

November 6, 2020

#### **BOARD OF REGENTS MEETING NOTICE**

November 12-13, 2020

The Washington State University Board of Regents will hold its next official meetings on Thursday and Friday, November 12-13, 2020, in Pullman, Washington, 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 is available via the following link and by phone at:

Online access: Thursday, November 12, 2020: <a href="https://youtu.be/V6JVbckW9JI">https://youtu.be/V6JVbckW9JI</a>

Friday, November 13, 2020: https://youtu.be/Sdt1eegMYXk

Telephone access: dial 1-253-215-8782, enter code 162468.

Schedules and agendas will be posted Friday, November 6, 2020.

Board of Regents committee meetings begin at 10:30 am, Thursday, November 12, 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, November 12, 2020

10:30 am	Research and Academic Affairs Committee
11:30 am	Break
1:00 pm*	Finance and Compliance Committee
2:45 pm*	Strategic and Operational Excellence Committee

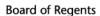
#### Friday, November 13, 2020

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 November 13, 2020. 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 November 13, 2020, use the "Request to Provide Public Comment" form. The Form will be available starting at noon on Friday, November 3, 2020, on the Board of Regents website and will close at 5:00 pm on November 12, 2020.





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, November 12, 2020 10:30 a.m. – 11:30 a.m.

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

<u>Futur</u>	e Action Items	<u>Section</u>
1.	Establish a Department of Viticulture and Enology (Chilton)	R-1
2.	Discontinue the Master's in Public Affairs (Chilton)	R-2
<u>Actio</u>	n Item	
1.	Establish a Department of Community and Behavioral Health (Chilton)	R-3
<u>Infori</u>	mation Items	
1.	Spring 2021 Academic Planning (Chilton)	R-4
2.	NWCCU Mid-Cycle April 2021 (Chilton)	R-5
3.	Office of Research Update (Keane/Kerr/Palmer)	R-6

### **FUTURE ACTION ITEM #1**

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

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: <a href="mailto:parkscd@wsu.edu">parkscd@wsu.edu</a>).

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 unit:	new	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	<b>Current Department</b>	<b>Current Campus</b>	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
Total				14.0

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.					
Fund category	Fund source	Allocation (\$)			
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			
Total <sup>12</sup>		5,359,922			

<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.

### **FUTURE ACTION ITEM #2**

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

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**

## 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 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 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

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

#### **MEMORANDUM**

To: Washington State University Board of Regents

From: Elizabeth S. Chilton, Provost and Executive Vice President Ethillen

Subject: Revised Spring 2021 Academic Calendar

Date: October 14, 2020

After careful consideration, engaging in system-wide conversations with Chancellors and other administrators, and with the support of the Faculty Senate, we are writing to announce that WSU will implement a revised Spring 2021 academic calendar for the system. We realize that there will be many challenges associated with this change, but it is motivated by the ongoing challenges of the pandemic and a desire to protect the health and safety of our students, faculty, and staff.

The Spring 2021 academic calendar revisions will include the following:

- Start the Spring 2021 semester on Tuesday, January 19, 2021 (rather than on Monday, January 11, 2021) and eliminate the March 2021 spring break.
- Implement the following academic breaks (classes are not taught; University Offices remain open):
  - o Thursday, February 25
  - o Wednesday, March 17
  - o Tuesday, April 13
- President's Day on Monday, February 15, 2021, will continue to be observed as a class holiday and University Offices will remain open.

The Spring 2021 semester will end as normally scheduled; final examinations will begin on Monday, May 3, 2021, and end on Friday, May 7, 2021. The above plan satisfies the requirement of 15 weeks of instruction required by federal guidelines because the week of examinations can be counted toward the total.

The following considerations and benefits were taken into account when proposing the revisions to the academic calendar:

- The federal administration will decide what modes of instruction will be permissible for Spring 2021; failure to comply with the federal requirements could result in potential loss of financial aid for our students. A delayed start will avoid the potential of beginning under one model and needing to immediately switch to another.
- Elimination of spring break will mitigate the spread of COVID-19 by minimizing further exposure of WSU students and faculty.
- With a delayed start, the WSU Pullman campus will be able to provide a staggered movein process that will also ensure a rigorous testing/quarantining protocol.

Revised Spring 2021 Academic Calendar October 14, 2020 Page 2 of 2

The official university communication regarding Spring 2021 will be released by the end of this week. We anticipate the communication will include information about the spring course schedule, mode of delivery for courses, course fees, student fees, housing, return to work protocol and COVID-19 testing information for the WSU Pullman campus.

If you have any questions, you are welcome to contact me directly. Thank you for your continued leadership and impactful support of Washington State University.

Cc: Kirk H. Schulz, President
WSU Chancellors
Faculty Senate Executive Committee
Phil Weiler, Vice President, Marketing and Communications

### **INFORMATION ITEM #2**

NWCCU Mid-Cycle April 2021 Update (Elizabeth S. Chilton)

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 a self-report that presents two examples of what is consider to be WSU's best programs in undergraduate assessment. The report will focus on the UCORE program and the major in Human Development. NWCCU prefers that the report be 20 – 25 pages maximum. Updates pertaining to the two outstanding recommendations received during the last comprehensive review will also be provided: Improve our ability to rapidly disaggregate student data, and more consistently use data to inform strategic decision-making. We are confident in our ability to address each.

The review will include a day-plus site visit from a small team, likely two people plus a representative from NWCCU. NWCCU has offered the opportunity to have the visit focus on developmental goals with the team members coming from aspirational institutions. This offer has been accepted and the Provost's Office provided NWCCU with 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. Additional details will be provided to the Board of Regents as they become available.



