outcome of these actions will have a material adverse effect on the financial statement.

The University will refund the Housing and Dining General Revenue bond series 2010 and 2014 and will refund the Athletics General Revenue bond series 2012. This will result in a zero cash exchange, but will have a present value savings on future cash flow of \$10,772,522.

The University expects to issue a new debt obligation with net proceeds after cost of issuance, not to exceed \$8,940,000. This will be used to cover the cost of issuance for the refunding bonds.

The University has commitments of \$26,239,933 for various capital improvement projects that include construction and completion of new buildings and renovations of existing buildings.



REQUIRED  
SUPPLEMENTAL  
INFORMATION

## Schedule of WSU Contributions

Public Employees' Retirement System (PERS) Plan 1 Last 10 Fiscal Years  
Fiscal year ending June 30\*

	2020	2019	2018	2017	2016	2015	2014
Contractually required contributions	\$ 6,679,211	\$ 6,645,224	\$ 6,354,037	\$ 5,873,872	\$ 5,739,650	\$ 4,445,539	\$ 4,108,597
Contributions in relation to the contractually required contribution	(6,679,211)	(6,645,224)	(6,354,037)	(5,873,872)	(5,739,650)	(4,445,539)	(4,108,597)
Contribution deficiency (excess)	-	-	-	-	-	-	-
Covered payroll	\$ 137,784,157	\$ 128,281,013	\$ 124,750,748	\$ 120,938,855	\$ 120,186,698	\$ 107,767,738	\$ 99,541,744
Contributions as a percentage of covered payroll	4.85%	5.18%	5.09%	4.86%	4.78%	4.13%	4.13%

\*This schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU Contributions

Public Employees' Retirement System (PERS) Plan 2/3 Last 10 Fiscal Years  
Fiscal year ending June 30\*

	2020	2019	2018	2017	2016	2015	2014
Contractually required contributions	\$ 10,788,830	\$ 9,548,591	\$ 9,135,929	\$ 7,429,172	\$ 7,202,615	\$ 5,285,672	\$ 4,742,786
Contributions in relation to the contractually required contribution	(10,788,830)	(9,548,591)	(9,135,929)	(7,429,172)	(7,202,615)	(5,285,672)	(4,742,786)
Contribution deficiency (excess)	-	-	-	-	-	-	-
Covered payroll	\$ 136,667,675	\$ 127,047,653	\$ 123,376,553	\$ 119,248,641	\$ 118,023,229	\$ 105,292,307	\$ 96,729,193
Contributions as a percentage of covered payroll	7.89%	7.52%	7.40%	6.23%	6.10%	5.02%	4.90%

\*This schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU Contributions

Teachers Retirement System Last (TRS) Plan 1 Last 10 Fiscal Years  
Fiscal year ending June 30\*

	2020	2019	2018	2017	2016	2015	2014
Contractually required contributions	\$ 986,500	\$ 925,684	\$ 806,421	\$ 659,336	\$ 402,431	\$ 292,813	\$ 164,453
Contributions in relation to the contractually required contribution	(986,500)	(925,684)	(806,421)	(659,336)	(402,431)	(292,813)	(164,453)
Contribution deficiency (excess)	-	-	-	-	-	-	-
Covered payroll	\$ 13,614,880	\$ 12,505,211	\$ 11,393,621	\$ 10,512,086	\$ 8,871,010	\$ 6,390,188	\$ 3,741,023
Contributions as a percentage of covered payroll	7.25%	7.40%	7.08%	6.27%	4.54%	4.58%	4.40%

\*This schedule is to be built prospectively until it contains ten years of data.

### Schedule of WSU Contributions

Teachers Retirement System (TRS) Plan 2/3 Last 10 Fiscal Years  
Fiscal year ending June 30\*

	2020	2019	2018	2017	2016	2015	2014
Contractually required contributions	\$1,098,399	\$ 974,731	\$ 868,149	\$ 701,980	\$ 712,476	\$ 359,625	\$ 207,092
Contributions in relation to the contractually required contribution	(1,098,399)	(974,731)	(868,149)	(701,980)	(712,476)	(359,625)	(207,092)
Contribution deficiency (excess)	-	-	-	-	-	-	-
Covered payroll	\$13,564,384	\$12,448,690	\$11,338,800	\$10,446,117	\$8,802,686	\$6,327,223	\$3,642,005
Contributions as a percentage of covered payroll	8.10%	7.83%	7.66%	6.72%	8.09%	5.68%	5.69%

\*This schedule is to be built prospectively until it contains ten years of data.

### Schedule of WSU Contributions

Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF) Last 10 Fiscal Years  
Fiscal year ending June 30\*

	2020	2019	2018	2017	2016	2015	2014
Contractually required contributions	\$ 209,016	\$ 199,047	\$ 189,919	\$ 143,426	\$ 145,308	\$ 136,419	\$ 122,092
Contributions in relation to the contractually required contribution	(209,016)	(199,047)	(189,919)	(143,426)	(145,308)	(136,419)	(122,092)
Contribution deficiency (excess)	-	-	-	-	-	-	-
Covered payroll	\$2,429,109	\$2,274,829	\$2,177,248	\$1,705,430	\$1,691,590	\$1,638,448	\$1,461,750
Contributions as a percentage of covered payroll	8.60%	8.75%	8.72%	8.41%	8.59%	8.33%	8.35%

\*This schedule is to be built prospectively until it contains ten years of data.

### Schedule of WSU Contributions

WSURP Supplemental Retirement Plan as of June 30\*

	2020	2019	2018	2017
Contractually required contributions	\$ 25,986,853	\$ 25,478,226	\$ 25,552,852	\$ 25,429,397
Contributions in relation to the contractually required contribution	(25,986,853)	(25,478,226)	(25,552,852)	(25,429,397)
Contribution deficiency (excess)	-	-	-	-
Covered payroll	\$160,533,073	\$171,012,253	\$186,365,000	\$196,596,000
Contributions as a percentage of covered payroll	16.19%	14.90%	13.71%	12.93%

\*This schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU's Proportionate Share of the Net Pension Liability

Public Employees' Retirement System (PERS) Plan 1  
Measurement Date of June 30\*

	2019	2018	2017	2016	2015	2014
PERS 1 employers' proportion of the net pension liability	0.93%	0.95%	0.98%	1.01%	0.97%	0.93%
PERS 1 employers' proportionate share of the net pension liability	\$ 35,637,058	\$ 42,454,119	\$ 46,335,497	\$ 54,355,128	\$ 50,597,060	\$ 46,759,620
PERS 1 employers' covered payroll	\$ 128,281,013	\$ 124,750,748	\$ 120,938,855	\$ 116,436,524	\$ 108,182,777	\$ 98,779,796
PERS 1 employers' proportionate share of the net pension liability as a percentage of its covered payroll	27.78%	34.03%	38.31%	46.68%	46.77%	47.34%
Plan fiduciary net position as a percentage of the total pension liability	67.12%	63.22%	61.24%	57.03%	59.10%	61.19%

\*As of June 30; this schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU's Proportionate Share of the Net Pension Liability

Public Employees' Retirement System (PERS) Plan 2/3  
Measurement Date of June 30\*

	2019	2018	2017	2016	2015	2014
PERS 2 employers' proportion of the net pension liability	1.17%	1.18%	1.22%	1.25%	1.19%	1.12%
PERS 2 employers' proportionate share of the net pension liability	\$ 11,356,082	\$ 20,215,832	\$ 42,261,445	\$ 62,818,595	\$ 42,397,358	\$ 22,694,083
PERS 2 employers' covered payroll	\$ 127,047,653	\$ 123,376,553	\$ 119,248,641	\$ 114,375,414	\$ 105,747,583	\$ 95,879,972
PERS 2 employers' proportionate share of the net pension liability as a percentage of its covered payroll	8.94%	16.39%	35.44%	54.92%	40.09%	23.67%
Plan fiduciary net position as a percentage of the total pension liability	97.77%	95.77%	90.97%	85.82%	89.20%	93.29%

\* As of June 30; this schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU's Proportionate Share of the Net Pension Liability

Teachers' Retirement System (TRS) Plan 1  
Measurement Date of June 30\*

	2019	2018	2017	2016	2015	2014
TRS 1 employers' proportion of the net pension liability	0.19%	0.19%	0.19%	0.18%	0.13%	0.08%
TRS 1 employers' proportionate share of the net pension liability	\$ 4,614,748	\$ 5,663,057	\$ 5,696,321	\$ 6,014,486	\$ 4,144,932	\$ 2,452,825
TRS 1 employers' covered payroll	\$ 12,505,211	\$ 11,393,621	\$ 10,512,086	\$ 8,491,289	\$ 6,453,097	\$ 3,791,772
TRS 1 employers' proportionate share of the net pension liability as a percentage of its covered payroll	36.90%	49.70%	54.19%	70.83%	64.23%	64.49%
Plan fiduciary net position as a percentage of the total pension liability	70.37%	66.52%	65.58%	62.07%	65.70%	68.77%

\* As of June 30; this schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU's Proportionate Share of the Net Pension Liability

Teachers' Retirement System (TRS) Plan 3  
Measurement Date of June 30\*

	2019	2018	2017	2016	2015	2014
TRS 3 employers' proportion of the net pension liability	0.19%	0.20%	0.19%	0.18%	0.14%	0.08%
TRS 3 employers' proportionate share of the net pension liability	\$ 1,123,636	\$ 878,956	\$ 1,758,409	\$ 2,438,303	\$ 1,141,883	\$ 272,606
TRS 3 employers' covered payroll	\$12,448,690	\$11,338,800	\$10,446,117	\$8,426,012	\$6,390,132	\$3,699,860
TRS 3 employers' proportionate share of the net pension liability as a percentage of its covered payroll	9.03%	7.75%	16.83%	28.94%	17.87%	7.37%
Plan fiduciary net position as a percentage of the total pension liability	96.36%	96.88%	93.14%	88.72%	92.48%	96.81%

\* As of June 30; this schedule is to be built prospectively until it contains ten years of data.

## Schedule of WSU's Proportionate Share of the Net Pension Asset

Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF) Plan 2  
Measurement Date of June 30\*

	2019	2018	2017	2016	2015	2014
LEOFF 2 employers' proportion of the net pension asset	0.11%	0.11%	0.09%	0.09%	0.09%	0.09%
LEOFF 2 employers' proportionate share of the net pension asset	\$ 2,501,102	\$ 2,223,495	\$ 1,259,899	\$ 552,438	\$ 956,615	\$ 1,152,604
LEOFF 2 employers' covered payroll	\$ 2,274,829	\$ 2,177,248	\$ 1,705,430	\$ 1,694,590	\$ 1,638,448	\$ 1,461,750
LEOFF 2 employers' proportionate share of the net pension asset as a percentage of its covered payroll	109.95%	102.12%	73.88%	32.60%	58.39%	78.85%
Plan fiduciary net position as a percentage of the total pension asset	119.43%	118.50%	113.36%	106.04%	111.67%	116.75%

\* As of June 30; this schedule is to be built prospectively until it contains ten years of data.

## Schedule of Changes in Total Pension Liability and Related Ratios

WSURP Supplemental Retirement Plan  
Measurement Date of June 30\*

	2020	2019	2018	2017
<b>Total pension liability</b>				
Service costs	\$ 2,282,208	\$ 2,111,920	\$ 2,763,000	\$ 3,803,000
Interest	3,281,815	3,240,556	3,261,000	3,140,000
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience	5,496,235	(1,022,479)	(7,171,000)	(16,390,000)
Changes in assumptions	17,655,000	7,997,446	(3,255,000)	(6,574,000)
Benefit payments	(2,493,145)	(2,438,920)	(2,181,000)	(1,890,000)
Other	-	-	1,268	-
<b>Net change in total pension liability</b>	<b>26,222,113</b>	<b>9,888,523</b>	<b>(6,581,732)</b>	<b>(17,911,000)</b>
<b>Total pension liability—beginning</b>	<b>92,719,791</b>	<b>82,831,268</b>	<b>89,413,000</b>	<b>107,324,000</b>
<b>Total pension liability—ending</b>	<b>118,941,904</b>	<b>92,719,791</b>	<b>82,831,268</b>	<b>89,413,000</b>
<b>Covered-employee payroll</b>	<b>\$ 160,533,073</b>	<b>\$ 171,012,253</b>	<b>\$ 186,365,000</b>	<b>\$ 196,596,000</b>
Total pension liability as a percentage of covered payroll	74.09%	54.22%	44.45%	45.48%

- indicates data not available.

\*As of June 30; this schedule is to be built prospectively until it contains ten years of data.

Note: Figures may not total due to rounding.

Source: Washington State Office of the State Actuary

## Schedule of Changes in Total OPEB Liability

Measurement Date of June 30\*

	2020	2019	2018
<b>Total OPEB liability</b>			
Service cost	\$ 12,068,578	\$ 16,577,178	\$ 21,249,263
Interest	10,468,799	11,396,717	9,953,285
Changes of benefit terms		10,402,988	—
Differences between expected and actual experience	19,495,659	(72,572,455)	(48,552,300)
Changes in assumption		—	—
Benefits payments	(4,788,847)	(4,813,404)	(5,072,353)
Changes in proportionate share	(4,328,719)	(9,286,729)	(5,931,607)
Other			—
<b>Net changes in total OPEB liability</b>	<b>32,915,470</b>	<b>(48,295,705)</b>	<b>(28,353,712)</b>
<b>Total OPEB liability—beginning</b>	<b>265,143,450</b>	<b>313,439,155</b>	<b>341,792,867</b>
<b>Total OPEB liability—ending</b>	<b>298,058,920</b>	<b>265,143,450</b>	<b>313,439,155</b>
<b>Covered-employee payroll</b>	<b>\$ 73,288,660</b>	<b>\$ 70,794,306</b>	<b>\$ 70,792,643</b>
Total OPEB liability as a percentage of covered-employee payroll	407%	375%	443%

\*As of June 30; this schedule is to be built prospectively until it contains ten years of data.



## Notes to Required Supplementary Information for the Year ended June 30, 2020

### DRS Administered Plans

The Actuarially Determined Contributions are calculated by the Office of the State Actuary based on the results of an actuarial valuation. The actuarial valuation is performed biennially, on odd numbered years. The results of the valuation determine the actuarially determined contributions for the biennium beginning two years later. Depending on the governing bodies' actions, adopted contribution rates can vary.

The Office of the State Actuary uses the same methods and assumptions to calculate the contractually required contributions for cost-sharing plans as the actuarially determined contributions, with the difference being the contractually required contributions reflect the adopted contribution rates for the time period shown. These rates may differ from the actuarially determined contribution rates.

### University Administered Plans

The University's Supplemental Retirement plan has no assets accumulated in a trust meeting the criteria of GASB 73 to pay related benefits.

As required under GASB 73, the discount rate was changed from 3.50% to 2.21% reflected in the changes in assumption. This decrease in discount rate, increased the liability. Also, actual CREF return was lower than expected at 2.31% compared to the expected rate of 6.5%. This is reflected in the differences between expected and actual experience, resulting in an increase in the total pension liability.

### Health Care Authority Administered OPEB Plan

The OPEB plan has no assets accumulated in a trust meeting the criteria of GASB 75 to pay related benefits.

A material assumption change was a decrease to the discount rate from 3.58% to 3.50%, reflected in the change in assumptions. This resulted in an increase to the total OPEB liability.



2020 Annual Financial Report  
Fiscal year ended June 30, 2020

PULLMAN | SPOKANE | TRI-CITIES | VANCOUVER | GLOBAL CAMPUS | EXTENSION | EVERETT

We would like to acknowledge the following staff responsible  
for the content of this report:

Tami Bidle, Karen Breese, Rick Combs, Jennifer Druffel,  
Amberly Marino, Karen Kellerman, Mollie Holt

# INFORMATION ITEM #4

## FY2021 Integrated Financial Forecast and Planning Tools (Stacy Pearson/Matt Skinner)

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: FY2021 Integrated Financial Forecast and Planning  
March 2021 Update

SUBMITTED BY: Stacy Pearson, CFO and Vice President, Finance & Administration  
Matt Skinner, Senior Associate Vice President, Finance & Administration

### BACKGROUND INFORMATION:

As described at the September 2020 Board Meeting, integrated financial planning brings key activities across all campuses together into a single, integrated financial forecast to provide University leadership with updated information on the overall financial health and growth potential across all fund sources. Integrated financial planning and forecasting is critical to WSU's ability to plan for the financial challenges delivered by COVID-19. With the right combination of adjustments to the university business model, budget control, realignment of cost structures, and use of financial tools, the University seeks to emerge from the pandemic with a stronger market position and poised for growth.

### **March Updates to the FY2021 Integrated Financial Forecast**

In September 2020, WSU forecasted a \$105 million drop in revenues from state appropriations, tuition, housing, dining, athletics, and other auxiliary units in FY2021. These revenue reductions were projected to be partially offset by expenditure reductions of about \$51 million. The projected net impact was a \$54 million net loss in revenues for FY2021.

WSU is now, as of March 2021, forecasting a *net loss* in revenues of approximately \$62.2 million for FY2021.

Major changes since the September 2020 forecast include:

- Expected net loss in housing, dining and student auxiliaries increased from approximately \$17.5 million to \$22 million due to lower occupancy rates from remote education at the Pullman Campus for Spring 2021.
- Parking Services on the Pullman Campus forecasts a net loss of approximately \$2.3 million.

- Projected net loss for intercollegiate athletics increased from \$30 million to approximately \$31.6 million due to canceled football games across the conference. (Note: the athletics budget will be discussed in detail in a separate agenda item).

### **Addressing the Net Loss**

In addition to actions already taken, WSU is actively assessing options to cover the remaining net losses, with the preference to use internal fiscal tools before seeking outside debt financing. Some options being considered, and outstanding unknowns are described below.

Net losses in housing, dining, student auxiliaries and parking may be partially covered using capital reserves, saved up over several years to invest in renovations to facilities.

The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), signed in December, authorized a second Higher Education Emergency Relief Fund (HEERF II) package that will provide \$11 million additional financial aid for students, and an additional \$24 million in institutional support funds. Early guidance suggests that these funds may be used to defray expenses associated with COVID-19, including lost revenue and reimbursement of expenses already incurred. These funds will help provide much needed relief.

WSU has retained approximately \$11 million in savings from debt refinancing completed in October 2020. We plan to use this savings to help cover the projected FY2021 losses referenced above.

Significant unknowns include precise timeframes and allowed use of CRRSAA funds, final state appropriations for the current year and the 2021-23 biennium that will be determined by the legislature later this spring, and the potential and timing of additional federal relief from the Biden stimulus package. Staff continue to monitor these variables and consider the most effective use of the available funding streams.

# FUTURE ACTION ITEM #7

## FY2021 Athletics Budget Update

### Fiscal Recovery Plan Update (Stacy Pearson/Pat Chun)

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised FY2021 Athletics Budget and proposed actions to cover the additional deficit based on COVID-19 impacts and a longer-term fiscal recovery plan.

**PROPOSED:** That the Washington State University Board of Regents approve the changes to the FY2021 Athletics budget that continues to be impacted by the COVID-19 pandemic. Further, that the Regents approve a longer-term fiscal recovery plan.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration

**SUPPORTING INFORMATION:** The WSU Department of Athletics provided an update on the FY2021 Athletics budget at the WSU Board of Regents meeting, November 12-13, 2020. Since that meeting, the pandemic continues to impact the budget. The most recent summary update is presented below and a more detailed report in Attachment A.

<b>WSU Athletics Budget - Projected</b>						
	June BOR FY21	Aug-21 Update	Sep-21 Update	Oct-21 Update	Jan-21 Update	Oct vs Jan Changes
<b>REVENUES: (\$M)</b>						
Ticket Sales	8.7	0.6	0.6	0.0	0.0	-
Contributions/Endowments	11.9	9.3	9.3	9.3	9.3	-
NCAA/Pac-12	38.0	21.6	21.6	27.8	20.0	(7.8) <sup>b</sup>
Royalties/Advert/Sponsor	3.3	1.6	2.1	2.1	1.3	(0.8) <sup>d</sup>
Waivers/Student Fees	4.8	4.8	4.9	4.9	4.9	(0.1) <sup>a</sup>
Other Revenue	5.3	3.6	3.6	2.9	2.6	(0.2) <sup>c</sup>
<b>Total Revenue</b>	<b>72.0</b>	<b>41.5</b>	<b>42.1</b>	<b>47.1</b>	<b>38.1</b>	<b>(9.0)</b>
<b>EXPENSES: (\$M)</b>						
Compensation	28.7	26.7	25.3	25.3	25.4	(0.1) <sup>e</sup>
Scholarships	11.4	11.4	11.4	11.4	11.4	-
Sport Programs	12.2	11.5	11.5	10.1	10.1	-
Marketing/Fund Raising	2.0	1.7	1.7	1.7	1.7	-
Debt Payments	10.0	10.0	10.0	10.0	10.0	-
Direct Admin/Dues	4.7	3.5	3.5	3.9	4.5	(0.6) <sup>f</sup>
Other Expense	8.1	7.1	7.1	6.6	6.6	-
<b>Total Expenses</b>	<b>77.0</b>	<b>71.9</b>	<b>70.5</b>	<b>69.1</b>	<b>69.8</b>	<b>(0.7)</b>
<b>Net Income from Operations</b>	<b>(5.0)</b>	<b>(30.4)</b>	<b>(28.4)</b>	<b>(22.0)</b>	<b>(31.7)</b>	<b>(9.7)</b>

- a. Reduction in S/A Fees
- b. Reduction in Pac-12 distribution (Lost football games, bowl games, men's basketball games)
- c. Reduction in concession revenue with no spectators
- d. Reduction in IMG Sponsorship revenue
- e. Staffing changes
- f. Increase in conference dues due to additional football gameday expenses

Due to COVID-19 protocol, the Pac-12 Conference lost football and men's basketball contests, including football bowl games. Consequently, the loss contests result in reduced conference distribution and media rights revenues. Additionally, the no-fan policy for all athletic events led to the elimination of tickets, parking, and concession revenues and results from services and activities fees are lower than initially forecast. Furthermore, the economic impact of COVID-19, in conjunction with limited athletic contests, has led to a reduction of sponsorship revenue.

Finally, staffing revisions occurred and the Pac-12 incurred additional COVID-19 related gameday expenses, thus increasing conference dues. Both variations, a projected decrease in revenues of \$9M and increase in expenditures of \$0.7M, resulted in a projected loss of \$31.7M for FY2021. This budget will continue to be monitored as we enter the final quarter of the fiscal year.

Due to the continuously changing environment, it is premature to project future year budgets. Athletics will provide an update on their operational activities and budget information at the May 2021 Regents meeting.

### **Fiscal Recovery Plan Update**

At the November 2020 Regents meeting, WSU presented a multi-pronged fiscal recovery proposal for Athletics to address the current year fiscal impacts related to COVID-19; a longer-term plan to eliminate deficit spending in Athletics (post COVID-19); and to pay off the accumulated deficit that has been reliant on maintaining reserves in other auxiliaries and self-support operations to maintain positive balances. At that meeting, the WSU Regents and executive leadership expressed support for the University's continued membership in the Pac-12 conference and affiliation with a top-level intercollegiate athletics conference and program as a key and strategic means of increasing institutional visibility and to benefit students, faculty, staff and the communities served by WSU. The Athletics program continues to face fiscal challenges that are exacerbated by the pandemic and the information presented below is updated from the November presentation.

First, to address the COVID-19 pandemic revenue shortfall for FY2021, the proposal is revised as follows:

1. Address the projected \$31.7M net revenue loss for FY2021 by assigning the \$11M in savings from the October 2020 bond refunding to directly offset the current year loss.
2. Identify external/internal financing opportunities to fund the

remaining \$20M deficit to be repaid from future year Athletics budgets with an estimated annual payment of \$2 to \$3M, depending on the terms of repayment. This financing will be determined later this fiscal year and will include the final projection for the FY2021 budget, which continues to experience volatility.

3. This approach, if feasible, will help the Athletics department to end FY2021 with a balanced budget. However, the additional financing expense will need to be included in future year budgets as Athletics develops a sustainable funding model and continues to realize new revenues to help with their budget and to invest in future growth.
4. The NCAA, Pac-12 conference and WSU Athletics department anticipate that the pandemic will continue to impact the FY2022 budget. Once this impact is better understood, the budget will be presented to the Regents at a future meeting. The University will then present a longer-term plan to address the cumulative deficit starting after FY2022.
5. This update does not include the amount of required expenditure reductions starting in FY2022, nor does it address a future University subsidy. The reason is the need to better understand the FY2022 projections to determine how the annual budget and outstanding cumulative deficit is impacted prior to presenting the best options for consideration.
6. WSU will continue to assess debt refunding and restructuring opportunities for additional savings and/or reduced debt service payments.

ATTACHMENT: Attachment A -Summary of FY21 Athletics budget updates from the initially approved in June 2020, to the most current update.

# Attachment A

## Washington State University Athletics Budget - Projected

	June BOR FY21	Aug-21 Update	Sep-21 Update	Oct-21 Update	Jan-21 Update	Oct vs Jan Changes
<b>REVENUES: (\$M)</b>						
01 - Ticket Sales	8.7	0.6	0.6	0.0	0.0	-
02 - Direct State/Gov Support	-	-	-	-	-	-
03 - Student Fees	1.3	1.3	1.4	1.4	1.3	(0.1) a.
04 - Direct Inst. Support	3.5	3.5	3.6	3.6	3.6	-
05 - Less Xfer to Inst.	-	-	-	-	-	-
06 - Indirect Inst. Support	0.4	0.4	0.4	0.4	0.4	-
06A - Debt Service, Lease, Rentals	-	-	-	-	-	-
07 - Game Guarantee Rev	0.2	0.2	0.2	-	-	-
08 - Contributions	11.2	8.6	8.6	8.6	8.6	-
09 - In-Kind	1.6	1.6	1.6	1.6	1.6	-
10 - 3rd Party Compensation	-	-	-	-	-	-
11 - Media Rights	23.0	19.7	19.7	20.6	16.2	(4.3) b.
12 - NCAA Distribution	1.6	1.6	1.6	1.6	1.6	-
13 - Conference Dist	13.4	0.3	0.3	5.7	2.1	(3.5) b.
14 - Concessions/Novelties	1.3	0.4	0.4	0.4	0.2	(0.2) c.
15 - Royalties/Advert. etc.	3.3	1.6	2.1	2.1	1.3	(0.8) d.
16 - Sport Camp Revenue	-	-	-	-	-	-
17 - Endowment Distribution	0.6	0.6	0.6	0.6	0.6	-
18 - Other Revenue	1.8	1.0	1.0	0.4	0.4	-
19 - Bowl Revenue	-	-	-	-	-	-
<b>Total Revenue</b>	<b>72.0</b>	<b>41.5</b>	<b>42.1</b>	<b>47.1</b>	<b>38.1</b>	<b>(9.0)</b>
<b>EXPENSES: (\$M)</b>						
20 - Athletic Aid	11.4	11.4	11.4	11.4	11.4	-
21 - Game Guarantee exp	1.3	1.3	1.3	0.7	0.7	-
22 - Coaches Comp: WSU	13.7	13.3	12.6	12.6	12.6	-
23 - Coaches Comp: 3rd Party	-	-	-	-	-	-
24 - Admin Comp: WSU	15.0	13.4	12.7	12.8	12.8	(0.1) e.
25 - Admin Comp: 3rd Party	-	-	-	-	-	-
26 - Severance Pay	1.7	1.7	1.7	1.7	1.7	-
27 - Recruiting	1.5	0.4	0.4	0.4	0.4	-
28 - Team Travel	4.0	3.1	3.1	3.0	3.0	-
29 - Equipment	2.2	2.2	2.2	2.2	2.2	-
30 - Game Expenses	2.8	2.7	2.7	1.5	1.5	-
31 - Fund Raising/Marketing	2.0	1.7	1.7	1.7	1.7	-
32 - Sport Camp Expense	-	-	-	-	-	-
33 - Spirit Groups	0.1	0.1	0.1	0.1	0.1	-
34 - Facilities: Debt/Lease/Rental	10.0	10.0	10.0	10.0	10.0	-
35 - Direct Admin Expense	2.4	1.9	1.9	1.9	1.9	-
36 - Indirect Inst. Support	0.4	0.4	0.4	0.4	0.4	-
37 - Medical/Insurance	0.6	2.0	2.0	2.0	2.0	-
38 - Dues & Memberships	2.3	1.6	1.6	2.0	2.6	(0.6) f.
39 - Student-Athlete meals	0.9	0.9	0.9	0.9	0.9	-
40 - Other Expense	4.6	3.7	3.7	3.7	3.7	-
41 - Bowl Expenses	-	-	-	-	-	-
41A - Coaches Bowl Bonuses	-	-	-	-	-	-
<b>Total Expenses</b>	<b>77.0</b>	<b>71.9</b>	<b>70.5</b>	<b>69.1</b>	<b>69.8</b>	<b>(0.7)</b>
<b>Net Income from Operations</b>	<b>(5.0)</b>	<b>(30.4)</b>	<b>(28.4)</b>	<b>(22.0)</b>	<b>(31.7)</b>	<b>(9.7)</b>

- a. Reduction in S/A Fees
- b. Reduction in Pac-12 distribution (Lost football games, bowl games, men's basketball games)
- c. Reduction in concession revenue with no spectators
- d. Reduction in IMG Sponsorship revenue
- e. Staffing changes
- f. Increase in conference dues due to additional football gameday expenses

**AGENDA**  
 BOARD OF REGENTS MEETING  
 Washington State University  
 Friday, March 12, 2021 – 9:00 am

- |      |   |                |
|------|---|----------------|
| I.   | OPENING   | <u>Section</u> |
|      | A. Report from the Chair of the Board of Regents                                    |                |
|      | B. Report from the President  |                |
|      | C. Report from the WSU Tri-Cities Chancellor  |                |
| II.  | CONSENT AGENDA  |                |
|      | A. Approval of Minutes – November 13, 2020 Board of Regents Meeting                 | Minutes        |
|      | B. Approval of Minutes – January 22, 2021 Board of Regents Retreat                  | Minutes        |
|      | C. Establish a Department of Viticulture and Enology                                | R-1            |
|      | D. Discontinuation of the Masters in Public Affairs                                 | R-2            |
| III. | REPORTS FROM SHARED GOVERNANCE GROUPS   | Reports        |
| IV.  | RESEARCH AND ACADEMIC AFFAIRS COMMITTEE REPORT                                      |                |
| V.   | STUDENT AFFAIRS AND STUDENT LIFE COMMITTEE REPORT                                   |                |
| VI.  | INSTITUTIONAL INFRASTRUCTURE COMMITTEE REPORT                                       |                |
| VII. | STRATEGIC AND OPERATIONAL EXCELLENCE COMMITTEE REPORT                               |                |
|      | A. Action Items:  |                |
|      | 1. Northwest Commission on Colleges and Universities Mid-Cycle Accreditation Report | SO-1           |
|      | 2. Discontinue Required Use of the SAT and ACT in WSU’s Admissions Processes        | SO-2           |
|      | 3. Proposed Revisions to WAC 504-26 – Standards of Conduct for Students             | SO-3           |
|      | 4. Facilities Naming Proposal   | SO-4           |

VIII. FINANCE AND COMPLIANCE COMMITTEE REPORT

A. Action Items:

1. Fiscal Year 2022 Housing and Dining Rates F-7
2. Revised Services and Activities Fees for Academic Year 2020-2021 F-8
3. Revised Services and Activities Fees Allocations for Academic Year 2020-2021 F-9
4. One-Time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021 F-10

IX. OTHER BUSINESS

X. PUBLIC COMMENT PERIOD

XI. ADJOURN

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Foundation Regents Report

SUBMITTED BY: Mike Connell, Acting Vice President for Advancement & CEO, Washington State University Foundation

The Washington State University Foundation is pleased to report the following:

- On February 5, 2021, Lisa Calvert, Vice President of Advancement & CEO of the WSU Foundation began a medical leave. In the interim, President Schulz appointed Mike Connell to serve as Acting Vice President of Advancement and CEO of the WSU Foundation.
- As of February 28, 2021, the WSU Foundation has received \$74,551,671 in total philanthropic commitments during Fiscal Year 2021 to date (July 1, 2020-June 30, 2021). Throughout the pandemic, WSU Advancement has prioritized spending more time reaching out to more donors, sustaining and building relationships that will strengthen and endure. To date, more than 100,000 households have been contacted by the Foundation's annual giving efforts this fiscal year.
- The WSU Foundation's endowment has weathered high volatility as the markets responded to the global pandemic since it began a year ago. The endowment posted a high-water mark of \$583,156,337 million as of December 31, 2020, representing a 12-month investment return of 9.90 percent.
- Due to COVID-19 restrictions, the WSU Foundation is unable to host live events as we have in the past. The WSU Foundation has developed a spring events schedule to maximize the engagement and experience for our honorees, guests, and participants in a virtual format. For this reason, we are planning to honor our new Benefactors and Silver Benefactors through a series of new receptions called "Celebrating Philanthropy: New Benefactor Receptions" hosted in March and April. The Crimson Benefactors and Laureates will be honored during the Recognition Gala, which will be hosted virtually on April 28, 2021. Volunteer recognition—including the Brotherton and Gibson Awards—were presented during the Fall Celebration on October 1st, 2020.
- The WSU Foundation Board of Directors held a virtual retreat, February 25-26, 2021. The next meeting of the Board of Directors will be held virtually during the WSU Foundation's Spring Meeting, April 27-28, 2021.

**Date:** March 12, 2021  
**To:** The Washington State University Board of Regents  
**Subject:** ASWSUTC Report  
**Submitted By:** Robin Kovis, ASWSUTC President

Like all WSU departments, the Associated Students of WSU Tri-Cities have faced unprecedented challenges because of the COVID-19 Pandemic. Nevertheless, I am pleased to report that ASWSUTC has continued to provide exceptional advocacy work on behalf of the students we represent and expanded support services in response to student needs because of my team's outstanding efforts.

#### Advocacy Projects:

With the transition to virtual learning in March of 2020, ASWSUTC recognized that student needs were rapidly shifting, and our organization needed to respond accordingly. One of the most pressing issues we saw was inadequacy in students' technology resources for virtual learning. Therefore, over the summer, ASWSUTC and Student Services procured 50 new and refurbished laptops that students can now rent free of charge. I firmly believe this need-based program has contributed to closing the equity gaps within higher education. To ensure the long-term viability and technological relevance of this program, we are currently exploring options to solicit donations from community partners. This will allow our campus to maintain an appropriate inventory level for this program. Nevertheless, there is still much work to be done to ensure equitable access to higher education.

