

Incidental Fee Committee  
Minutes

Meeting #6  
February 1, 2016  
6:00pm Columbia Room, Werner University Center

1. **Call to Order**

The meeting is called to order at 6:01pm by Tom Peterson, IFC Chair.

2. **Roll Call**

**IFC Members:** Justin Ross, Shannon Haas, Robin Perkins, Tom Peterson, Jacob Marsh, Carter Craig, Trey Shimabukuro, Lexie Widmer and Caleb Tingstad.

**Advisors:** Darin Silbernagel, Director of Business Services; Gary Dukes, Vice President for Student Affairs; and Eric Yahnke, Vice President Finance & Administration.

**Area Heads:** Mary Ellen Dello Stritto, Abby's House; Sofia LeVernois, ASWOU; Barb Dearing, Athletics; Ingrid Amerson, Childcare; Keller Coker, Creative Arts; Debbie Diehm, Wolf Ride; Patrick Moser, WUC/SLA; Rhys Finch, Student Media; Adry Clark, Service Learning & Career Development; and Rip Horsey, Campus Recreation.

**Other Representatives:** Brandon Neish, Budget Office; Glen Harris, Athletics; Randi Lydum, Athletics; Aaron East, TRI; Jenesa Ross, Student; and Shane Follett, ASWOU Senate, Jessica Freeman, ASWOU Senate; Corbin Garner, ASWOU President; and Stefanie Price, Creative Arts.

**IFC Secretary:** Adela Aguilar

**Not Present:** Malissa Larson, Access

3. **Approval of Minutes**

a. **January 25, 2016**

The IFC Secretary did not complete the minutes.

Shannon Haas moves to table the approval of the January 25<sup>th</sup> minutes to the February 3<sup>rd</sup> meeting. Justin Ross seconds. The motion passes 8-0-0.

4. **Approval of the Agenda**

Shannon Haas moves to approve the agenda for February 1, 2016. Jacob Marsh seconds. The motion passes 8-0-0.

5. **Old Business**

a. **None**

6. **New Business**

a. **Declare conflict of interest – Lexie Widmer**

there were some visitors from Washington D.C. who were very impressed with the atmosphere of the shared space between Abby's House and the Stonewall Center. Abby's House is very proud of what they have been able to accomplish thus far.

The Abby's House budget is broken out into two major categories, student employment and services and supplies. The total request of \$6,732 reflects the minimum operating costs to keep the center functioning. Supplies, postage, duplicating, telecom, and memberships are considered fixed costs for the center. Both the Director & Assistant Director positions are funded through the WOU Campus Against Sexual Assault grant. Because all other expenses are considered fixed costs the -5% & -10% cut packages are both factored into student wages which would have a negative impact on the outcome of the advocates.

Memberships – Last year Abby's House requested and was granted an enhancement for a membership to the National Women's Studies Association. The membership provides professional development for the professional staff and student advocates. Included with the institutional membership are three free student memberships and the opportunity to attend their national conference. This past fall both the Director and Assistant Director had the opportunity to participate in the Women's Center pre-conference which was a great networking opportunity.

The AAUW University Partnership membership makes WOU a partner of AAUW, an organization that deals with educational equity. Every single WOU student is eligible for a free AAUW membership which provides them access to scholarships, grants, leadership conferences, workshops, and training. The budget packet includes information about the benefits and how to access them.

Questions –

Justin Ross there is a difference in the budget request from last year and wonders if that is due to enhancements. Mary Ellen confirms that Abby's House received a couple one-time enhancements in the previous year.

Lexie Widmer asks for the sources of revenue. Mary Ellen explains that the source will depend on the fundraisers that occur in any given year. There is typically a silent auction and in the past they have done ticket sales for The Vagina Monologues (will not be occurring this year).