### WASHINGTON STATE UNIVERSITY

WSU Research Update



Christopher Keane
Vice President for Research

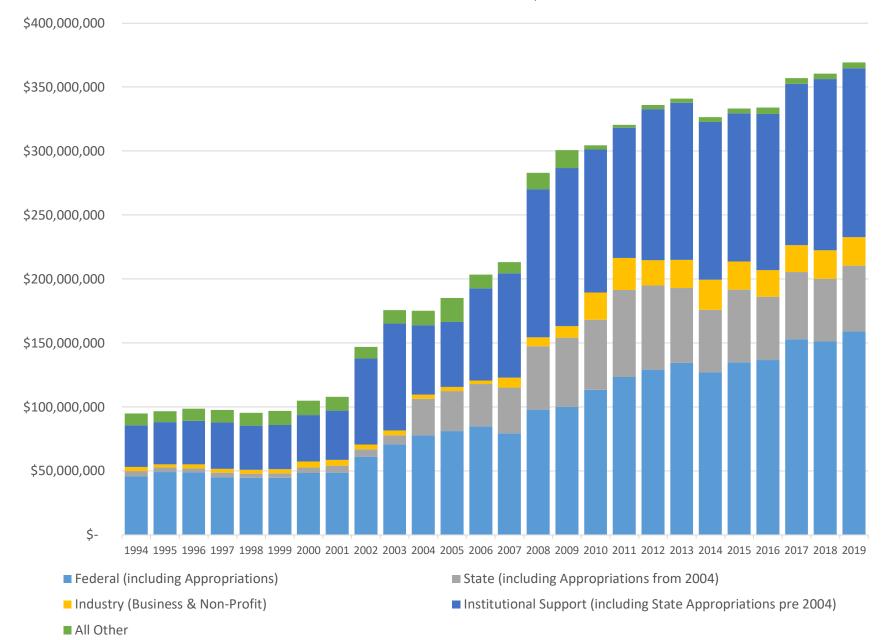
Colleen Kerr
Vice President for External Affairs and Government Relations

Guy Palmer Regents Professor of Pathology and Infectious Diseases



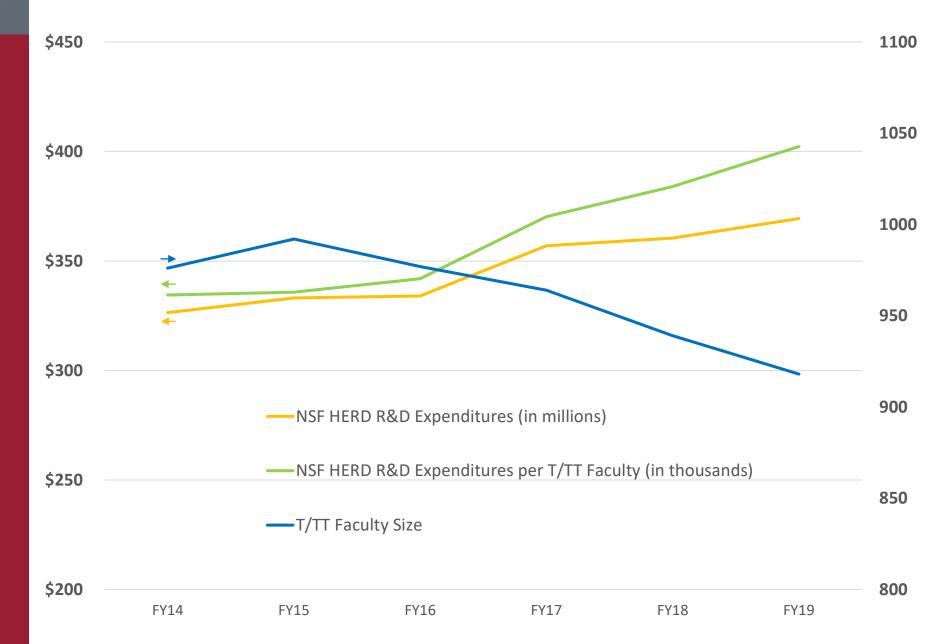


## WSU research expenditures continue to increase (FY2019 total is \$369.3M)





## FY14-19 R&D Expenditures and Faculty Counts





### WSU Proposal, Award, and Expenditure Trends

### **Proposals**

			Avg. Annual Growth	FY20 To Date (as of	FY21 To Date (as
	FY19	FY20	% (last 4 years)	11/2/2019)	of 11/2/20)
Proposal					
Amounts	\$905,106,968	\$1,014,743,226	0.46%	\$306,199,589	\$279,375,227

### **Awards**

			Avg. Annual Growth	FY20 To Date (as of	FY21 To Date (as
	FY19	FY20	% (last 4 years)	11/2/2019)	of 11/2/20)
Award					
Amounts	\$229,951,615	\$270,096,787	6.78%	\$109,140,866	\$123,011,142

## **Sponsored Expenditures**

	FY19	FY20		FY20 To Date (as of 11/2/2019)	,
Expend. Amounts	\$211,913,753	\$209,324,264	1.77%	\$65,216,384	\$56,882,469

Building our research portfolio is a team effort- includes faculty, staff, students, and administration systemwide



### **WSU News Highlights**



## Researchers succeed in using liquid hydrogen for UAV test

Jake Leachman, School of Mechanical and Materials Engineering

## <u>Discovery enables adult skin to regenerate like a newborn's</u> Ryan Driskell, School of Molecular Biosciences



# Gene-edited livestock 'surrogate sires' successfully made fertile

Jon Oatley, College of Veterinary Medicine

## Revealing the diversity of genes behind better alfalfa hay Steve Norberg, WSU Extension



## Restaurant customers frown on automatic gratuities

Jeff Joireman, Carson College of Business



### **WSU Recent Awards**

Title	PI	Agency	Amount
Emerging Infectious Diseases Research Center - East and Central Africa	Kariuki Njenga	NIH	\$7,600,223
Feed the Future Animal Health Innovation Lab for East Coast Fever Control	Samuel Mwangi	USAID	\$6,000,000
Enhancing Preparedness and Response to Communicable Diseases in Kenya	Kariuki Njenga	CDC	\$4,485,620
Zonisamide for the Treatment of Alcohol Use Disorder in the Addiction Neuroclinical Assessment Framework	Sterling McPherson	NIH	\$3,159,687
Astroglial mechanisms in sleep homeostasis	Marcos Frank	NIH	\$3,026,972
Multi-modal functional health assessment and intervention for individuals experiencing cognitive decline	Diane Cook	NIH	\$2,992,391



# Prof. Kim Christen receives a \$700,000 "Public Knowledge" award from the Mellon Foundation





- Award supports the Mukurtu platform- enabling digital access to hundreds of thousands of artifacts
- Approximately \$4M in support has been received overall for this effort- all made possible by \$12K from the "New Faculty Seed Grant" program!