Additionally, this fall, ASWSUTC purchased 100 flu vaccines for students with inadequate health insurance. These vaccinations were free to those students and administered at the campus' flu shot clinic on October 21, 2020. A huge thank you goes out to our partners, the Crimson Scrubs Nursing Club and WSU-TC Health and Safety team, for administering this program and contributing to the broader effort of increased public health.

Currently, ASWSUTC focuses its efforts on the following advocacy projects: Laboratory Modernization, Mental Health Services, Campus Security Visibility, Campus Sustainability Practices, Improvements to the Student Advising Experience, Title IX, and Food Sustainability. Each of these advocacy groups has created comprehensive proposals that outline both short term and long term goals, met with key administrative stakeholders to advance these goals, and are practicing optimal record-keeping practices to facilitate an exemplary turnover with the next administration that maximizes efficiency and minimizes year to year delays in advancing these essential multi-year projects.

#### Legislative Efforts:

This year we had what I like to call the perfect storm of legislative events. It won't be until the academic year 2040-2041 that we have the Census, a Presidential Election, and our annual Cougar Day at the Capitol all within one year. Tackling this trifecta of legislative events was no easy feat; however, I cannot thank my team enough for their hard work and dedication in successfully advancing our efforts on these fronts.

This summer, we provided our students with accurate resources and information on the Census through a multitude of electronic communication methods. Additionally, we strongly encouraged all WSU Tri-Cities students to be counted in the 2020 census and stressed the importance of this count as it relates to our Congressional representation and federal funding. Furthermore, my team and I closely followed the legal challenges to the Census; this allowed us to inform students of updated information and address citizenship status concerns. Historically speaking, college students and undocumented populations are undercounted in the Census; however, with our efforts and the U.S. Census Bureau reporting that 99.98% of households completed the Census, I am confident that this decennial Constitutional mandate will accurately reflect our local populations.

For the 2020 election, ASWSUTC's mission was to promote the maximum participation of eligible voters within our democratic process. To accomplish this, we frequently informed students of election-related deadlines and eligibility requirements. Furthermore, this fall, we partnered with the Benton County Auditor's Office to provide in-person voter services on our campus as required by RCW 29A.40.180. This nonpartisan Student Engagement Hub was open from October 29<sup>th</sup> to November 3<sup>rd</sup>, giving students and community members the necessary resources to make their voices heard and contribute to our Republic's future.

Lastly, on February 1, 2021, students from across the WSU system participated in our annual Coug Day at the Capitol by virtually meeting with our State Legislators to advocate for Washington State higher education's continued support. Understanding that our state is facing a significant budgetary shortfall because of the Coronavirus Pandemic, the primary goal for us this year was to protect higher education funding. Our meetings with Representatives and Senators were highly productive, and we are continuing this advocacy work during the legislative session through the WSU Student Government Council and the Washington Student Association.

#### Fee Reductions:

One of our most solemn duties as student leaders is to be responsible stewards of student fees. Therefore, through the meticulous process of assessing students' needs and fiscal health of our campus' fee accounts, ASWSUTC and at-large student representatives led the charge in recommending significant reductions to all three campus fees for both semesters. Our work on this front has received commendation from many levels across the WSU system; however, this would not have been possible without the support we received from the Chancellor, the Office of Finance and Administration, the Office of Student Leadership and Engagement, and many others. Therefore, I must thank all contributing parties for exercising consistent fiscal discipline that allowed us to give back to students during this time of economic hardship.

#### ASWSUTC Spring Election:

Finally, ASWSUTC is currently in the process of conducting our Spring 2021 General Election. From March 29<sup>th</sup> to April 2<sup>nd</sup>, the students of Washington State University Tri-Cities will elect a new ASWSUTC President, Vice-President, and 11 Senators. My team and I have devoted considerable time to ensuring the next ASWSUTC administration receives a proper turnover that will set them up for success when we return to in-person classes and events. We look forward to welcoming in our next group of student leaders as they prepare to carry on the legacy of ASWSUTC.

Lastly, I am pleased to report that retention within ASWSUTC is at its highest level in recent memory. This year we have staffed a full 23-person team and the only vacancies were a result of two team members graduating after the fall 2020 semester.

Please contact me at [robin.kovis@wsu.edu](mailto:robin.kovis@wsu.edu) if you have any questions or would like further information on my team's great work thus far.

Thank you and Go Cougs!

*Robin Kovis*

Robin Kovis | ASWSUTC President

March 12, 2021

TO: All Members of the Board of Regents  
SUBJECT: Faculty Senate Report  
SUBMITTED BY: David Turnbull, Chair

- The Faculty Senate would like to thank both President Kirk Schulz and Provost & Executive Vice President Elizabeth Chilton for their continued support of shared governance here at Washington State University. We now have faculty representation on the Board of Regents, the Executive Budget Council, and the System Council. We feel very good about partnering with them as we discuss the organizational restructuring of the WSU System, currently referred to as OneWSU.
- As you know, the Faculty Senate spawned an Ad Hoc Committee to study the proposal that 2-3 million dollars be diverted from unallocated university funds to defray the cost of PAC-12 dues. This committee formalized a statement to the Board of Regents concerning that proposal, and the senate voted to send the statement to the Board of Regents as a recommendation. It should, however, be noted that the senate's vote was not unanimous.
- President Kirk Schulz recently sent me a letter thanking the senate for its careful and thoughtful deliberations surrounding Intercollegiate Athletics. He went on to state that there will be times when the faculty and administration disagree. He also made it clear that he has to balance many competing perspectives on controversial topics such as this and feels that it is too early to withdraw the proposal—one that may very well be necessary next year.
- Finally, you should know that our Faculty Affairs Committee, led by Steve Hines, is working on a possible revision to the Faculty Manual that would allow for faculty furloughs and/or temporary salary reductions in times of budgetary crises. The goal is to provide an option by which crisis-precipitated budgetary burdens might be more equitably and justly shared by all Washington State University faculty.

March 12, 2021 Virtually

TO: ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Administrative Professional Advisory Council Report

SUBMITTED BY: Anna McLeod, Chair  
PRESENTED BY: Anna McLeod, Chair

The Administrative Professional Advisory Council is pleased to report the following:

1. AP and all staff have been working tirelessly through Covid the past year on WorkDay launch, supporting WSU, students and faculty. We are excited to celebrate the perseverance that staff has shown during our Staff Appreciation Week, March 22-26. We have a long list of fun events planned, discount codes to local retailers, and prizes.
2. With increased engagement in meetings, we will start offering all meetings and events to all APs via Zoom.
3. APAC is working on our spring and fall professional development event. Our planned topic for the spring event will be "Changing the Culture from Within, with respect to creating a supportive and inclusive environment for a diverse group of faculty and staff."
4. We have had one campus specific APAC Forum with WSU leadership and have the rest scheduled across the system. We look forward to hearing from our fellow APs at Tri Cities, Vancouver, Everett, Pullman and Global.
5. APAC Exec team is actively collecting comments and questions on the OneWSU White Papers and enjoy discussing the topic at our monthly meeting with WSU Leadership.
6. APAC is currently working with the Provost's office to hire a replacement for Gayle Anderson who will be retiring at the end of March. Gayle has served as administrative support to APAC and Faculty Senate for many years. We are grateful for her support and will miss her dearly.

**Date:** March 12, 2021  
**TO:** ALL MEMBERS OF THE BOARD OF REGENTS  
**SUBJECT:** WSU Alumni Association Progress Report  
**SUBMITTED BY:** Doug Willcox, Board President 2020-2021  
Tim Pavish, Executive Director

### **WSUAA Hosts Inaugural Women's Leadership Summit**

Designed to provide Cougs at all career levels an opportunity to celebrate successes and learn from past experiences of WSU faculty and alumnae, this year's summit explored Professional Challenges for Women During COVID-19. WSU First Lady Dr. Noel Schulz, the keynote speaker, joined by inspiring WSU alumnae panelists, shared how they embraced change during these dynamic times. Attendees had the opportunity to participate in a Q&A with Dr. Schulz and other panelists. As of this report's submission date, over 300 people had already registered for the event. This event will soon be available in the WSUAA archives for on-demand viewing.

### **Goose Ridge Selected to Produce Cougar VIII, the Next Edition of the Cougar Collectors' Series**

WSUAA's Wine-By-Cougars Wine Club (WBC) is thrilled to announce that Cougar-owned Goose Ridge Estate Vineyard & Winery will produce the next wine in the Cougar Collectors Series, Cougar VIII. The eighth edition of the Cougar Collectors' Series (CCS) will be available through the WBC Wine Club, the Goose Ridge winery, and numerous retailers across the state starting August 2021. This wine comes on the heels of Cougar VII, produced by Reininger, which sold through its 1,000 cases in record time. Nearly 700 alumni and friends of WSU are WBC members, the most innovative alumni wine club in the nation. CCS and WBC help the WSU Alumni Association highlight the important impact WSU and its alumni make on the wine industry. WBC has endowed two scholarships to support WSU students pursuing degrees in Viticulture & Enology and Wine & Beverage Business Management.

### **A View of Events**

The WSUAA has been working hard to coordinate a collection of online programming to help Cougs engage, learn, connect, and grow virtually. Just this fiscal year, the WSUAA has hosted 244 Cougar-connecting events. Virtual events directly supported 20 Cougar-connected businesses. Well Read Cougs, the WSUAA's virtual book club, brought together 765 Cougs, many of whom were connecting with WSU for the very first time as alumni. *Feast@Home*, the first-of-its-time virtual food-wine-fun experience, was initially planned to run only in the fall, but demand was so high the run was extended into 2021. Thus far, over 550 Cougs have attended *Feast@Home* events—many loved it so much they came to more than one and invited friends, too. Ten *Cougs Care* community-service events helped children and families in need and homeless pets. The *Cougar Learning Consortium* offers a diverse portfolio of online content for Cougs, both live and on-demand. Nearly 1,500 alumni, parents, friends, faculty, and staff have benefited from this free program. Not surprising, the most popular *Cougar Learning Consortium* program has been "Digital Flourishing: Strategies for Fostering Wellness in an Era of Remote Work."

### **WSUAA Alumni-Interest Survey**

As the next step in the WSUAA Impact Study, we launched an alumni-interest survey in mid-February, going out to 214,921 alumni and friends. Our goal is to enhance what we are already successfully doing and expand additional innovative ways for the WSUAA to engage alumni with WSU and inspire them to want to do more for WSU. We have already seen significant responses from alumni and friends. We look forward to analyzing the feedback and gleaning the most insight from it. The results will help inform the strategic plan, which will lead us into and through WSU's campaign.

MINUTES  
Board of Regents  
November 13, 2020

The Board of Regents of Washington State University (WSU or University) met pursuant to call in Open Meeting at 9:00 a.m. on Friday, November 13, 2020. Due to Governor Jay Inslee's Proclamation 20-28, dated March 24, 2020, and to reduce risks related to the COVID 19 pandemic, the meeting was conducted using phone and video technology.

Present: Regent Brett Blankenship, Chair; Regents Arliegh Cayanan, Enrique Cerna, Marty Dickinson, Lura Powell, Jenette Ramos, Heather Redman, Lisa Schauer, John Schoettler, and Ron Sims; President Kirk H. Schulz, Executive Vice President and Provost Elizabeth Chilton, and Faculty Representative Greg Crouch.

**I. OPENING**

**A. Report from the Chair of the Board of Regents.** Chair Blankenship called the meeting to order and welcomed audience members. He reminded the audience that the Regents, as well as presenters, would be participating in the meeting by phone and video.

Chair Blankenship welcomed the Board's newest member, Regent Jenette Ramos. He reported Regent Ramos is a Boeing Company Executive who began her career at Boeing as a summer employee while completing her undergraduate degree at WSU. Regent Ramos became one of Boeing's first environmental engineers and she credits WSU for the opportunity.

Chair Blankenship also recognized Regent Ted Baseler. Chair Blankenship thanked Regent Baseler for his outstanding service to WSU. Regent Baseler served on the Board of Regents from February 2009 through September of 2020 and held the position of chair twice during that time. Chair Blankenship said Regent Baseler has truly been an incredible asset to the Board, diehard, loyal and enthusiastic Cougar, Regent Baseler's presence on the Board will be missed.

Chair Blankenship reminded the audience that there would be a public comment period during the meeting to be held at the conclusion of the Board's regular business and stated the period would last for up to 10 minutes. He noted that each speaker would be allowed two minutes and preference would be given to speakers who were speaking to matters that are or will be before the Board.

**B. Report from the President of the University.** President Schulz welcomed the audience and the Regents to the meeting. President Schulz also expressed his sincere appreciation to Regent Baseler for his service. He said while he is thrilled to welcome new colleagues to the Board, he wanted to acknowledge the great work of those who had served for many years and had recently retired from the Board. President Schulz commented it has been a great honor to work with Regents like Ted Baseler, Mike Worthy, Scott Carson and many others.

President Schulz reported the fall semester has been marked by many outstanding achievements by the University despite the challenges of COVID-19. He said the Cougar community continues to work together to identify creative ways to fulfill the University's land-grant mission to the state and went on to provide the following updates:

Enrollment – President Schulz reported the systemwide enrollment of 31,159 is down less than 2% from the all-time record of 31,607 last fall semester. He further reported ethnic diversity across the WSU system is the highest percentage in the University’s history at 31.5%; the percentage of first-generation students remained steady, representing nearly one-third of the student body; enrollment at WSU Pullman is down nearly 1,100 students, to 19,900, partly as a result of students who deferred enrollment to the spring semester; WSU Health Sciences has the largest enrollment in its history at 1,727 students; and Global Campus saw the largest increase, enrolling a record 4,021 students up 756 students from fall 2019 an increase of just over 23%.

Record Research and Development (R & D) Expenditures – President Schulz reported total R & D expenditures for fiscal year 2019 were \$369.3 million with total Federal expenditures of \$158.9 million. He further reported Human Health Services, including the National Institutes of Health, continue to the largest source of federal awards in fiscal year 2019 with nearly \$60 million.

Philanthropic Achievements – President Schulz reported fiscal year 2020 philanthropic activity surpassed \$125 million. President Schulz further reported WSU trended comparably to fiscal year 2019 in terms of total philanthropic activity (-2.82%), which is remarkable given the impact the global pandemic had on our entire operation since late March. He said nationally most of higher education is experiencing significant declines in philanthropic activity, many as much as 10-20% down from the year before. Our ability to continue to trend strongly during a period when many in our industry are experiencing significant declines in activity is a testament to the leadership of Vice President for Advancement and CEO of the WSU Foundation Lisa Calvert and her entire advancement team, as well as the hundreds of engaged volunteers and the generosity of tens of thousands of alumni and friends who continue to make a difference in the lives of WSU students and in the work of our faculty and researchers every day. President Schulz further reported that in May, WSU announced the plan to establish an endowed deanship in the Murrow College of Communication, and an endowed directorship in Cougar Athletics, thanks to the generous future gift intention from Bruce Amundson and Julie Parker. He said this commitment is a testament for how transformational opportunities can be realized for both academia and athletics through the power of philanthropic investment, which in turn raises the bar for excellence systemwide.

System Strategic Plan Implementation – President Schulz thanked the Regents for approving the University’s first system strategic plan in June of 2020. He said with this plan, WSU is taking steps to create a culture of ongoing planning and conversations about WSU’s future in a post-pandemic environment. President Schulz reported on the formation of an Executive Budget Committee (EBC) to begin work on a strategic budgeting process in order to better tie system resource allocations to system goals. Specific objectives for the committee include: engage the system community in understanding current resource allocation models and practices and to explore national best practices; establish guiding principles for desired changes to resource allocation and management of cost structures; propose specific changes to resource allocation to support the system strategic plan and priorities; and facilitate transparent and informational budget communications with the WSU community. President Schulz said the EBC will have broad university representation and will complete its work by summer 2021.

Advancement of Diversity, Equity and Inclusion Efforts – President Schulz reported steps to address equity, diversity and inclusion have taken on even greater priority given the events that have recently occurred nationwide. He said WSU continues to work on recommendations and

suggestion made by the five working groups led by Vice President for Student Affairs Mary Jo Gonzales and Associate Vice President Jamie Nolan and is in the process of establishing a new President's Commission to address continued issues of diversity, equity and inclusion across the WSU system. In addition, leadership meets monthly with the Black Faculty and Staff Association to discuss ways to recruit and support more faculty and staff of color and has established a group led by Chancellor Mel Netzhammer and Dr. Zoe Higheagle Strong to review university policies through an equity, diversity and inclusion lens. President Schulz further reported the University through the Provost's office is launching a new cluster hire effort to focus on in "Racism and Social Inequity in the Americas." The goal is to seek scholars who will contribute to work in this area and help lead institutional transformation at WSU. He said in recent years, academic institutions have utilized cluster hires to attract and retain a more diverse faculty. Cluster hires allow the building of cohorts of scholars who can support and mentor each other as well as mentor all of us. Aside from recruiting and retaining a more diverse faculty, when paired with an explicit network-based mentoring program, such cluster hires can transform the institution through the building of new curricula, research focus, and community engagement. President Schulz announced the University will hire an Associate Vice Provost for Inclusive Excellence to bring leadership to Academic Affairs and help lead WSU's commitment to equity, diversity and inclusion. He said the person who holds this role will identify and implement best practice and evidence-based approaches to faculty hiring tenure and promotion, research support, faculty retention, teaching and mentoring, and curriculum planning. He further said this person will lead the cluster hire program and will coordinate with existing diversity, equity and inclusion efforts in the Division of Student Affairs, the Office of Compliance and Civil Rights, Institutional Research, all six physical campuses in the WSU system, and other units across the system.

**New Plant Science Building** – President Schulz announced the opening of the new Plant Sciences Building on the Pullman campus. He said the new state-of-the-art home for collaborative research supports regional and global agriculture and will be dedicated virtually Monday, November 16. President Schulz said the four-story, 95,000 square foot building supports Washington's \$51 billion food and agriculture industry by providing a modern research venue for faculty, staff, and students in the Institute of Biological Chemistry, WSU's Molecular Plant Science Program and portions of the Departments of Horticulture, Plant Pathology, and Crop and Soil Sciences.

**Outstanding Achievements in Athletics** – President Schulz reported WSU's women's soccer team reached the College Cup Final Four for the first time in program history and finished the year with a No. 4 national ranking. He further reported for the first time in school history, all athletic teams averaged over a 3.00 GPA in the spring semester 2020. President Schulz commended Athletic Director Pat Chun and his leadership team and coaches for this achievement. President Schulz reported record fundraising in Athletics. He said as a Pac-12 Power Five school, our expectations for fundraising should be somewhere between \$25-\$30 million a year annually for intercollegiate athletics and this past year WSU had \$27 million raised. President Schulz said that is more than double previous years and a credit to Pat and his team.

**Impacts of COVID-19** – President Schulz said the University has adapted well to a mostly virtual environment using the lesson learned from spring semester to make the fall virtual experience even better. He reported hundreds of faculty system-wide completed training sessions during the summer to help them adjust to teaching in an online environment and the University used funds from the CARES Act to help students with financial needs. WSU implemented COVID-19 testing on the Pullman campus for faculty, staff, and students and efforts to provide similar testing

are underway on the other campuses. WSU led the way in launching drive-in Wi-Fi hotspots to help bridge the broadband gap in rural Washington that started with a vision to use WSU Extension parking lots as gateways to help our students access their email and classes and led to more than 600 Wi-Fi access points at schools, libraries, and offices across the state. More than 150 research projects related to COVID-19 are underway throughout the WSU system. Many, such as identifying differences in how people are responding to the pandemic, have present applications, while others are helping advance our knowledge of this disease so as to prevent a future similar outbreak.

President Schulz further reported spring semester will look a lot like fall semester in that the majority of classes will be taught virtually. Those courses requiring an in-person component will be offered with the most up-to-date protocols in place to ensure the health and safety of our students, faculty and staff. In an effort to reduce nonessential travel, the University will replace the traditional spring break that traditionally occurs in March with a series of weekday academic breaks scheduled throughout the semester. These breaks will be on February 25, March 17, and April 13. A class holiday will also take place on Presidents' Day, February 15. For those students who have demonstrated need to live on campus in Pullman, residence halls and apartments will continue to be available spring semester.

President Schulz reported on WSU's COVID-19 testing strategies. He said WSU Pullman students living or working on campus, as well as WSU Health Sciences Spokane students working in clinical programs or conducting patient subject research, will be required to participate in arrival screening for COVID-19. Up to 3,000 students moving into on-campus housing in Pullman are expected to be screened at the start of the semester, with as many as 800 students per day being tested. To meet this demand, WSU is partnering with community organizations to assist in the collection and processing of samples. Students living on campus will have to self-quarantine until they have their results, and if positive, they will be moved to isolation housing provided by the University. Before entering any university facility on the Pullman campus for the first-time students will be required to participate in arrival testing and show proof of a negative test. WSU Spokane students will also have to participate in screenings before the first day of the spring 2021 semester if they are participating in clinics, conducting patient subject research or seeking to use WSU Spokane facilities. In addition to mandatory testing, WSU Pullman is encouraging all students living off campus to participate in arrival screening upon returning from winter break.

In conclusion, President Schulz said he was proud of WSU's faculty, staff, and students. People are being really resilient and doing a great job under very trying circumstances.

**C. Report for the Chancellor of WSU Vancouver.** Chancellor Mel Netzhammer welcomed the Regents and audience to WSU Vancouver virtually. He said he wanted to begin his report with a "fun fact" and reported that WSU Vancouver students and administration had worked with Clark County for more than two years to have a voting ballot drop box location on the WSU Vancouver campus and they were finally successful this past July when it was officially installed. Chancellor Netzhammer said he received the data just last evening and the number of ballots deposited in the box made it the third highest used box in the county. He said the campus was very excited that they were able to make this drop box a reality and to serve their community in this way.

Chancellor Netzhammer provided updates on WSU Vancouver system planning, COVID-19 response and planning, and recent area protests regarding racial injustice. He said WSU Vancouver leadership has been very engaged with students and has worked tirelessly to help address initiatives and challenges.

Chancellor Netzhammer further reported WSU Vancouver held a “drive-through” graduation ceremony in August. He said he was not expecting a large response but over 300 students attended with their families packed in their cars. He said cars were decorated, students were in their regalia and it was an extraordinary event.

Chancellor Netzhammer provide updates on WSU Vancouver’s Portland strategy, increased corporate engagement and workforce development. He said the Portland strategy was announced six weeks ago. He said he was concerned with COVID-19 and the election it would be hard to get media attention. Chancellor Netzhammer said it was quite the opposite and the announcement was actually featured very prominently in local news and has received an outpouring of positive responses.

## **II. CONSENT AGENDA.**

Chair Blankenship reported there was one item on the Consent Agenda.

### **A) Approval of Minutes – September 18, 2020, Board of Regent Meeting**

Chair Blankenship asked if any Regent wished to remove the item on the Consent Agenda to be considered separately. Hearing no requests, it was moved and seconded that the Consent Agenda be approved. Carried.

**III. REPORTS FROM SHARED GOVERNANCE GROUPS.** Representatives from the following University groups—Foundation Board of Directors, Faculty Senate, Associated Students of Washington State University Vancouver, Graduate and Professional Student Association Vancouver, Administrative Professional Advisory Committee, and the Alumni Association—presented their reports. (*Exhibit A*)

**IV. RESEARCH AND ACADEMIC AFFAIRS COMMITTEE REPORT.** Regent Schauer reported the Research and Academic Affairs Committee met as a committee of the whole on Thursday, November 12 and reviewed presentations on two Future Action Items: Establishment of Department of Viticulture and Enology and Discontinue the Master’s in Public Affairs and one Action Item: Establish a Department of Community and Behavioral Health. Regent Schauer further reported the committee reviewed presentations on Spring 2021 Academic Planning and the Northwest Commission on Colleges and Universities (NWCCU) Mid-Cycle April 2021 report. Regent Schauer said the committee heard a presentation on one Action Item and submitted the following for Board’s consideration:

### **Establish a Department of Community and Behavior Health**

It was moved and seconded that the Board of Regents establish a Department of Community and Behavior Health. Carried. (*Exhibit B*)

**IV. FINANCE AND COMPLIANCE COMMITTEE REPORT.** Regent Dickinson reported the Finance and Compliance Committee reviewed and held a robust discussion on numerous agenda items. She said agenda items included Information Items on the Fiscal Year 2020 Financial Statement Audit, Issuance and Sale of Taxable Revenue and Refunding Bonds and Housing and Dining Rate Setting for 2021-2022 Academic Year. Regent Dickinson reported the committee reviewed one Future Action Item, FY2021 Athletics Budget Update and Proposed Deficit Recover Plan. Regent Dickinson further reported the committee heard presentations on three Action Items and submitted the following for Board's consideration:

**Revised Services and Activities Fees for Academic Year 2020-2021**

Chair Blankenship noted for the record, it was decided that this item would be presented as an Action Item rather than a Future Action Item, in accordance with Board of Regents Bylaws II.12.B.

It was moved and seconded that the Board of Regents approve the Revised Services and Activities Fees for Academic Year 2020-2021. Carried. *(Exhibit C)*

**Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021**

Chair Blankenship noted for the record, it was decided that this item would be presented as an Action Item rather than a Future Action Item, in accordance with Board of Regents Bylaws II.12.B.

It was moved and seconded that the Board of Regents approve the Revised Services and Activities Fees Allocations for Summer 2020 for Academic Year 2020-2021. Carried. *(Exhibit D)*

**One-Time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021**

It was moved and seconded that the Board of Regents approve the One-Time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021. Carried. *(Exhibit E)*

**IV. Strategic and Operational Excellence Committee Report.** Regent Powell reported the Strategic and Operational Excellence Committee reviewed several agenda items. She said the committee heard presentations on the WSU Foundation Endowment, the Modernization Initiative Deployment and Readiness Assessment, the WSU Spring Semester testing Plan for Pullman and Health Sciences Spokane Campuses, a Legislative Update, and a WSU System Strategic Plan Implementation Update. Regent Powell further report the committee reviewed a presentation on Future Action Item, Proposed Revisions to WAC 504-26 Standards of Conduct for Students. Regent Powell submitted the following Action Items for Board's consideration:

**2022 Board of Regents' Meeting Schedule**

It was moved and seconded that the Board of Regents adopt resolution #201113-631 and approve the 2022 Board of Regents Meeting Schedule. Carried. *(Exhibit F)*

**Proposed Revisions to WAC 504-24-030 Undergraduate Housing Requirement**

It was moved and seconded that the Board of Regents approve the proposed revisions to WAC 504-24-030 Undergraduate Housing Requirement. Carried. *(Exhibit G)*

**VI. OTHER BUSINESS.** Chair Blankenship reported the Board meet in Executive Session Thursday, November 12, to discuss with legal counsel litigation or potential litigation in which the University is or could be a party. Chair Blankenship further reported the Board would not take any action as a result of those discussions.

**II. PUBLIC COMMENT PERIOD.** No public comment.

**VI. ADJOURNMENT.** The meeting adjourned at 11:39 a.m.

Approved by the Board of Regents at its meeting held March 12, 2021.

---

Chair, Board of Regents

---

Secretary, Board of Regents

WASHINGTON STATE UNIVERSITY  FOUNDATION

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Foundation Regents Report

SUBMITTED BY: Lisa Calvert, Vice President for Advancement  
CEO, Washington State University Foundation

The Washington State University Foundation is pleased to report the following:

- As of October 27, the WSU Foundation has received \$25,042,802 in total philanthropic commitments during Fiscal Year 2021. This represents a modest 4.171% decrease in philanthropic activity over the same period during the previous fiscal year. This is notable at a time when higher education has experienced significant decreases in philanthropic activity during the global COVID-19 pandemic, with some institutions reporting declines of 10-20% over the previous year. WSU has announced two gifts over \$1 million since the last Regents meeting, including the \$3 million Swantz Distinguished Professorship in the College of Agricultural, Human and Natural Resource Sciences; and the \$1.5 million Richard and Mary Bowers Presidential Excellence Endowment.
- The WSU Foundation's endowment has weathered high volatility as the markets responded to the global pandemic since it began in March. The endowment posted a high-water mark of \$536.7 million as of August 31, 2020, representing a 12-month investment return of 5.4 percent. The WSU Foundation will present its annual Investment Report to the WSU Board of Regents during the meeting.
- During the WSU Foundation's (first ever virtual) Annual Meeting on October 1st, the Board of Directors and Trustees unanimously approved resolutions to amend the WSU Foundation's Articles of Incorporation and the Bylaws, and approved a new governance structure for the organization. With these critical approvals, WSU Foundation leadership and the Board of Directors' Governance Committee will lead the implementation of the governance restructure in the months ahead, creating opportunities for the WSU Foundation to be more nimble and responsive to the ever-changing needs of WSU Advancement during the next campaign, and to the needs of WSU, as highlighted most recently by the impact of the pandemic system-wide. In an effort to continue elevating excellence for volunteers to WSU, the WSU Foundation and WSUAA Alumni association partnered to host both group's fall meetings together and virtually, including a virtual awards celebration, highlighting the most dedicated volunteers to WSU.
- In October, the WSU Foundation welcomed Jon Derek Croteau as Senior Associate Vice President of Advancement Administration. In this role, Jon Derek will lead the Foundation's Office of the CEO including Board Relations, and Human Resources and Talent Management, and Executive Communications, and will oversee the implementation of the governance restructure in partnership with the Board of Directors.

November 13, 2020

TO: All Members of the Board of Regents  
SUBJECT: Faculty Senate Report  
SUBMITTED BY: David Turnbull, Chair

- The Washington State University Faculty Senate continues to work in harmony with the both the President and Provost. This semester they asked us to recommend three faculty members for consideration to serve on the Executive Budget Council (EBC)—a council co-chaired by Provost Chilton and Vice President Pearson that will seek to better understand WSU’s current budget practices and work to develop a budget model that better aligns resource allocation to the achievement of strategic goals.
- We worked with the Provost’s Office to revise the Spring 2021 Academic Calendar for the entire WSU System, and we continue to work together to create a new, temporary grade NRC (No Record, COVID) for Fall 2020 and Spring 2021.
- The senate worked in partnership with Information Technology and Institutional Research to create a new data collection tool and results dashboard for assessment of self-reported impacts of COVID-19 on student remote learning. These tools enable more efficient data gathering, visualization, and analysis, helping us to clarify disproportionate impacts on historically underrepresented students as this directly impacts our land grant mission. Encouragingly, our initial assessments found no significant disparity among these students in terms of remote instruction. We also formed an expanded partnership to continue surveying faculty, gathering feedback focused on remote instruction. Both efforts are necessary to alert us to situations that require interventions this fall as well as to plan for next spring.
- As reported in September, we continue to partner with Information Technology and Academic Outreach and Innovation in our Canvas Learning Management System project that will fully replace Blackboard by Fall 2021. In addition to Canvas, we are working with Microsoft to develop a Teams for Education presence that fosters a real-world collaborative environment. For many fields, this will enhance students’ career readiness, especially during the current remote work environment.
- Finally, we worked with the Office of Research to amend and rewrite EP2 from the WSU Executive Policy Manual—Policy for Allocating Facilities and Administrative Cost Recovery Revenue.



# STUDENT GOVERNMENT

**To:** All Members of the Board of Regents

**Subject:** ASWSUV Regents Report

**Date:** November 13<sup>th</sup>, 2020

**Submitted By:** Armando Antonino, ASWSUV President  
Evans Kaame, ASWSUV Vice President

## **ASWSUV's Strategic Plan**

The 30th ASWSUV team is committed to serving the students at Washington State University Vancouver during the 2020-2021 academic year. While many aspects of life and learning are different this year, the need for ASWSUV in helping and representing students remains the same. We have created a plan to do so that includes five initiatives.

### **Mental/Physical Health**

ASWSUV plans to address mental health through a partnership with Heath Services here at WSUV along with a series of promotional materials. These materials are intended to breakdown the stigmas and perceived views of receiving mental/physical health services.

- A health survey to gain insights on our student's needs
- General printouts on self-care and resources on the ASWSUV website

### **Food Inequities**

Our goal is to spread awareness and collaborate with services at WSUV and within our community. By these partnerships, we aim to offer our student body resources to ensure that every student has access to food.

- Office of Student Involvement-OSI care packages
- Volunteer to build Thanksgiving box's

### **Social Equity**

We are passionate and driven by our common stand against racism, racial-inequality, injustice, and other forms of systemic racism. We cherish the values of equality, love, respect, and compassion. We will use these as our guiding principles to achieve social equity.

- Partnership with Center for Intercultural Learning and Affirmation-CILA
- Host events on social equity

### **Sustainability**

We intend to increase environmental awareness. To do this, we plan to adopt policies and initiatives that are friendly to our campus environment. We believe in the ideal world of ecocentrism whereby both the people and our planet are our priorities.

- Created an Environmental Committee
- Social media campaign; how to be green

### **Cultivating Community and Engagement**

ASWSUV's plans to continue and grow the WSUV community by supporting every event that takes place through different departments. ASWSUV sees being involved on campus as a crucial point of our college experience. Because of this, we will encourage the engagement of our student body and create more opportunities for our students to be involved.

- ASWSUV press conference/social events
- OSI involvement box's
- Resource postcards cards

November 13, 2020

TO: ALL MEMBERS OF THE BOARD OF REGENTS  
SUBJECT: GPSAV Regents' Report  
SUBMITTED BY: Kelsey King, President, GPSA Vancouver

### **History**

The Graduate Student Association at Vancouver was founded by graduate students dedicated to providing Vancouver-specific events and representation for graduate student issues. We formed the organization in Sept. 2019 as an official registered student organization at WSUV.

### **Structure**

We have five officers that run the majority of GSAV operations, elected annually in December. The positions are President, Vice President, Secretary, Treasurer, and Programming Coordinator. GSAV holds biweekly officer meetings, open to all, to organize events and discuss student issues. Specific topics are addressed in working groups, that come and go with member interest.

### **Goals and Objectives**

1. Provide professional events and services for graduate students including career training, graduate exam information sessions, and workshops for student research.
2. Connect graduate students across the Vancouver campus. Recruit more graduate students to GSAV. Host graduate student interactive events, such as retreats, game nights, and writing lock-ins.
3. Represent Vancouver graduate students with faculty and staff. Advocate for graduate students; our current focuses include healthcare coverage, financial stability, and diversity and equity.
4. We are working to expand our reach to grad students in more departments, and across campuses.

### **Specific initiatives during the pandemic**

- Continue meetings with faculty and staff, to build communication and continue representing graduate students' concerns improving healthcare, increasing stipends, and providing funding for graduate student-specific events at WSUV.
- We created and will distribute healthcare cards which provide graduate students with important information about using the WSU-provided healthcare resources to minimize out-of-pocket costs.
- We held a virtual game night open to all graduate students. We will continue holding virtual events.
- Our Diversity and Equity working group held a virtual natural sciences graduate school information session for undergraduates. We are also developing a BaCE certification track for graduate students who work as TAs.