Justin Ross notes that in comparing the events from last year to this year the numbers are not as high and wonders if the majority of the events will occur in winter & spring. Mary Ellen responds that they had a very busy year in which several groups approached them for co-programming. Knowing that the professional staff was going to be considered confidential advocates they knew

The IFC funds allow nontraditional students who have children the opportunity to attend WOU while both parties receive a quality education. An opportunity that contributes to the retention of WOU students. There are some children that have been enrolled 3 – 4 years and have a couple families with more than one child enrolled. The TRI Center also provides opportunities to the WOU community by serving as a practicum site for the College of Education and the Psychology Department. The Center also provides student employment (currently at 17) and volunteer opportunities. Children and families lives are enriched via their participation with the Center. They are currently working with a family who is concerned about their child's progress. The Center will run some assessments and evaluate if a referral may be needed.

The TRI Center also sees involvement in a variety of classes; PE433, ART433, Early Childhood, Extended Studies, and OHSU Nursing Program. The new nursing students will be doing wellness checks for the children in February. There have been 30 student volunteers and 25 student observation requests. Volunteers are often hired on when the opportunity presents itself.

The Center participates in several on campus events such as the Governor's Food Drive where they collected over 200lbs of food last year. On February 20, 2016 they will be co-sponsoring a free conference that will be open to everyone and will be a great learning opportunity.

All the Center costs are funded completely through family tuition and their rate has remained consistent over the past 10 years.

Aaron East manages the finances for both Centers and explains that there are no other funding sources other than the family tuition for the Centers. The tuition has remained stable for the past 10 years in an effort to remain affordable. He explains that the IFC subsidies do not go towards the centers themselves but rather directly to the tuition for the child of a WOU student. The subsidy is currently at 30% and only offered to WOU students.

The Center is asking for the previous year allocation of \$57,567 and notes that they also previously received an enhancement for summer FY17 in the amount of \$8,666. This makes their total allocation \$64,703 (academic year and summer).

Thank you notes from WOU students can be found on the slide show provided. Ingrid notes that many student parents will be unable to make it to open hearings due to family responsibilities but they will be writing letters of support to be presented on their behalf. She also shares a story about a single mother who lived in family housing with a small child who attended the TRI Center. The mother went off to teach abroad but returned 10 years later and visited the Center. The

Equipment person – orders all equipment and uniforms. Manages the laundering of uniforms and checking out of equipment.

Foundation person – Works with the Alumni association and does fundraising. Recently organized the Hall of Fame Banquet that brought a lot of alumni to campus.

Randi Lydum – Compliance and student support.

Randi does not think of them as administrator but rather as a worker bees because they are always working with students, alumni and faculty/staff.

Athletic trainers and medical services – one head athletic trainer and two full time assistant athletic trainers as well as student interns from Oregon State.

Strength and Conditioning – one full time coach and one part time assistant coach.

Cheerleading – One part-time cheerleading coach who is also an undergraduate student and her salary is covered by the IFC.

A travel footprint is provided to show the states the different sports must travel to. The map shows Alaska, British Columbia, Washington, Oregon, Montana, and Idaho. This year Concordia also joined the conference. The map is meant to portray the need for increases in travel; a pretty big land space that is traveled. There are also some affiliate members for football in California.

There are currently 329 student athletes and 18 cheerleaders; the distinction is made because the 329 students are NCAA athletes and must meet several different requirements. Randi emphasizes that the student athletes are students first and typically come to WOU because they want a good education and play sports. The department works off of a 6 year graduation rate and athletics is at a 55% while the University is at 47%.

Justin Ross ask whether the University's graduation rate is also on a 6 year rate. Randi responds that it is.

Fall 2015 the cumulative GPA was 3.05 which is the higher than the past few years. The Women's basketball team had a 3.55 gpa. 24% of the student athletes were on the WOU honor roll during Fall 2015 and 63 students were inducted into Chi Alpha Sigma National Athletic Honor Society over the past 2 years.

Jenesa Ross notes that South Dakota is no longer listed on the map and wonders if they do not travel there anymore. Randi responds that they left the conference.

While they do emphasize students first it is still intercollegiate athletics and they also want to win. There are several accomplishments for 2014-2015 listed in the slideshow. Some of the accomplishments are 2 GNAC Conference Championships (Men's Basketball & Baseball), 6 GNAC Individual

limit. At that particular meeting there were 14 students representing every team but one.

Eric Yahnke asks if there are any non-athletes on the board. Randi responds that all members on the board are student athletes.