## Development of WSU's Research Platform for Emerging Infectious Diseases



Guy Palmer

Jan & Jack Creighton Endowed Chair

Senior Director WSU Global Health









## <u> 2010</u>

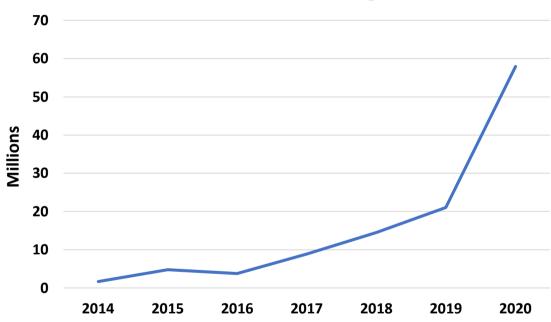
- 1 Assistant Professor
- 0 Adjunct Faculty
- 0 Students/Fellows

## <u>2020</u>

- 21 Permanent faculty
- 46 Adjunct faculty
- 150 Students/Fellows

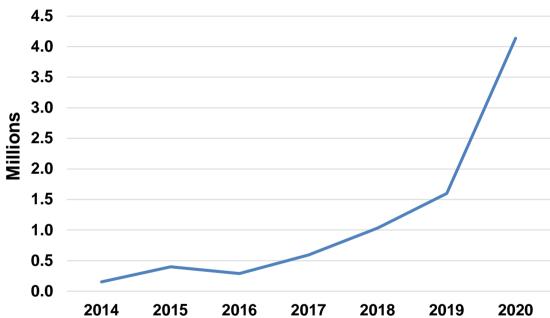
3 members of the National Academy of Medicine 7 members of the Washington State Academy of Sciences 6 Fellows of the American Association for the Advancement of Science

### **Allen School Federal Funding Trend**



Subject Matter
Training Grants \$1.4M
Animal Health \$6.2M
Human Health \$50.2M





## International Operations

- WSU Global Health-Kenya
  - 3 permanent WSU faculty; 2 adjunct
  - Staffed offices (12 staff in finance, HR, procurement)
  - Responsible for 171 contract employees
- Global Animal Health-Tanzania
  - Permanent WSU faculty
  - Staffed office (2 finance, HR, procurement)
  - Responsible for 12 contract employees



### AR Solutions In Action

CDC's Investments to Combat Antibiotic Resistance Threats



### WASHINGTON

\$7,640,143

Funding for ARActivities Fiscal Year 2019 FISCAL YEAR 2019

CDC provides critical support in the U.S. and abroad to protect people from antibiotic resistance.

www.cdc.gov/ARinvestments

### FUNDING TO STATE HEALTH DEPARTMENTS



AR LABORATORYNETWORK REGIONAL LABS boost state and local testing capacity and technology to detect, support response to, and prevent AR threats across the nation—and inform new innovations to detect AR.

The emergence of Candida auris in the West region necessitated a rapid, coordinated response from the Regional Lab. The public health lab coordinated with multiple jurisdictions to meet lab capacity needs and allow staff to increase testing efficiency. Washington processed 1,304 C. auris samples from March 1 to July 19, 2019. Testing information is used to prevent further spread of C. auris.



RAPID DETECTION & RESPONSE:State, territory, and local public health partners fight antibiotic resistance in healthcare, the community, and food. Programs use the AR Lab Network to rapidly detect threats and implement prevention, resonance, and antibiotic stewardship to store the spread of resistant ceres.

With 2018 funding, the Washington ARLab Network lab developed new testing capabilities and detected carbapenemase-producing carbapenem-resistant Acinetobacter from two patients in the same skilled nursing facility. An infection prevention assessment identified many gaps that could result in transmission of ARorganisms. Washington helped improve infection prevention at this facility and at the more than 500 facilities associated with this rational long-term care facilities group.



FOOD SAFETYprojects protect communities by rapidly identifying drug-resistant foodborne bacteria to stop and solve outbreaks and improve prevention.

Washington uses whole genome sequencing to track and monitor local outbreaks of *Listeria*, *Salmonella*, *Campylobacter*, and *E. coli* and uploads sequence data into PulseNet for nationwide monitoring of outbreaks and trends. In Fiscal Year 2020, Washington will continue monitoring these isolates for resistance genes. When outbreaks are detected, local CDC-supported epidemiologists investigate the cases to stop spread.



GONORRHEA RAPID DETECTION & RESPONSE works with state and local epidemiology and laboratory partners to test for and quickly respond to resistant genorrhea to stop its spread in high-risk communities. Only one treatment option remains for gonorrhea and resistance continues to grow.

During July 2018—June 2019, the Washington SLRRGproject tested ~13% of the 4,200+ gonorithea cases reported in Seattle-King County. They identified 51 samples that did not respond optimally to recommended antibiotics, and followed up with those patients and their sex partners. Washington participates in the STDSuveillance Network, monitoring adherence to gonorified treatment guidelines, aswell as the Gonococal Isolate Surveillance Project (GISP), testing how well artibiotics work on laboratory samples from sentinel STDclinic).

### FUNDING TO UNIVERSITIES & HEALTHCARE PARTNERS



### WASHINGTON STATEUNIVERSITY: Discovering & Implementing What Works

The Modeling Infectious Diseases in Healthcare Network (MInD-Healthcare) is a virtual laboratory where researchers can investigate factors that drive spread of HAls and simulate prevention strategies to estimate their benefits in a timely and cost-effective manner. Investigators will use data to inform regional health policy decisions for hospital interventions by examining transfer of patients between facilities. Learn more: www.codc.gov/hal/research



### WASHINGTON STATEUNIVERSITY: Global Expertise & Capacity Enhancements

CDCs global work to combat ARprevents the importation of ARthreats into the United States. Experts are working in Guaternala to develop and test a period prevalence survey of multi-drug-resistant organism colonization in communities and hospitals that serve them.



### PATH: Global Expertise & Capacity Enhancements

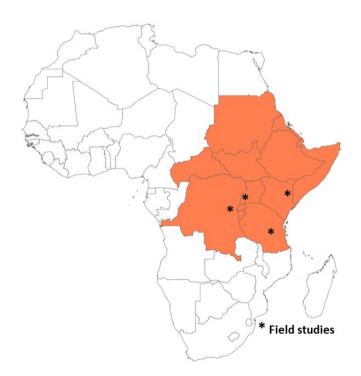
CDCs global work to combat ARhelps prevent the importation of ARthreats into the United States. Experts are working in Vietnam to strengthen rational infection prevention and control policies and enhance ARdata collection, analysis, and surveillance in healthcare facilities.