### **How graduate students are doing during the pandemic**

- Graduate students have many conflicting responsibilities (with some TAs having increased time commitments), in addition to increased anxieties and stress, have little to no social contact, and are on zoom for 4-8 hours a day.
- Productivity is lower for many graduate students, not just because students are spending less time on their work, but we tend to be more stressed.
- Many students report they expect to have time added to their degree due to research setbacks, and we appreciate the support of deadline and support extensions. However, students extend their degree time longer than planned is not ideal for our mental and financial stress.

November 13, 2020

Virtually

TO: ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Administrative Professional Advisory Council Report

SUBMITTED BY: Anna McLeod, Chair  
PRESENTED BY: Jessica Gerdes, Vice-Chair

The Administrative Professional Advisory Council is pleased to report the following:

1. With the announcement of the change to the Academic Calendar for spring semester there is an increased concern about the well-being of staff during this time. APAC is committed to supporting AP staff across the system with concerns and needs.
2. APAC will be celebrating Staff Appreciation Week in the spring during the week of March 22-26.
3. APAC's Fall Professional Development Event brought together 571 AP employees.
4. APAC will be cancelling the December meeting to allow staff that are highly impacted by the launch of Workday to focus on their trainings and pre-launch duties.
5. Due to budget impacts on many AP employee's professional development we are looking to expand our Mini-Grant funding and opening the process to accept rolling applications.
6. APAC continues to have a voice on several university committees and councils including the Salary Equity Committee, the Career Ladders project with HRS, and key hiring processes, among others.
7. This year APAC will be focusing on streamlining communication to APs across the WSU system and increasing awareness to the work that APAC does.

**Date:** November 13, 2020

**TO:** ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU Alumni Association Progress Report

**SUBMITTED BY:** Doug Willcox, WSUAA President 2020-2021  
Tim Pavish, WSUAA Executive Director

**WSUAA to award over \$500,000 in scholarships...highest in its history**

The WSUAA will award \$537,300 in scholarships for the 2021/22 academic year to help current students stay in school and complete their degrees. To make a bigger impact with more students, the WSUAA increased the dollar amount per scholarship from \$5000 a year to \$6000 and expanded the number of awards, offering 83 in-state awards this year compared to 44 last year. Additionally, part-time students from the Global, Tri-Cities, Everett, Spokane, and Vancouver campuses will now be eligible for scholarships. Due to the increased financial hardships caused by COVID-19, the WSUAA elected to award all available scholarship dollars this year.

**Bringing *The Feast* to your home**

As the saying goes, "necessity is the mother of invention." Due to restrictions brought on by COVID-19, the WSUAA had no choice but to cancel *The Feast*, its international award-winning dinner series, this fall. However, instead of viewing that as a set-back, the WSUAA saw it as an opportunity to create a new food-wine-fun experience and help WSU connect virtually with alumni and donors from across the country. Thus, *Feast@Home* was born. The in-person *Feast* is a perennial sell-out. Many alumni have dreamed of attending *The Feast* dinners but could not get a ticket or make the trip. *Feast@Home* enables alumni and friends of WSU to attend from just about anywhere and features Cougar wineries Cinder Wines, WIT Cellars, Five Star Cellars, Bergevin Lane Vineyards, and Clearwater Canyon Cellars. Two wines are shipped directly to participants before each event. Executive Chef Jamie Callison chooses recipes that complement the featured wines. The WSUAA sends the recipes and how-to videos to participants in advance so they can prepare the recipes before the event. The featured alumni winemaker leads participants through a tasting of the wines for that evening. A Hospitality Business Management student offers tips and tricks for preparing the recipes. Ingredients for the evening's recipe showcase WSU's bounty. Products like Cougar Gold cheese from the WSU Creamery, flour from the WSU Bread Lab, and produce from the WSU Organic Farm figure prominently in the evening's appetizer. The discussions allow participants to learn more about WSU from their own homes. Participants are also "seated" at virtual tables to facilitate small-group conversations with VIPs – such as President Kirk Schulz and First Lady Noel Schulz – who stop by each "table" to interact with guests. The Gordon Schnitzer Museum of Art/WSU, School of Music, and Cougar Marching Band are also incorporated in the inspiring evening event.

**WSUAA – Making a Difference for WSU**

## **ACTION ITEM #1**

### **Establish a Department of Community and Behavioral Health (Elizabeth S. Chilton)**

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Establishment of a Department of Community and Behavioral Health

**PROPOSED:** That the Board of Regents establish a Department of Community and Behavioral Health

**SUBMITTED BY:** Elizabeth S. Chilton, Provost and Executive Vice President

**SUPPORTING INFORMATION:** The Elson S. Floyd College of Medicine proposes the establishment of the Department of Community and Behavioral Health to best support the behavioral and community health foci embodied by many of the faculty.

This change renames the existing, but inactive, Department of Health Policy and Administration. Doing so aligns the college's administrative structure with national and international practice. This also benefits efforts to secure extramural support by providing faculty with a unit title that explicitly identifies their broad areas of expertise.

In addition, the new department will align with many efforts external to Washington State University for which the Elson S. Floyd College of Medicine faculty may be overlooked because they are identified with a department title that does not reflect their work. Finally, this will set the stage for the future development of both graduate and undergraduate educational offerings in behavioral and community health. These offerings will be in partnership with faculty in other units, both within and outside the Elson S. Floyd College of Medicine.

The proposal for the Department of Community and Behavioral Health is attached. This proposal was reviewed carefully and has support from the Provost's Office. This recommendation was recommended by the Faculty Senate Executive and Faculty Affairs Committees on April 6, 2020.

The Elson S. Floyd College of Medicine proposes establishment of the Department of Community and Behavioral Health effective as soon as feasible.

ATTACHMENT: Attachment A – Notice of Intent to Create/Rename a College, School, or Department

## Notice of Intent to Create/Rename a College, School, or Department

**Proposed Name:** Department of Community and Behavioral Health (CBH)

**Justification:** To best support the behavioral and community health foci embodied by many of the faculty in Elson S. Floyd College of Medicine, we propose to establish a Department of Community and Behavioral Health. This change renames our existing, but inactive, department of Health Policy and Administration. Doing so aligns our administrative structure with national and international practice. This also benefits efforts to secure extramural support by providing faculty with a unit title that explicitly identifies their broad areas of expertise. In addition, the new department will align with many efforts external to WSU for which College of Medicine faculty may be overlooked because they are identified with a department title that does not reflect their work. Finally, this will set the stage for the future development of both graduate and undergraduate educational offerings in behavioral and community health. These offerings will be in partnership with faculty in other units, both within and outside the College of Medicine.

**Process:** In November 2019 this proposed action was discussed and approved by the Dean's Executive Leadership Team. The proposal was also approved by the existing department Chairs in ESFCOM and impacted faculty have had an opportunity to express concerns about the name change. None has voiced a dissenting view. In December 2019 the plan was discussed in a meeting between Dr. Roll (Vice Dean of Research ESFCOM and Associate Vice President Strategic Research Initiatives in the Health Sciences), Dr. Craig Parks (Vice Provost for System Innovation and Policy) and Dr. Dewald (Chancellor Spokane Campus and Vice President Health Sciences). At the conclusion of that meeting Vice President Dewald instructed Drs. Parks and Roll to pursue establishment of the new department with haste given its strategic importance to WSU. An initial proposal was reviewed by members of the Steering Committee and the Faculty Affairs Committee of the WSU faculty Senate. It was also added to the agenda as an informational item for the last full faculty senate meeting in April 2020. There was no opposition.

Community and Behavioral Health requires no additional resources and will initially be supported with existing funding streams transferred from the Department of Medical Education and Clinical Science (DMECS) along with the faculty who move to the new department. Dr. Roll will serve as interim Chair without additional compensation.

**Other Affected Units:** Inaugural faculty will move from DMECS to CBH. The Chair of DMECS, as well as impacted faculty, are enthusiastic about this planned transition. This includes faculty previously in Health Policy and Administration, and those from the following groups: Behavioral Health Innovations; Occupational Sleep Medicine;

Analytics and PsychoPharmacology; Sleep and Performance Research Center; and the Institute for Research and Education to Advance Community Health. While faculty have been enthusiastic about this move none will be compelled to relocate to this department. Upon establishment of the CBH, faculty from the above-mentioned groups will be offered the opportunity to join the new department. It is anticipated that all will do so.

**Timeline:** The department will be established as soon as final approval is granted.

**Person Filing:** John Tomkowiak, MD, MOL, Founding Dean, College of Medicine

John.tomkowiak@wsu.edu

509-358-7549

**Date of Filing:** March 11, 2020

## ACTION ITEM #1

### Revised Services and Activities Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities Fees for Academic Year 2020-2021

**PROPOSED:** That the Washington State University Board of Regents revise the academic year 2020-2021 S&A fees approved at the June 2020 meeting for the Pullman and Tri-Cities campuses based on the recommendation of the WSU Pullman and WSU Tri-Cities student led S&A fee committees.

**SUBMITTED BY:** Stacy Pearson, Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President, Student Affairs

**SUPPORTING INFORMATION:** On August 7, 2020, WSU communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 mandatory student fees, including the S&A fee, until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process.

This fall, the student led S&A fee committees were convened and a summary of their processes is included in the attachments. As a result of these meetings, the WSU Pullman and WSU Tri-Cities S&A committees put forth the following recommendations.

**WSU Pullman:** The S&A fee is \$279 per semester. The committee recommends that the spring semester fee be revised downward by \$25.

**WSU Tri-Cities:** The S&A fee is \$256 per semester. The committee recommends the fall semester fee be revised downward by \$64.

The committees' recommendations have been reviewed by President Schulz and are forwarded for approval by the Board of Regents per RCW 28B.15.045.

**ATTACHMENT:** Attachment A: Pullman & Tri-Cities S&A Fee Recommendations



Office of the  
President

TO: Jenn Johnson  
Chair, WSU Pullman Services and Activities Fees Committee

FROM: Kirk H. Schulz   
President

Date: October 26, 2020

Subject: WSU Pullman S&A Fee Recommendation for FY 2020-2021

I have reviewed and support the WSU Pullman S&A Committee's recommendations to not collect \$25 of the S&A fee and to adjust allocations as follows:

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
ASWSU - Administration/Executives	257,561	239,532	(18,029)
ASWSU - Senate	111,463	103,661	(7,802)
ASWSU - Senate Programming	351,313	333,747	(17,566)
Athletics	480,000	417,600	(62,400)
Center for Civic Engagement	323,431	291,088	(32,343)
Children's Center	404,516	404,516	-
Coalition of Women Students	185,250	185,250	-
Compton Union Building (CUB)	1,554,424	1,430,070	(124,354)
Cougar Health Services	284,896	284,896	-
Cougar Marching Band	221,075	221,075	-
Disability Awareness (Access Center)	27,000	27,000	-
GPSA	538,950	501,224	(37,726)
Student Disability Transportation	76,056	70,732	(5,324)
Student Entertainment Board (SEB)	424,627	403,396	(21,231)
Student Involvement	909,574	827,712	(81,862)
Student Media	230,216	225,612	(4,604)
Transit	460,171	409,552	(50,619)
UREC	1,430,670	1,416,363	(14,307)
Long-Term Debt Payments	1,198,800	1,198,800	-
<b>PULLMAN GRAND TOTAL</b>	<b>9,469,993</b>	<b>8,991,826</b>	<b>(478,167)</b>

I will submit the Committee's recommendations to the Board of Regents for approval at their November 2020 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

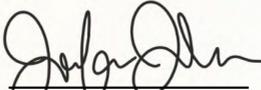
PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

TO: Kirk Schulz, President

FROM: Jenn Johnson  
Chair, WSU Pullman Services and Activities Fees Committee

Date: October 16, 2020

Subject: Services and Activities Fee Recommendations Fiscal Year 2020-2021

  
Jennifer Johnson

The WSU Pullman Services and Activities Fees Committee met on October 22, 2020 to consider adjustment of the fee and associated allocations for academic year 2020-2021. In accordance with state and university guidelines, and by majority vote, the committee makes the following recommendations.

The committee recommends the University not collect \$25 of the spring 2020-2021 S&A Fee on the WSU Pullman campus.

The committee recommends the following adjustments to WSU Pullman allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
ASWSU - Administration/Executives	257,561	239,532	(18,029)
ASWSU - Senate	111,463	103,661	(7,802)
ASWSU - Senate Programming	351,313	333,747	(17,566)
Athletics	480,000	417,600	(62,400)
Center for Civic Engagement	323,431	291,088	(32,343)
Children's Center	404,516	404,516	-
Coalition of Women Students	185,250	185,250	-
Compton Union Building (CUB)	1,554,424	1,430,070	(124,354)
Cougar Health Services	284,896	284,896	-
Cougar Marching Band	221,075	221,075	-
Disability Awareness (Access Center)	27,000	27,000	-
GPSA	538,950	501,224	(37,726)
Student Disability Transportation	76,056	70,732	(5,324)
Student Entertainment Board (SEB)	424,627	403,396	(21,231)
Student Involvement	909,574	827,712	(81,862)
Student Media	230,216	225,612	(4,604)
Transit	460,171	409,552	(50,619)
UREC	1,430,670	1,416,363	(14,307)
Long-Term Debt Payments	1,198,800	1,198,800	-
<b>PULLMAN GRAND TOTAL</b>	<b>9,469,993</b>	<b>8,991,826</b>	<b>(478,167)</b>

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the November 2020 meeting.

**MEMORANDUM**

TO: Sandra Haynes  
Chancellor, WSU Tri-Cities

FROM: Kirk H. Schulz  
President 

Date: October 26, 2020

Subject: WSU Tri- Cities S&A Fee Recommendations for FY 2020-2021

I have reviewed and support the WSU Tri-Cities S&A Committee's recommendations to not collect \$64 of the S&A Fee and to adjust allocations as follows:

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
Student Support Services	\$159,834	\$147,664	(\$12,170)
Student Engagement and Leadership / Student Life	\$188,480	\$170,031	(\$18,449)
SEB	\$80,000	\$80,000	\$0
Information Technology Services	\$19,804	\$19,586	(\$218)
Campus Recreation/ Sports	\$150,067	\$111,463	(\$38,604)
ASWSUTC	\$169,425	\$169,149	(\$276)
Club Funding	\$40,000	\$30,000	(\$10,000)
<b>Tri-Cities Grand Total</b>	<b>\$807,610</b>	<b>\$727,893</b>	<b>(\$79,717)</b>

I will submit the Committee's recommendations to the Board of Regents for approval at their November 2020 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: October 28, 2020  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities; Student Union Board; and Safety and Transportation Fees Recommendation

---

I have reviewed the Washington State University Tri-Cities student fee committee's recommendations for fiscal year 2020.

For the Fall 2020 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 33% of the Student Union Build Fee (\$50 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the November 12, 2020 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Reduction Recommendation for Fall 2020  
Student Union Governance Board Fee Reduction Recommendation for Fall 2020  
Recommendation on Safety & Transportation Fee Reduction for Fall 2020

**DATE:** October 28, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Reduction Recommendation for Fall 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a fee reduction for fall semester 2020.

The committee met on September 15, 2020 and October 7, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, revenue from fee collections in Fall 2020, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some of all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% of the S&A Fee (\$64 for full time students) for fall semester 2020 not be collected in the spring 2021 semester. Students who do not enroll in spring 2021 will receive a 25% (\$64 for full time students) refund.**

<b>Group</b>	<b>Total Requested</b>	<b>Allocated from Budget</b>	<b>Allocated from Reserves</b>	<b>Total Allocated</b>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$170,030.67	\$170,030.67		\$170,030.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$169,148.75	\$169,148.75		\$169,148.75
Club Funding	\$ 30,000.00	\$ 8,765.41	\$21,234.59	\$ 30,000.00
<b>Totals</b>	<b>\$727,892.51</b>	<b>\$706,657.92</b>	<b>\$21,234.59</b>	<b>\$727,892.51</b>

Thank you,

**Robin Kovis**  
**S&A Committee Chair**

## ACTION ITEM #2

### Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities (S&A) Fee Allocations for summer 2020 and academic year 2020-2021

**PROPOSED:** That the Washington State University Board of Regents approve revised S&A fee allocations for summer 2020 and academic year 2020-2021 for the Pullman and Tri-Cities campuses, as recommended by the student led S&A fee committees representing WSU Pullman and WSU Tri-Cities.

**SUBMITTED BY:** Stacy Pearson, Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President, Student Affairs

**SUPPORTING INFORMATION:** This fall, student led S&A fee committees for WSU Pullman and WSU Tri-Cities put forth recommendations to revise the amount of S&A fees collected for those campuses for academic year 2020-2021. Simultaneously the committees considered allocation revisions commensurate with the anticipated reductions in revenue.

The WSU Pullman and WSU Tri-Cities S&A committees recommend the attached revisions, summarized below, to the allocations approved by the WSU Board of Regents at the June 2020 meeting.

	Allocations Approved in June	Proposed Revised Allocations	Decrease in Allocations
WSU Pullman	\$ 9,469,993	\$ 8,991,826	\$ (478,167)
WSU Tri-Cities	\$ 807,610	\$ 727,893	\$ (79,717)

President Schulz reviewed the committees' recommendations and forwards them to the Board of Regents for approval. The recommendations are developed following the guidelines governing the establishment and funding of student programs set forth in RCW 28B.15.045.

**ATTACHMENT:** Attachment A: Pullman & Tri-Cities S&A Fee Allocation Recommendations



Office of the  
President

TO: Jenn Johnson  
Chair, WSU Pullman Services and Activities Fees Committee

FROM: Kirk H. Schulz   
President

Date: October 26, 2020

Subject: WSU Pullman S&A Fee Recommendation for FY 2020-2021

I have reviewed and support the WSU Pullman S&A Committee's recommendations to not collect \$25 of the S&A fee and to adjust allocations as follows:

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
ASWSU - Administration/Executives	257,561	239,532	(18,029)
ASWSU - Senate	111,463	103,661	(7,802)
ASWSU - Senate Programming	351,313	333,747	(17,566)
Athletics	480,000	417,600	(62,400)
Center for Civic Engagement	323,431	291,088	(32,343)
Children's Center	404,516	404,516	-
Coalition of Women Students	185,250	185,250	-
Compton Union Building (CUB)	1,554,424	1,430,070	(124,354)
Cougar Health Services	284,896	284,896	-
Cougar Marching Band	221,075	221,075	-
Disability Awareness (Access Center)	27,000	27,000	-
GPSA	538,950	501,224	(37,726)
Student Disability Transportation	76,056	70,732	(5,324)
Student Entertainment Board (SEB)	424,627	403,396	(21,231)
Student Involvement	909,574	827,712	(81,862)
Student Media	230,216	225,612	(4,604)
Transit	460,171	409,552	(50,619)
UREC	1,430,670	1,416,363	(14,307)
Long-Term Debt Payments	1,198,800	1,198,800	-
<b>PULLMAN GRAND TOTAL</b>	<b>9,469,993</b>	<b>8,991,826</b>	<b>(478,167)</b>

I will submit the Committee's recommendations to the Board of Regents for approval at their November 2020 meeting.

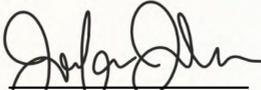
Thank for your service and leadership on this committee.

cc: Budget Office

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

TO: Kirk Schulz, President

FROM: Jenn Johnson  
Chair, WSU Pullman Services and Activities Fees Committee

  
Jennifer Johnson

Date: October 16, 2020

Subject: Services and Activities Fee Recommendations Fiscal Year 2020-2021

The WSU Pullman Services and Activities Fees Committee met on October 22, 2020 to consider adjustment of the fee and associated allocations for academic year 2020-2021. In accordance with state and university guidelines, and by majority vote, the committee makes the following recommendations.

The committee recommends the University not collect \$25 of the spring 2020-2021 S&A Fee on the WSU Pullman campus.

The committee recommends the following adjustments to WSU Pullman allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
ASWSU - Administration/Executives	257,561	239,532	(18,029)
ASWSU - Senate	111,463	103,661	(7,802)
ASWSU - Senate Programming	351,313	333,747	(17,566)
Athletics	480,000	417,600	(62,400)
Center for Civic Engagement	323,431	291,088	(32,343)
Children's Center	404,516	404,516	-
Coalition of Women Students	185,250	185,250	-
Compton Union Building (CUB)	1,554,424	1,430,070	(124,354)
Cougar Health Services	284,896	284,896	-
Cougar Marching Band	221,075	221,075	-
Disability Awareness (Access Center)	27,000	27,000	-
GPSA	538,950	501,224	(37,726)
Student Disability Transportation	76,056	70,732	(5,324)
Student Entertainment Board (SEB)	424,627	403,396	(21,231)
Student Involvement	909,574	827,712	(81,862)
Student Media	230,216	225,612	(4,604)
Transit	460,171	409,552	(50,619)
UREC	1,430,670	1,416,363	(14,307)
Long-Term Debt Payments	1,198,800	1,198,800	-
<b>PULLMAN GRAND TOTAL</b>	<b>9,469,993</b>	<b>8,991,826</b>	<b>(478,167)</b>

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the November 2020 meeting.

**MEMORANDUM**

TO: Sandra Haynes  
Chancellor, WSU Tri-Cities

FROM: Kirk H. Schulz  
President 

Date: October 26, 2020

Subject: WSU Tri- Cities S&A Fee Recommendations for FY 2020-2021

I have reviewed and support the WSU Tri-Cities S&A Committee's recommendations to not collect \$64 of the S&A Fee and to adjust allocations as follows:

Group Name	Allocations Approved in June	Proposed Revised Allocations	Difference
Student Support Services	\$159,834	\$147,664	(\$12,170)
Student Engagement and Leadership / Student Life	\$188,480	\$170,031	(\$18,449)
SEB	\$80,000	\$80,000	\$0
Information Technology Services	\$19,804	\$19,586	(\$218)
Campus Recreation/ Sports	\$150,067	\$111,463	(\$38,604)
ASWSUTC	\$169,425	\$169,149	(\$276)
Club Funding	\$40,000	\$30,000	(\$10,000)
<b>Tri-Cities Grand Total</b>	<b>\$807,610</b>	<b>\$727,893</b>	<b>(\$79,717)</b>

I will submit the Committee's recommendations to the Board of Regents for approval at their November 2020 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: October 28, 2020  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities; Student Union Board; and Safety and Transportation Fees Recommendation

---

I have reviewed the Washington State University Tri-Cities student fee committee's recommendations for fiscal year 2020.

For the Fall 2020 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 33% of the Student Union Build Fee (\$50 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the November 12, 2020 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Reduction Recommendation for Fall 2020  
Student Union Governance Board Fee Reduction Recommendation for Fall 2020  
Recommendation on Safety & Transportation Fee Reduction for Fall 2020

**DATE:** October 28, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Reduction Recommendation for Fall 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a fee reduction for fall semester 2020.

The committee met on September 15, 2020 and October 7, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, revenue from fee collections in Fall 2020, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some of all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% of the S&A Fee (\$64 for full time students) for fall semester 2020 not be collected in the spring 2021 semester. Students who do not enroll in spring 2021 will receive a 25% (\$64 for full time students) refund.**

<b>Group</b>	<b><u>Total Requested</u></b>	<b><u>Allocated from Budget</u></b>	<b><u>Allocated from Reserves</u></b>	<b><u>Total Allocated</u></b>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$170,030.67	\$170,030.67		\$170,030.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$169,148.75	\$169,148.75		\$169,148.75
Club Funding	\$ 30,000.00	\$ 8,765.41	\$21,234.59	\$ 30,000.00
<b>Totals</b>	<b>\$727,892.51</b>	<b>\$706,657.92</b>	<b>\$21,234.59</b>	<b>\$727,892.51</b>

Thank you,

**Robin Kovis**  
**S&A Committee Chair**

## ACTION ITEM #3

### One-Time Revisions to Certain Mandatory Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** One-time Revisions to Certain Mandatory Fees for Academic Year 2020-2021

**PROPOSED:** That the Washington State University Board of Regents approve one-time revisions to certain mandatory fees in the 2020-2021 Academic Year, based upon the recommendations put forth by WSU Pullman and WSU Tri-Cities student-led advisory boards, and WSU leadership.

**SUBMITTED BY:** Stacy Pearson, Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President, Student Affairs

**SUPPORTING  
INFORMATION:**

On August 7, 2020, WSU leadership communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 S&A and other mandatory student fees until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process. This one-time revision was requested by students based on the impacts of the current pandemic.

This fall, several student advisory boards were engaged to review and make recommendations regarding mandatory fees (other than S&A). Recommendations from each of these advisory boards are included as Attachment A. As a result of these meetings, the advisory boards put forth the following recommendations for consideration. After careful review, WSU leadership concurred with their recommendations outlined below.

**WSU Pullman:** The Student Health fee is \$244 per semester. The Student Health Advisory Committee recommends that the university not collect \$40 of this fee in the spring 2021 semester.

**WSU Pullman:** The Student Recreation Center fee is \$157 per semester. The University Recreation Advisory Board recommends that the university not collect \$5 of this fee in the fall 2020 semester.

**WSU Pullman:** The Chinook Student Center fee is \$98 per semester. The Chinook Advisory Board recommends that the university not collect \$5 of this fee in the fall 2020 semester.

**WSU Tri-Cities:** The Student Union Building fee is the \$150 per semester. The Student Union Governance Board recommends that the university not collect 33% (\$50 for full-time students) of this fee in the fall 2020 semester.

**WSU Tri-Cities:** The Safety and Transportation fee is \$65 per semester. The Safety and Transportation Fee Committee recommends that the university not collect 50% (\$32.50 for full-time students) of this fee in the fall 2020 semester.

These advisory board recommendations, included in Attachment A, have been reviewed by President Schulz and are forwarded for approval by the Board of Regents.

Also included in Attachment A are the memoranda from the respective advisory boards that recommended collecting in full the following fees: Compton Union Building (CUB), Stadium, Student Media, Student Transit, and Technology (Pullman and Vancouver).

**ATTACHMENT:**

**Attachment A:**

- Student Health Advisory Committee recommendation
- University Recreation Advisory Board recommendation
- Chinook Advisory Board recommendation
- Student Union Governance Board recommendation
- Safety and Transportation Fee Committee recommendation
- CUB Advisory Board recommendation
- ASWSU Pullman Senate recommendation regarding Stadium fee
- Student Media Board recommendation
- Transit Advisory Group recommendation
- ASWSU Pullman Senate recommendation regarding Pullman Technology fee
- WSU Vancouver memorandum regarding Vancouver Technology fee

Attachment A:

- Student Health Advisory Committee recommendation
- University Recreation Advisory Board recommendation
- Chinook Advisory Board recommendation
- Student Union Governance Board recommendation
- Safety and Transportation Fee Committee recommendation
- CUB Advisory Board recommendation
- ASWSU Pullman Senate recommendation regarding Stadium fee
- Student Media Board recommendation
- Transit Advisory Group recommendation
- ASWSU Pullman Senate recommendation regarding Pullman Technology fee.
- WSU Vancouver memorandum regarding Vancouver Technology fee



MEMORANDUM

DATE: October 27, 2020

TO: Mary Jo Gonzales, Vice President for Student Affairs  
Stacy Pearson, Vice President for Finance & Administration

FROM: Katie McLeod, Chair & Student Representative *Katie McLeod*  
Student Health Advisory Committee (SHAC)

SUBJECT: Recommendation for 2020-21 Student Health Fee

PROPOSED: Suspension of the recently implemented Student Health Fee increase of \$40 per student, to be suspended for Spring 2021 semester only.

The Student Health Fee supports the mission of Cougar Health Services (CHS) for all enrolled WSU Pullman students. CHS is an integrated, accredited health care service; it includes the medical clinic, vision clinic, pharmacy, counseling and psychological services, and health promotion. Especially during the current pandemic, CHS has been critical to supporting the overall health and well-being of students, providing telehealth and tele-mental health, programming designed to promote safety during COVID-19, and testing services. Every unit in CHS has remained open, providing as many services as possible remotely and remaining available for in-person care when needed. Even with many students studying from their homes away from Pullman, CHS has remained available and nimble in meeting the needs of those students.

Last year the Student Health Advisory Committee recommended, and the administration and Board of Regents approved an increase in the Health Fee to take effect Fall 2020. This set the health fee at \$244 per student per semester (fall and spring). The purpose of the increase was to expand capacity and access to services and support critical infrastructure for Cougar Health Services. The fee was implemented in Fall 2020 and most students have already paid that fee.

The Student Health Advisory Committee is committed to the mission of Cougar Health Services. We believe it is vital for CHS to remain solvent and strong, not only to continue serving students during this pandemic, but to be fully viable when students are able to return to the Pullman campus in large numbers. At the same time, we know that many students and their families are facing financial challenges because of COVID-19. Over multiple meetings we have discussed the need to balance these two realities with the CHS administration, culminating in a presentation and proposal for consideration during our regular meeting on October 26, 2020. It was the unanimous consensus of the committee to recommend suspending collection of the \$40 Health Fee increase for Spring 2021 only. This suspension would set the Health Fee at \$204 for Spring 2021. We understand that proposals for the 2021-22 health fee will be forthcoming early next year.

MEMORANDUM

DATE: October 20, 2020

TO: Mary Jo Gonzales, Vice President of Student Affairs  
Stacy Pearson, Vice President for Finance & Administration

FROM: Christian Anderson, Chair & Student Representative  
University Recreation Advisory Board 

SUBJECT: Recommendation for the Fall 2020 Student Recreation Center (SRC) Mandatory Fee

PROPOSED: The University Recreation Advisory Board recommends that \$5.00 of the \$157 per semester mandatory student fee not be collected for fall semester 2020

BACKGROUND

The SRC Mandatory Fee was established in 1997 by students to build a student recreation center to meet the underserved needs for students' healthy, active lifestyles. Students approved the mandatory fee that would be applied to all students enrolled in more than 6 hours so that the fee would guarantee the loan to construct the Student Recreation Center (SRC) and cover the costs of operations. Payments on this loan will continue through 2031.

The Student Recreation Center at WSU has maintained normal operational hours and modified services during the fall semester despite COVID impacts to operations. The facility has seen an average of over 5,000 uses per week and staff implemented COVID protocols to comply with local, state, and federal requirements and recommendations that allow the facility to stay open and to provide a safe environment. In addition to facility access, University Recreation has continued to provide a variety of both online and in person offerings including fitness classes, outdoor recreation opportunities, the Cougar Bike system, and intramural/club sports that all students may access.

The University Recreation Advisory Board, comprised primarily of students, met on September 17, 2020 and unanimously made the recommendation to not collect \$5 of the SRC fee for the fall 2020 semester, collecting on \$152 of the normal \$157 fee. This lower rate would return nearly \$95,000 to WSU students. In addition to returning these funds, University Recreation faces an additional reduction of nearly \$850,000 due to lower enrollment, reduction in revenue from elected memberships and registration, and a reduced S&A allocation compared to the previous year. The UREC board felt that despite decreases in nearly all revenue areas, offering students some financial relief is important during this time. The board discussed further reduction of fees but noted that any further reduction of the SRC Mandatory Fee or reduction of S&A Fees could cause dramatic impacts through the elimination of services, reduction of hours or closure of facilities, or significantly compromise the condition and availability of equipment and facilities in future semesters.

CC: Jhordin Prescott, Vice-Chair, University Recreation Advisory Board  
Jeff Elbracht, Director, University Recreation Facilities and Operations  
University Recreation Advisory Board Members

## MEMORANDUM

DATE: October 20, 2020

TO: Mary Jo Gonzales, Vice President of Student Affairs  
Stacy Pearson, Vice President for Finance & Administration

FROM: Nikolai Sublett, Chair & Student Representative  
Chinook Advisory Board 

SUBJECT: Recommendation for the Fall 2020 Chinook Student Center Mandatory Fee

PROPOSED: The Chinook Advisory Board recommends that \$5.00 of the \$98 per semester mandatory student fee not be collected for fall semester 2020

### BACKGROUND

The Chinook Mandatory Fee was established in 2015 by students to build a student center to meet underserved University Recreation and Compton Union student needs. Students approved the mandatory fee that would be applied to all undergraduate students enrolled in more than 6 hours so that the fee would guarantee the loan to construct the Chinook and cover the costs of operations. Payments on this loan will continue through 2041.

The Chinook Student Center at WSU has maintained normal operational hours and modified services during the fall semester despite COVID impacts to operations. The facility has seen an average of over 2000 uses per week and has implemented COVID protocols to comply with local, state, and federal requirements and recommendations that allow the facility to stay open and provide a safe environment. In addition to facility access, the Chinook has offered both online and in person services including fitness classes that all students may access.

The Chinook Advisory Board, comprised primarily of students, met on September 24, 2020 and unanimously made the recommendation to not collect \$5 of the Chinook fee for the fall 2020 semester, collecting on \$93 of the normal \$98 fee. This lowered rate would return nearly \$84,000 to WSU students. In addition to returning these funds, the Chinook faces an additional reduction of approximately \$230,000 due to lower enrollment, reduction in revenue from elected membership and registration, and reduced revenue through less facility rentals. The board felt that despite decreases in nearly all revenue areas, the students come first and should be offered some financial relief during this time. The board discussed further reduction of fees but noted that any further reduction of the Chinook Mandatory Fee could cause dramatic impacts through the elimination of services, reduction of hours, or significantly compromise the condition and availability of equipment and facilities in future semesters.

CC: Cierra Mattern, Vice-Chair, Chinook Advisory Board  
Jeff Elbracht, Director, Chinook Student Center  
University Recreation Advisory Board Members

**DATE:** October 28, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Evelyn Martinez-Ostrom, Student Union Governance Board Chair  
**RE:** Student Union Governance Board Fee Reduction Recommendation for Fall 2020

The Student Union Governance Board was asked to make a recommendation regarding implementation of a fee reduction for fall semester 2020.

The board met on August 10, 2020 and September 24, 2020 to discuss the fee. The board reviewed the approved Student Union budget for fiscal year 2021 and the first two months of expenses and revenue to better understand the current reality and needs for this budget. The board discussed the possible impacts, to students and the university, if the fee or part of the fee was not collected. The board discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the board voted to submit the following recommendation to your attention:

**The Student Union Governance Board recommends that 33% of the SUB Student Union Building Fee (\$50 for full time students) for fall semester 2020 not be collected in the spring 2021 semester. Students who do not enroll in spring 2021 will receive a 33% (\$50 for full time students) refund.**

**DATE:** October 28, 2020

**TO:** Sandra Haynes, Chancellor

**FROM:** Ray White, Safety & Transportation Committee Co-Chair  
Ian Jamieson, Safety & Transportation Committee Co-Chair

**RE:** Recommendation on Safety & Transportation Fee Reduction for Fall 2020

The Safety & Transportation Fee Committee was asked to make a recommendation regarding implementation of a fee reduction for fall semester 2020.