Barb notes that Glen passed out a summary of the athletics budget request for their convenience.

IFC funds take care of three major categories; services & supplies (equipment & uniforms), travel, and personnel (3 positions, cheer coach, weight room and athletic training heads (half through general fund). The revenue listed is the game guarantees for Women's Basketball.

Athletic insurance premiums – the policy for all the student athletes. Individual insurances get charged first if there is residual from that it goes to the department who pays out up to their deductible as needed before the policy kicks in to take care of the rest. It is an umbrella policy and it includes Cheer.

At times there is the notion that Athletics has an abundance of funds to move around as needed but that is not the case. They do, however, have some self-generated revenue that they have budgeted to work complimentary to their IFC allocation. They do ticket sales/concessions/parking/merchandise sales to fund the operation costs and student athlete recruitment costs. Recruitment costs can include a coach's travel, lodging, and meal costs to go out and visit a potential recruit. It can also go towards covering the costs of the potential recruit coming to WOU to see if they fit with WOU and be part of the service oriented.

Camps/Clinics revenue supplements each sports' operational expenses not covered by IFC and also go towards the 10% each coach needs to raise for scholarships. These events typically happen during the summer and athletics works with dinning and housing therefore keeping people employed.

Sponsorships and general fundraising efforts – sponsorships with local business and currently working with Burgerville on obtaining a University wide sponsorship. These funds all go towards funding scholarships.

Student athletes are already fundraising over 5000 hours to fund the previously mentioned items.

Justin Ross asks if a large portion of the ticket sales for recruitment costs goes towards hosting groups and guests.

Barb clarifies that there are no recruitment expenses in the IFC budgets. The hosting groups and guest budget goes towards the expenses associated with pre-

**4. Personnel - \$29,134 move Certified Weight Room assistant coach from 3.54 to .6 FTE (benefits)**

Moving the person up to .6 means they would be able to offer benefits. Being able to move them up would put them closer to an appropriate coach to student athlete ratio. Would also help them maintain the person in the particular position. It is ranked fourth only because they definitely need the first 3 in order to get through the GNAC.

**1. Athletic Training Normatec Recovery System - \$1,975 (one-time enhancement)**

A recovery system that is intended to help speed the recovery of an injured student athletes. This would allow them to get back into it and feeling better sooner.

-5% cut would be a \$65,359 impact

Would require a decrease in student game operations positions being reduces, travel adjustments that would require additional bussing, cutting back on party sizes (creating a competitive disadvantage), and the alteration of uniform replacement cycles. Details are included in the slide show presentation.

Lexie Widmer asks if the student positions are listed on the spreadsheets. Barb reiterates that it is self-generated revenue that is apart from IFC funding. Lexie Widmer asks if the Committee has access to the other funding sources. Darin Silbernagel responds that the Committee could certainly request it.

In a -10% budget would amount \$128,439 and include the -5% in addition to reducing the number of non-conference games, continued reduction of travel sizes, making student athletes pay for pre-season costs among other reductions. Details are listed on the slideshow presentation.

Scholarship comparison – Ideally they would like to stay away from dipping into scholarship dollars WOU is currently ranked 11 out of 11 schools in terms of scholarships. Every lottery dollar that has to be put towards operations is one less dollar for scholarships. WOU is below both the NCAA and GNAC mean.

Capital items – Athletics previously presented an enhancement for a soccer scoreboard and a fence so that the Committee could see the need but are going to withdraw them. They are all needs but they understand the current financial situations.

Athletics appreciates all the given support and could not accomplish everything they have without it.

Lexie Widmer feels like there is a line between IFC and general funds but is not sure where that line is for athletics. Barb explains that they are considered an auxiliary enterprise. They have specific general fund dollars that go towards personnel. They also receive lottery dollars, a percentage that needs to be used for

Eric Yahnke notes that a meeting for Tuition Revision has been set for Friday (2/5) at 9am in the President's Conference room and everyone is welcome to attend. He adds that it is a great opportunity to ask questions about the University's finances

8. **Adjournment**

Shannon Haas moves to adjourn. Carter Craig seconds. The motion passes 8-0-0 and the meeting adjourns at 8:34pm.