### NIH Center for Research on Emerging Infectious Diseases - East and Central Africa

- WSU approach: "we are one community: local is global"
- Catalyze existing infrastructure to advance interventions to prevent/mitigate emerging diseases
- \$7.6 million in funding over five years (NIH/NIAID)
- One of 10 centers world-wide



## NIH D43 Training Program for Zoonotic Infectious Diseases

- Trains MDs & DVMs as a single cohort in Kenya
- Support clinical and public health research that will lead to more effective outbreak prevention and control measures
- Complementary to U.S.-based
   NIH Post-doctoral Training
   Program in Infectious Diseases
   @ WSU (currently in year 39)





# RABIES Vaccinate a Dog FREFICE Save a Child's Life

Join the movement to eliminate human death from canine rabies by 2030.

www.RabiesFreeAfrica.org



### Agenda

### Finance and Compliance Committee Thursday, November 12, 2020 1:00 p.m. – 2:30 p.m.

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

<u>Infor</u>	mation Items	<u>Section</u>
1.	Fiscal Year 2020 Financial Statement Audit Update – Audit Entrance	F-1
2.	Issuance and Sale of Taxable Revenue and Refunding Bonds (Pearson/Skinner)	F-2
3.	Housing and Dining Rate Setting for 2021-2022 Academic Year (Gonzales)	F-3
<u>Futur</u>	re Action Item	
1.	FY2021 Athletics Budget Update and Proposed Deficit Recovery Plan (Pearson/Chun)	F-4
<u>Actio</u>	n Items	
1.	Revised Services and Activities Fees for Academic Year 2020-2021 (Pearson/Gonzales)	F-5
2.	Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021 (Pearson/Gonzales)	F-6
4.	One-Time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021 ( <i>Pearson/Gonzales</i> )	F-7

### **INFORMATION ITEM #1**

Fiscal Year 2020 Financial Statement Audit Update (Stacy Pearson/Matt Skinner/Molly Holt)

### TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Overview of upcoming Fiscal Year 2020 Financial Statement and

related audit activities.

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

BACKGROUND

INFORMATION: The University contracts with independent audit firms to perform a

number of financial statement and related audits each year.

For the fiscal year ended June 30, 2020, audits will be performed for WSU and the related entities shown in the table below. Audit work is underway or will begin soon. Results of those audits will be reported to the Board of Regents in the March 2021 meeting.

Audit Name	Audit Type	Audit Firm
Washington State University	Annual Financial Statements	State Auditor Office
WSU Housing and Dining System	Annual Financial Statements	Clifton Larson Allen
WSU Intercollegiate Athletics	Annual Financial Statements	Clifton Larson Allen
WSU Intercollegiate Athletics	NCAA Agreed Upon Procedures	Clifton Larson Allen
Transportation Services	Annual Financial Statements	Clifton Larson Allen
University Recreation Center	Annual Financial Statements	Clifton Larson Allen
Wilson Compton Union Building	Annual Financial Statements	Clifton Larson Allen
Northwest Public Broadcasting	Annual Financial Statements	Clifton Larson Allen
WSU Alumni Association	Annual Financial Statements	Clifton Larson Allen
Students Book Corporation	Annual Financial Statements	Clifton Larson Allen
WSU Foundation	Annual Financial Statements	KPMG

ATTACHMENT: Office of the Washington State Auditor's Office Entrance Document

### **Entrance 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 our planned audit scope so that we are focused on the areas of highest risk. We value and appreciate your input.

### **Audit Scope**

Based on our planning, we will perform the following audits:

### Financial statement audit for July 1, 2019 through June 30, 2020

We will provide an opinion on whether your financial statements are presented fairly, in all material respects, in accordance with the applicable reporting framework. The audit does not attempt to confirm the accuracy of every amount, but does search for errors large enough to affect the conclusions and decisions of a financial statement user.

We will also provide an opinion letter for the University's Annual Financial Report, which is issued by the University and includes the University's financial statements and other information.

### **Engagement Letter**

We have provided an engagement letter that confirms both management and auditor responsibilities, and other engagement terms and limitations. Additionally the letter identifies the cost of the audit, estimated timeline for completion and expected communications.

### **Work of Other Auditors**

A financial statement audit of the Washington State University Foundation was performed by KPMG LLP and audits of Transportation Services, Housing and Dining System, University Recreation Center, Wilson Compton Union Building, Intercollegiate Athletic Department, Student Book Corporation and Northwest Public Radio & TV are performed by Clifton Larson Allen LLP.

In accordance with professional standards, we considered the audit report and audit work performed by the other auditors in the planning of our audit. This includes communicating with the other auditors, evaluating the quality and results of the other auditor's work, and identifying areas that could affect our audit, including those in which we could leverage the work already performed.

### **Levels of Reporting**

### **Findings**

Findings formally address issues in an audit report. Findings report significant results of the audit, such as significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or non-compliance with laws, regulations or policies. You will be given the opportunity to respond to a finding and this response will be published in the audit report.

Within 30 days of the issue of an accountability audit finding, SAAM 55.10 requires state agencies to provide a corrective action plan to the OFM Accounting Division. Upon completion of corrective action related to a finding, state agencies are required to submit a certification, signed by the agency head or designee, that the audit resolution process is complete. It is recommended that agencies discuss the completion of corrective action with their assigned OFM Accounting Consultant prior to submitting the certification.

### **Management Letters**

Management letters communicate control deficiencies, non-compliance, misappropriation, or abuse that are less significant than a finding, but still important enough to be formally communicated to the governing body. Management letters are referenced, but not included, in the audit report.

### **Exit Items**

Exit items address control deficiencies, non-compliance with laws or regulations, or errors that have an insignificant effect on the audit objectives. These issues are informally communicated to management.

### **Important Information**

### **Confidential Information**

Our Office is committed to protecting your confidential or sensitive information. Please notify us when you give us any documents, records, files, or data containing information that is covered by confidentiality or privacy laws.

### **Audit Costs**

The cost of the audit is estimated to be approximately \$62,040, plus up to \$8,000 in travel costs, and other expenses, if any. Invoices for these services will be prepared and presented each month as our audit work progresses.

The cost to perform an independent review of external auditor work papers related to the audit of significant components, determined by our Office, is approximately \$2,200 per component.

### **Expected Communications**

During the course of the audit, we will communicate with Mollie Holt, Executive Director and Controller, on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed.

Please let us know if, during the audit, any events or concerns come to your attention of which we should be aware. We will expect Mollie Holt to keep us informed of any such matters.