The committee met on September 15, 2020 and October 1, 2020 to discuss the fee, which was implemented for the first time this semester. The committee reviewed the MOU between the ASWSUTC and WSU Tri-Cities, discussed the history of the fee, and the purpose for funds collected.

The committee discussed the possible impacts, to students and the university, if a refund was to be processed. However, it was determined that this should not be the primary consideration in the committee's decision. Ultimately, it was student need for financial relief during the covid-19 crisis that carried the most weight with committee members. The non-collection of fee process will be determined at the university level once the final system wide decision is made.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Safety & Transportation Fee Committee recommends that 50% of the safety and transportation fee, charged to all resident and non-resident students in accordance with the MOU, for fall semester 2020 not be collected in the spring 2021 semester. Students who do not enroll in spring 2021 will receive a 50% (\$32.50 for full time or \$3.25 per credit for part-time students) refund.**

MEMORANDUM

DATE: October 20, 2020

TO: Mary Jo Gonzales, Vice President of Student Affairs  
Stacy Pearson, Vice President for Finance & Administration

FROM: Jhordin Prescott, Chair & Student Representative  
Compton Union Building Advisory Board  10-21-20

SUBJECT: Recommendation for the Fall 2020 Compton Union Building (CUB) Mandatory Fee

PROPOSED: The Compton Union Building Advisory Board does not recommend a modification to the \$120 per semester mandatory student fee previously approved for fall semester 2020

BACKGROUND

The CUB mandatory fee was passed by student referendum in March 2005 to fund a complete renovation and modernization of the (then) 50-year old 6-floor, 250,000 square foot facility, at a cost of \$86,000,000. The mandatory fee, as passed by student referendum and approved by the Board of Regents, is dedicated entirely to debt service on the bonds issued to finance the renovation. The fee applied to all students enrolled at the Pullman campus beginning upon completion of the renovation in Fall 2008. Payments on this loan continue through 2039, at which point, collection of the fee will stop.

The CUB has remained open seven days a week during the fall semester despite COVID-19 impacts to campus. The facility has seen an average of over 3,900 uses per week and has implemented COVID-19 protocols to comply with local, state, and federal requirements and recommendations that allow the facility to stay open while providing a safe environment. The CUB is home to essential services including The Bookie, CougarCard Center, CougPrints Plus, dining and financial establishments, as well as physically distanced, comfortable spaces for students to access Wi-Fi and study.

After numerous meetings and extensive, thoughtful discussion, on Monday, September 21<sup>st</sup>, 2020, the CUB Advisory Board concluded that it would be prudent to recommend not refunding students any portion of the mandatory fee with the foundational principle to preserve the CUB for future Cougs, just as those before us have done. In this decision, the Board analyzed multiple ways that a refund of varying levels could impact the building and consequently future use. The first aspect of this decision stemmed from the promise that students made multiple years ago to invest in a building that students would be able to access now and into the future. The CUB is legally obligated to pay the bond debt – and this will be especially challenging in a year that is projected to operate at a deficit in funds. Any refund would be detrimental to the sustainability of the CUB for next semester and even more so for the upcoming years. All anticipated projects in the CUB have been suspended in order to prioritize necessary day to day

operations. By not recommending a refund, the Board is investing in the CUB's future to allow generations of Cougs to come to enjoy the inclusive space that the CUB strives to be.

C: Karee Shaw, Director, Compton Union Building  
Compton Union Building Advisory Board Members

# ASWSU

---

## MEMO

To: President Kirk Schulz

From: Sean Doster, Chair of the ASWSU Senate  
Bailey McCoy, Senate Pro Tempore

Subject: Affirmation of the Stadium Fee

Date: October 21, 2020

Tonight, the Associated Students of Washington State University Pullman Senate voted unanimously to affirm the collection of the \$25 per semester stadium fee for the 2020-2021 academic year.

The ASWSU Senate recognizes that the stadium fee serves the purpose of debt service only and therefore cannot be evaluated as other student fees have been this fall. The ASWSU Senate further recognizes that the stadium fee was passed in 2006 through student referendum.

Signed,

  
\_\_\_\_\_  
Sean Doster  
Chair, ASWSU Senate

  
\_\_\_\_\_  
Bailey McCoy  
Pro Tempore, ASWSU Senate

Leadership | Advocacy | Cougs

• Office: 509.335.9677 • Fax: 509.335.2493 • [www.aswsu.wsu.edu](http://www.aswsu.wsu.edu)

-----

## MEMORANDUM

DATE: October 20, 2020

TO: Mary Jo Gonzales, Vice President of Student Affairs  
Stacy Pearson, Vice President for Finance & Administration

FROM: Lorena O'English, Chair & Faculty Representative, Student Media Board

SUBJECT: Recommendation for Fall 2020 Student Media Fee

PROPOSED: The Student Media Board recommends that there be no change in the mandatory student media fee for fall 2020.

### BACKGROUND

The Student Media Fee of \$5 per semester, passed by student referendum in 2018 and paid by both undergraduate and graduate students, helps fund the operations of our office, which includes the Daily Evergreen, the Chinook yearbook, an advertising sales department, and 2.6 WSU staff members.

### BOARD RECOMMENDATION

The board met on Oct. 20, 2020 and unanimously recommended that there be no change to the mandatory student media fee for fall 2020.

This recommendation is based on these factors:

Our office remains fully operational. We continue to create the same amount of journalistic content as we did last year with about the same staff. To save money, we have moved from daily to weekly print publication, and for health reasons, we do much of our work online. But the quantity and quality of that work and the mission we fulfill remain undiminished.

We have already experienced reductions in all three of our revenue sources. Student-fee revenue has fallen due to enrollment declines. Advertising revenue has plummeted an estimated 70%. We have seen a 7.5% decrease in our S&A allocation, and further reductions may be pending.

In response to those losses, we have not only ended four decades of daily print publication, but also eliminated a WSU staff position we were trying to fill, and reduced spending in many other categories.

Given the multiple funding reductions that have already necessitated unprecedented spending cuts, the board believes it's in the best interests of the students and our continued operations that the fee remains at the current \$5 level.

*Lorena O'English*

---

Lorena O'English

## MEMORANDUM

**TO:** Mary Jo Gonzales, Vice President, Student Affairs  
Stacy Pearson, Vice President, Finance & Administration

**FROM:** Bill Gardner, Chair, Associate Vice President, Public Safety  
And Members of the Transit Advisory Group (TAG)

**DATE:** October 23, 2020

**SUBJECT:** Recommendation Regarding Credit of Student Transit Fee

The Transit Advisory Group (TAG) met on October 21, 2020 to decide whether or not to recommend a credit of some amount for the mandatory Student Transit Fee, which is currently \$36.08 per semester. It was the unanimous decision of the group to forego a credit recommendation since it was determined that a credit of as little as \$5 per semester would have a detrimental programmatic and financial impact on the Student Transit Program going forward.

During the meeting, student leaders were shown the financial performance and forecasts over four years including actuals for fiscal year 2020, the current fiscal year 2021, and two future fiscal years. Funding for the annual \$2.3 million program comes from three sources: S&A Fees, Student Transit Fee (STF), and Transportation Services through parking revenue. The financial condition of the program is being negatively impacted by (1) a reduced S&A allocation for fiscal year 2021, (2) reduced STF funds due to lower enrollment, and (3) unavailability of parking funds due to reduced parking demand and reduced revenue experienced now and anticipated for spring semester. Even without offering a credit, the program will be facing reduced funding and service levels in the post COVID19 recovery years whenever that recovery begins.

While it is true that the current level of transit service this year has been reduced due to lack of activity on campus, the reduction in cost has not matched the proportion of reduced financial support. A credit of \$5 per semester, for example, would all but eliminate any program reserves that are forecasted for end of fiscal year 2021 and which will be needed to fund the program the following year.

A sample of members' feedback is as follows:

- Acknowledgement that many students are not in Pullman and able to use transit.
- Agreement that transit is a vital student service.
- Transit is important especially in the winter months for those with safety concerns with winter driving.
- Students in Pullman now rely on transit to get around town.
- More important to sustain the program financially than offer a small refund.
- Viewed as an investment in future transit infrastructure to ensure the system benefits remain intact.

Student members of TAG are undergraduates, Alexis Daniels, Samantha Gerlach, Christian Schaffer, Alexander Pan; and graduate representative, Alexander Howell.

A Zoom recording and minutes of the meeting are available upon request.

**Cc:** TAG members  
John Shaheen, Director, Transportation Services

# ASWSU

---

## MEMO

To: President Kirk Schulz

From: Kathryn Carstens, Chair of the Tech Fee Committee  
Sean Doster, Chair of the ASWSU Senate

Subject: Tech Fee Allocation

Date: October 21, 2020

Tonight, the Associated Students of Washington State University Pullman Senate voted unanimously to keep the rate of the Tech fee at \$20 per semester for the 2020-2021 academic year.

Signed,



---

Sean Doster  
Chair, ASWSU Senate



---

Kathryn Carstens  
Chair, Tech Fee Committee



MEMORANDUM

To: Kirk Shulz, WSU President

From: Domanic Thomas, Vice Chancellor for Enrollment and Student Affairs

CC: Mel Netzhammer, Chancellor for WSU Vancouver

Re: S&A and Student Tech Fees

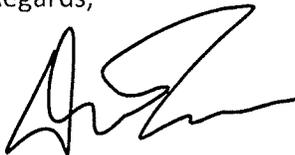
Date: October 23, 2020

This memorandum is to serve as an update to the current conversations regarding the Services and Activities (S&A) and Student Tech fee committees at WSU Vancouver. The committees are in the early stages of meeting and have made progress on training and planning for the allocation of fees. The committees will be in close conversation with supported units regarding their allocations and shifts to spending as a result of COVID-19. The committees have discussed an intended approach for analyzing the needs of students and any prospective changes or return of fees to students.

This approach includes moving the timeline up for submission of requests for funds (Dec – Jan) and a supplemental review of actual and anticipated unspent dollars in the supported units. At that time the committees will have a sense of the FY 22' needs and a more accurate account of funds that will remain at the close of the fiscal year. The committees will then make a recommendation if a partial return of fees, increase/decrease in the FY 22' fee, or any other option available is appropriate. This recommendation will be determined in time for a review by Chancellor Netzhammer in advance of the March 2021 Board of Regents meeting.

Please let me know if there are any questions or concerns I can address in advance.

Regards,



Domanic Thomas  
Vice Chancellor Student Affairs & Enrollment  
cc: Student fee committee members

# ACTION ITEM #1

## 2022 Board of Regents Meeting Schedule (Kirk Schulz)

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Establishment of the 2022 Board of Regents Meeting Schedule

SUBMITTED BY: Kirk H. Schulz, President

PROPOSED: That the Board of Regents approve the schedule for the 2022 Board of Regents Meetings; and delegate authority to the President of the University or his designee to select and designate appropriate meetings places, establish meeting times, establish the agenda and prepare agenda items, dispatch all official notices to meet the state Open Public Meetings Act or other notice requirements, publish minutes and maintain records of meetings, and take other necessary action as required for the orderly conduct of Board Meetings.

SUPPORTING INFORMATION: Proposed meeting dates are as follows:

2022	
<u>Date</u>	<u>Location</u>
January 20-21, 2022 (Retreat)	TBD
March 10-11, 2022	Tri-Cities
May 5-6, 2022	Spokane
June 9-10, 2022 (Retreat)	TBD
September 15-16, 2022	Pullman
November 17-18, 2022	Vancouver

# BOARD OF REGENTS

## 2022 Board of Regents Meeting Schedule

### Resolution #201113-631

BE IT RESOLVED that the Board of Regents of Washington State University hereby adopts the following schedule of meeting dates for 2022:

<u>Date</u>	<u>Location</u>
January 20-21, 2022 (Retreat)	TBD
March 10-11, 2022	Tri-Cities
May 5-6, 2022	Spokane
June 9-10, 2022 (Retreat)	TBD
September 15-16, 2022	Pullman
November 17-18, 2022	Vancouver

BE IT FURTHER RESOLVED that pursuant to RCW 28B.10.528, authority is hereby delegated to the President of the University or his designee to select and designate appropriate meeting places, establish meeting times, establish the agenda and prepare agenda items, dispatch all official notices to meet the state Open Public Meetings Act or other notice requirements, publish minutes and maintain records of meetings, and take other necessary action as required for the orderly conduct of Board meetings.

BE IT FURTHER RESOLVED that when a regular meeting is rescheduled, notice thereof will be given in conformance with the notice requirements specified by the Open Public Meetings Act for special meetings, with the understanding that special meetings may be called by the President of the Board or as otherwise provided by law.

BE IT FURTHER RESOLVED that the Board of Regents may convene Executive Sessions whenever it is deemed necessary in the interest of the University for the purpose of discussing matters or items for which Executive Sessions are authorized in RCW 42.30 as it now exists or may be amended hereafter.

DATED this 13th day of November, 2020.

---

Chair of the Board of Regents

---

Secretary of the Board of Regents

## **ACTION ITEM #2**

### **Proposed Revision to WAC 504-24-030 Undergraduate Housing Requirement (Mary Jo Gonzales)**

November 13, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU Pullman Campus, Revision to WAC 504-24-030 Undergraduate Housing Requirement

**PROPOSED:** That the Board of Regents adopt revisions to WAC 504-24-030 Undergraduate Housing Requirement

**SUBMITTED BY:** Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:**

The rule change for WAC 504-24-030 is requested in order to a) updated and clarify procedural guidelines, b) improve the University's ability to respond to emergent student needs and special circumstances, and c) assign delegate authority at the appropriate institutional level. This change, prompted by a thorough review of policy during the COVID-19 pandemic, will allow the Division of Student Affairs' Housing and Residence Life Department to address student and family needs in our ever-shifting environment and clarifies language from earlier versions.

The University filed an emergency rule making order effective June 30, 2020 in order to adapt to the needs of students as quickly as possible and remain compliant with RCW 28B.30.150. Information was presented as a Future Action Item at the September 17, 2020 Board of Regents meeting.

In accordance with University and Washington Administrative Code rules, a public hearing was held on October 10, 2020 to solicit comment. No comments were received, written or oral, from the public on this matter.

ATTACHMENT: WAC 504-24-030 redlined version

AMENDATORY SECTION(Amending WSR 95-07-044, filed 3/8/95, effective 4/8/95)

**WAC 504-24-030 Undergraduate housing requirement.**

(1) University-recognized housing includes residence halls, and university-approved fraternities, sororities, and co-op houses.

(2) Housing requirements for single undergraduate students. To the extent that room is presently available, as determined by the university, in an official university-recognized living group, all single undergraduate freshmen under twenty years of age are required to live in organized living groups which are officially recognized by the university (residence halls, fraternities and sororities) for one academic year.

(a) Exemptions. Exemptions will be considered when a student demonstrates to the ~~((department of residence life))~~ vice president for student affairs or designee that either:

(i) The student has attended an institution of higher education as a regularly enrolled student for at least two regular semesters or three regular quarters (excluding summer sessions);

(ii) The student is living with immediate family in a family situation (mother and/or father; legal guardian; aunt or uncle; or grandparent(s));

(iii) The student has secured a statement from a physician or psychologist stating that residence in recognized student housing would detrimentally affect the student's physical health or emotional well-being; or

(iv) The student demonstrates that living in recognized University housing would cause undue financial hardship or other extraordinary hardship.

(b) Process. Applications for permission to reside off campus are available from ~~((the))~~ Washington State University ~~((Department of Residence Life, Streit Perham Office Suite, Pullman, WA 99164-1726))~~. Applications are reviewed and a determination is made whether an exemption will be granted. Persons applying for such exemption will be informed of the decision in writing. Requests for reconsideration of the decision may be submitted to the vice ~~((provost))~~ president for student affairs or designee. The vice ~~((provost))~~ president or ~~((his/her))~~ designee will evaluate the appeal and approve or deny the appeal.

MINUTES  
Board of Regents  
January 22, 2021

The Board of Regents of Washington State University (WSU) met pursuant to call in Open Meeting at 8:00 a.m., Friday, January 22, 2021. Due to Governor Jay Inslee's Proclamation 20-28, dated March 24, 2020, and to reduce risks related to the COVID 19 pandemic, the meeting was conducted using phone and video technology.

Present: Regent Brett Blankenship, Chair; Regents Arliegh Cayanan, Enrique Cerna, Marty Dickinson, Lura Powell, Jenette Ramos, Heather Redman, Lisa Schauer, John Schoettler, and Ron Sims; President Kirk H. Schulz, Executive Vice President and Provost Elizabeth Chilton, and Faculty Representative Greg Crouch.

Chair Blankenship called the meeting to order and provided welcoming remarks. He reminded the audience that the Regents, as well as the presenters, were participating in the meeting via Zoom and that members of the public were invited to view the meeting via a YouTube livestream. A link to the livestream was available on the Board of Regents website. Chair Blankenship reported Regents would be participating in breakout sessions during meeting. He further reported that the breakout sessions would be simultaneously broadcast over YouTube and members of the public would be able to view either session, as well as move back and forth between sessions. Chair Blankenship said the full Board meeting, along with both breakout sessions, would be recorded and posted on YouTube at the conclusion of the meeting.

Chair Brett Blankenship announced that the Regents would convene in executive session to discuss with the University's legal counsel the performance of a public employee. He further commented the session would be closed and would conclude at 8:30 a.m., unless it was extended by further announcement. Chair Blankenship stated, if any action were to be taken as a result of those discussions, it would be taken during open session later in the day. Chair Blankenship asked that the Regents and legal counsel be moved to a private Zoom breakout session.

At the conclusion of the executive session the Regents reconvened in open session.

The Regents reviewed the following presentations:

- The OneWSU System – Presented by President Kirk Schulz and Executive Vice President and Provost Elizabeth Chilton
- OneWSU System Framework, Initiative for Data Informed Decision Making – Presented by Chief of Staff Christine Hoyt
- Health Sciences Update – Presented by Vice President and Chancellor WSU Health Sciences Daryll DeWald
- Legislative Update – Presented by Director of State Relations Chris Mulick

Other Business: Chair Blankenship reported the Regents met in executive session with legal counsel to discuss the performance of a public employee. He further reported the Regents would not be taking any action as a result of those discussions.

Public Comment: No public comments were made.

The meeting adjourned at 12:00 p.m.

Approved by the Board of Regents at its meeting held March 12, 2021.

---

Chair, Board of Regents

---

Secretary, Board of Regents

# **ACTION ITEM #1**

## **Establish a Department of Viticulture and Enology (Elizabeth S. Chilton)**

March 13, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Establishment of a Department of Viticulture and Enology

**PROPOSED:** That the Board of Regents establish a Department of Viticulture and Enology

**SUBMITTED BY:** Elizabeth S. Chilton, Provost and Executive Vice President

**SUPPORTING INFORMATION:** The College of Agricultural, Human, and Natural Resource Sciences proposes the establishment of the Department of Viticulture and Enology (V&E).

The Viticulture and Enology Program at WSU had its beginnings in the 1930s with the pioneering work of horticulturist Walter Clore who was joined in 1960 by microbiologist Charles Nagel. Washington's wine industry and the supporting WSU research and education program grew from the collaboration of these two scientists and their partnership with growers and winemakers.

Over time, the V&E Program developed into a world-class research, extension, and teaching program. A V&E major was created in 2002, and the V&E extension certificate was created in 2003. In 2006 a V&E building was constructed at the WSU Irrigated Agriculture Research and Extension Center (IAREC) in Prosser, and in 2015 the Ste. Michelle Wine Estates WSU Wine Science Center (WSC) opened at WSU Tri-Cities. The program is supported by vineyards at IAREC and WSC, a research and teaching winery at the WSC, and specialized laboratories at the WSC and IAREC. The program's national and international reputation continues to grow, and the working relationship between its faculty and the industry is exemplary.

Despite the infusion of five new faculty positions in 2003 and expanding facilities, the V&E Program has been unable to keep pace with the tremendous growth of Washington's grape-related industries to more than 70,000 acres and nearly 1000 wineries and juice processors by

2019. The program continues to be hampered by a complex organizational structure with unresolved responsibilities, nontransparent funding arrangements, limited space, inadequate staffing (including faculty, administrative support, and technical support), and lack of visibility compared with similar programs at our peer institutions. Including the V&E Director, only six of the approximately 20 participating “V&E faculty” spend 100% of their appointment in V&E; the participating faculty are currently housed in eight different academic departments or schools across two campuses and one Research and Extension Center (REC). The undergraduate students in the V&E major dominate enrollment in their departments, but our graduates are disadvantaged in the job market due to the lack of a distinct V&E degree and the coursework required by the BS degrees in Integrated Plant Sciences and in Food Science.

Our major peer institutions are University of California at Davis, California State University at Fresno, California Polytechnic State University at San Luis Obispo, and Cornell University, all of which offer V&E degrees. Cornell University is the only one of those four that does not have a V&E department, but even Cornell has double the number of V&E faculty and offers a greater selection of V&E-specific courses than WSU does, despite serving a much smaller industry. We believe that forming a separate Department of Viticulture and Enology would alleviate many of these challenges. Additionally, the organization change and creation of a department has strong support from Washington’s grape and wine industries would be a considerable understatement.

The proposal for the Department of Viticulture and Enology is attached. This proposal was reviewed carefully and has support from the Provost’s Office. This recommendation was recommended by the Faculty Senate Executive Committee during Summer 2020 and discussed with Faculty Senate on September 24, 2020.

The College of Agricultural, Human, and Natural Resource Sciences proposes establishment of the Department of Viticulture and Enology effective as soon as feasible.

ATTACHMENT: Attachment A -Notice of Intent to Create a Department, School or College

## Notice of Intent to Create a Department, School or College

**DEANS:** Send this completed proposal electronically to the Office of the Provost (**Craig Parks: [parksd@wsu.edu](mailto:parksd@wsu.edu)**).

Proposed Name:	[Department of Viticulture and Enology]
Proposed Campus:	[Tri-Cities; some faculty at Pullman, Prosser, or other campuses]
College(s):	[CAHNRS]
Proposed location in the administrative structure: (Part of a larger unit? Who does it report to? Who reports to it? Attach proposed organizational chart.)	[As an academic unit within CAHNRS, the Department of Viticulture and Enology will report to the CAHNRS dean. Faculty within the new department will report to the department chair.]

Contact Name:	André-Denis G. Wright	Email Address:	andre-denis.wright@wsu.edu
Date of filing this NOI:	[10/14/2019]	Proposed date for new unit:	[7/1/2020]

### Justification for the new unit:

The Viticulture and Enology (V&E) Program at WSU had its beginnings in the 1930s with the pioneering work of horticulturist Walter Clore who was joined in 1960 by microbiologist Charles Nagel. Washington's wine industry and the supporting WSU research and education program grew from the collaboration of these two scientists and their partnership with growers and winemakers. Over time, the V&E Program developed into a world-class research, extension, and teaching program. A V&E major was created in 2002, and the V&E extension certificate was created in 2003. In 2006 a V&E building was constructed at the WSU Irrigated Agriculture Research and Extension Center (IAREC) in Prosser, and in 2015 the Ste. Michelle Wine Estates WSU Wine Science Center (WSC) opened at WSU Tri-Cities. The program is supported by vineyards at IAREC and WSC, a research and teaching winery at the WSC, and specialized laboratories at the WSC and IAREC. The program's national and international reputation continues to grow, and the working relationship between its faculty and the industry is exemplary.

Despite the infusion of five new faculty positions in 2003 and expanding facilities, the V&E Program has been unable to keep pace with the tremendous growth of Washington's grape-related industries to more than 70,000 acres and nearly 1000 wineries and juice processors by 2019. The program continues to be hampered by a complex organizational structure with unresolved responsibilities, nontransparent funding arrangements, limited space, inadequate staffing (including faculty, administrative support, and technical support), and lack of visibility compared with similar programs at our peer institutions. Including the V&E Director, only six of the approximately 20 participating "V&E faculty" spend 100% of their appointment in V&E; the participating faculty are currently housed in eight different academic departments or schools across two campuses and one Research and Extension Center (REC). The undergraduate students in the V&E major dominate enrollment in their departments, but our graduates are disadvantaged in the job market due to the lack of a distinct V&E degree and the coursework required by the BS degrees in Integrated Plant Sciences and in Food Science. Our major peer institutions are University of California at Davis, California State University at Fresno, California Polytechnic State University at San Luis Obispo, and Cornell University, all of which offer V&E degrees. Cornell University is the only one of those four that does not have a V&E department, but even Cornell has double the number of V&E faculty and offers a greater selection of V&E-specific courses than WSU does, despite serving a much smaller industry. We believe that forming a separate Department of V&E would alleviate many of these challenges. Claiming that such a change has strong support from Washington's grape and wine industries would be a considerable understatement.]

**List of existing units, if any, that are eliminated by creating the new unit. Please justify why they should be eliminated.**

No existing units will be eliminated. The current V&E Program will be fully integrated into the new Department of Viticulture and Enology.

**List of faculty who will be housed in the unit (department or school), and/or a list of the departments that will be housed in the unit in the case of a school or college).**

Faculty Name	Rank	Current Department	Current Campus	FTE in New Department
Bondada, Bhaskar	Assoc. Prof.	Horticulture	WSU-TC	1.0
Collins, Tom	Clin. Assist. Prof.	Horticulture	WSU-TC	1.0
Edwards, Charles	Professor	Food Science	Pullman	0.3
Felsot, Allan	Professor	TC/Entomology	WSU-TC	0.2
Grove, Gary	Professor	Plant Pathology	Prosser IAREC	0.5
Harbertson, James	Assoc. Prof.	Food Science	WSU-TC	1.0
Henick-Kling, Thomas	Professor	Food Science	WSU-TC	1.0
Hoheisel, Gwen-Alyn	Professor	ANR	County Extension	0.1
Keller, Markus	Professor	Horticulture	Prosser IAREC	1.0
Moyer, Michelle	Assoc. Prof.	Horticulture	Prosser IAREC	1.0
Rayapati, Naidu	Professor	Plant Pathology	Prosser IAREC	0.9
Dhingra, Amit	Professor	Horticulture	Pullman	0 (Affiliate)
Jacoby, Pete	Professor	Crop & Soil Sci.	Pullman	0 (Affiliate)
James, David	Assoc. Prof.	Entomology	Prosser IAREC	0 (Affiliate)
Karkee, Manoj	Assoc. Prof.	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
Khot, Lav	Assist. Prof.	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
McCluskey, Jill	Professor	Economic Sciences	Pullman	0 (Affiliate)
Peters, R. Troy	Professor	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
Ross, Carolyn	Professor	Food Science	Pullman	0 (Affiliate)
Walsh, Doug	Professor	Entomology	Prosser IAREC	0 (Affiliate)
Zhang, Qin	Professor	Biol. Systems Eng.	Prosser IAREC	0 (Affiliate)
New hire #1 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #2 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #3 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #4 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #5 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
New hire #6 (TBD)	Assist. Prof.	V&E	WSU-TC/IAREC	1.0
<b>Total</b>				<b>14.0</b>

**Description of the effect that creation of the unit will have on the faculty inside and outside of the unit.**

The new Department of Viticulture and Enology will be based largely at the Wine Science Center on the WSU Tri-Cities campus and at the IAREC in Prosser, with some faculty located on the main campus in Pullman or other RECs. Teaching will mostly originate from the WSU Tri-Cities campus, with significant involvement of IAREC and WSU Pullman faculty. Research and extension activities will be based predominantly at IAREC (focus on viticulture) and at the WSC (focus on enology), with close collaboration across these campuses. There are strategic advantages to leveraging the state-of-the-art winery facilities at the WSC for enology-related activities and the modern vineyards and related facilities at IAREC for viticulture-related activities. Inside the new unit, faculty will have either full or partial appointments. As shown in the faculty list above, faculty whose primary areas of expertise, as

well as their teaching, research, and extension responsibilities, closely align with viticulture and enology will have most or all of their appointment within the new department; some of these faculty will maintain affiliate status with their current home unit. Faculty with complementary expertise and current appointments in other departments or schools will be able to retain partial appointments in those units. Additional faculty whose research and extension contributions to viticulture and enology are comparatively minor will retain their current appointments but become affiliate faculty in the new department. Because it makes little sense to create a narrowly defined PhD program in V&E, dual appointments or affiliate status will allow faculty to continue advising PhD students in relevant disciplines.

Outside the new Department of Viticulture and Enology, the faculty remaining within their existing units will continue to contribute to and collaborate on research and extension activities. The new department creates opportunities on several fronts. It will notably offer programs dedicated to the study of the science and production of grapes and wines in regional, national, and global contexts, fostering engaged, interdisciplinary inquiry across these areas and across WSU campuses. Creation of the new department will encourage a renewed commitment to these issues in undergraduate and graduate education, research, and extension. It will foster cooperation and communication with the growing grape and wine industries and enhance job opportunities for our graduates. A department will also enhance the overall V&E program's visibility nationally and internationally.]

**Description of the effect of the creation of the unit on other administrative units across the WSU system.**

Migration of some faculty from their current departments or schools to the new unit will decrease the faculty appointment status in those existing units, potentially leading to smaller units. Because undergraduate students in V&E are a major driver of enrollment in some existing units, enrollment numbers in those units will decline at least temporarily. The Chairs and Directors from the five units that will lose faculty (i.e., 0.2 to 4.0 FTEs) have provided signed letters of support for the new Department of V&E (included with the NOI). These units have been informed they have opportunities for strategic hires and are being encouraged to develop new programs. For example, the School of Food Science has a great opportunity for growth by developing a new program in Food Safety as the US Department of Labor reports that there are over 43,000 annual jobs in Food Safety, but fewer than 20,000 graduates in this field across the US. Similarly, the research and teaching efforts in the Department of Horticulture could diversify and expand to cater to the very large tree fruit, vegetable, and pulse industries in Washington and neighboring states.

The total enrollment of undergraduate students in V&E has steadily increased from 40 in 2009 to 134 in 2019. Of this total number, all 40 students were certified (V&E declared as major) in 2009, and 66 were certified in 2019; the remainder declared an academic interest in V&E. The proportion of enrollment at the Tri-Cities campus has increased from 35% in 2009 to 53% in 2019. Over the same time frame, the number of graduate students (MS and PhD) working on V&E-related projects has remained relatively stable between 25 and 30. Consequently, the WSU Tri-Cities campus stands to gain the most from increased enrollment if the trend in V&E undergraduate student enrollment continues. ]

**Description of the process used to consult the affected faculty and other affected administrative units across the system.**

The Dean of CAHNRS held face-to-face meetings with affected and interested faculty on 1/24/2019, 3/19/2019, and 5/14/2019. A Qualtrics survey was conducted the week of 7/15/2019 among faculty within the current V&E Program to enquire about their interest in aligning their teaching, research, and/or extension efforts with the new department. A draft NOI was presented to faculty members at the V&E Program faculty meeting of 8/28/2019. A draft NOI was also shared and discussed with the Department of Horticulture Chair (8/23/2019), the Prosser IAREC Director (9/3/2019), and the WSU Tri-Cities Chancellor (9/10/2019). In all cases, feedback was requested and integrated in the final NOI. Staff in the CAHNRS Dean's office estimated the salary costs associated with the new department.]

**Do the affected faculty and other administrative units agree to the creation of this college or department? If not, please explain why the unit should be created over their objections.**

The faculty are supportive of creating a new Department of Viticulture and Enology. A Qualtrics survey was conducted (7/17-22/2019) among the 21 faculty members (spanning eight departments or schools) who are currently involved in the V&E Program. Of these, seven indicated they would move their appointment fully to the new department, four indicated they would seek partial appointments, and the remaining ten indicated they would seek affiliate status. None of the surveyed faculty members voiced opposition to the formation of the new department. Moreover, no objections were raised when the draft NOI was presented at the V&E Program faculty meeting of 8/28/2019.

**If the unit is a department or school, will it serve as a tenure unit? If so, explain why. How many tenured faculty will be in the unit at inception?**

The new Department of Viticulture and Enology will serve as a tenure unit for faculty members for whom this is their home department (i.e., faculty with greater than 0.5 FTE of their appointment within the new department). Only faculty members whose home unit is the new department will vote on tenure and promotion within the department. This arrangement will permit adequate peer evaluation of progress and promotion for faculty in their discipline. At inception, the new unit will likely have six full-time faculty members (6.0 FTE) and approximately five faculty members with various partial appointments (2.0 FTE), for a total of 8.0 FTE. Faculty members with partial V&E appointments will retain partial appointments in existing departments or schools. For the new department to function properly and to align with our peer institutions, six new full-time faculty positions (6.0 FTE) will be added over the next 2-3 years to bring the FTE equivalent in the Department of Viticulture and Enology to a total of 14.0 FTE.

**Proposed budget—please attach the budget form for New Programs.**

An overview of the proposed budget at inception for the new Department of Viticulture and Enology is shown in Table 1. This budget lists annual operating costs only, but not revenue. It includes the transition of all relevant fund accounts from existing departments or schools to the new department. The proposed budget includes salary portions based on appointment within the new department for all faculty members that will move there, full salaries and startup funding for six new faculty members, administrative and technical staff salaries, temporary instructional support funds, and operations budget. The budget does not include grant-funded research and other externally funded activities.

**Table 1: Proposed annual budget for the new Department of Viticulture and Enology.**

<b>Fund category</b>	<b>Fund source</b>	<b>Allocation (\$)</b>
Existing faculty salaries <sup>1</sup>	PBL	1,185,711
New faculty salaries <sup>2</sup>	PBL	706,721
New faculty startup <sup>3</sup>	Other/External	600,000
Administrative staff salaries <sup>4</sup>	PBL/Other	312,924
Technical staff salaries <sup>5</sup>	PBL	780,356
Teaching assistantships <sup>6</sup>	EBB/Other/External	108,119
Research assistantships <sup>7</sup>	Other/External	433,092
Program operation <sup>8</sup>	PBL/EBB/Other	50,000
Certificate Program Expenses <sup>9</sup>	Other	170,000
Vineyard maintenance <sup>10</sup>	PBL/Other	100,000
Equipment maintenance <sup>11</sup>	Other/External	913,000
<b>Total<sup>12</sup></b>		<b>5,359,922</b>

<sup>1</sup>Salaries and benefits of all faculty currently in other departments or schools that will have appointments in the new department as per faculty list above.

<sup>2</sup>Anticipated salaries (\$90,000/hire) and benefits of six new tenure-track faculty positions at the assistant professor level.