### **Audit Dispute Process**

Please contact the Audit Manager or Assistant Director to discuss any unresolved disagreements or concerns you have during the performance of our audit. At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

### **Loss Reporting**

State agencies and local governments are required to immediately notify our Office in the event of a known or suspected loss of public resources or other illegal activity. These notifications can be made on our website at <a href="https://www.sao.wa.gov/report-a-concern/how-to-report-a-concern/fraud-program/">www.sao.wa.gov/report-a-concern/how-to-report-a-concern/fraud-program/</a>.

### Peer Reviews of the Washington State Auditor's Office

To ensure that our audits satisfy *Government Auditing Standards*, our Office receives external peer reviews every three years by the National State Auditors Association (NSAA). The most recent peer review results are available online at <a href="www.sao.wa.gov/about-sao/who-audits-the-auditor/">www.sao.wa.gov/about-sao/who-audits-the-auditor/</a>. Our Office received a "pass" rating, which is the highest level of assurance that an external review team can give on a system of audit quality control.

### **Emerging Issues**

Some of the emerging issues affecting state governments are the following:

### **Converting to New Computer Systems**

Due to increased demands of computer programs, many government agencies are considering, or are in the process of, converting to new computer systems. There are things you can do to ensure a smooth and complete transition to your new system as well as make your first audit in the new system easier.

### Before you convert

- Document the old system's data cleanup strategy
- Document your testing of the new system
- Document your security evaluation
- Obtain system documentation for your new system
- Provide adequate training for all users

### At the time of conversion

- Document crosswalks from the old system to the new system
- Confirm that the ending balances in the old system = beginning balances in the new system
- Determine procedures for vendor's future access
- Develop security procedures for user access and passwords

### After conversion

- Re-evaluate user access after about six months
- Notify your audit team of system conversions.

<u>Test the new system</u>. Before going live, there should be enough understanding of and access to the system to ensure it meets your needs.

### **GASB Pronouncements Effective Immediately**

• <u>Statement No. 95, Postponement of the Effective Dates of Certain Authoritative Guidance</u>

To provide temporary relief in light of the COVID-19 pandemic by postponing the effective dates of certain provisions in GASB statements and implementation guides. Earlier application of the affected pronouncements is encouraged.

### GASB Pronouncements Effective for the Reporting Year 2021

• Statement No. 84, Fiduciary Activities

This guidance clarifies what constitutes a fiduciary activity for financial reporting purposes and the fund types to be reported. An implementation guide is available; **Implementation Guide 2019-2** – *Fiduciary Activities*. The statement and guidance were originally effective for the 2020 reporting year, but were postponed by GASB 95.

• Statement No. 90, Majority Equity Interests

This statement, an amendment of Statements No. 14 and 61, defines a majority equity interest and specifies how a majority equity interest in a legally separate organization should be reported. This statement was originally effective for the 2020 reporting year, but was postponed by GASB 95.

### **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 us feedback.

### **Audit Team Qualifications**

Sadie Armijo, CFE, Director of State Audit – Sadie has been with the Washington State Auditor's Office since 1998. She oversees most of the state audits our Office performs. Teams under her direction include the Financial Audit team, which conducts accountability audits, as well as the annual audit of the State of Washington Comprehensive Annual Financial Report and other financial statement audits. The Single Audit team performs accountability audits and the State of Washington Single Audit, which examines state agencies' compliance with federal grant requirements. The third team Sadie leads is the Whistleblower team, which investigates assertions of improper governmental actions at state agencies. She previously was an Assistant Director of Local Audit for five years. Phone (564) 999-0808 or Sadie.Armijo@sao.wa.gov

**Troy Niemeyer, CFE, Assistant Director of State Audit** – Troy has been with the Washington State Auditor's Office since 2006. As Assistant Director he assists with the statewide oversight and management of most audits of state government, including fraud and whistleblower investigations. He previously managed two local audit teams, along with the Whistleblower Program, and the Statewide Technology Audit Team (STAT). Troy is a member of the Institute of Internal Auditors and the e-Government committee for the National State Auditors Association. Phone: (564) 999-0917 or <a href="mailto:Troy.Niemeyer@sao.wa.gov">Troy.Niemeyer@sao.wa.gov</a>

**Alisha Shaw, Program Manager** – Alisha began her service with SAO in September 2000 as a College Career Graduate on Team Wenatchee after earning a Bachelor's Degree in Business Management with an emphasis in accounting from Whitworth College. She joined Team Pullman in 2001, became an Assistant Audit Manager in

June 2005 and became the Audit Manager of Team Pullman in February 2018. During her time with SAO, she has been the auditor-in-charge or supervisor of numerous local and state audits. Phone: (509) 329-3702 or Alisha.Shaw@sao.wa.gov

Matt Thompson, Assistant Audit Manager – Matt has been with the State Auditor's Office since 2013. He was promoted to an Assistant Audit Manager in May 2016. He earned his Bachelor's Degree in Business Administration from Eastern Washington University and his MBA from Gonzaga University. During his time with SAO, he has been the supervisor of numerous local and state audits. Phone: (509) 329-3702 or Matthew.Thompson@sao.wa.gov

**Jonna Davis**, **Audit Lead** – Jonna has been with the State Auditor's Office since 2016 She has six years of previous experience in city, county, and higher education accounting and earned her Bachelor's Degree in Accounting from Central Washington University and Master's Degree in Accounting from Colorado State University. Jonna has been the Audit Lead in a number of local government audits. Jonna is currently a Team Pullman Fraud Specialist. Phone: (509) 334-5825 or <u>Jonna.Davis@sao.wa.gov</u>

### **INFORMATION ITEM 2**

Issuance and Sale of Taxable Revenue and Refunding Bonds (Stacy Pearson/Matt Skinner)

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Results of the WSU Issuance and Sale of Taxable Revenue and

Refunding Transaction in October 2020

SUBMITTED BY: Stacy Pearson, Vice President, Finance & Administration

Matt Skinner, Senior Associate Vice President, Finance &

Administration

BACKGROUND INFORMATION:

On September 18, 2020, the Board of Regents passed Resolution #200918-630 authorizing the issuance and sale of taxable revenue and refunding bonds. This resolution provided for the University to act on a number of debt refunding opportunities of financial benefit. The refunding, when combined with issuance of new general revenue bonds, would create significant savings to the University.

On October 22, 2020, the University completed the authorized transaction. The University partnered with PFM, financial advisor, and K&L Gates, bond counsel, and a pool of three underwriting firms.

The transaction results in a cash benefit of \$11.2 million in FY 2021. WSU refunded its Housing and Dining Series 2010 Bonds, and its General Revenue Bonds 2012 and 2014 for debt service savings. The combined net present value savings are \$10.7 million or 11.6%, well above the debt policy threshold of 5%. The University was able to borrow at an all-in true interest cost of 2.64%. The debt service of the new debt (2020AB Bonds) does not exceed in any year the debt service of the refunded bonds.

The cash benefit is less than the \$13.5 million estimated at the last Board meeting primarily due to increased interest rates and excluding the General Revenue Bonds, 2013 from the refunding. While market rates increased over the past few weeks driven by expectations for a new federal stimulus package, demand for WSU bonds was very strong. WSU received approximately three times the needed orders from 28 investor accounts. The largest investor

order came from Wells Capital Management of \$35.95 million, followed by Nuveen with \$30.8 million.

The University worked on a fast-paced schedule to enter the market before the presidential election. In the process, WSU presented its financial health and strategic position to the rating agencies Moody's Investor Service and Standard and Poor's. Moody's and S&P reaffirmed WSU's credit ratings at Aa3 and A+, respectively and both with a stable outlook. The rating agencies were particularly impressed by the success of the financial turnaround plan, while highlighting the need for continued financial discipline, building of reserves, and increasing revenues in the wake of the COVID-19 pandemic.

Like most public higher education institutions, the University is facing financial challenges due to the impacts of COVID-19. The cash benefit of this transaction provides strategic reserves centrally to help mitigate these financial challenges. Savings generated by the transaction will be managed at the University level, using best practices for internal debt service payment and management. This will ensure that savings accrue at the University level to help offset expected declines in reserves during FY2021. Additionally, central management of the savings is required to ensure that the new debt service payments (2020 AB Bonds) are paid using the savings in FY2022-FY2026.

### **INFORMATION ITEM #3**

Housing & Dining Rate Setting for 2021-2022 Academic Year (Mary Jo Gonzales)

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Housing & Dining Rate Setting for 2021-2022 Academic Year

SUBMITTED BY: Mary Jo Gonzales, Vice President, Division of Student Affairs

BACKGROUND INFORMATION:

As the University and the Division of Student Affairs recognize the impacts of the COVID-19 pandemic and the financial hardships many of our students and families are navigating, it is recommended that, for the 2021-2022 Academic Year, the Housing and Dining rates remain the same as the 2020-2021 rates.

Working with students and administrative members of the Housing and Dining Advisory Group, a budget and operations plan will be developed to meet services and amenities required by the residents. Planning will also be reflective of requested services from students where appropriate.

While the Housing and Dining System has incurred dramatic financial losses in the 2020-2021, the current rates provide the resources for the system to be financially stable, dependent upon occupancy rates returning to a range like any of the previous ten years.

The Advisory Group intends to have an introductory meeting Fall 2020 and will conduct a series of meetings in the Spring 2021 to set the priorities and service levels for residents. The Advisory Group is comprised of mostly student members (eight) who represent residents, staff, and ASWSU/GPSA leadership.

### **FUTURE ACTION ITEM #1**

FY2021 Athletics Budget Update and a Plan for Fiscal Recovery (Stacy Pearson/Pat Chun)

November 13, 2020

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 which are a result of ongoing changes related to the COVID-19 pandemic. Further, that the Regents approve a fiscal recovery plan to cover the additional Athletics operating deficit for FY2021 and resolve the accumulated

deficit.

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

SUPPORTING INFORMATION:

The WSU Department of Athletics provided an update on the FY2021 Athletics budget at the September 17-18, 2020 Board of Regents meeting. Since that meeting, there have been additional updates to the budget based on more recent decisions from the Pac-12 Conference and in compliance with the State of Washington and Whitman County COVID 19 Protocols.

Most significantly, the Pac-12 Conference announced the return to play for football beginning Nov. 7, men's and women's basketball Nov. 25, as well as start dates for the remainder of our varsity sports. Through January 1, 2021, the Pac-12 has mandated no spectators at any home events. The Pac-12 expects to complete an abbreviated season by December 19, which allows for postseason bowl games, albeit at projected lower payouts. The net effect is an increase in revenue projections from the Pac-12. Additionally, the Pac-12 will incur additional expense due to the resumption of all sports. Consequently, conference dues will increase. This revised budget is also adjusted to reflect the impact of fewer games on game guarantees (both paid and received) and team travel/game expenses. The most current revision to the Athletics budget is presented below. Attachment A provides greater detail.

	June BOR	Aug-20	Sep-20	Oct-20		Countries Out Adiabation and a
	FY21	Update	Update	Update		Sept vs Oct Adjustments
REVENUES: (\$M)						
Ticket Sales	8.7	0.6	0.6	0.0	(0.5)	No fans for MBB/WBB
Contributions/Endowments	11.9	9.3	9.3	9.3	-	
NCAA/Pac-12	38.0	21.6	21.6	27.8	6.2	Pac-12 Forecast
Royalties/Advert/Sponsor	3.3	1.6	2.1	2.1	-	
Waviers/Student Fees	4.8	4.8	4.9	4.9	-	
Other Revenue	5.3	3.6	3.6	2.9	(0.7)	Game Guarantees, Parking, Other
Total Revenue	72.0	41.5	42.1	47.1	5.0	
EXPENSES: (\$M)						
Compensation	28.7	26.7	25.3	25.3	0.0	
Scholarships	11.4	11.4	11.4	11.4	-	
Sport Programs	12.2	11.5	11.5	10.1	(1.3)	FB: Team Tvl; Game Exp FB.MBB.WBB
Marketing/Fund Raising	2.0	1.7	1.7	1.7	-	
Debt Payments	10.0	10.0	10.0	10.0	-	
Direct Admin/Dues	4.7	3.5	3.5	3.9	0.4	Pac-12 Forecast
Other Expense	8.1	7.1	7.1	6.6	(0.5)	Game Guarantees paid
Total Expenses	77.0	71.9	70.5	69.1	(1.5)	
Net Income from Operations	(5.0)	(30.4)	(28.4)	(22.0)	6.4	

Given the likelihood of additional changes in the winter and spring, Athletics will continue to update budget projections as decisions are made related to competition seasons and other COVID-19 related changes.

### Fiscal Recovery Plan

At the September 2020 Regents meeting, the University agreed to develop a plan of fiscal recovery 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.