<sup>3</sup>Anticipated startup funding (\$300,000/hire) for six new faculty positions (\$1.8M over 3 years = \$600,000/year for 3 years).

<sup>4</sup>Staff salaries and benefits represent the current staff in the V&E Program supported by PBL and other funds: administrative manager, communications specialist, recruiter/academic advisor, and certificate program coordinator.

<sup>5</sup>Salaries and benefits for research winemaker and one core technician for each faculty member with at least 30% research appointment and 1.0 FTE in V&E.

<sup>6</sup>Teaching assistantships (four per semester) for V&E courses with at least 40 students and/or a lab section. The TA requirement will increase as V&E-specific courses and enrollments increase.

<sup>7</sup>Research assistantships (ten per year) for each faculty member with at least 30% research appointment and 1.0 FTE in V&E.

<sup>8</sup>General program supplies and services (phone maintenance, web support, photocopying, office supplies, repairs); chair travel to Pullman, RECs, stakeholder meetings, fundraising events; field trips and instructor travel between WSU-TC, RECs and Pullman.

<sup>9</sup>Viticulture and Enology Certificate Program expenses.

<sup>10</sup>Maintenance of teaching, research, and extension vineyards.

<sup>11</sup>Maintenance contracts and depreciation costs for analytical and microscopy equipment, plant growth chambers, and depreciation and leases of vineyard and winery equipment and vehicles.

<sup>12</sup>The average department budget within CAHNRS, for a comparable sized faculty (i.e., 12-16 FTE), ranges from \$4,115,708 to \$7,453,315.

**Description of the effect on the library at proposed location:**

The new unit will require purchasing or transfer of disciplinary books to the WSU Tri-Cities campus library. Most relevant periodicals are available online, and no change is expected for these online journals and trade magazines.

**Timeline:**

We request an official start date of July 1, 2020, for the inception of the new department.

## **ACTION ITEM #2**

### **Discontinue the Masters in Public Affairs Degree (Elizabeth S. Chilton)**

March 13, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Discontinue the Masters in Public Affairs degree

**PROPOSED:** That the Board of Regents discontinue the Masters in Public Affairs degree

**SUBMITTED BY:** Elizabeth S. Chilton, Provost and Executive Vice President

**SUPPORTING  
INFORMATION:**

The College of Arts and Sciences (CAS) and School of Politics, Philosophy, and Public Affairs propose the discontinuation of the Masters in Public Affairs (MPA) degree on the WSU Vancouver campus.

In December 2018, the faculty of the MPA Program decided unanimously to stop taking new admissions into the program. It was also decided to begin a process of phasing out the entire program. The decision was not made lightly and was a result of multiple factors, including the loss of a key faculty member and dwindling enrollment levels over a few years. Though the program made numerous attempts to turn the tide on enrollment, it proved unsatisfactory. The numbers are now too low to fill classes appropriately. The faculty spent the Fall 2018 semester deliberating about the program and the associated next steps. Though the MPA is closing, the Bachelor of Arts in Public Affairs (BAPA) will be retained.

The main implication for current students relates to the four (4) students in the coursework phase of the MPA Program. Class sizes will be much smaller or in a few cases, independent studies will replace traditional classes. However, because the faculty remain committed to the students, there will be sufficient resources in all aspects of the program.

Faculty and staff will see some changes. First, faculty will focus more closely on the undergraduate program (the Bachelor of Arts in Public Affairs) in Vancouver and the connections to the PhD program on the Pullman campus. Second, staff will adjust as well, assisting with management of other social science and humanities graduate programs in CAS. There continues to be work around programming in the Public

Affairs Program (e.g., public lectures) and on issues such as undergraduate retention at WSU Vancouver. These are just a few examples of how the workload may shift for staff, but assisting with needs of the MPA program will still be a priority for the program coordinator.

The negative impacts on others will be minimal. Very few students outside the MPA take MPA courses. Very few students are taking courses in other programs or departments. Finally and in contrast, the BAPA students are likely to see a greater number of courses on a regular basis because faculty will not be diverted to the MPA.

This discontinuation was reviewed carefully and has support from the Provost's Office. This was recommended by the Faculty Senate Executive Committee during Summer 2020 and discussed with Faculty Senate on September 24, 2020.

**ACTION ITEM #1**  
NWCCU Mid-Cycle April 2021 Report  
(Elizabeth S. Chilton)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Northwest Commission on Colleges and Universities (NWCCU) Mid-Cycle Review Accreditation Report

**PROPOSED:** That the Board of Regents approve the NWWCCU Mid-Cycle Review Report.

**SUBMITTED BY:** Elizabeth S. Chilton, Executive Vice President and Provost

**SUPPORTING INFORMATION:** Washington State University (WSU) will undergo its accreditation mid-cycle review by the Northwest Commission on Colleges and Universities (NWCCU) in April 2021. The University will submit the attached self-report that presents two examples of what is considered to be WSU's best programs in undergraduate assessment. The report focuses on the UCORE program and the major in Human Development. Updates pertaining to the two outstanding recommendations received during the last comprehensive review are also provided and include: improve the ability to rapidly disaggregate student data, and more consistently use data to inform strategic decision-making. As expressed in the report, we are confident in our ability to address each of these recommendations.

The mid-April review will include a day-plus site visit from a small team, likely two people, plus a representative from NWCCU. NWCCU offered the opportunity to have the visit focus on developmental goals with the team members coming from aspirational institutions. WSU accepted the offer, and the Provost's Office has provided a brief list of aspirational schools. NWCCU is in the process of arranging the visit. This is a new opportunity for select schools, and as such, WSU does not currently have particulars about how the visit will be structured.

**ATTACHMENT:** NWCCU Mid-Cycle Accreditation Report

Accreditation Mid-Cycle Report  
Washington State University

Submitted to the Northwest Commission on Colleges and Universities

Craig D. Parks  
Accreditation Liaison Officer and Vice Provost for System Innovation  
and Policy

March 1, 2021

## Mission Fulfillment

In Fall 2020 Washington State University launched its new five-year strategic plan. The plan articulates the university's goal of being one of the nation's preeminent land-grant institutions and reaffirms that our land-grant mission is central to everything we do. The plan is structured around our commitment to the wellbeing of Washingtonians and state commerce. This commitment is embodied in a core set of guiding principles:

- Education improves lives and should be provided to anyone who seeks it, regardless of background or means.
- Societal transformation is brought about through the execution and application of research, scholarship, and artistic activity.
- Service and outreach enrich the social, economic, and cultural vitality of the state and the region.
- Global engagement is essential for solving world problems.
- Institutions of higher education can serve as models of ethically and socially just culture.
- We have a responsibility to contribute to the whole-person wellness of our associates and the overall wellness of the communities in which we reside.

The plan presents system-level goals that are driven by these guiding principles. Accomplishment of these goals requires not only action at the institutional level, but also contributions from campuses, colleges, extension locations, and operational units. To this end, each campus, college, and unit will be asked to refine their own strategic plan to indicate to which institutional goals they can contribute and how they will do so.

Our previous strategic plan employed 57 metrics, a number of which assessed inputs or processes rather than outcomes. At our most recent Year Seven review we were encouraged to reduce the number of metrics in our next plan and focus only on outcomes. We took this advice to heart, and the new plan will employ far fewer metrics, most likely ~ 20 quantitative outcome metrics that collectively provide the clearest picture of how well we are progressing toward our goals. All are commonly used metrics that are readily interpreted and will allow us to compare our accomplishments against peer and aspirational institutions. The metrics also provide clear indication if some aspect of our mission is not being met. We do not expect to ever have to take advantage of this feature, as WSU approaches or exceeds national averages on all major measures of accomplishment. Our focus is on continued improvement while maintaining our accessible, student-friendly ethic. Institutions can sometimes get into trouble when they attend only to new ideas and lose track of their core values. We believe our strategy for assessing institutional performance avoids that problem.

The metrics in our set are also vital for data-informed decision making. The new [WSU System Strategic Plan](#) is organized around and articulates the principle of using evidence collected through annual assessment to allocate resources and make decisions about institutional development. In past plans this was implied but an explicitly stated principle. As a result, decisions were sometimes made that were well-motivated but with no clear connection to the strategic plan. The new plan minimizes the likelihood of this happening by requiring an annual environmental scan and public strategic plan review. The scan will detect evolving state and commerce needs and inform the review, which is an opportunity for the university community to discuss whether the goals and strategies remain appropriate or need

revision. Implementing a formal, data-driven approach requires that we revise some decision processes and take a hard look at our budgeting strategy. To this end, we have appointed an [Executive Budget Council](#) to evaluate and make recommendations about our budget processes that will help us align resources with strategic priorities. We are working hard and hope to have revised budgeting and decision-making approaches ready for use by the start of AY2021-22, but the continued uncertainties resulting from the pandemic may render this an overly ambitious goal.

Implementation of the plan is accomplished through a three-tiered management structure.

- The System Council oversees and monitors progress toward implementation of the system strategic plan, as well as plan-related initiatives. They advise the university's Board of Regents on priorities and strategies for goal attainment. They are responsible for monitoring the educational and societal landscapes in order to anticipate changing needs, new philosophies, and legislative expectations and position WSU to proactively respond. They produce an annual progress report that is made publicly available. The Council is in the process of assembling a dashboard for the performance metrics. It will include some secondary metrics that reflect inputs (e.g., grant dollars awarded annually) or processes (e.g., scores on the National Survey of Student Engagement) that impact our outcomes and which we want to monitor. Council membership includes leaders from every campus, college, and major unit of university operations.
- The System Strategic Planning Implementation Team reports to the System Council and manages the operational aspects of planning. They are responsible for making sure all operational processes align with the system strategic plan, executing the annual environmental scan and conducting the public review of results, managing plan-related initiatives, managing and revising the set of outcome metrics, recommending topics for discussion between the System Council and Board of Regents, and preparing all communications about planning. Membership consists of one senior administrator from each campus.
- The System Strategic Planners Council reports to the Implementation Team and functions as a team of local experts that serves as a think tank and sounding board for the Team. Members act as information sources within their university communities and help to advance and encourage a culture of planning across the institution. They serve as operational personnel for planning-related events. To maintain and expand their planning expertise they regularly participate in professional development activities related to strategic planning. The Council consists of approximately 30 members who represent all major areas of institutional operations.

Assessment of progress toward our instructional goals is assisted by our Office of Assessment for Curricular Effectiveness (ACE) and the Graduate School. ACE coordinates annual assessment of our undergraduate and professional programs and the Graduate School coordinates assessment of doctoral programs. Each office prepares an annual summary of results which is distributed to academic, college and campus leadership and is available to consult on interpretation of results.

## Student Achievement

As a part of the institution's ongoing self-reflection, there are several student achievement measures utilized for assessment and improvement of student success efforts. The standard first-year retention and 4-year and 6-year graduation rates of first-time, full-time, and transfer students are disaggregated by demographics and tracked to assess progression and equity gaps. Internally, we are also tracking fall to spring retention, first year successful completion of English course and Math course.

Washington State University participates with entities to capture additional national data allowing the institution to more fully measure progress and completion and compare to peers. The Student Achievement Measure (SAM) allows the institution to measure movement across institutions for a fuller picture of progress and completion and the Voluntary System of Accountability (VSA) tool provides peer comparisons on measures report to the Integrated Postsecondary Education Data System (IPEDS). An overview of the latest peer comparative data shows Washington State University's first-year retention is 79% while our peer average is 86%. The six-year graduation rate overall is 59% while our peer average is 72%. A breakdown by race/ethnicity shows gaps of -3% for international students to -17% for Native Hawaiian/Pacific Islander and Latinx compared to our peers. Internally, the gap between white students and our underserved racial and ethnic groups ranges from -5% for International students to -34% for Native Hawaiian/Pacific Islander. Utilizing the data from these systems, WSU is currently developing an NWCCU accreditation dashboard to be publicly available on the WSU website.

With more recent information tracked but not available for peers, the overall first-year retention rate (2019 cohort) is 80.6% compared to first-generation student retention at 74.9%, low-income student retention at 73.9%, and underrepresented students at 78.5%. The six-year graduation rate overall is 58.5% compared to first-generation six-year graduation rate at 52.1%, Pell eligible (proxy for low income) six-year graduation rate at 50.4% and underrepresented six-year graduation rate at 53.1%. Student retention and graduation rates are publicly available at: <https://ir.wsu.edu/student-retention-and-graduation/>

At a granular level, faculty and administration leaders monitor course failure/withdrawal rates and progression in university core curriculum and beyond. The course failure/withdrawal report is disaggregated by campus, college, academic department, course, and section. WSU has added demographic breakouts to these internal reports in order to monitor and evaluate equity gaps.

A pilot initiative to obtain and report on placement data has produced some valuable information on where our graduates are employed. The initiative is linked to the National Association of Colleges and Employers first destination survey. In addition to collecting the survey data, the colleges involved in the pilot are collecting information from advisors, faculty, and parents as well as information from LinkedIn. The additional information collected attributes to a "knowledge rate" for undergraduate placement after graduation. The most current placement data can be viewed at: <https://app.powerbi.com/view?r=eyJrIjoiazZDZjOWU1NjctOWM5Zi00OTdiLTliMjMtNWMyY2U3ZmZmNGFiIiwidCI6ImI1MmJlNDcxLWY3ZjEtNDdiNC1hODc5LTBjNzk5YmI1M2RiNSIsImMiOjZ9&pageName=ReportSection>

## Secondary Measures

WSU also tracks some secondary measures of student achievement that are of interest. As a doctoral-granting university that also offers professional degrees, the vitality of our post-baccalaureate programs is an important strength. As such, we monitor the number of doctoral and professional degrees awarded per year. WSU offers PhD, Doctor of Education, Doctor of Veterinary Medicine, Doctor of Pharmacy, and Doctor of Medicine degrees, with our inaugural class of MD's graduating in Spring 2021.

WSU tracks the number of undergraduates who assist faculty with scholarly activity, participate in study abroad programs, take advantage of service-learning opportunities, and enroll in internships. These counts are then aggregated into a single indicator of total participation. These indicators are taken from the National Survey of Student Engagement (NSSE) set of high-impact practices. These activities are not mutually exclusive, meaning that the total reflects overall involvement rather than a participant headcount. This follows our annual federal reporting requirement for Extension, where we report total enrollment in all educational offerings rather than the number of unique individuals who participated in at least one Extension program. In our most recent student survey, 59% of seniors reported engaging in some form of service learning, 25% assisted faculty with research, 10% did study abroad, and 49% participated in an internship or field experience. We are working to increase all of these rates.

WSU is interested in the [Social Mobility Index](#) developed by Washington Monthly magazine. It indicates how well a school prepares its students to improve their standard of living and assists them with getting a running start to their careers. Unlike other higher education rankings, the elements of this index are all under the school's control and directly relevant to student accomplishment. There are no reputational evaluations or tracking of size of endowment. Standardized test scores are considered, but only as a means of documenting how well the school impacts students who are at a disadvantage on such tests. The index includes many elements and while we are interested in all of them, our immediate focus is on a small subset of measures: 6-year graduation rate; 8-year graduation rate; percentage of students who are Pell-eligible; percentage of Pell students who earn bachelor's degrees; and net price of education. In the most recent (2019) rankings of 395 doctorate-granting institutions, WSU is ranked 29<sup>th</sup> overall and 17<sup>th</sup> among public institutions. Our areas of greatest strength are student loan repayment rate (ranked 4<sup>th</sup> nationally), 8-year graduation rate adjusted for student preparedness (17<sup>th</sup>), and actual versus predicted earnings ten years post-graduation (36<sup>th</sup>). Areas in which we clearly lag include allocation of work-study funds to service activities (288<sup>th</sup>) and actual versus predicted Pell enrollment (272<sup>nd</sup>).

WSU is also interested in tracking affordability as discussed by the [Lumina Foundation](#). How to fully and accurately measure college affordability remains unsettled, but we anticipate incorporating any such measures into our secondary tracking as they emerge.

## **Peer Institutions**

Washington State University annually compares the data from its academic, scholarly, and outreach performance metrics against those of both peer and aspirational institutions. While an institution can be considered a "peer" along many different dimensions, for purposes of evaluating our academic outcomes we have selected from schools that participate in the Association of Public Land-grant Universities (APLU) "Powered by Publics" initiative. This initiative is a collaborative effort to improve

college access, equity, and degree attainment nationwide. It includes 125 institutions organized into 16 thematic clusters. WSU is a member of the Western Coalition cluster.

WSU compares its student achievement data against five schools involved in Powered by Publics. The selected schools are similar to WSU on a number of criteria:

- Land-grant institution
- Enrollment approximately +/- 5,000 of WSU (total enrollment of 31,607)
- Very High Research Activity doctoral university
- Comprehensive research doctoral programs as well as veterinary and medical schools
- High undergraduate enrollment
- More selective in admissions

The five schools that serve as our student achievement peers are

**Colorado State University.** Colorado State University (Fort Collins campus) has a total enrollment of 33,996 and is a member of the APLU Western Land-Grant cluster. They also have a campus in Pueblo.

**Louisiana State University.** Louisiana State University (Baton Rouge campus) has a total enrollment of 31,756 and is a member of the Southern cluster. They have a four-year campus in Shreveport, a campus in Alexandria that offers two- and four-year degrees, and an AA-granting campus in Eunice.

**University of Nebraska.** The University of Nebraska (Lincoln campus) has a total enrollment of 25,390 and is a member of the Big 10 cluster. The university has campuses in Omaha and Kearney and also operates a medical center in Omaha.

**University of Tennessee.** The University of Tennessee (Knoxville campus) has a total enrollment of 29,460 and is a member of the Southern Central cluster. The system maintains campuses in Chattanooga, Memphis, and Martin.

**Virginia Tech.** Virginia Tech, in Blacksburg, has a total enrollment of 36,383 and is a member of the Southeastern cluster. They also have a number of learning centers scattered throughout the state through which they offer primarily professional and continuing education.

## Programmatic Assessment

As programmatic assessment examples, WSU selected the Bachelor of Arts in Human Development, a large undergraduate degree program offered on three campuses, and the University Common Requirements (UCORE) general education program, which impacts nearly all undergraduate students. Both programs have developed, conducted, and used assessment over many years.

Each case study briefly describes the program, its assessment infrastructure and measures of student learning, assessment results, and uses of student learning outcomes assessment to inform decision-making about curriculum and instruction.

WSU values the opportunity afforded by the Mid-cycle Review to reflect on assessment practices and uses of results, and to share approaches, as the university and its academic programs seek to support student learning and meet the evolving needs of students, faculty, and disciplines, advancing WSU's educational and land grant mission. As part of system-wide assessment infrastructure, the Office of Assessment for Curricular Effectiveness (ACE) supports WSU faculty and leadership in developing and implementing meaningful and sustainable assessment systems for undergraduate academic programs, where program collect evidence related to student achievement of learning outcomes, which informs faculty decisions about the design and delivery of high-quality undergraduate curricula.

### Case Study One: Bachelor of Arts in Human Development

#### **Brief Undergraduate Program Description**

Students can pursue a BA in Human Development at campuses in Pullman and Vancouver, and online through Global Campus. The undergraduate program offers a BA degree with a major in Human Development intended to advance the [program's student learning outcomes](#). Pullman students may also pursue a Family and Consumer Sciences Education option while obtaining a BA in Human Development.

#### **Program Size**

Campus	Degrees Conferred				Admitted Majors	
	FY2018	FY2019	FY2020	Past Three FY Total	Fall 2020 Senior Majors	Fall 2020 Total Majors
Pullman	93	117	119	329	93	199
Vancouver	28	40	47	115	30	69
Global	36	29	30	95	51	107
<b>Total</b>	<b>157</b>	<b>186</b>	<b>196</b>	<b>539</b>	<b>174</b>	<b>375</b>

*Note: Obtained from OBIEE degrees conferred and 10<sup>th</sup> day census data; Does not include additional majors*

#### **Program Assessment Description**

##### ***Assessment Infrastructure***

The department has a Faculty Assessment Coordinator, as well as an Undergraduate Program Committee that oversees program assessment. This committee has faculty representation from the Pullman, Vancouver, and Global Campuses, and is co-chaired with one chair on the Pullman Campus and another on the Vancouver Campus. All undergraduate curriculum discussions and changes go through this committee. Changes to the curriculum are implemented with consideration for how those changes will affect students on each campus. Program adjustments are made as a multi-campus committee. Assessment is also periodically discussed at full faculty meetings, including discussion of some assessment data as a part of strategic planning. Annual program assessment reports are submitted each year to the Office of Assessment for Curricular Effectiveness.

Human Development's assessment plan, focused on student learning outcomes for the degree, was selected by ACE in 2017 as a model to share with other undergraduate programs.

### ***Measures of Student Learning***

As outlined in its assessment plan, the Human Development program collects assessment data on each campus where the degree is offered. Internship mentors/early childhood education mentors/student teaching supervisors provide feedback regarding student skills and knowledge each semester. Students pursuing family and consumer sciences education must also pass a state certification assessment. The internship mentor evaluations address four program learning outcomes related to students' knowledge of human development and context, communication skills, and professional preparation. All Human Development majors are required to complete an internship/field experience and follow-up with mentors ensures that the program receives feedback about more than 90% of majors. This measure is well-established and has been collected for a number of years.

Program faculty have also used rubrics to evaluate written and oral communication skills in students' final papers and presentations in HD 410, Public Policy Issues in Human Development.

To provide information about the student experience, the program also collects an end of program student survey about the types of experiences students have had during their programs and internships/field experiences.

### **Program Assessment Results**

#### ***Senior Achievement of Program Learning Outcomes***

In 2019, programs were asked for the first time to report on the extent to which senior majors were meeting faculty-determined expectations for the degree's learning outcomes. Human Development reported that their program reviewed/discussed assessment results for four program learning outcomes in the past year, examining internship mentor feedback regarding student skills and knowledge.

Consistent with previous years, the mentor feedback data indicated that students were rated above "competent" for the four program learning outcomes.

Additionally, students express feeling well prepared for their internships/field experiences. Roughly 50% of internships/field experience placements lead directly to employment upon graduation.

### **Use of Assessment to Inform Decision-making about Curriculum and Instruction (Selected Examples)**

Assessment data have been used to inform revisions to the Human Development program (course content, order of courses, addition of courses, scaffolding of student experiences to meet student learning outcomes), to schedule faculty professional development, and to establish teams of faculty to more closely align course content and experiences for students on all three campuses.

Recent examples include:

- Internship mentor feedback regarding student skills and knowledge has allowed the Human Development program to look more critically at their curriculum to make sure that students have the background they need to enter the multiple types of situations they may encounter during their internships. While mentor feedback has indicated that students are meeting faculty-determined expectations for four learning outcomes, results have shown room for improvement in students' abilities to be appropriately assertive with clients, recognize limitations, and assert their own views effectively. As a result, the Human Development program revised the internship preparation courses to include class discussions regarding being assertive with clients and asserting one's views and recognizing limitations.
- Additionally, results from the end of program student survey has informed decision-making about curriculum and instruction. For example, student reports of too much overlap in course content, along with faculty concerns about program alignment with the field and student resources, led the program to change course content configuration for three upper-division courses. The lifespan "divisions" were modified in each of the three developmental courses to reflect current perspectives in the field of human development and to be in greater alignment with the career goals of human development.
- The program has also triangulated assessment data from mentor evaluations and the end of program student survey to inform revisions to program options to align more clearly with students' career choices, and industry needs.
- Although it did not appear in end of program or through mentor evaluations, faculty noted that students were having a difficult time defining and explaining their program focuses. Certificates had been used to provide focus but not all students chose to complete and purchase certificates to have the program focus noted on an official university document.
  - Faculty coached students about the presentation of their program focus through resume' writing and interview practice.
  - Faculty proposed program options that allowed more ready program focuses and did not require the purchase of a certificate so that the focus shows on a formal university document. These options are under university review during the 2020-2021 academic year and should be ready to implement beginning fall 2021.
- Faculty rubric scores evaluating student's communication skills have allowed the program to monitor student performance near graduation and identify opportunities for improvement. A number of faculty participated in a series of workshops led by the WSU Writing Center to learn how to better frame and assess student writing. Additionally, the program used these results to consider where more writing scaffolding could occur throughout the program, as well as where to give students more speaking opportunities, as part of curricular changes.

## **BA in Human Development: Student Learning Outcomes**

Posted on the program website: <https://hd.wsu.edu/ba-in-human-development/>

- 1. Human Development:** Students demonstrate an understanding of social, emotional, cognitive and physical development across the lifespan in the family context.
  - 1.1. Demonstrate understanding of principles of human growth and development across the life span.
  - 1.2. Identify conditions and processes that promote growth and development across the life span.
  - 1.3. Analyze theoretical perspectives to understand growth and development across the lifespan.
  - 1.4. Understand the nature and functions of interpersonal relationships throughout the lifespan.
  - 1.5. Analyze the impact of family as a system on individuals.
- 2. Context:** Students demonstrate an understanding of how contextual systems interact to influence family and individual development.
  - 2.1. Demonstrate an understanding of how specific contexts (i.e. work setting, school, child care, community, SES, culture) interact to influence family and individual development.
  - 2.2. Demonstrate an understanding of how specific processes (i.e. communication/interaction, stress, divorce, marriage, community participation) influence family and individual development.
  - 2.3. Analyze policies that support individual, family and community well-being.
- 3. Information Collection and Use:** Students demonstrate an ability to critically select, evaluate, and utilize information to understand and benefit individuals and families.
  - 3.1. Demonstrate an ability to select, analyze, and effectively utilize information.
  - 3.2. Apply appropriate theories to issues related to individuals and families.
  - 3.3. Demonstrate an understanding of research methods for systematically collecting, analyzing, and using data to inform decisions about individuals and families.
  - 3.4. Demonstrates ability to objectively listen and observe.
- 4. Communication:** Students demonstrate writing, listening and speaking skills appropriate for human development related occupations.
  - 4.1. Writes clearly and effectively.
  - 4.2. Communicates ideas clearly and effectively in a formal presentation.
- 5. Professional Application:** Students demonstrate application of human development knowledge and skills in professional settings.
  - 5.1. Students demonstrate professional behaviors, skills, and knowledge in providing family and community services
  - 5.2. Students demonstrate standards of professional ethics.
  - 5.3. Students demonstrate transferable and employability skills in community and workplace settings.
  - 5.4. Utilizes communication strategies and skills to work effectively with others

## Case Study Two: University Common Requirements (UCORE) General Education Program

### Brief Program Description

WSU's general education program, known as the University Common Requirements or UCORE, helps students acquire broad knowledge and transferable skills to complement their major programs of study. UCORE engages students in a well-rounded education through a curriculum designed to advance [WSU's Seven Learning Goals of Undergraduate Education](#).

UCORE is bookended by a required first-year course [ROOT] and a senior capstone experience [CAPS]. Foundational courses and inquiry-based learning in the disciplines are complemented by a diversity requirement that embraces both American and global issues. The program's structure includes coursework in contemporary issues, social sciences, humanities, creative or professional arts, quantitative reasoning, natural sciences, and diversity, as well as communication, computation, and human relations. Together requirements comprise a minimum of 34 credit hours.

The UCORE curriculum is offered on all WSU campuses, including online through Global Campus, and provides many individual pathways through the curriculum, including introductory, advanced, and integrative forms of learning. For more information, see UCORE's [curriculum webpages](#) and the [Map of UCORE Requirement Areas](#).

### Brief Program Size

Campus	Enrollment in [ROOT] Courses			Enrollment in [CAPS] Courses		
	AY2017-18	AY2018-19	AY2019-20	AY2017-18	AY2018-19	AY2019-20
Pullman	4785	5248	4732	3724	3901	3968
Tri-Cities	328	325	288	365	338	360
Vancouver	548	494	540	1014	1070	1022
Spokane			1	295	287	269
Everett	34	51	38	100	101	120
Global	510	577	602	866	1042	975
<b>Total</b>	<b>6205</b>	<b>6695</b>	<b>6201</b>	<b>6364</b>	<b>6739</b>	<b>6714</b>

*Note: Obtained from OBIEE 10th day census data; Includes undergraduate students enrolled in Fall, Spring, and Summer courses*

### Program Assessment Description

#### **Purposes for UCORE Assessment of WSU's Seven Learning Goals**

- 1. Monitor Achievement:** Determine the extent to which students are meeting expectations in the context of the UCORE curriculum and monitor results for any red flags. Periodically confirm if the basic suite of measures are meeting needs and recommend improvements. Regularly report on WSU's Seven Learning Goals, in the context of the UCORE curriculum, for university overview and accreditation.
- 2. Look More Deeply at Particular Learning Goals or Questions:** Dig deeper into particular WSU Learning Goals or questions, which may involve different or more fine-grained assessment tools and processes. The UCORE Assessment Plan alternates these assessments with a regular basic dashboard approach to monitor achievement, as described above.

- 3. Use Results for Improvement:** Design and implement assessments that can be used formatively, to guide improvement of courses, instruction, and curricula, and also summatively, for accountability and accreditation. UCORE intends assessment activities to be useful to faculty and programs, and seeks to widely share results with constituents. The UCORE Assessment website supports regular communication with university stakeholders, students, and the public.

### ***Assessment Infrastructure***

The UCORE curriculum is administered by the Office of the Provost in collaboration with the UCORE Director and the UCORE Committee, which includes faculty from each undergraduate degree-granting college and campus. The UCORE Director provides guidance and oversight of the UCORE general education curriculum and related achievement of WSU's Seven Learning Goals. The [UCORE Committee](#), in concert with the director, approves courses, regularly reviews results of UCORE assessment, monitors and recognizes achievement, and suggests uses of assessment results to inform or influence decisions intended to enhance student learning.

The [UCORE Assessment Subcommittee](#) advises the UCORE Director and serves as a working group for discrete assessment tasks (e.g., pilot measures, policies and practices, interpretation of results, and curriculum recommendations), before items go to the UCORE Committee for consideration, adoption, and/or implementation. Faculty participate on the UCORE Assessment Subcommittee and also contribute to assessment of key programs and courses. The [Office of Assessment for Curricular Effectiveness \(ACE\)](#) assists with UCORE assessment by providing leadership, expertise, and administrative support for UCORE assessment, including assessment planning and data collection, analysis, and reporting.

The UCORE Director regularly updates both the UCORE Committee and Subcommittee for Assessment on assessment results and actions, and reports periodically to the Provost and university community on undergraduate student learning assessment results and the effectiveness of the UCORE curriculum.

### ***Measures of Student Learning***

As outlined in the [UCORE Assessment Plan](#), UCORE assessment includes a range of measures designed to collect information about how well students are progressing with WSU's Seven Learning Goals, with three key assessments collected on all campuses as the foundation:

- [UCORE Capstone \[CAPS\] Faculty Assessment of Student Learning \(Direct Measure; Senior-level\)](#). Collected since 2015, UCORE Capstone [CAPS] Course Assessment Reports are intended to gauge student learning on WSU's Learning Goals at the graduating undergraduate level. [CAPS] faculty submit a short report of holistic student achievement of the WSU Learning Goals demonstrated in their course (using faculty expert judgement), as well as information about student preparedness for [CAPS] level work. To complement [CAPS] Assessment Reporting for UCORE, [CAPS] course enrollments and C-/D/F/W rates are also monitored (indirect measures, giving information about success and progress through the curriculum) for UCORE assessment.
- [First-Year Experience \[ROOT\] Faculty Evaluation of Student Work \(Direct Measure; First-year Students\)](#). Collected since 2012, Roots of Contemporary Issues assessment is intended to provide [ROOT] faculty with information for program improvement, as well as gauge student learning on WSU's Learning Goals at the first-year level. [ROOT] faculty evaluate a random sample of students' papers using a faculty-developed rubric. Direct measures for [ROOT]

assessment includes the Final Papers Assessment and the Diversity & Inequality Papers Assessment, conducted biennially in alternating years.

- **National Survey of Student Engagement (Indirect Measure; Senior-level and First-year Students).** The National Survey of Student Engagement (NSSE) assesses the extent to which students engage in educational practices associated with high levels of learning and development. At WSU, NSSE is typically offered to all first-year and senior students every other spring.

*Note: Some programs collect additional assessments to use formatively, which are not aggregated for UCORE or included in the UCORE Assessment Plan.*

## **Program Assessment Results**

### ***Senior Achievement of WSU's Learning Goals***

Given their position within the UCORE curriculum, [CAPS] courses carry a strong responsibility for culminating evidence of student achievement of WSU's Learning Goals. All [CAPS] courses require students to demonstrate at least four of WSU's Learning Goals: Critical & Creative Thinking, Information Literacy, Written Communication, and Depth, Breadth, & Integration of Learning. In addition, Oral Communication, Quantitative Reasoning, Scientific Literacy, and/or Diversity may be included as appropriate to the discipline or course.

As reported in the [2019 Biennial UCORE Assessment Summary of Student Achievement](#) most seniors exceeded or met faculty expectations at the graduating undergraduate level at the end of their [CAPS] course for Critical & Creative Thinking (82%), Information Literacy (82%), Written Communication (82%), and Depth, Breadth, & Integration of Learning (82%). In [CAPS] courses where faculty members found enough elements to evaluate student learning on additional learning goals, most seniors exceeded or met faculty expectations for Oral Communication (85%), Quantitative Reasoning (80%), Scientific Literacy (86%), and Diversity (92%).

### ***Additional Evidence of Student Learning on WSU's Learning Goals***

ACE prepares regular public-facing reports for key assessment measures that are posted to the [UCORE Assessment](#) website. These results are also compiled into [biennial summaries](#) of UCORE-related student learning assessment on WSU's Learning Goals for WSU faculty, leadership, and other stakeholders.

Additionally, internal reports and supplemental analyses with greater detail allow UCORE assessment leadership and committees to more deeply explore questions that arise about student learning, course delivery, and the UCORE curriculum. These internal reports are archived in the UCORE Assessment SharePoint site.

## **Use of Assessment to Inform Decision-making about Curriculum and Instruction (Selected Examples)**

The UCORE Assessment website includes a number of [examples of how student learning evidence contributes to decision-making](#) intended to support student learning and quality education.

Recent examples include:

- As part of AY 2019-20 [CAPS] Assessment Reporting for UCORE, instructors indicated if they planned to make any changes in future semesters based on [CAPS] assessments from the current semester. Overall, 58% of instructors indicated that they planned to make a change to their course based on assessment. Most commonly the changes were to assignments or instructional approach. See [Using Assessment to Inform Decision-making in AY 2019-20 UCORE Capstone \[CAPS\] Courses](#) for more details.
- WSU Writing Program is implementing a teaching writing professional development series for faculty (both UCORE and beyond) beginning Spring 2021. [CAPS] assessment data contributed to this decision, as instructors identified writing skills as the area where students were underprepared for capstone writing assignments.
- Based on C-/D/F/W rates in [CAPS] courses between AY 2016-17 and 2018-19, the UCORE Director shared concerns about juniors in [CAPS] in a memo to advisors, providing reminders about the role of [CAPS] and best practices when advising juniors.
- [ROOT] faculty collect and regularly use a suite of assessments and faculty development activities to continually improve their large program, touching nearly all undergraduates. [ROOT] assessment involves several regular initiatives, including direct assessments of student papers, course grade distributions, classroom observations, syllabus and lesson plan review, and review of course evaluations (see RCI's [assessment and training](#) webpage for more information). Results from these assessments are shared with [ROOT] faculty and leadership and used to guide faculty development, monitor trends over time, and guide decisions to improve the design of assignments, modules, feedback, grading, and instruction. For example:
  - Results from direct assessments of student papers and course grade distribution studies have spurred discussions among [ROOT] faculty about the alignment among the programmatic assessment rubric and individual grading rubrics. The goal of these ongoing discussions was not to work toward a standard grading rubric that all faculty use, but instead to agree on which basic elements guide our evaluation of student work across sections.
  - As part of the annual direct assessment of student papers, faculty raters attend anchor training and norming sessions designed to introduce raters to the rubric and purpose, and calibrate raters to what student performance looks like on the rubric, prior to rating student work. When asked to provide feedback on their anchor training, norming, and rating experience in 2017, [ROOT] faculty commonly indicated that participation in these assessment activities changed the way they would give feedback to students, design assignments, and grade student work in their courses. See [Final Papers Assessment Project Participation Influences Teaching and Learning in UCORE First-Year Experience \[ROOT\] Courses](#) for more details.
- WSU's Pullman English Composition Program has used English 101 (College Composition) quantitative and qualitative assessment results to guide professional development for instructors and to start conversations across campuses to increase the shared understanding of instructors about the learning outcomes and expectations for student achievement. See [Embedded Assessment Results Influence Teaching and Build Shared Expectations of Student Achievement in English 101 \[WRTG\]](#) for more details.

- UCORE assessment processes, data, rubrics, and tools, along with faculty course review, have spurred faculty and university leadership discussions about the intent and scope of the UCORE requirements and learning goals. For example:
  - To better understand and represent the components of undergraduate education and their contribution to WSU’s Seven Learning Goals (including the relationship between UCORE and the major), the UCORE Director and ACE worked over three semesters to develop and refine a [visual of undergraduate education](#) (with input from faculty and university leadership).
  - Discussion about the role of the foundational, inquiry, and diversity requirements, including where and when students should take them in the curriculum, has opened dialogue among UCORE committee leadership and department and college leadership about optimizing student experience, including the relationship between general education and major programs of study.
  - An initiative is in progress to articulate “threshold competencies” that more accurately reflect learning outcomes expectations in lower division UCORE courses for learning outcomes not addressed in a student’s chosen major.

## Moving Forward

Washington State University is scheduled for its Evaluation of Institutional Effectiveness review in 2025. While the pandemic has created a great deal of uncertainty in institutional finances and student enrollment, we have some specific goals to be met by 2025 and to which we plan to allocate resources. In this section we describe those goals and plans.

### **Diversity, Equity, and Inclusion**

WSU's primary initiative for the immediate future is expansion of our efforts to have a more diverse campus community. The percentage of our undergraduate student body that are ethnic minority has increased every year since 2016, from 28.9% to 33.2%. This increase has been driven mostly by Asian students. Over that same time period, the percentage of undergraduate students from underrepresented groups increased only from 18.2% in 2016 to 19.8% in 2020. We have similarly had difficulty attracting and retaining faculty from underrepresented groups. Specific numbers are not available because WSU does not require applicants to include their ethnic identity in their materials, but even a cursory survey of academic units reveals considerable racial homogeneity.

WSU has committed to an aggressive approach to the problem. To address student recruitment, in 2017 our Office of Student Affairs hired an Associate Vice President for Community, Equity, and Inclusive Excellence, Dr. Jaime Nolan. Among other duties Dr. Nolan is charged with addressing university climate and culture issues that affect undergraduates, particularly those from underrepresented groups. She created a number of [working groups](#) to investigate techniques for improving climate and culture. Their findings and recommendations were combined in a [final report](#). In response, in Fall 2020 President Kirk Schulz formed a Task Force on Equity in Policy and Practice. The President is also in the process of forming a Commission on Campus Climate and Culture. Student Affairs has also established a certificate program in community and equity that launches in Spring 2021 and is available to all WSU employees.

Diversification of faculty is a major initiative for WSU's new provost, Dr. Elizabeth Chilton. She has tasked Senior Vice Provost Dr. Laura Hill with addressing the problem and created a 0.75 FTE administrative position that reports to Dr. Hill and works on faculty diversity. The position has been divided between two people: Dr. Lisa Guerrero (0.5 FTE), Associate Vice Provost for Inclusive Excellence, and Dr. Trymaine Gaither (0.25 FTE), Special Assistant to the Provost for Inclusive Excellence. Their positions commenced in December 2020 and January 2021 respectively. Provost Chilton has also launched a multi-year cluster hire program that focuses on American racism and social inequality <https://provost.wsu.edu/clusterhire/>. The positions are competitively allocated. Five positions to be searched in spring 2021 were allocated to the School of Music, School of Design and Construction, Department of Criminal Justice and Criminology, Department of History, and the Program in Digital Technology and Culture. We expect to make a second round of positions available during AY2021-22 and a third round in 2022-23. A goal of this initiative is to build a multidisciplinary network of scholars who can collaborate on teaching and scholarly inquiry. Dr. Guerrero is coordinating the program.

WSU's Office of University Marketing and Communications (MarComm) is in the process of conducting unit-wide education on best practices for communicating about diversity, equity, and inclusion issues. This endeavor was motivated by the unit's collective desire to be actively engaged in addressing

systemic racism. MarComm is in the midst of determining if there are areas of cultural competency in which they need focused training. After any needed training is complete, MarComm will implement a plan to infuse equity-mindedness throughout university communications and marketing.

As a result of these initiatives, by 2025 we hope to be able to report a substantially larger percentage of students from underrepresented groups in our student body, improvement in our faculty diversity, steps taken toward establishing a national reputation for education on and scholarly inquiry into issues of racism and inequality, and demonstrate a well-established equity approach to our communication and presentation. We regularly monitor the strategies of other institutions and we would like to discuss with the mid-cycle site team what is working and not working at their universities.

### **Reduction of Educational Equity Gaps**

Like most other institutions, Washington State University continues to wrestle with a persistent discrepancy in educational attainment between white and IPEDS minority status undergraduates. Our most recent four-year graduation rates are 45.8% for White students and 33.9% for minority students. Six-year graduation rates are 62.6% and 51.8% respectively. Further, these differentials are functionally unchanged over the last ten years. At that time, four-year graduation rates were 40.6% and 29.5% and six-year rates 70.0% and 62.9% for White and minority students respectively.

We are aware that financial need and family issues are the two major contributors to delayed graduation and that these issues are especially acute among minority students. There are also a variety of academic support needs that the evidence suggests are especially strong among underrepresented students. The institution can assist with at least some financial challenges and many of the academic supports. Well-constructed interventions have been shown to increase timely graduation by these students. WSU is in the process of implementing some of these interventions through the [Office of Academic Engagement](#) (OAE). OAE is a unit within the Provost's Office that is charged with developing best-practice programs for student success and helping academic units that want to establish their own in-house supports. OAE currently offers the following programs:

- [Cougs Rise](#), which works with low-income and first-generation high school students from select Washington schools to help prepare for and transition to college
- [Invest in Cougs](#), which helps reduce financial barriers to degree completion for Pell-eligible students with greatest unmet need
- [College Student Foundation Achievers](#), which provides scholarships and a variety of services to students from low-income families
- [Passport](#), which provides scholarships and advisement to students from state and tribal foster care, refugee minors, and unaccompanied homeless youth
- Suites of student support services for first-generation students from low-income households or students with disabilities who are pursuing a degree in [teaching](#) or [STEM or health sciences](#). A separate set of supports is available for students who are [veterans](#)

WSU has a 20-year-old [TRIO](#) program, managed by our Office of Student Affairs, that serves about 160 low-income students per year. The program concentrates on helping students overcome social, cultural, and class barriers that impede their progress toward degree completion. TRIO currently provides a suite

of eight programs that support middle school and high school students as well as college students. One program is dedicated to older citizens who would like to pursue a college degree.

WSU is working to involve faculty in the effort. The university's [Smith Teaching and Learning Grants](#) annually provide, on a competitive basis, faculty with up to \$5,000 to pursue instructional innovation that promises to improve student learning. The 2021 competition solicits proposals in two areas: Flipped design of large lecture courses, and strategies to increase completion in classes with high C-DFW rates or reduce equity gaps. The 2020 competition also had C-DFW rates and equity gaps as a focus area. Awards in this area were made for projects on the benefits of a mindfulness-based curriculum, community engagement as a facilitator of technical writing skill acquisition, a comprehensive program to improve mastery of basic physics concepts, and restructuring of programming assignments in introductory computer science courses.

WSU also has a dedicated office for [undocumented students](#). It provides a variety of services for such students including DACA information, immigration law consultations, professionally led resilience and self-care support groups, and a Spanish-language orientation program for new students and their parents. The office also offers training to those who would like to be allies of undocumented students.

We are proud of these programs, but the need to increase the number of both students served and services offered is substantial. We have had conversations with other institutions that offer programs that would serve our students well (e.g., Georgia State University). However, the pandemic has forced us to scale back the pace at which we had been working to develop versions of these programs. We had planned to make site visits to some of the institutions with whom we had been talking to observe their programs in action and learn about their operation. The financial impact of the pandemic presents an additional limitation on what we can accomplish when. We are moving forward with plans to expand our supports in order to reduce equity gaps and will appreciate suggestions and insights from the site team on practices at their own institutions.

## **Retention**

WSU has struggled to improve its first year systemwide retention rate, defined as the percentage of first-year students who returned to any WSU campus in the next academic year. Over the last 20 years it has slowly declined from about 85% to about 80%. The decline is partly the result of the growth of our student body. WSU had record-high enrollment every year from 2014 to 2019, and such growth will bring with it an increasing number of students who feel overwhelmed or intimidated by the size of the school. Reductions in state funding over this time period, and corresponding increase of financial burden on the student, also contribute to reduced retention. Still, our peer institutions have experienced the same enrollment growth and decline in public money, and they have been able to maintain retention rates that are 5 – 10% higher than ours. We would like to achieve and maintain a first-year retention rate of 88 – 90%.

The university has a number of initiatives underway that are directed at increasing our retention rate. The President's Commission on Campus Climate and Culture, mentioned earlier, will work on removal of factors that make the university feel unwelcoming to students from underrepresented groups. The Provost's Office has adopted the [Navigate](#) advising app developed by EAB to track a student's progress

and predict their chances of success given current activities. Navigate allows an advisor to intervene proactively if a student is struggling or going in the wrong direction and help the student get back on track. The Provost's Office has also assembled a [Cougar Success](#) web page which serves as a clearinghouse for information and resources about academic success, healthy living, tutoring, learning resources, goal setting, stress management, and support services. The university-wide Transformational Change Initiative ([TCI](#)), launched in 2016, is a comprehensive student success program that impacts the student from matriculation to graduation and includes programming for parents and guardians of first-year students and workshops for faculty on curriculum development.

Our ambitious goal for 2025 is to have increased first-year retention by 1% every year. This would put us around 85% and halfway to our goal. A yearly 1% increase equates to 45 – 50 more students returning to the system for their second year every year. We believe this is very doable once we find the right combination of interventions and strategies. As with the other plans discussed in this section we regularly monitor and talk with peer and aspirational institutions to learn how they are succeeding at retention. We look forward to discussing all of these challenges and opportunities with the site team members.

## ACTION ITEM #2

### Discontinue Required Use of the Scholastic Aptitude Test (SAT) and American College Testing (ACT) in WSU's Admissions Processes (Elizabeth S. Chilton)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Discontinue required use of the SAT and ACT in WSU's admissions processes

**PROPOSED:** That the Board of Regents discontinue required use of the SAT and ACT in WSU's admissions processes.

**SUBMITTED BY:** Elizabeth S. Chilton, Executive Vice President and Provost

**SUPPORTING INFORMATION:** In response to disruptions caused by COVID-19, the Washington Student Achievement Council (WSAC) granted public universities the ability to waive or make optional the SAT and ACT standardized tests for the 2020 (late applicants) and 2021 admission cycles. As the 2022 admission cycle quickly approaches, a decision regarding the future use of standardized testing in the admissions process is warranted.

Nationally, the sentiment to move away from standardized tests has been building for some time, particular because of concerns about implicit cultural bias in such tests and resultant inequalities among racial and ethnic groups.<sup>1</sup> The COVID-19 pandemic has exacerbated this move.<sup>2</sup> In January, the College Board announced they would no longer offer Subject tests or the Essay on the SAT.

After thoughtful discussions and evaluation, the Office of the Provost proposes that WSU no longer require or utilize the SAT or ACT in the admissions process. Additionally, it is recommended that WSU no longer require or use the SAT or ACT in the selection process for scholarships and/or tuition waivers. WSU Chancellors, Deans, Vice Presidents, Enrollment Management, Academic Engagement and

---

<sup>1</sup> For a case study in Texas, see <http://tupress.temple.edu/book/2000000009587>

<sup>2</sup> For recent background, see <https://www.chronicle.com/article/the-covid-effect-most-colleges-will-keep-test-optional-policies-for-good> and <https://www.insidehighered.com/admissions/article/2021/02/26/act-admits-test-optional-admissions-isnt-going-away>

Student Achievement, and other campus partners unanimously support this recommendation to no longer require the SAT or ACT for purposes of admission.

Finally, the data below indicates that high school grade point average (GPA) is a better predictor of success at WSU than standardized test scores. Both 6-year graduation and 1<sup>st</sup> year retention rates are higher for students with a high school GPA of 3.5+ than for the students that score well on the SAT (1200+). This difference is pronounced for the 6-year graduation rate. While other options are available to WSU (i.e., test optional or test blind), no longer requiring test scores eliminates the ambiguity for prospective students that sometimes persists when an institution makes the test optional, and it will alleviate the financial and structural barriers to taking the test in our efforts to support inclusive excellence.

WSU 6-year graduation and 1st year retention HS GPA v. SAT									
	(Entering Freshman Cohort)								
	2011	2012	2013	2014	2015	2016	2017	2018	2019
HS GPA (3.5-4.0) 6-year graduation rate	70.5 to 79.7%	71.4 to 79.3%	71.7 to 81.2%	70.7 to 79.1%	N/A	N/A	N/A	N/A	N/A
HS GPA (3.5-4.0) 1st-year retention rate	85 to 91%	84.43 to 90.8%	85.75 to 92.0%	86.4 to 89.9%	85.04 to 91.0%	85.53 to 89.9%	85.53 to 89.9%	84.26 to 91.0%	84.3 to 89.9%
SAT (1200-1300) 6-year graduation rate	68.6 to 68.4%	67.5 to 64.7%	66.2 to 66.8%	63.9 to 69.0%	N/A	N/A	N/A	N/A	N/A
SAT (1200-1300) 1st year retention rate	84 to 86.5%	83.4 to 83.8%	83.7 to 84.2%	82.1 to 83.5%	82.3 to 84.1%	82.2 to 85.3%	85.5 to 88.2%	81.4 to 85.1%	80.8 to 88.2%

## **ACTION ITEM #3**

### **Proposed Revision to WAC 504-26 Standards of Conduct for Students (Mary Jo Gonzales)**

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** WSU System, Revisions to WAC 504-26-010; 504-26-015; 504-26-020; 504-26-045; 504-26-050; 504-26-120; 504-26-204; 504-26-206; 504-26-209; 504-26-217; 504-26-219; 504-26-220; 504-26-221; 504-26-222; 504-26-223; 504-26-227; 504-26-230; 504-26-401; 504-26-402; 504-26-403; 504-26-409; 504-26-415; 504-26-420; 504-26-425; 504-26-504; 504-26-515; 504-26-525 Standards of Conduct for Students; Creation of WAC 504-26-231

**PROPOSED:** That the Board of Regents approve revisions to WAC 504-26 Standards of Conduct for Students and create a new section, WAC 504-26-231.

**SUBMITTED BY:** Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On May 19, 2020 the United States Department of Education (the Department) published amendments to its regulations for implementing Title IX of the Education Amendments of 1972 (Title IX). The Department's amended regulations specify how recipients of federal financial assistance covered by Title IX (which includes the University) must respond to allegations of gender discrimination, including sexual harassment and sexual assault. The Department's amended regulations took effect on August 15, 2020. Amendments to the University's Standards of Conduct for Students is required to comply with the Department's amended Title IX regulations.

The newly created section, WAC 504-26-231 specifically addresses definitions of relationships and interactions as related to intimate partner violence.

The University filed an emergency rule making order on August 14, 2020 in order to ensure compliance with federal rules. The permanent WAC rule revisions were presented to

the Board of Regents as an information item at the September 2020 meeting and as a future action item at the October 2020 meeting.

In accordance with University and Washington Administrative Code rules, a public hearing was held on January 20, 2021 to solicit comment. No comments were received, written or oral, from the public on this matter.

ATTACHMENTS: Attachment A - Memo to President Kirk Schulz  
Attachment B – Redline Copy

**MEMORANDUM**

DATE: January 21, 2021

TO: Kirk H. Schulz  
President

FROM: Deborah L. Bartlett   
Rules Coordinator

SUBJECT: Amend *WAC* Chapter 504-26 *WAC*: Standards of Conduct for Students

This report is filed pursuant to RCW 34.05.325(4).

On January 20, 2021, a public hearing was conducted to solicit public comments regarding amendment of *WAC* Chapter 504-26 *WAC*: Standards of Conduct for Students. The proposed amendments are being implemented to update the standards of conduct for students. On May 19, 2020, the United States Department of Education (the Department) published amendments to its regulations implementing Title IX of the Education Amendments of 1972 (Title IX). The Department's amended regulations specify how recipients of federal financial assistance covered by Title IX (which include the University) must respond to allegations of sexual harassment. Amendments to the University's Standards of Conduct for Students are required to comply with the Department's amended Title IX regulations.

Due to technical difficulties this hearing was unable to be held by Zoom when originally scheduled on January 11, 2021. Prior to the originally scheduled hearing, notice of opportunity to make public comment on this proposal, either verbally or in writing, was published from January 5, 2021 to January 6, 2021 in the online edition of the Daily Evergreen; on January 7, 2021 on the WSU System Facebook and Twitter sites, and distributed by the Office of Student Affairs to the Associated Students of Washington State University, the Graduate Professional Students Association, the Center for Fraternity and Sorority Life, and Cougar Health Services for publication on their social media sites. Prior to the January 20, 2021 hearing, notice of opportunity to make public comment on this proposal was published on January 13, 2021 in the online edition of the Daily Evergreen; on January 13, 2021 on the WSU Events website, the WSU System Facebook and Twitter sites, and on January 14, 2021 in the WSU Insider Daily Announcements, and was distributed by the Office of Student Affairs to the Associated Students of Washington State University, the Graduate Professional Students Association, the Center for Fraternity and Sorority Life, and Cougar Health Services for publication on their social media sites. Notice was also published on December 16, 2020 on the WSU rule-making website and updated on January 12, 2021. The WSU rule-making website is accessible by a direct link from the WSU home page. Each notice included notification of the time and place of the public hearing where oral comments could be provided and a request for written comments to be submitted no later than the close of business on the date of the hearing, which was originally scheduled for January 11, 2011 and held as rescheduled on January 20, 2021.

No comments were received, oral or written, from the public regarding this proposal.

dlb

cc: Nathan Deen, Assistant Attorney General, Attorney General's Office--WSU Division  
Karen Metzner, Director, Center for Community Standards  
Jill Creighton, Dean of Students and Associate Vice President, Campus Life, Office of Student Affairs  
Kim Holapa, Associate Vice President, External Engagement and Strategic Initiatives, Office of Student Affairs  
Mary Jo Gonzales, Vice President for Student Affairs  
Chris Hoyt, Chief of Staff, Office of the President  
Desiree Jacobsen, Executive Assistant to the Board of Regents

**WAC 504-26-010 Definitions.** Words and phrases used in the standards of conduct regardless of their associated gender identity include all genders. Words and phrases used in the standards of conduct in the singular or plural encompass both the singular and the plural, unless the context clearly indicates otherwise. For purposes of the standards of conduct, the following definitions apply:

(1) Academic integrity hearing board. Teaching faculty and student representatives who, collectively, are authorized by the university or college to review an instructor's determination that a student violated university academic integrity policies and whether or not the outcome proposed by the instructor is in keeping with the instructor's published policies.

(2) Appeals board. The group of students, faculty, and staff, collectively, authorized in accordance with WAC 504-26-115 to consider appeals from a university conduct board's or conduct officer's determination as to whether a student has violated the standards of conduct and any sanctions (~~(imposed)~~) assigned.

(3) Brief adjudication. The process by which a conduct officer may adjudicate student conduct matters (~~(involving)~~) that are not resolving allegations that would constitute Title IX sexual harassment within the university's Title IX jurisdiction, and where possible sanctions (~~(, other than matters involving)~~) do not include suspension for more than ten instructional days, expulsion, loss of recognition, or revocation of degree. Also referred to as a "conduct officer hearing" or "brief adjudicative proceeding."

(4) CCR. The university's office of compliance and civil rights.

(5) Cheating. Includes, but is not limited to:

(a) Use of unauthorized materials in taking quizzes, tests, or examinations, or giving or receiving unauthorized assistance by any means, including talking, copying information from another student, using electronic devices, or taking an examination for another student.

(b) Use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments.

(c) Acquisition or possession of tests or other academic material belonging to a member of the university faculty or staff when acquired without the permission of the university faculty or staff member.

(d) Fabrication, which is the intentional invention or counterfeiting of information in the course of an academic activity. Fabrication includes, but is not limited to:

(i) Counterfeiting data, research results, information, or procedures with inadequate foundation in fact. The office of research

must be consulted in matters involving alleged research misconduct as that term is defined in the university's executive policy 33.

(ii) Counterfeiting a record of internship or practicum experiences.

(iii) Submitting a false excuse for absence or tardiness or a false explanation for failing to complete a class requirement or scheduled examination at the appointed date and time.

(e) Engaging in any behavior for the purpose of gaining an unfair advantage specifically prohibited by a faculty member in the course syllabus or class discussion.

(f) Scientific misconduct. Falsification, fabrication, plagiarism, or other forms of dishonesty in scientific and scholarly research are prohibited. Complaints and inquiries involving cases of scientific misconduct are managed according to the university's policy for responding to allegations of scientific misconduct. A finding of scientific misconduct is subject to sanctions by the center for community standards. The policy for responding to allegations of scientific misconduct (executive policy 33) may be reviewed by contacting the office of research.

(g) Unauthorized collaboration on assignments.

(h) Intentionally obtaining unauthorized knowledge of examination materials.

(i) Plagiarism. Presenting the information, ideas, or phrasing of another person as the student's own work without proper acknowledgment of the source. This includes submitting a commercially prepared paper or research project or submitting for academic credit any work done by someone else. The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

(j) Unauthorized multiple submission of the same work.

(k) Sabotage of others' work.

(l) Tampering with or falsifying records.

~~((5))~~ (6) Complainant. Any person who is the alleged victim of prohibited student conduct, whether or not such person has made an actual complaint. Any individual, group, or entity, including the university, who submits a complaint alleging that a student or a registered or recognized student organization violated the standards of conduct.

~~((6))~~ (7) Conduct board. The group of students, faculty, and staff, collectively authorized in accordance with WAC 504-26-110 to adjudicate certain student conduct matters.

~~((7))~~ (8) Conduct officer. A university official authorized by the vice president for student affairs to initiate, manage, and/or adjudicate certain student conduct matters in accordance with WAC 504-26-401 and 504-26-402.

~~((8))~~ (9) Faculty member. For purposes of this chapter, any person hired by the university to conduct classroom or teaching

activities or who is otherwise considered by the university to be a member of its faculty.

~~((9))~~ (10) Full adjudication. The process by which a conduct board adjudicates matters involving possible suspension of greater than ten instructional days, expulsion, loss of recognition, revocation of degree, or other matters as determined by the university. Also referred to as "formal adjudication," "formal (or full) adjudicative proceeding," or "conduct board hearing."

~~((10))~~ (11) Gender identity. Having or being perceived as having a gender identity, self-image, appearance, behavior, or expression, whether or not that gender identity, self-image, appearance, behavior, or expression is different from that traditionally associated with the sex assigned to the person at birth.

~~((11))~~ (12) Member of the university community. Includes any person who is a student, faculty member, university official, any person employed by the university, or any person with a relationship with the university, including guests of and visitors to the university. A person's status in a particular situation is determined by the vice president for student affairs or designee.

~~((12))~~ (13) Parties. The parties to a student conduct proceeding must include the university and the respondent. The parties in a student conduct matter ~~((implicating Title IX of the Civil Rights Act of 1964))~~ where the allegations, if true, would constitute Title IX sexual harassment within the university's Title IX jurisdiction must also include the complainant(s) ~~((, if the complainant(s) notifies the university in writing that they wish to participate as a party))~~. The university may designate other complainants, individuals, or recognized or registered student organizations as parties to conduct proceedings, or allow individuals or recognized or registered student organizations to intervene in conduct proceedings.

~~((13))~~ (14) Policies. The written rules and regulations of the university as found in, but not limited to, the standards of conduct, university policy manuals, housing and dining policies, academic regulations, and the university's graduate, undergraduate, and professional catalogs and other publications, including electronic publications.

~~((14))~~ (15) Recognized or registered student organization. A group of students, collectively, that has complied with the formal requirements for university recognition or registration.

~~((15))~~ (16) Respondent. A student or recognized or registered student organization alleged to have violated these standards of conduct.

~~((16))~~ (17) Student. Any person taking courses at the university, either full-time or part-time, pursuing undergraduate, graduate, or professional studies. Persons who withdraw after allegedly violating the standards of conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the university (including suspended students) or who have been notified of their acceptance for admission are considered "students"

as are persons who are living in university residence halls, even if not enrolled.

~~((17))~~ (18) Title IX. Title IX of the Education Amendments Act of 1972, 20 U.S.C. 1681 and its implementing 34 C.F.R. Part 106.

(19) University. Includes all locations, premises, programs, and operations of Washington State University.

~~((18))~~ (20) University official. Any person employed by the university, performing assigned administrative or professional responsibilities.

~~((19))~~ (21) University premises. All land, buildings, facilities, vehicles, websites, and other property in the possession of or owned, used, or controlled by the university (including adjacent streets and sidewalks), including its study abroad program sites, as well as university-sponsored or hosted online platforms.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-010, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-010, filed 6/15/17, effective 7/16/17; WSR 16-08-014, § 504-26-010, filed 3/28/16, effective 4/28/16; WSR 15-01-080, § 504-26-010, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-010, filed 5/11/11, effective 6/11/11; WSR 07-11-030, § 504-26-010, filed 5/8/07, effective 6/8/07; WSR 06-23-159, § 504-26-010, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-015 Jurisdiction and applicability—Relationship to other proceedings.** (1) General. The standards of conduct apply to conduct that occurs on university premises or in connection with university sponsored activities, including transit to or from the activity.

(2) Off-campus conduct. In addition to subsection (1) of this section, the standards of conduct may apply to conduct that occurs off university premises and not in connection with university-sponsored activities, if the conduct adversely affects the health and/or safety of the university community or the pursuit of the university's vision, mission, or values.

(a) The university has sole discretion to make this determination. In making this determination, the conduct officer considers whether the alleged conduct:

(i) Requires the university to exercise jurisdiction under law or as required by federal or state agencies;

(ii) Negatively impacted the reputation of the university or its students;

(iii) Occurred on the property of recognized or registered student organizations;

(iv) Caused physical, mental, or emotional harm to another; or

(v) Was recognized by onlookers, complainants, or witnesses as being carried out by a student or recognized or registered student organization.

(b) When the university chooses to exercise jurisdiction for off-campus conduct not in connection with a university-sponsored activity, the parties must be notified in writing of the decision and the reasons for the decision, and their right to challenge the decision to the vice president for student affairs or designee. Challenges to jurisdiction must be in writing and filed within five calendar days from the date the notice is sent. In cases implicating Washington State University's executive policy 15, (~~which prohibits discrimination, sexual harassment, and sexual misconduct,~~) the vice president for student affairs or designee must consult with the university's Title IX coordinator.

(3) Online conduct - Electronic communications. These standards of conduct may be applied to behavior conducted online, via electronic mail, text message, or other electronic means.

(4) Time frame for applicability. Each student is responsible and accountable for their conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. These standards apply to a student's conduct even if the student withdraws from school, takes a leave of absence, or graduates.

(5) Group accountability. Recognized or registered student organizations that violate university policies and the standards of conduct are subject to sanctions. A recognized or registered student organization may be held accountable for the behavior of its officers, members, or guests when the university demonstrates that:

(a) The organization or its officers should have foreseen that behavior constituting a violation was likely to occur, yet failed to take reasonable precautions against such behavior;

(b) A policy or practice of the organization was responsible for a violation; or

(c) The behavior constituting a violation was committed by, condoned by, or involved a significant number of organization officers, members, or guests.

(6) International and national study programs. Students who participate in any university-sponsored or sanctioned international or national study program must observe the following rules and regulations:

(a) The laws of the host country and/or state;

(b) The academic and disciplinary regulations of the educational institution or residential housing program where the student is studying;

(c) Any other agreements related to the student's study program; and

(d) These standards of conduct.

(7) Academic and professional standards. Nothing in these standards of conduct is to be construed as limiting academic action

that may be taken by a program or other academic unit against a respondent who, based on an established violation of these standards or otherwise, demonstrates a failure to meet the academic and/or professional standards of the program.

(8) Relationship between student conduct process and other legal processes. The university is not required to stay a student conduct proceeding pending any criminal or civil proceeding, nor must the disposition of any such criminal or civil proceeding control the outcome of any student conduct proceeding. Respondents may choose to remain silent during conduct proceedings, in accordance with WAC 504-26-045.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-015, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-020 Advisors and representatives.** (1) Advisors. Any party may have an advisor of their choice present during all stages of a conduct process. Upon a party's request, a list of trained advisors from outside the office of the dean of students (and those offices reporting to the dean of students) who can provide support at no cost to the student is provided. Advisors may assist any party engaged in the conduct process and attend meetings and hearings. Advisors may not be witnesses to the alleged behavior. (~~Students should select an advisor whose schedule allows for attendance at the scheduled date and time of the informational meeting and/or hearing, because delays are not normally allowed due to scheduling conflicts of the advisor.~~)

(2) Communication with the center for community standards. Advisors and representatives may communicate directly with the center for community standards to receive information on dates and times of meetings, status of conduct processes, and outcomes. As a condition of participation in the conduct process, the center for community standards may require advisors and representatives to sign a statement agreeing to comply with legal requirements and university rules including, but not limited to, requirements related to confidentiality of student information.

(3) Advisors in conduct meetings and conduct officer hearings. During any conduct (~~process~~) meeting or conduct officer hearing, breaks may be taken, within reason, to allow a party to consult with their advisor. However, advisors are not permitted to speak on behalf of parties.

(4) Advisors in conduct board hearings. As with all other conduct meetings and conduct officer hearings, advisors are not permitted to speak on behalf of parties, except that in conduct board hearings, advisors are permitted to ask relevant cross-examination questions as instructed by a party.

(5) Representatives. A party may choose to be represented during a full adjudication, at their own expense. Only persons currently admitted to practice law, including licensed legal interns, are permitted to act as representatives. In conduct board hearings, questions regarding logistical and administrative issues are to be directed to the presiding officer, who may impose reasonable conditions upon participation of advisors and representatives. [Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-020, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-045 Evidence.** (1) Except as provided in subsection (2) of this section, evidence, including hearsay evidence, is admissible in student conduct proceedings if, in the judgment of the conduct officer or presiding officer, it is the kind of evidence that reasonably prudent persons are accustomed to rely on in the conduct of their affairs. The conduct officer or presiding officer determines the admissibility and relevance of all information and evidence. (~~The sexual history of a complainant is not admissible in a student conduct proceeding except to the extent permitted by evidence rule 412 and RCW 34.05.452 (stating that presiding officers must refer to the Washington rules of evidence as guidelines for evidentiary rulings).~~)

(2) In conduct board hearings to resolve allegations that, if proven, would constitute Title IX sexual harassment within the university's Title IX jurisdiction, witnesses, including parties, must submit to cross-examination for their written or verbal statements to be considered by the university conduct board.

(3) The sexual history of a complainant is not relevant and not admissible in a student conduct proceeding unless such evidence about the complainant's sexual predisposition or prior sexual behavior is offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

(4) Students may choose to remain silent during conduct proceedings, recognizing that they give up the opportunity to explain their version of events and that the decision is made based on the information presented at the hearing. No student must be compelled to give self-incriminating evidence, and no negative inference will be drawn from a student's refusal to participate in any stage of the conduct proceeding. If either party does not attend or participate in a hearing, the conduct officer or conduct board may resolve the matter based on the information available at the time of the hearing.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-045, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-050 Interim measures.** (1) While a student conduct matter is pending, the university may take a number of interim actions or supportive measures in order to ensure the preservation of the educational experience and the overall university environment of the parties. These actions may include, but are not limited to:

- (a) A no-contact order (~~((imposed on))~~) assigned to any party;
- (b) University housing room change for one or more involved parties; and/or
- (c) Changes in academic schedules or assignments for any party.

(2) As stated in the university's housing and dining policies, the university reserves the right to assign roommates, to change room or hall assignments, and/or to consolidate vacancies by requiring residents to move from one room to another in the event such reassignments are determined to be necessary by the university.

(3) University departments taking interim or supportive measures must coordinate with the center for community standards, which advises the parties of the interim measures and the process for challenging them. For matters involving the university's executive policy 15, (~~((which prohibits discrimination, sexual harassment, and sexual misconduct,))~~) the departments must also consult with (~~((the university's office for equal opportunity))~~) CCR regarding interim or supportive measures. Interim and supportive measures are not sanctions and do not imply or assume responsibility for a violation of the standards of conduct.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-050, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-120 Training.** (1) Board members and presiding officers. Conduct board members, appeals board members, and presiding officers must not participate in any student conduct matter until, at a minimum, training in the following areas has been completed:

- (a) Cultural competency and implicit bias;
  - (b) Student development and student conduct philosophies, including the educational component of the student conduct process;
  - (c) Identifying bias against individuals and against groups;
  - (d) Conflict of interest;
  - (e) Sexual assault and gender-based violence;
  - (f) Alcohol and drug prevention;
  - (g) Due process and burden of proof in student conduct matters;
- ((and))
- (h) Sanctioning principles and guidelines;

(i) Title IX regulatory definitions, jurisdiction, and grievance processes; and

(j) Relevant and admissible evidence.