The proposed plan is outlined in Attachment B and is based on three important assumptions that WSU Regents and WSU leadership:

1. Supports the affiliation with a top-level intercollegiate athletics conference and program as a key and strategic means of increasing institutional visibility on a national scale, to the benefit of all WSU students, faculty, staff and communities.

- 2. Has determined that intercollegiate athletics is an essential element of the residential campus experience for the Pullman Campus, and understands that university support of intercollegiate athletics is an investment in the student experience that is essential to attracting and retaining students.
- 3. Understands that WSU intercollegiate athletics without membership in the Pac-12 would be financially unfeasible.

Within this context and framework, the following actions will address the COVID-19 pandemic revenue shortfall in the athletics budget for FY2021 and balance the athletics budget in FY2022 and beyond, including elimination of the accumulated deficit over time. These steps will require difficult decisions and disciplined financial management.

- 1. Address the projected \$22 to \$30M net revenue loss for FY2021utilizing a financing opportunity being developed by the Pac-12 conference that is repaid solely through future Pac-12 media revenue distributions. This action, which is dependent on the final details of the conference's plan and whether its utilization by the University would comply with all applicable laws and regulations, would create a decrease in future media revenue distributions. For example, if WSU borrows \$30M, future media revenue distributions would decrease by approximately \$2M to \$3M per year, based on repayment terms and current market rates.
- 2. Balance the annual athletics budget starting in FY2022 by making permanent \$1M to \$2M of the \$7.9M FY2021 expenditure reductions.
- 3. An annual University commitment of \$2M to \$3M starting in FY2022 to provide institutional support of intercollegiate athletics.
- 4. Reset the Athletics budget model and develop a sustainable funding model to rebuild by investing new realized revenues in future growth.
- 5. Continue to assess debt refunding and restructuring opportunities for additional savings and/or reduced debt service payments.
- 6. Formalize a plan to repay the cumulative deficit starting after FY2022 and eventually eliminate reliance on other fund balances.

ATTACHMENTS: Attachment A: Detailed budget using NCAA expenditure and revenue categories and including footnotes.

Attachment B: Intercollegiate Athletics at WSU and a Plan for Fiscal Recovery

BY NCAA CATEGORIES	June BOR FY21	Aug-20 Update	Sep-20 Update	Oct-20 Update	Sept vs Oct Adjustments
REVENUES: (\$M)	,,	- paulo	- Paulo	- paule	
01 - Ticket Sales	8.7	0.6	0.6	0.0	(0.5) <sup>1</sup>
02 - Direct State/Gov Support	-	-	-	-	-
03 - Student Fees	1.3	1.3	1.4	1.4	_
04 - Direct Inst. Support	3.5	3.5	3.6	3.6	_
05 - Less Xfer to Inst.	-	-	-	-	_
06 - Indirect Inst. Support	0.4	0.4	0.4	0.4	_
06A - Debt Service, Lease, Rentals	-	-	-	-	_
07 - Game Guarantee Rev	0.2	0.2	0.2	-	(0.2)
08 - Contributions	11.2	8.6	8.6	8.6	-
09 - In-Kind	1.6	1.6	1.6	1.6	_
10 - 3rd Party Compensation	-	-	-	-	_
11 - Media Rights	23.0	19.7	19.7	20.6	0.8
12 - NCAA Distribution	1.6	1.6	1.6	1.6	-
13 - Conference Dist	13.4	0.3	0.3	5.7	5.4 <sup>3</sup>
14 - Concessions/Novelties	1.3	0.4	0.4	0.4	-
15 - Royalties/Advert. etc.	3.3	1.6	2.1	2.1	_
16 - Sport Camp Revenue	-	-	-	-	_
17 - Endowment Distribution	0.6	0.6	0.6	0.6	_
18 - Other Revenue	1.8	1.0	1.0	0.4	(0.5)
19 - Bowl Revenue	-	-	-	-	-
Total Revenue	72.0	41.5	42.1	47.1	5.0
EXPENSES: (\$M)					
20 - Athletic Aid	11.4	11.4	11.4	11.4	_
21 - Game Guarantee exp	1.3	1.3	1.3	0.7	(0.6)
22 - Coaches Comp: WSU	13.7	13.3	12.6	12.6	-
23 - Coaches Comp: 3rd Party	-	-	-	-	-
24 - Admin Comp: WSU	15.0	13.4	12.7	12.8	0.0
25 - Admin Comp: 3rd Party	-	-	-	-	-
26 - Severance Pay	1.7	1.7	1.7	1.7	-
27 - Recruiting	1.5	0.4	0.4	0.4	-
28 - Team Travel	4.0	3.1	3.1	3.0	(0.1)
29 - Equipment	2.2	2.2	2.2	2.2	-
30 - Game Expenses	2.8	2.7	2.7	1.5	(1.2) 8
31 - Fund Raising/Marketing	2.0	1.7	1.7	1.7	-
32 - Sport Camp Expense	-	-	-	-	-
33 - Spirit Groups	0.1	0.1	0.1	0.1	-
34 - Facilities: Debt/Lease/Rental	10.0	10.0	10.0	10.0	-
35 - Direct Admin Expense	2.4	1.9	1.9	1.9	-
36 - Indirect Inst. Support	0.4	0.4	0.4	0.4	-
37 - Medical/Insurance <sup>9</sup>	0.6	2.0	2.0	2.0	-
38 - Dues & Memberships	2.3	1.6	1.6	2.0	0.4
39 - Student-Athlete meals	0.9	0.9	0.9	0.9	-
40 - Other Expense	4.6	3.7	3.7	3.7	0.0
41 - Bowl Expenses	-	-	-	-	-
41A - Coaches Bowl Bonuses	-	-	-	-	-
Total Expenses	77.0	71.9	70.5	69.1	(1.5)
Net Income from Operations	(5.0)	(30.4)	(28.4)	(22.0)	6.4