(2) Conduct officers. Conduct officers must not participate in any student conduct matter until, at a minimum, training in the following areas has been completed:

(a) Alternative dispute resolution;

(b) Restorative justice; and

(c) All training required of board members (see subsection (1) of this section).

(3) Renewal of training. Training must be renewed on an annual basis.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-120, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-204 Abuse of others or disruption or interference with the university community.** Abuse of others or disruption or interference with the university community (~~(includes, but is not limited to)~~) is defined as:

(1) Physical abuse, threats, intimidation, and/or other conduct that threatens, endangers, harms, or undermines the health, safety, or welfare of the university community or any person (~~(, including, but not limited to, domestic or intimate partner violence)~~).

(2) Conduct that disrupts the university community or prevents any member of the university community from completing their duties.

(3) Conduct that interferes with or disrupts the university's mission, operations, or activities.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-204, filed 11/19/18, effective 12/20/18; WSR 15-01-080, § 504-26-204, filed 12/15/14, effective 1/15/15; WSR 14-11-025, § 504-26-204, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-204, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-206 Hazing.** (1) No student or recognized or registered student organization at Washington State University may conspire to engage in hazing or participate in hazing of another.

(a) Hazing includes any activity expected of someone joining a group (or maintaining full status in a group) that causes or is likely to cause a risk of mental, emotional and/or physical harm, regardless of the person's willingness to participate.

(b) Hazing activities may include, but are not limited to, the following: Abuse of alcohol during new member activities; striking another person whether by use of any object or one's body; creation of excessive fatigue; physical and/or psychological shock; morally degrading or humiliating games or activities that create a risk of bodily, emotional, or mental harm.

(c) Hazing does not include practice, training, conditioning and eligibility requirements for customary athletic events such as intramural or club sports and NCAA athletics, or other similar contests or competitions, but gratuitous hazing activities occurring as part of such customary athletic event or contest are prohibited.

(2) Washington state law also prohibits hazing which may subject violators to criminal prosecution. As used in RCW 28B.10.901 and 28B.10.902, "hazing" includes any method of initiation into a recognized or registered student organization or living group, or any pastime or amusement engaged in with respect to such an organization or living group that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student or other person attending a public or private institution of higher education or other postsecondary education institution in this state.

(3) Washington state law (RCW 28B.10.901) also provides sanctions for hazing:

(a) Any person who violates this rule, in addition to other sanctions that may be (~~imposed~~) assigned, forfeits any entitlement to state-funded grants, scholarships, or awards for a period of time determined by the university.

(b) Any recognized or registered student organization that knowingly permits hazing by its members or others subject to its direction or control must be deprived of any official recognition or approval granted by the university.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-206, filed 11/19/18, effective 12/20/18; WSR 06-23-159, § 504-26-206, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 15-01-080, filed 12/15/14, effective 1/15/15)

**WAC 504-26-209 Violation of university policy, rule, or regulation.** Violation of any university policy, rule, or regulation published electronically on the university website or in hard copy including, but not limited to, Washington State University's alcohol and drug policy, executive policy 15 (~~(policy prohibiting discrimination, sexual harassment and sexual misconduct)~~), and housing and residence life policy.

[Statutory Authority: RCW 28B.30.150. WSR 15-01-080, § 504-26-209, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-209, filed 5/11/11, effective 6/11/11; WSR 06-23-159, § 504-26-209, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 06-23-159, filed 11/22/06, effective 12/23/06)

**WAC 504-26-217 Unauthorized use of electronic or other devices.**

Unauthorized use of electronic or other devices: Making an audio or video record of any person while on university premises without ((~~his or her~~)) their prior knowledge, or without ((~~his or her~~)) their effective consent when such a recording is of a private conversation or of images taken of a person(s) at a time and place where ((~~she or he~~)) they would reasonably expect privacy and where such images are likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom, but does not include taking pictures of persons in areas which are considered by the reasonable person to be open to public view, such as Martin Stadium or the Glenn Terrell Mall.  
[Statutory Authority: RCW 28B.30.150. WSR 06-23-159, § 504-26-217, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-219 Abuse of the student conduct system.** Abuse of the student conduct system ((~~including, but not limited to~~)) is defined as:

- (1) Failure to obey any notice from a university conduct board or other university official to appear for a meeting or hearing as part of the student conduct system.
- (2) Willful falsification, distortion, or misrepresentation of information before a university conduct proceeding.
- (3) Disruption or interference with the orderly conduct of a university conduct board proceeding.
- (4) Filing fraudulent charges or initiating a university conduct proceeding in bad faith.
- (5) Attempting to discourage an individual's proper participation in, or use of, the student conduct system.
- (6) Attempting to influence the impartiality of a member of the university conduct system prior to, and/or during the course of, any university conduct board proceeding.
- (7) Harassment (verbal, written, or physical) and/or intimidation of a member of a university conduct board, any individual involved in the conduct process, or any conduct officer before, during, and/or after any university conduct proceeding.
- (8) Failure to comply with or failure to complete any term or condition of any disciplinary sanction(s) ((~~imposed~~)) assigned under the standards of conduct.
- (9) Influencing or attempting to influence another person to commit an abuse of the university conduct system.

(10) Violation of probation or any probationary conditions.  
[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-219, filed 11/19/18, effective 12/20/18; WSR 15-01-080, § 504-26-219, filed 12/15/14, effective 1/15/15; WSR 08-05-001, § 504-26-219, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-219, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-220** (~~(Discrimination and)~~) **Discriminatory harassment.**

~~((Discrimination or discriminatory harassment))~~ (1) Unwelcome, intentional conduct on the basis of race; ((sex/gender)) sex and/or gender; sexual orientation; gender identity((/)) or expression; religion; age; color; creed; national or ethnic origin; marital status; genetic information; status as an honorably discharged veteran or member of the military; physical, mental, or sensory disability (including disability requiring the use of a trained service animal); ((-marital status; genetic information; and/or status as an honorably discharged veteran or member of the military; and as defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.)) or immigration or citizenship status, except as authorized by federal or state law, regulation, or government practice, which is so severe or pervasive, and objectively offensive, that it substantially and unreasonably:

(a) Interferes with, or has the potential to interfere with, an individual's ability to participate in WSU employment, education, programs, or activities;

(b) Adversely alters the condition of an individual's WSU employment, education, or participation status;

(c) Creates an objectively abusive employment, program, or educational environment; or

(d) Results in a material or substantial disruption of WSU's operations or the rights of students, staff, faculty, visitors, or program participants.

(2) In determining if conduct is harassing, the totality of the circumstances are assessed including, but not limited to, the following factors:

(a) Severity;

(b) Frequency of the discrimination;

(c) Status of the reporting and responding parties and their relationship to each other;

(d) Physicality, threats, or endangerment; and

(e) Whether or not the conduct could be reasonably considered protected speech or serving some other lawful purpose.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-220, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-220, filed

5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-220, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 17-13-049, filed 6/15/17, effective 7/16/17)

**WAC 504-26-221 Sexual misconduct.** (1) Sexual misconduct is an egregious form of sex discrimination/sexual harassment. (~~(A number of acts may be regarded as sexual misconduct including, but not limited to, nonconsensual sexual contact (including sexual intercourse) and sexual exploitation.)~~) Sexual misconduct (~~((includes sexual assault and other sexual violence.))~~) is defined as:

(a) Sex offense. Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

(b) Rape (except statutory rape). The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(c) Sodomy. Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(d) Sexual assault with an object. To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(e) Fondling. The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.

(f) Incest. Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

(g) Sexual exploitation, which occurs when a person takes nonconsensual or abusive sexual advantage of another for their own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses explained above. Examples of sexual exploitation may include, but are not limited to:

(i) Causing or attempting to cause the incapacitation of another person to gain sexual advantage over such other person.

(ii) Invading another person's sexual privacy.

(iii) Prostituting another person.

(iv) Engaging in voyeurism. A person commits voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person,

they knowingly view, photograph, record, or film another person, without that person's knowledge and consent, while the person being viewed, photographed, recorded, or filmed is in a place where they have a reasonable expectation of privacy.

(v) Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection.

(vi) Exposing one's intimate parts in nonconsensual circumstances.

(h) Statutory rape. Sexual intercourse with a person who is under the statutory age of consent.

(i) Sexually based stalking and/or bullying.

(2) Consent. Consent to any sexual activity must be clear, knowing, and voluntary. Anything less is equivalent to a "no." Clear, knowing, and voluntary consent to sexual activity requires that, at the time of the act, and throughout the sexual contact, all parties actively express words or conduct that a reasonable person would conclude demonstrates clear permission regarding willingness to engage in sexual activity and the conditions of such activity. Consent is active; silence or passivity is not consent. Even if words or conduct alone seem to imply consent, sexual activity is nonconsensual when:

(a) Force or coercion is threatened or used to procure compliance with the sexual activity.

(i) Force is the use of physical violence, physical force, threat, or intimidation to overcome resistance or gain consent to sexual activity.

(ii) Coercion is unreasonable pressure for sexual activity. When an individual makes it clear through words or actions that the individual does not want to engage in sexual contact, wants to stop, or does not want to go past a certain point of sexual interaction, continued pressure beyond that point may be coercive. Other examples of coercion may include using blackmail or extortion to overcome resistance or gain consent to sexual activity.

(b) The person is asleep, unconscious, or physically unable to communicate (~~his or her~~) their unwillingness to engage in sexual activity; or

(c) A reasonable person would or should know that the other person lacks the mental capacity at the time of the sexual activity to be able to understand the nature or consequences of the act, whether that incapacity is produced by illness, defect, the influence of alcohol or another substance, or some other cause. When alcohol or drugs are involved, a person is considered incapacitated or unable to give valid consent if the individual cannot fully understand the details of the sexual interaction (i.e., who, what, when, where, why, and how), and/or the individual lacks the capacity to reasonably understand the situation and to make rational, reasonable decisions.

(3) (~~Nonconsensual sexual contact is any intentional sexual touching, however slight, with any object or body part, by one person against another person's intimate parts (or clothing covering any of those areas), or by causing another person to touch his or her own or another person's intimate body parts without consent and/or by force.~~

~~Sexual contact also can include any intentional bodily contact in a sexual manner with another person's nonintimate body parts. It also includes nonconsensual sexual intercourse.~~

~~(4) Sexual exploitation occurs when a person takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses explained above. Examples of sexual exploitation may include, but are not limited to:~~

~~(a) Causing or attempting to cause the incapacitation of another person to gain sexual advantage over such other person;~~

~~(b) Invading another person's sexual privacy;~~

~~(c) Prostituting another person;~~

~~(d) Engaging in voyeurism. A person commits voyeurism if, for the purpose of arousing or gratifying the sexual desire of any person, he or she knowingly views, photographs, records, or films another person, without that person's knowledge and consent, while the person being viewed, photographed, recorded, or filmed is in a place where he or she has a reasonable expectation of privacy;~~

~~(e) Knowingly or recklessly exposing another person to a significant risk of sexually transmitted disease or infection;~~

~~(f) Exposing one's intimate parts in nonconsensual circumstances;~~

~~(g) Sexually based stalking and/or bullying.~~

~~(5)) Use of alcohol or other drugs is not a valid defense to a violation of this policy.~~

[Statutory Authority: RCW 28B.30.150. WSR 17-13-049, § 504-26-221, filed 6/15/17, effective 7/16/17; WSR 14-11-025, § 504-26-221, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-221, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 14-11-025, filed 5/12/14, effective 6/12/14)

**WAC 504-26-222 Harassment (other than sexual harassment or discriminatory harassment).** Harassment is conduct by any means that is severe, persistent, or pervasive, and is of such a nature that it would cause a reasonable person in the victim's position substantial emotional distress and undermine ((~~his or her~~)) their ability to work, study, or participate in ((~~his or her~~)) their regular life activities or participate in the activities of the university, and/or actually does cause the victim substantial emotional distress and undermines the victim's ability to work, study, or participate in the victim's regular life activities or participate in the activities of the university.

[Statutory Authority: RCW 28B.30.150. WSR 14-11-025, § 504-26-222, filed 5/12/14, effective 6/12/14; WSR 06-23-159, § 504-26-222, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 14-11-025, filed 5/12/14, effective 6/12/14)

**WAC 504-26-223 Stalking.** (1) Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(a) Fear for (~~his or her~~) their safety or the safety of others; or

(b) (~~Fear for harm to his or her property or the property of others; or~~

~~(c))~~) Suffer substantial emotional distress.

(2) (~~Stalking includes, but is not limited to, conduct occurring in person, electronically, or through a third party.)~~) Course of conduct means two or more acts including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

(3) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

(4) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(5) The use of alcohol or other drugs is not a valid defense to a violation of this policy.

[Statutory Authority: RCW 28B.30.150. WSR 14-11-025, § 504-26-223, filed 5/12/14, effective 6/12/14; WSR 11-11-031, § 504-26-223, filed 5/11/11, effective 6/11/11; WSR 06-23-159, § 504-26-223, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-227 Sexual harassment.** (~~Sexual harassment includes behavior defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.)~~) Unwelcome, intentional conduct, on the basis of sex and/or gender, which is so severe or pervasive, and objectively offensive, that it substantially and unreasonably:

(1) Interferes with, or has the potential to interfere with, an individual's ability to participate in WSU employment, education, programs, or activities;

(2) Adversely alters the condition of an individual's WSU employment, education, or participation status;

(3) Creates an objectively abusive employment, program, or educational environment; or

(4) Results in a material or substantial disruption of WSU's operations or the rights of students, staff, faculty, visitors, or program participants.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-227, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-227, filed 5/12/14, effective 6/12/14.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-230 Retaliation.** (~~Retaliation includes any act that would dissuade a reasonable person from making or supporting a complaint, or participating in an investigation, under the standards of conduct (this chapter). Retaliatory behavior includes action or threat of action that could negatively affect another's employment, education, reputation, or other interest. It also includes retaliation as defined in Washington State University's executive policy 15, which prohibits discrimination, sexual harassment, and sexual misconduct.~~)

(1) Intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privilege secured by university policies, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing.

(2) First amendment activities do not constitute retaliation.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-230, filed 11/19/18, effective 12/20/18; WSR 14-11-025, § 504-26-230, filed 5/12/14, effective 6/12/14.]

NEW SECTION

**WAC 504-26-231 Intimate partner violence.** Intimate partner violence is defined as:

(1) Dating violence, which is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is determined based on the:

(a) Length of the relationship;

(b) Type of relationship; and

(c) Frequency of interaction between the persons involved in the relationship.

(2) Domestic violence, which is defined as a felony or misdemeanor crime of violence committed by:

(a) A current or former spouse or intimate partner of the victim;

(b) A person with whom the victim shares a child in common;

(c) A person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

(d) A person similarly situated to a spouse of the victim under the domestic or family violence laws of Washington; or

(e) Any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of Washington.

[ ]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-401 Initiating conduct proceedings.** (1) Complaints. Any member of the university community may submit a complaint that a student or recognized or registered student organization violated the standards of conduct. In addition, the university may initiate conduct proceedings when it receives any direct or indirect report of conduct that may violate the standards of conduct.

(2) Decision not to refer the matter for hearing. Except as provided below, after reviewing the initial information, if the conduct officer determines that further conduct proceedings are not warranted, the conduct officer dismisses the matter. If the conduct officer decides not to initiate a conduct proceeding when requested by a complainant, the conduct officer must notify the complainant in writing of the decision, the reasons for the decision, and how to seek review of the decision. Conduct matters may be reopened if new relevant information becomes known. A conduct officer cannot dismiss a matter received from CCR where CCR completed a formal investigation implicating Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, regardless of the investigation's outcome. In such cases, the conduct officer must refer the matter to a conduct board hearing, which must be held within sixty days of the date the CCR formal investigation report was received, unless good cause exists to extend the date of the hearing or the matter is resolved through agreement or alternative dispute resolution.

(3) Notice of informational meeting. After reviewing initial information regarding a possible student conduct violation, if the student conduct officer decides conduct proceedings are warranted, the student conduct officer sends the respondent, or parties as appropriate, written notice of an informational meeting. The notice must, at a minimum, briefly describe the factual allegations or issues involved, the specific standard of conduct provision(s) the respondent is alleged to have violated, the range of possible sanctions for such violations, and the time, date, and place of the meeting. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 (Interpretation—Policies, procedures, and guidelines) must be provided. Any request to change or extend the

time or date of the informational meeting should be addressed to the conduct officer.

(4) Purpose of informational meeting. The purpose of the informational meeting is to provide the respondent with information on the conduct process and their rights and responsibilities, and to determine next steps, if any, in resolving the matter. During the informational meeting, the respondent may provide names of witnesses to the conduct officer to potentially contact. In cases involving Title IX, an informational meeting is also offered to a complainant.

(5) Agreement and alternative dispute resolution. A conduct officer may resolve a matter by agreement. Agreements may be reached directly or through alternative dispute resolution. In cases where agreement is not reached directly, before referring the matter to a hearing, the conduct officer must consider, and make a written determination, whether alternative dispute resolution is appropriate to resolve the matter. Alternative dispute resolution must not be used in matters involving sexual misconduct or sexual harassment. When resolution of a matter is reached by agreement or alternative dispute resolution, the agreement must be in writing and signed by the parties and the conduct officer. In the agreement, the parties must be advised in writing that:

(a) The disposition is final and they are waiving any right to a hearing on the matter, including any right to appeal; and

(b) If any party decides not to sign the agreement, and the matter proceeds to a hearing, neither the agreement nor a party's refusal to sign will be used against either party at the hearing.

(6) Referral for adjudication. Except as provided in subsection (2) of this section, after the informational meeting, if the conduct officer determines that a conduct hearing is warranted, and the matter is not resolved through agreement or alternative dispute resolution, the matter is handled through either a conduct officer hearing (brief adjudication) in accordance with WAC 504-26-402, or conduct board hearing (full adjudication) in accordance with WAC 504-26-403. In determining which process is appropriate, the conduct officer considers factors including, but not limited to, the nature and severity of the allegations, the respondent's past contacts with the center for community standards, and the range of possible sanctions that could be (~~imposed~~) assigned. A student may request that a conduct board hear the case, but the final decision regarding whether to refer the matter to the conduct board for hearing is made by the conduct officer and is not subject to appeal.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-401, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-401, filed 6/15/17, effective 7/16/17; WSR 15-11-041, § 504-26-401, filed 5/14/15, effective 6/14/15; WSR 15-01-080, § 504-26-401, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-401, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-401, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-401, filed 11/22/06, effective 12/23/06.]

**WAC 504-26-402 Conduct officer hearings (brief adjudications).**

(1) The majority of student conduct matters are adjudicated through conduct officer hearings. However, conduct officer hearings are not used to adjudicate matters in which the respondent faces possible sanctions of suspension for more than ten instructional days, expulsion, or revocation of degree or when a recognized or registered student organization faces possible loss of recognition. In addition, conduct officer hearings generally are not used to adjudicate matters in which the respondent faces allegations of sexual misconduct, as that term is defined in WAC 504-26-221.

(2) Notice of hearing. The conduct officer must provide the parties with written notice no later than ten calendar days prior to the conduct officer hearing. The notice must, at a minimum, briefly describe the factual allegations or issues involved, the specific standard of conduct provision(s) the respondent is alleged to have violated, the range of possible sanctions for such violations, and the time, date, and place of the hearing. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 must be provided. The notice must also include:

(a) A jurisdiction statement if the alleged behavior occurred off campus and information regarding the right to challenge jurisdiction in accordance with WAC 504-26-015;

(b) Information regarding the right to request recusal of a conduct officer under WAC 504-26-125; and

(c) Any request to extend the time or date of the conduct officer conference/hearing should be addressed to the conduct officer.

(3) Hearing and possible outcomes. Conduct officer hearings are brief adjudications conducted in accordance with RCW 34.05.482 through 34.05.494. The hearing allows the conduct officer to review available information, hear the parties' view of the matter, render a decision regarding responsibility, and (~~impose~~) assign sanctions, as appropriate.

(a) Before the hearing begins, the conduct officer must inform the respondent that:

(i) All respondents are presumed "not responsible" for pending charges;

(ii) The university must prove all violations by a preponderance of the evidence, meaning that it is more likely than not that the violation occurred; and

(iii) The parties have the right to have an advisor present at the hearing.

(b) Upon conclusion of the hearing, the conduct officer may take any of the following actions:

(i) Terminate the proceeding and enter a finding that the respondent is not responsible for the alleged conduct violation;

(ii) Dismiss the matter with no finding regarding responsibility, in which case the matter may be reopened at a later date if relevant new information becomes known;

(iii) Find the respondent responsible for any violations and impose sanctions within the limitations described in subsection (1) of this section; or

(iv) Refer the matter to the conduct board.

(4) Notice of decision and right to appeal. The conduct officer notifies the parties in writing of the decision within ten calendar days of the conduct officer hearing. This is the initial order of the university and includes information regarding the parties' right to appeal under WAC 504-26-420.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-402, filed 11/19/18, effective 12/20/18; WSR 17-13-049, § 504-26-402, filed 6/15/17, effective 7/16/17; WSR 16-08-014, § 504-26-402, filed 3/28/16, effective 4/28/16; WSR 15-01-080, § 504-26-402, filed 12/15/14, effective 1/15/15; WSR 12-04-049, § 504-26-402, filed 1/30/12, effective 3/1/12; WSR 11-11-031, § 504-26-402, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-402, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-402, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-403 Conduct board hearings (full adjudications).** (1)

Conduct board hearings are used in matters in which the respondent faces possible sanctions of suspension for more than ten instructional days, expulsion, or revocation of degree and matters in which a recognized or registered student organization faces possible loss of recognition. In addition, conduct board hearings are generally used to adjudicate matters in which the respondent faces allegations of sexual misconduct, as that term is defined in WAC 504-26-221. Other matters may be referred to a conduct board in the discretion of the conduct officer.

(2) Adoption of model rules of procedure. Conduct board hearings are full adjudications governed by the Administrative Procedure Act, RCW 34.05.413 through 34.05.476, and chapter 10-08 WAC, Model rules of procedure, except as otherwise provided in this chapter. In the event of a conflict between the rules in this chapter and the model rules, this chapter governs.

(3) Notice of hearing. Notice to the parties of a conduct board hearing must comply with model rule WAC 10-08-040 and standards of conduct rule WAC 504-26-035. In addition, information regarding the student conduct process and student rights, as required by WAC 504-26-504 must be provided.

(4) Time for conduct board hearings. The conduct board hearing is scheduled not less than ten calendar days after the parties have been sent notice of the hearing.

In accordance with WAC 10-08-090, requests to extend the time and/or date for hearing must be addressed to the presiding officer. A request for extension of time is granted only upon a showing of good cause.

(5) Subpoenas. Subpoenas may be issued and enforced in accordance with model rule WAC 10-08-120. In determining whether to issue, quash, or modify a subpoena, the presiding officer must give due consideration to state and federal legal requirements including, but not limited to, Title IX, its implementing regulations, and guidance issued by the federal Office for Civil Rights. The party requesting the subpoena has the burden of showing that a subpoena is necessary for full disclosure of all the relevant facts and issues.

(6) Discovery. Depositions, interrogatories, and physical or medical examinations of parties are not permitted in adjudications of student conduct matters. Other forms of discovery may be permitted at the discretion of the presiding officer; however, discovery should be limited to help ensure the prompt completion of the adjudication process.

(7) Cross-examination. As required by RCW 34.05.449, cross-examination of witnesses is permitted to the extent necessary for full disclosure of all relevant facts and issues. (~~The preferred method of cross examination in all student conduct matters is through written questions submitted to, and asked by, the presiding officer. Regardless, in~~) Cross-examination is conducted orally through the party's advisor or representative. If a party does not have an advisor or representative, an advisor is provided by the university free of charge to conduct cross-examination on that party's behalf. Advisors and representatives are required to engage in cross-examination questioning in a respectful manner. In no circumstance may the complainant or respondent be permitted to cross-examine each other directly (~~in person or through their representative~~). Before any witness or party may answer a cross-examination question, the presiding officer must first determine whether the question is relevant. The presiding officer (~~may decline to ask~~) must instruct parties or witnesses not to answer cross-examination questions that are irrelevant, immaterial, or unduly repetitious. (~~All questions submitted by the parties must be retained as part of the agency record, in accordance with RCW 34.05.566.~~)

(8) Decision requirements. Decisions regarding responsibility and sanctions are made by a majority of the conduct board hearing the matter, except that any sanction of expulsion, revocation of degree, or loss of recognition of a recognized or registered student organization requires a supermajority consisting of no more than one "no" vote.

(9) Notice of decision and right to appeal. Within ten calendar days of the completion of the hearing, the conduct board must issue a

decision simultaneously to all parties, which is the initial order of the university and must contain the following:

(a) Description of the allegations that initiated the community standards process;

(b) Description of procedural steps taken from the receipt of the formal complaint up to and including the university conduct board hearing;

(c) Appropriately numbered findings of fact and conclusions;

~~((b))~~ (d) The sanction(s) and/or remedy(ies) to be ~~((imposed))~~ assigned, if any, and the rationale for the sanction(s) and/or remedy(ies);

~~((e))~~ (e) Information regarding the parties' right to appeal according to WAC 504-26-420, including the time frame for seeking review; and

~~((d))~~ (f) Notice that the initial order becomes final unless an appeal is filed within ~~((twenty-one))~~ twenty calendar days of ~~((service of))~~ the date the initial order is sent to the parties.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-403, filed 11/19/18, effective 12/20/18; WSR 16-08-014, § 504-26-403, filed 3/28/16, effective 4/28/16; WSR 15-11-041, § 504-26-403, filed 5/14/15, effective 6/14/15; WSR 15-01-080, § 504-26-403, filed 12/15/14, effective 1/15/15; WSR 11-11-031, § 504-26-403, filed 5/11/11, effective 6/11/11; WSR 08-05-001, § 504-26-403, filed 2/6/08, effective 3/8/08; WSR 06-23-159, § 504-26-403, filed 11/22/06, effective 12/23/06.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-409 Emergency suspension.** (1) Definition. An emergency suspension is a temporary exclusion of a student from all or specified portions of university premises, programs, or activities pending an investigation or student conduct proceeding relating to alleged standards of conduct violations. An emergency suspension may be ~~((imposed))~~ assigned at any time prior to the issuance of the university's final order in the matter.

(2) Circumstances warranting emergency suspension.

(a) For matters which would not constitute Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, emergency suspension may be ~~((imposed))~~ assigned only in situations when the ~~((vice president for student affairs))~~ dean of students or campus chancellor (in consultation with the center for community standards), or their designee, has cause to believe that the student:

~~((a))~~ (i) Has violated any provision of the standards of conduct; and

~~((b))~~ (ii) Presents an immediate danger to the health, safety, or welfare of any part of the university community or the public at

large. Conduct that creates an ongoing disruption of, or interference with, the operations of the university and that prevents other students, employees, or invitees from completing their duties or accessing their education or the educational environment, is conduct harmful to the welfare of members of the university community.

(b) For matters which would constitute Title IX sexual harassment within the university's Title IX jurisdiction, as defined by university executive policy 15, emergency suspension may be assigned only in a situation where the dean of students or campus chancellor (in consultation with the center for community standards), or their designee, has engaged in an individualized safety and risk analysis, and determines that removal is justified because the student:

(i) Has violated any provision of the standards of conduct; and  
(ii) Is an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Title IX sexual harassment.

(3) Procedure. The (~~vice president for student affairs~~) dean of students or campus chancellor, or their designee, ordering an emergency suspension must send the student a written notice of emergency suspension. The notice must contain the reasons for the decision (both the factual basis and the conclusions as to why those facts constitute a violation of the standards of conduct), (~~and~~) the policy reasons for the emergency suspension, and the process to challenge the decision. The emergency suspension does not replace the regular hearing process, which must proceed to a conduct officer hearing or conduct board hearing, as applicable, as quickly as feasible. Once a final order is entered, any emergency suspension is lifted and the sanction, if any, set forth in the final order is (~~imposed~~) assigned.

(4) Challenge of the decision. The student can challenge the emergency suspension decision within ten calendar days of the date of notice. Challenges are reviewed by the vice president of student affairs or their designee, provided the designee is not the same person who made the original emergency suspension decision. The vice president of student affairs or designee has ten calendar days to respond to the review and can uphold, reverse, or modify the emergency suspension. The submission of a challenge does not stay the emergency suspension decision.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-409, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-415 Procedure for academic integrity violations.** (1) Initial hearing.

(a) When a responsible instructor finds that a violation of academic integrity has occurred, the instructor must assemble the

evidence and, upon reasonable notice to the student of the date, time, and nature of the allegations, meet with the student suspected of violating academic integrity policies. If the student admits violating academic integrity policies, the instructor assigns an outcome in keeping with published course policies and notifies the center for community standards in writing, including the allegations, the student's admission, and the sanctions (~~imposed~~) assigned.

(b) If the instructor is unable to meet with the student or if the respondent disputes the allegation(s) and/or the outcome proposed by the instructor, the instructor must make a determination as to whether the student did or did not violate the academic integrity policies. If the instructor finds that the student was in violation, the instructor must provide the student and the center for community standards with a written determination, the evidence relied upon, and the sanctions (~~imposed~~) assigned.

(c) The student has twenty-one calendar days from the date of the decision letter to request review of the instructor's determination and/or sanction(s) (~~imposed~~) assigned to the academic integrity hearing board.

(2) Review.

(a) Upon timely request for review by a student who has been found by their instructor to have violated the academic integrity policies, the academic integrity hearing board must make a separate and independent determination of whether or not the student is responsible for violating the academic integrity policies and/or whether the outcome proposed by the instructor is in keeping with the instructor's published course policies.

(b) The academic integrity hearing board is empowered to provide an appropriate remedy for a student including arranging a withdrawal from the course, having the student's work evaluated, or changing a grade where it finds that:

(i) The student is not responsible for violating academic integrity policies; or

(ii) The outcome (~~imposed~~) assigned by the instructor violates the instructor's published policies.

(c) Academic integrity hearing board proceedings.

(i) Any student appealing a responsible instructor's finding of an academic integrity violation is provided written notice of an academic integrity hearing board hearing in accordance with WAC 504-26-035. The written notice must include:

(A) The specific complaint, including the university or instructor academic integrity policy or regulation allegedly violated;

(B) The approximate time and place of the alleged act that forms the factual basis for the violation;

(C) The time, date, and place of the hearing;

(D) A list of the witnesses who may be called to testify, to the extent known; and

(E) A description of all documentary and real evidence to be used at the hearing, to the extent known, including a statement that the student must have the right to inspect the documentation.

(ii) Time for hearings.

(A) Academic integrity hearing board hearings are scheduled not less than seven calendar days after the student has been sent notice of the hearing.

(B) Requests to extend the time and/or date for hearing must be addressed to the chair of the academic integrity hearing board, and must be copied to the center for community standards. A request for extension of time is granted only upon a showing of good cause.

(iii) Academic integrity hearing board hearings are conducted according to the following procedures, except as provided by (c) (iv) of this subsection:

(A) Academic integrity hearing board hearings are conducted in private.

(B) The instructor, respondent, and their advisor, if any, are allowed to attend the entire portion of the hearing at which information is received (excluding deliberations). Admission of any other person to the hearing is at the discretion of the academic integrity hearing board chair.

(C) In academic integrity hearings involving more than one respondent, the academic integrity hearing board chair may permit joint or separate hearings at the chair's discretion.

(D) In hearings involving graduate students, board memberships are comprised to include graduate students and graduate teaching faculty to the extent possible.

(E) The responsible instructor and the respondent may arrange for witnesses to present relevant information to the academic integrity hearing board. Witnesses must provide written statements to the conduct officer at least two weekdays before the hearing. The respondent is responsible for informing their witnesses of the time and place of the hearing. Witnesses provide information to and answer questions from the academic integrity hearing board, the responsible instructor, and the respondent, as appropriate. The respondent and/or responsible instructor may suggest written questions to be answered by each other or by other witnesses. Written questions are submitted to, and asked by, the academic integrity hearing board chair. This method is used to preserve the educational tone of the hearing and to avoid creation of an unduly adversarial environment, and to allow the board chair to determine the relevancy of questions. Questions concerning whether potential information may be received are resolved at the discretion of the academic integrity hearing board chair, who has the discretion to determine admissibility of information.

(F) Pertinent records, exhibits, and written statements may be accepted as information for consideration by an academic integrity hearing board at the discretion of the chair.

(G) Questions related to the order of the proceedings are subject to the final decision of the chair of the academic integrity hearing board.

(H) After the portion of the hearing concludes in which all pertinent information is received, the academic integrity hearing board determines (by majority vote) whether or not the respondent is

responsible for violating the academic integrity policy and/or whether the outcome proposed by the instructor is in keeping with the instructor's published course policies.

(I) The respondent is notified of the academic integrity hearing board's decision within twenty calendar days from the date the matter is heard. The respondent must receive written notice of the decision, the reasons for the decision (both the factual basis therefore and the conclusions as to how those facts apply to the academic integrity policies), and the sanction.

(iv) If a respondent to whom notice of the hearing has been sent (in the manner provided above) does not appear at the hearing, the information in support of the complaint is presented and considered in the respondent's absence, and the board may issue a decision based upon that information.

(v) The academic integrity hearing board may for convenience, or to accommodate concerns for the personal safety, well-being, and/or fears of confrontation of any person, provide separate facilities, and/or permit participation by telephone, audio tape, written statement, or other means, as determined in the sole judgment of the chair of the academic integrity hearing board to be appropriate.

(vi) The written decision of the academic integrity hearing board is the university's final order. There is no appeal from findings of responsibility or outcomes assigned by university or college academic integrity hearing boards.

(3) If the reported violation is the respondent's first offense, the center for community standards ordinarily requires the respondent to attend a workshop separate from, and in addition to, any academic outcomes (~~imposed~~) assigned by the instructor. A hold is placed on the respondent's record preventing registration or graduation until completion of the workshop.

(4) If the reported violation is the respondent's second offense, the respondent is ordinarily referred for a full adjudicative hearing in accordance with WAC 504-26-403, with a recommendation that the respondent be dismissed from the university.

(5) If the instructor or academic integrity hearing board determines that the act of academic dishonesty for which the respondent is found responsible is particularly egregious in light of all attendant circumstances, the instructor or academic integrity hearing board may direct that the respondent's case be referred for a full adjudicative hearing, with a recommendation for dismissal from the university even if it is the respondent's first offense.

(6) Because instructors and departments have a legitimate educational interest in the outcomes, reports of academic integrity hearing board and/or conduct board hearings must be reported to the responsible instructor and the chair or dean.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-415, filed 11/19/18, effective 12/20/18.]

**WAC 504-26-420 Appeals.** (1) Time for appeals. Decisions made by a conduct officer or conduct board become final (~~((twenty-one))~~) on the twenty-first calendar day(~~(s)~~) after the date the decision is sent to the parties, unless an appeal is submitted (~~((before that date))~~) within twenty calendar days of the date the decision is sent to the parties.

(2) Effect of appeal - Stay. Except in extraordinary circumstances, which must be explained in writing in the conduct officer's or conduct board's initial order, the implementation of an initial order (~~((imposing))~~) assigning sanctions must be stayed pending the time for filing an appeal and the issuance of the university's final order.

(3) Appeals of conduct officer decisions. Upon receipt of a timely appeal, the appeals board provides the other parties, if applicable, with a copy of the appeal and an opportunity to respond, and conducts a limited review as described below.

(a) Scope of review. Except as required to explain the basis of new information, appeal of a conduct officer decision is limited to a review of the record for one or more of the following purposes:

(i) To determine whether the conduct officer hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures; deviations from designated procedures are not a basis for sustaining an appeal unless significant prejudice results;

(ii) To determine whether the decision reached was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the standards of conduct occurred;

(iii) To determine whether the sanction(s) (~~((imposed))~~) assigned were appropriate for the violation of the standards of conduct that the respondent was found to have committed; or

(iv) To consider new information, sufficient to alter a decision, or other relevant facts not brought out in the original conduct officer hearing, because such information and/or facts were not known to the person appealing at the time of the original conduct officer hearing.

(b) Conversion to conduct board hearing. The appeals board makes any inquiries necessary to ascertain whether the proceeding must be converted to a conduct board hearing in accordance with WAC 504-26-403.

(4) Appeals of conduct board decisions. Upon receipt of a timely appeal, the appeals board provides the other parties, if applicable, with a copy of the appeal and an opportunity to respond.

(a) The appeals board must have and exercise all the decision-making power that the conduct board had, except that the appeals board must give due regard to the conduct board's opportunity to observe the witnesses, if applicable. The appeals board members must personally

consider the whole record or such portions of it as may be cited by the parties.

(b) Scope of review. The appeals board conducts a full review in accordance with RCW 34.05.464.

(5) University's right to initiate appeal. The university president or designee, at their own initiative, may request that the appeals board review any initial order. Prior to taking action, the appeals board must notify the parties and allow them an opportunity to explain the matter.

(6) Appeals board decisions.

(a) Actions. After reviewing the record and any information provided by the parties, the appeals board may take the following actions:

(i) Affirm, reverse, or modify the conduct board's or conduct officer's decision, or any part of the decision;

(ii) Affirm, reverse, or modify the sanctions (~~imposed~~) assigned by the conduct board or conduct officer, or any part of the sanctions; or

(iii) Set aside the findings or sanctions, or any part of the findings or sanctions, and remand the matter back to the conduct board or conduct officer with instructions for further proceedings.

(b) Content of decision. The decision includes the outcome, any sanction, and a brief statement of the reasons for the decision. The letter must advise the parties that judicial review may be available. For appeals of conduct board hearings, the decision includes, or incorporates by reference to the conduct board's decision, all matters as set forth in WAC 504-26-403.

(c) Service and effective date of decision. For appeals of conduct officer decisions, the appeals board's decision must be sent simultaneously to the parties within twenty calendar days of receipt of the appeal. For appeals of conduct board decisions, the appeals board's decision must be sent simultaneously to the parties within thirty calendar days of receipt of the appeal, unless the appeals board notifies the parties in writing that additional time (up to ninety calendar days) is needed. The appeals board's decision is the final order of the university, except in the case of remand, and is effective when sent.

(7) Reconsideration of final orders. Within ten calendar days of service of a final order, any party may submit a request for reconsideration. The request must be in writing, directed to the appeals board, and must state the reasons for the request. The request for reconsideration does not stay the effective date of the final order. However, the time for filing a petition for judicial review does not commence until the date the appeals board responds to the request for reconsideration or twenty-one calendar days after the request has been submitted, whichever is sooner. If the appeals board does not respond to the request for reconsideration within twenty-one calendar days, the request is deemed to have been denied.

(8) Stay. A party may request that the university delay the date that the final order becomes effective by requesting a stay in writing

to the appeals board within ten calendar days of the date the order was served.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-420, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-425 Sanctions.** (1) Publication of guidelines for sanctioning. Sanctioning guidelines and other information regarding sanctioning must be published on the center for community standards website. Guidelines must explain in plain language the types of sanctions that a respondent may face for a particular violation and the factors that are used to determine the sanction(s) (~~(imposed)~~) assigned for a particular violation. Factors must include, but not be limited to, the following:

(a) Conduct record. Any record of past violations of the standards of conduct, and the nature and severity of such past violations;

(b) Malicious intent. If a respondent is found to have intentionally selected a victim based upon the respondent's perception of the victim's race, color, religion, national or ethnic origin, age, sex/gender, marital status, status as an honorably discharged veteran or member of the military, sexual orientation, genetic information, gender identity/expression, or mental, physical, or sensory disability (including disability requiring the use of a trained service animal), such finding is considered an aggravating factor in determining a sanction for such conduct; and

(c) Impact on victim and/or university community.

(2) Effective date of sanctions. Except as provided in WAC 504-26-420(2), sanctions are implemented when a final order becomes effective. If no appeal is filed, an initial order becomes a final order on the day after the period for requesting review has expired. (See WAC 504-26-420.)

(3) Types of sanctions. The following sanctions may be (~~(imposed upon)~~) assigned to any respondent found to have violated the standards of conduct. More than one of the sanctions listed below may be (~~(imposed)~~) assigned for any single violation:

(a) Warning. A notice in writing to the respondent that the respondent is violating or has violated institutional regulations.

(b) Probation. Formal action placing conditions upon the respondent's continued attendance, recognition, or registration at the university. Probation is for a designated period of time and warns the student or recognized or registered student organization that suspension, expulsion, loss of recognition, or any other sanction outlined in this section may be (~~(imposed)~~) assigned if the student or recognized or registered student organization is found to have violated any institutional regulation(s) or fails to complete any

conditions of probation during the probationary period. A student on probation is not eligible to run for or hold an office in any recognized or registered student group or organization; they are not eligible for certain jobs on campus including, but not limited to, resident advisor or orientation counselor; and they are not eligible to serve on the university conduct or appeals board.

(c) Loss of privileges. Denial of specified privileges for a designated period of time.

(d) Restitution. Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

(e) Education. The university may require the respondent to successfully complete an educational project designed to create an awareness of the respondent's misconduct.

(f) Community service. (~~Imposition~~) Assignment of service hours (not to exceed eighty hours per student or per member of a recognized or registered student organization).

(g) University housing suspension. Separation of the student from a residence hall or halls for a definite period of time, after which the student may be eligible to return. Conditions for readmission may be specified.

(h) University housing expulsion. Permanent separation of the student from a residence hall or halls.

(i) University suspension. Separation of the student from the university for a definite period of time, after which the student is eligible to request readmission. Conditions for readmission may be specified.

(j) University expulsion. Permanent separation of the student from the university. Also referred to as university dismissal. The terms are used interchangeably throughout this chapter.

(k) Revocation of admission and/or degree. Admission to or a degree awarded from the university may be revoked for fraud, misrepresentation, or other violation of law or standard of conduct in obtaining the degree, or for other serious violations committed by a student before awarding of the degree.

(l) Withholding degree. The university may withhold awarding a degree otherwise earned until the completion of the process set forth in these standards of conduct, including the completion of all sanctions (~~imposed~~) assigned, if any.

(m) Trespass. A student may be restricted from any or all university premises based on their misconduct.

(n) Loss of recognition. A recognized or registered student organization's recognition (or ability to register) may be withheld permanently or for a specific period of time. A fraternity or sorority may be prohibited from housing first year students. Loss of recognition is defined as withholding university services, privileges, or administrative approval from a recognized or registered student organization. Services, privileges, and approval to be withdrawn include, but are not limited to, intramural sports (although individual members may participate), information technology services,

university facility use and rental, student involvement office organizational activities, and center for fraternity and sorority life advising.

(o) Hold on transcript and/or registration. A hold restricts release of a student's transcript or access to registration until satisfactory completion of conditions or sanctions (~~(imposed)~~) assigned by a conduct officer or university conduct board. Upon proof of satisfactory completion of the conditions or sanctions, the hold is released.

(p) No contact order. A prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group.

(q) Fines. Previously established and published fines may be (~~(imposed)~~) assigned. Fines are established each year prior to the beginning of the academic year and are approved by the vice president for student affairs.

(r) Additional sanctions for hazing. In addition to other sanctions, a student who is found responsible for hazing forfeits any entitlement to state-funded grants, scholarships, or awards for a specified period of time, in accordance with RCW 28B.10.902.

(s) Remedies. Sanctions designed to restore or preserve a victim's equal access to the university's educational programs or activities.

(4) Academic integrity violations. No credit need be given for work that is not a student's own. Thus, in academic integrity violations, the responsible instructor has the authority to assign a grade and/or educational sanction in accordance with the expectations set forth in the relevant course syllabus. The instructor's choices may include, but are not limited to, assigning a grade of "F" for the assignment and/or assigning an educational sanction such as extra or replacement assignments, quizzes, or tests, or assigning a grade of "F" for the course.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-425, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-504 Interpretation—Policies, procedures, and guidelines.** (1) The vice president for student affairs or designee has authority to interpret these rules and develops policies, procedures, and guidelines for the administration of the university's student conduct system that are consistent with the provisions in this chapter. These must be published, at a minimum, on the center for community standards website and in the university's student handbook. A link to the student handbook or center for community standards website must be provided to parties prior to any informational meeting or student conduct hearing and must provide the following information:

- (a) Rights in the student conduct process;
  - (b) A clear explanation of what to expect during the process;
  - (c) Information regarding legal resources available in the community;
  - (d) A statement that respondents are presumed "not responsible";
- and
- (e) A statement regarding the right not to self-incriminate in accordance with WAC 504-26-045.

(2) Definitions from these standards are incorporated into Washington State University's executive policy 15(~~(, which prohibits discrimination, sexual harassment, and sexual misconduct)~~).

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-504, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-515 Periodic review and assessment.** At the end of each academic year, the center for community standards provides a report to the vice president for student affairs which must include, at a minimum, a numerical breakdown of the types of matters handled and the sanctions (~~(imposed)~~) assigned. The vice president for student affairs must make the report publicly available, provided all personally identifiable or readily ascertainable student information is removed.

The standards of conduct and the student conduct system as a whole are reviewed every three years under the direction of the vice president for student affairs or designee. The student government council is asked to provide recommendations and input on proposed changes. After completion of any adjudication or other resolution of a student conduct matter, the center for community standards must send a survey to all parties requesting feedback on the process. Feedback results must be reviewed, at a minimum, every three years in connection with the periodic review and assessment.

[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-515, filed 11/19/18, effective 12/20/18.]

AMENDATORY SECTION (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

**WAC 504-26-525 Good standing.** The award of a degree and/or diploma is conditioned upon the student's good standing in the university and satisfaction of all university graduation requirements. "Good standing" means the student has resolved any acts of academic or behavioral misconduct and complied with all sanctions (~~(imposed)~~) assigned as a result of the misconduct. The university has the sole

authority in determining whether to withhold the degree and/or diploma in cases where the student is not in good standing. The university must deny the award of a degree if the student is dismissed from the university based on their misconduct. Neither diplomas nor transcripts are sent until students have resolved any unpaid fees and resolved any acts of academic or behavioral misconduct and complied with all sanctions (~~imposed~~) assigned as a result of misconduct. (See also academic regulation 45 in the university general catalog.)  
[Statutory Authority: RCW 28B.30.150. WSR 18-23-083, § 504-26-525, filed 11/19/18, effective 12/20/18.]

**Materials not available at time of posting.**

**ACTION ITEM #1**  
FY2022 Housing and Dining Rates  
(Mary Jo Gonzales/Sean Greene)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: FY2022 Housing and Dining Rates

PROPOSED: That the Board of Regents approve the Housing and Dining Rates with no change from the FY2021 Rates.

Residence Halls:

No change to the schedule for room and board.

Apartments:

No change to the Single Student Apartment (SSA) rates.

No change to the Family apartment rates.

SUBMITTED BY: Mary Jo Gonzales, Vice President for Student Affairs

SUPPORTING

INFORMATION: The Housing and Dining System is a self-sustaining auxiliary unit that requires establishing room and board rates that are sufficient to meet bond covenants and support the University's strategic goals.

During normal operations, the Housing and Dining Advisory Board, which is comprised of student representatives from the Resident Hall Association (RHA), Associated Students of Washington State University (ASWSU), Graduate and Professional Students Association (GPSA), as well as representatives from the Budget Office, Finance & Administration, and Student Affairs, meets during the year to review current operations and to discuss operational changes anticipated for the ensuing year. Due to the on-going operational impacts of the COVID-19 pandemic and the financial hardships many of our students and families have been navigating, the normal Advisory Board review process was suspended for the 2021-2022 rate setting cycle.

While the Housing and Dining system has endured significant financial impacts during the pandemic, staff recommends

continuing existing housing and dining rates with no change for FY2022. Substantial adjustments to housing and dining operations have been made to support this recommendation; moreover, a return to normal operations and historical occupancy levels will have the greatest long-term impact on the Housing and Dining auxiliary unit. Pending Regent's approval, the rate schedule effective fall semester 2021 will reflect no increase over the FY2021 rates.

The Advisory Board will reconvene in early fall semester 2021 to begin reviewing operations and to develop rate recommendations for FY2023.

# WSU Housing and Dining System

## Resident Hall, Dining and Apartment Rate Proposal 2021-2022 Academic Year

### Occupancy trends, Fall Census Day (10th day after classes start)

	Residence Halls	Single Student Apartments		Family Apartments	
2017	5,372	*891	95%	865	97%
2018	5,818	914	97%	850	94%
2019	5,726	908	97%	824	91%
2020	726	604	64%	741	82%
**2021	4,400	908	97%	824	91%

\* Chief Joseph units varied due to construction and renovation.

\*\* Projection assumes primarily single occupancy; double occupancy will be available in rooms large enough to support social distancing.

### RECOMMENDATION

#### Apartments

Single Student Apartments	No change
Family Apartments	No change

#### Residence Halls Room & Board

	2019-20	2020-21	2021-22	Increase	Percent Increase
Weighted average Residence Hall - Double room	\$ 7019	\$ 7,254	\$ 7,254	\$ -0-	0%
Dining Plan, Level 2	4,300	4.350	4.350	-0-	0%
Total* Room & Board	\$11,319	\$11,604	\$11,604	\$ -0-	0%

\*Total is the sum of weighted average double room and level 2 dining plan.

## ACTION ITEM #2

### Revised Services and Activities Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities Fees for Academic Year 2020-2021

**PROPOSED:** That the Board of Regents shall revise academic year 2020-2021 S&A fees approved at the June 2020 meeting for the Spokane, Tri-Cities, and Vancouver campuses based on the recommendation of the WSU Spokane, WSU Tri-Cities, and WSU Vancouver student led S&A fee committees.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On August 7, 2020, WSU communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 mandatory student fees, including the S&A fee, until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process.

This past fall and spring, the student led S&A fee committees were convened and a summary of their processes is included in the attachments. As a result of these meetings, the WSU Spokane, WSU Tri-Cities, and WSU Vancouver S&A committees put forth the following recommendations.

**WSU Spokane:** The S&A fee is \$291 per semester. The committee recommends that the spring semester fee be revised downward by \$50.

**WSU Tri-Cities:** The S&A fee is \$256 per semester. The committee recommends the spring semester fee be revised downward by \$64.

**WSU Vancouver:** The S&A fee is \$279.50 per semester. The committee recommends the spring semester fee be revised downward by \$50.

The committees' recommendations have been reviewed by President Schulz and are forwarded for approval by the Board of Regents per RCW 28B.15.045.

ATTACHMENT: Attachment A: Revised S&A Fee Recommendations WSU Spokane, WSU Tri-Cities, and WSU Vancouver.

Office of the  
President**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to adjust allocations as follows:

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

PO Box 641048, Pullman, WA 99164-1048

509-335-4200 | Fax: 509-335-5515 | PresidentsOffice@wsu.edu | president.wsu.edu

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Tri S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$64 and to adjust allocations as follows:

Group Name	Allocation Approved in November	Proposed Revised Allocations	Decrease in Allocation
Student Support Services	\$ 147,664	\$ 147,664	\$ -
Student Engagement and Leadership/ Student Life	\$ 170,031	\$ 155,531	\$ (14,500)
SEB	\$ 80,000	\$ 80,000	\$ -
IT	\$ 19,586	\$ 19,586	\$ -
Campus Recreation/Sports	\$ 111,463	\$ 111,463	\$ -
ASWSUTC	\$ 169,149	\$ 153,081	\$ (16,068)
Club Funding	\$ 30,000	\$ 20,000	\$ (10,000)
Totals	\$ 727,893	\$ 687,325	\$ (40,568)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Recommendation for Spring 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a non-collection of fee for spring semester 2021.

The committee met on November 18, 2020 and December 9, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some or all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% the S&A fee (\$64 for full time students) for spring semester 2021 not be collected.**

<u>Group</u>	<u>Total Requested</u>	<u>Allocated from Budget</u>	<u>Allocated from Reserves</u>	<u>Total Allocated</u>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$155,530.67	\$155,530.67		\$155,530.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$153,080.91	\$153,080.91		\$153,080.91
Club Funding	\$ 20,000.00	\$ 8,765.41	\$11,234.59	\$ 20,000.00
Totals	\$687,324.67	\$676,090.08	\$11,234.59	\$687,324.67

Thank you,

*Robin Kovis*

**Robin Kovis**  
**S&A Committee Chair**

**MEMORANDUM**

TO: Mel Netzhammer  
Chancellor, WSU Vancouver

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Vancouver S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Vancouver S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 for full-time students and to prorate the fee for part-time students. I also support the committee's recommendation to not adjust allocations at this time.

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

DATE: February 9, 2021

TO: Kirk Schulz, President, Washington State University

FROM: Mel Netzhammer, Chancellor, WSU Vancouver



SUBJECT: **S&A Fee Special Request for Spring 2021**

---

I have reviewed and support the Vancouver Services and Activities Fees Committee FY2021 special request. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting.

The Vancouver S&A committee supports a return of \$50 per each full-time enrolled student and prorated for part-time students from the Spring 2021 S&A fee.

Cc: Kelley Westoff, Executive Director Budget, Planning, and Analysis



## Memorandum

To: Dr. Mel Netzhammer  
Chancellor, WSU Vancouver

From: Katya Farinsky  
Chair, S&A Fee Committee

Date: February 9th, 2021

Re: S&A Fee Special Request for Spring 2021

---

The WSU Vancouver S&A Fee Committee met on February 5th to discuss fee adjustments and recommend potential return of spring fee funds in accordance with state and university guidelines. As a result:

- The S&A Fee Committee supports a return of **\$50 per each full-time enrolled student** from the Spring 2021 S&A fee.

This action is believed to return a significant and appropriate amount of funds to students that have not received the services and opportunities intended due to the continuation of remote instruction. This decision simultaneously maintains a generous reserve amount to fully fund requests for the 2021-2022 academic year.

As Chair, I am asking for your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. We will be submitting a detailed list of 2021-2022 allocation recommendations in the coming weeks but would like to ensure the return of funds is put forward in a timely manner.

Regards,

*Katya Farinsky*

Katya Farinsky  
Chair, S&A Fee Committee

## **ACTION ITEM #3**

### Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** Revised Services and Activities (S&A) Fee Allocations for summer 2020 and academic year 2020-2021.

**PROPOSED:** That the Board of Regents approve revised S&A fee allocations for summer 2020 and academic year 2020-2021 for the WSU Spokane, and WSU Tri-Cities campuses, as recommended by the student led S&A fee committees representing WSU Spokane and WSU Tri-Cities.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** Student led S&A fee committees for WSU Spokane, WSU Tri-Cities, and WSU Vancouver put forth recommendations to revise the amount of S&A fees collected for those campuses for spring 2021. Simultaneously the committees considered allocation revisions commensurate with the anticipated reductions in revenue.

The WSU Spokane and WSU Tri-Cities S&A committees recommend the attached revisions, summarized below, to the allocations approved by the WSU Board of Regents at the June 2020 and November 2020 meetings. The WSU Vancouver S&A committee did not recommend allocation revisions.

	<b>Approved June 2020</b>	<b>Revised November 2020</b>	<b>Proposed March 2020</b>
WSU Spokane	\$ 1,298,305	n/a	\$ 1,150,315
WSU Tri-Cities	\$ 807,610	\$ 727,893	\$ 687,325

President Schulz reviewed the committees' recommendations and forwards them to the Board of Regents for approval. The recommendations are developed following the guidelines governing the establishment and funding of student programs set forth in RCW 28B.15.045.

ATTACHMENT: Attachment A: Revised S & A fee Allocations-WSU Spokane and WSU Tri Cities

Office of the  
President**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to **adjust allocations as follows:**

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EVERETT • GLOBAL • EXTENSION

PO Box 641048, Pullman, WA 99164-1048

509-335-4200 | Fax: 509-335-5515 | PresidentsOffice@wsu.edu | president.wsu.edu

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic  
Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Tri S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$64 and to **adjust allocations as follows:**

Group Name	Allocation Approved in November	Proposed Revised Allocations	Decrease in Allocation
Student Support Services	\$ 147,664	\$ 147,664	\$ -
Student Engagement and Leadership/ Student Life	\$ 170,031	\$ 155,531	\$ (14,500)
SEB	\$ 80,000	\$ 80,000	\$ -
IT	\$ 19,586	\$ 19,586	\$ -
Campus Recreation/Sports	\$ 111,463	\$ 111,463	\$ -
ASWSUTC	\$ 169,149	\$ 153,081	\$ (16,068)
Club Funding	\$ 30,000	\$ 20,000	\$ (10,000)
Totals	\$ 727,893	\$ 687,325	\$ (40,568)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020  
**TO:** Sandra Haynes, Chancellor  
**FROM:** Robin Kovis, Services and Activities Fee Committee Chair  
**RE:** Services and Activities Committee Fee Recommendation for Spring 2020

The Services and Activities (S&A) Fee Committee was asked to make a recommendation regarding implementation of a non-collection of fee for spring semester 2021.

The committee met on November 18, 2020 and December 9, 2020 to discuss the fee. The committee reviewed the approved S&A budget for fiscal year 2021, natural reductions each S&A funded department could make, and current reserve funds to better understand the current reality and needs for this budget. The committee discussed the possible impacts to students and the university, if some or all of the fee is not collected. The committee discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the committee voted to submit the following recommendation to your attention:

**The Services and Activities Fee Committee recommends that 25% the S&A fee (\$64 for full time students) for spring semester 2021 not be collected.**

<u>Group</u>	<u>Total Requested</u>	<u>Allocated from Budget</u>	<u>Allocated from Reserves</u>	<u>Total Allocated</u>
Student Support Services	\$147,663.78	\$147,663.78		\$147,663.78
Student Engagement and Leadership	\$155,530.67	\$155,530.67		\$155,530.67
SEB	\$ 80,000.00	\$ 80,000.00		\$ 80,000.00
IT	\$ 19,586.45	\$ 19,586.45		\$ 19,586.45
Campus Recreation/Sports	\$111,462.86	\$111,462.86		\$111,462.86
ASWSUTC	\$153,080.91	\$153,080.91		\$153,080.91
Club Funding	\$ 20,000.00	\$ 8,765.41	\$11,234.59	\$ 20,000.00
Totals	\$687,324.67	\$676,090.08	\$11,234.59	\$687,324.67

Thank you,

*Robin Kovis*

**Robin Kovis**  
**S&A Committee Chair**

## **ACTION ITEM #4**

### **One-Time Revisions to Certain Mandatory Fees for Academic Year 2020-2021 (Stacy Pearson/Mary Jo Gonzales)**

March 12, 2021

TO ALL MEMBERS OF THE BOARD OF REGENTS

**SUBJECT:** One-time Revisions to Certain Mandatory Fees for Academic Year 2020-2021.

**PROPOSED:** That the Board of Regents approve one-time revisions to certain mandatory fees in the 2020-2021 academic year, based upon the recommendations put forth by the WSU Tri-Cities student-led advisory boards, and WSU leadership.

**SUBMITTED BY:** Stacy Pearson, CFO and Vice President, Finance and Administration  
Mary Jo Gonzales, Vice President for Student Affairs

**SUPPORTING INFORMATION:** On August 7, 2020, WSU leadership communicated to students that the university would be deferring decisions regarding Fall 2020 and Spring 2021 S&A and other mandatory student fees until the appropriate governing bodies, the majority of which are student led and where student representation is significant, could be included in the decision-making process. These revisions were requested by students based on the impacts of the current pandemic.

Several student advisory boards were engaged to review and make recommendations regarding mandatory fees (other than S&A). Recommendations from each of these advisory boards are included as Attachment A. As a result of these meetings, the advisory boards put forth the following recommendations for consideration. After careful review, WSU leadership concurred with their recommendations outlined below.

**WSU Tri-Cities:** The Student Union Building fee is \$150 per semester. The Student Union Governance Board recommends that the university not collect 50% (\$75 for full-time students) of this fee in the spring 2021 semester.

**WSU Tri-Cities:** The Safety and Transportation fee is \$65 per semester. The Safety and Transportation Fee Committee recommends that the university not collect 50% (\$32.50 for full-time students) of this fee in the spring 2021 semester.

These advisory board recommendations, included in Attachment A, have been reviewed by President Schulz and are forwarded for approval by the Board of Regents.

Also included in Attachment A is a memo from the WSU Spokane Student Fee Committee which recommends collecting the Spokane Health Fee in full.

ATTACHMENT: Attachment A:  
WSU Tri-Cities Student Union Building Fee Recommendation  
WSU Tri-Cities Safety and Transportation Fee Committee  
recommendation  
WSU Spokane Student Fee Committee Recommendation



Office of  
THE CHANCELLOR

Memorandum

Date: February 11, 2021  
To: Kirk Schulz, President  
From: Sandra Haynes, Chancellor   
Cc: Robin Kovis, Ray White, Ian Jamieson, and Evelyn Martinez, WSUTC Student Fee Committee Chairs  
Subject: WSU Tri-Cities Services and Activities Fees Recommendations – Spring 2021 - FY21

I have reviewed the Washington State University Tri-Cities Services & Activities Fees, Student Union Building, and Safety & Transportation Committees FY21 fee recommendations for the spring semester.

For the Spring 2021 semester, I support the students' recommendations to not collect by 25% of the Services and Activities Fee (\$64 for full time students), not collect 50% of the Student Union Building Fee (\$75 for full time students), and not collect 50% of Safety and Transportation Fee (\$32.50 for full time students).

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 11, 2021 meeting.

Please let me know if you have any questions or concerns. Thank you for your consideration of this request.

Encl: Services and Activities Committee Fee Recommendation for Spring 2021  
Student Union Governance Board Fee Recommendation for Spring 2021  
Recommendation on Safety & Transportation Fee for Spring 2021

**DATE:** December 10, 2020

**TO:** Sandra Haynes, Chancellor

**FROM:** Evelyn Martinez-Ostrom, Student Union Governance Board Chair

**RE:** Student Union Governance Board Fee Recommendation for Spring 2021

The Student Union Governance Board was asked to make a recommendation regarding the non-collection of fees for spring semester 2021.

The board met on December 3, 2021 to discuss the fee. The board reviewed the approved Student Union budget for fiscal year 2021 and the first four months of expenses and revenue to better understand the current reality and needs for this budget. The board discussed the possible impacts, to students and the university, if the fee or part of the fee was not collected. The board discussed the potential of utilizing reserves to help support the financial needs while still providing necessary financial support to students.

After full discussion of the impacts, the board voted to submit the following recommendation to your attention:

**The Student Union Governance Board recommends that 50% of the SUB Student Union Building (\$75 for full time students) not be collected for spring semester 2021.**

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities Student Union Building Fee Revision for Spring 2021

I have reviewed and support the WSU Tri-Cities Student Union Governance Board Committee's recommendation to not collect 50% (\$75.00) of the Student Union Building Fee.

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

TO: Sandra D. Haynes  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Tri-Cities Safety and Transportation Fee Revision for Spring 2021

*I have reviewed and support the WSU Tri-Cities Safety and Transportation Committee's recommendation to not collect 50% (\$32.50) of the Safety and Transportation fee.*

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**DATE:** December 10, 2020

**TO:** Sandra Haynes, Chancellor

**FROM:** Ray White, Safety & Transportation Committee Co-Chair   
Ian Jamieson, Safety & Transportation Committee Co-Chair 

**RE:** Recommendation on Safety & Transportation Fee Collection Recommendations for Spring 2021

The Safety & Transportation Fee Committee was asked to make a recommendation on the collection of the safety and transport fee for spring semester 2021.

The committee met on December 3, 2020 to discuss the fee, which was implemented for the first time during fall semester 2020.

The committee reviewed the discussion held regarding the fall 2020 semester non-collection, the continuing student need, and the purpose for funds collected. Based on the discussion, it was determined that during spring semester 2021 the student need for financial relief during the COVID-19 crisis and the status of courses continuing on-line will not change in comparison to fall semester 2020. Therefore, the committee voted to submit the following recommendation to your attention:

**The Safety & Transportation Fee Committee recommends that 50% of the safety and transportation fee, charged to all resident and non-resident students in accordance with the MOU, not be collected for the spring 2021 semester. The rate of \$65 would be reduced to \$32.50 and the \$6.50 per credit prorate amount be reduced to \$3.25 for this one semester.**

## MEMORANDUM

TO: Kirk Schulz, President

FROM: Daryll B. DeWald   
Vice President, Health Sciences  
And Chancellor, WSU Spokane

DATE: February 1, 2021

SUBJECT: WSU Health Sciences Spokane Student Fee Committee - Modified Academic Year Recommendations

---

I have reviewed the WSU Spokane Student Fee Committee recommendations for academic year 2020-21 and support the committee's recommendations to 1) not adjust the Spokane campus health fee and 2) to revise the spring semester S&A fee downward by \$50 for students at Yakima and Spokane.

I also support the S&A fee allocation adjustments proposed by the committee.

If you also approve, please proceed by forwarding your support to the Board of Regents for approval at the March 2021 meeting.

Thank you for your consideration of this request.

Encl: WSU Spokane fee committee recommendations.

**MEMORANDUM**

TO: Daryll B. DeWald  
Chancellor, WSU Spokane

FROM: Kirk H. Schulz   
President

Date: February 8, 2021

Subject: WSU Spokane S&A Fee Revision for Spring 2021

I have reviewed and support the WSU Spokane S&A Committee's recommendation to revise the spring semester 2021 S&A Fee downward by \$50 and to adjust allocations as follows:

Group Name	Allocation Approved June 2020	Proposed Revised Allocations	Decrease in Allocation
ASWSUHS	\$ 266,781	\$ 252,381	\$ (14,400)
AINS Yakima	\$ 16,319	\$ 16,319	\$ -
Campus Pantry	\$ 29,760	\$ 29,540	\$ (220)
Student Success Center	\$ 174,539	\$ 171,539	\$ (3,000)
Information Technology	\$ 22,150	\$ 10,150	\$ (12,000)
Student Affairs Yakima	\$ 84,386	\$ 81,366	\$ (3,020)
Student Involvement & Fitness Center	\$ 302,515	\$ 242,475	\$ (60,040)
Student Diversity Center	\$ 156,879	\$ 119,569	\$ (37,310)
Community Engagement	\$ 70,757	\$ 68,257	\$ (2,500)
Intercollegiate Athletics	\$ 7,500	\$ 7,500	\$ -
Student Entertainment Board	\$ 60,419	\$ 44,919	\$ (15,500)
Yakima Student Pharmacy Assoc.	\$ 9,172	\$ 9,172	\$ -
RSO Funding	\$ 35,000	\$ 35,000	\$ -
Reserve Requests	\$ 4,258	\$ 4,258	\$ -
Facilities Reserve	\$ 57,870	\$ 57,870	\$ -
Totals	\$ 1,298,305	\$ 1,150,315	\$ (147,990)

I will submit the Committee's recommendations to the Board of Regents for approval at their March 2021 meeting.

Thank for your service and leadership on this committee.

cc: Budget Office

**MEMORANDUM**

TO: Daryll DeWald  
Vice President & Chancellor  
WSU Health Sciences Spokane

FROM: Chris Szlenk  
Chair, WSU Spokane Student Fee Committee

Date: January 29, 2021

Subject: Student Fees – Modified Academic Year 2020-21 Recommendations

The WSU Spokane Student Fee Committee met on November 10th, 2020 to discuss fee adjustments and recommend modified budget allocations for academic year 2020-21 in accordance with state and university guidelines.

By a majority vote, the committee recommends no adjustment to the Spokane campus health fee and that the spring semester S&A fee be revised downward by \$50 for students at Yakima and Spokane. This action effectively reduces the S&A fee from \$291 to \$241 for spring term. Due to this reduction in S&A fee collection, the committee subsequently revised S&A fee allocations to groups approved at the June 2020 Board of Regents Meeting.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the March 2021 meeting. The WSU Spokane Student Fee Committee, recommends the following adjustments to Spokane S&A fee allocations approved at the June 2020 Board of Regents Meeting.

Group Name	Allocation Approved June 2020	Proposed Revised Allocation	Difference
ASWSUHS	\$266,781	\$252,381	\$14,400
AINS Yakima	\$16,319	\$16,319	\$0
Campus Pantry	\$29,760	\$29,540	\$220
Student Success Center	\$174,539	\$171,539	\$3,000
Information Technology	\$22,150	\$10,150	\$12,000
Student Affairs Yakima	\$84,386	\$81,366	\$3,020
Student Involvement & Fitness Center	\$302,515	\$242,475	\$60,040
Student Diversity Center	\$156,879	\$119,569	\$37,310
Community Engagement	\$70,757	\$68,257	\$2,500
Intercollegiate Athletics	\$7,500	\$7,500	\$0

Student Entertainment Board	\$60,419	\$44,919	\$15,500
Yakima Student Pharmacy Assoc	\$9,172	\$9,172	\$0
RSO Funding	\$35,000	\$35,000	\$0
Reserve Requests	\$4,258	\$4,258	\$0
Facilities Reserve	\$57,870	\$57,870	\$0
Totals	\$1,298,305	\$1,150,315	\$147,990

Chris Szlenk