- <sup>1</sup> Ticket sales reduced. Gates for MBB and WBB are taken out (assumption of no fans). Volleyball gate was already taken out, and Baseball gate is retained due to late spring and playing outside
- <sup>2</sup> Game guarantees reduced. No longer receive game guarantee payment from cancelled Utah State away game
- <sup>3</sup> Pac-12 projection. Biggest reason for increase is due to the re-introduction of Bowl games, due to the return of Pac-12 football in the fall. We have our abbreviated season complete by our normal date so all bowls will be eligible to be played. Payouts from Bowl games are significantly reduced due to attendance and sponsorship; primary source of funds is broadcast media rights. Media Rights are Pac-12 estimates based on talks with ESPN/Fox.
- <sup>4</sup> Decrease in Other Revenue is primarily due to the loss of game day/RV parking money due to no fans at our football games
- <sup>5</sup> Decrease in Game Guarantee Exp is due to the cancelled football game vs Univ of Idaho
- <sup>6</sup> Small increase in Admin Compensation due to strategic staffing issues in Creative Video
- <sup>7</sup> Team Travel savings from Football not travelling to Utah State due to the game being cancelled
- <sup>8</sup> Game Operations savings in Football, MBB and WBB due to no fans in the stands. Volleyball was previously reduced
- <sup>9</sup> Medical expense includes a budgeted net increase of \$1.4m for Covid testing of all student-athletes & selected staff
- <sup>10</sup> Other Higher Dues from the Pac-12 due to increased costs related to opening of football in the fall
- <sup>11</sup> Changes in compensation trigger changes in ERP assessment

### Intercollegiate Athletics at WSU and a Plan for Fiscal Recovery

### Assumptions

The following assumptions regarding the WSU Regents, President and leadership commitment to intercollegiate athletics support the financial options recommended below. Changes to these assumptions will change the recommended financial options.

- WSU's affiliation with a top-level intercollegiate athletics conference and program is a key and strategic means of increasing institutional visibility on a national scale, to the benefit of all WSU students, faculty, staff and communities.
- WSU intercollegiate athletics is an essential element of the residential campus experience for the Pullman Campus, and understands that university support of intercollegiate athletics is an investment in the student experience that is essential to attracting and retaining students.
- The operation of intercollegiate athletics without membership in the Pac-12 is financially unfeasible.

### Background

The role of intercollegiate athletics in university life has been extensively debated during the past 100 years. Dr. Schulz shared his perspective about the role of sports at a public research university of the twenty-first century in his letter dated July 31, 2018. The following builds on many of those perspectives.

### Institutional visibility and reputation on a national scale

Many large public research universities are intentional in their affiliation with a top-level intercollegiate athletics conference to increase institutional visibility on a national scale. Washington State University's affiliation with the Pac-12 conference and the inherent association and collaboration with these research universities provides a critical component of growing the University's national reputation. As a Pac-12 member, WSU is directly affiliated with world-class public and private research universities such as Stanford, Cal-Berkeley, UCLA, USC, and the University of Washington. Numerous Division I schools seek the prestige associated with membership in the Pac-12. In fact, there are 347 colleges and universities classified as Division 1 by the NCAA, but only 65, or 20 percent, are affiliated with the Power Five Conferences.

If there is agreement that Pac-12 membership is essential to WSU's visibility, reputation, strategic plan and emergence as a land grant research university of choice, it is necessary to commit to the investment of institutional resources to continue membership in the Pac-12 conference.

### Intercollegiate athletics is an essential element of the residential campus

WSU has supported intercollegiate athletics as an essential element of the residential campus experience. The opportunity to see WSU compete at an elite level against outstanding universities draws thousands of people to Pullman annually, which in turn provides a significant boost to philanthropic support and the local economy, which in turn provides the services and support desired by WSU students.

While intercollegiate athletics is deemed an essential element of the student experience, WSU is one of only a few institutions nationally that does not provide some level of institutional support for intercollegiate athletics each year.<sup>1</sup>

### **Financial Viability**

Membership in the Pac-12 is required for WSU to operate intercollegiate athletic programs regardless of level. For example, in the FY2020 athletics budget, approximately \$35M revenues came directly from Pac-12 media agreements and conference related revenue distributions. Additionally, athletics generated approximately \$3.3M in advertising and sponsorship revenues that are clearly associated with visibility brought by the Pac-12, the other universities appearing in Pullman on game day, and the related TV broadcasts. All coaches, staff, and sports programs could be eliminated and still not generate enough savings to offset the loss of these revenues made possible by membership in the Pac-12 conference. *Simply stated: Pac-12 membership is essential to the financial viability of intercollegiate athletics at WSU*.

### **Next Steps**

Within this context and framework, the following actions will address the COVID-19 pandemic revenue shortfall in the athletics budget for FY2021 and balance the athletics budget in FY2022 and beyond. These steps will require difficult decisions and disciplined financial management.

First: Address the projected \$22 to \$30M net revenue loss for FY2021

WSU cannot absorb the projected \$22 to \$30M² net loss for Athletics against other existing fund balances as was previously done. External financing options must be used to cover that level of loss. WSU is working with the Pac-12 conference officials and the other Pac-12 institutions to develop financing options through the Pac-12 that will allow member institutions to borrow with repayment occurring solely through a reduction of future Pac-12 media revenue distributions until the amount borrowed is paid off. This action, which is dependent on the final details of the conference's plan and whether its utilization by the University would comply with all applicable laws and regulations, would create a decrease in future media revenue distributions. As an example, if WSU borrows \$30M, future media revenue distributions would decrease by approximately \$2M to \$3M per year, based on repayment terms and current market rates. In addition, when the current Pac-12 media contract expires in 2024, there is expectation that media revenues will increase under a new contract which could enable more rapid repayment.

The decrease in future media revenue associated with the Pac-12 financing will require that Athletics make a permanent adjustment to their annual operating budget to cover this revenue adjustment each year. It is critical that the loss of media revenues associated with the financing be covered via permanent expenditure reductions, until future revenue increases are earned and available.

**Second: Balance the annual athletics budget starting in FY2022**WSU will balance the Athletics budget starting in FY2022. This will require two actions.

<sup>&</sup>lt;sup>1</sup> According to the USA Today, LSU, Nebraska, Ohio State, Oklahoma, Penn State, Purdue and Texas were the only schools to report no subsidy money in 2012.

<sup>&</sup>lt;sup>2</sup> Forecast amount subject to change.

Athletics will make permanent an additional \$1M to \$2M of the FY2021 expenditure reductions. (In total, up to 6% of the pre-COVID operating budget compared to the 10% reduction taken by University units for FY2021 and planned for the next biennium). Such reductions will be challenging and will impact staff and service levels in the department.

Additionally, whereas WSU deems intercollegiate athletics an essential element of Institutional visibility and reputation on a national scale for all campuses and the student experience that essential to attracting and retaining students at the Pullman campus, the University will begin providing an annual commitment of \$2M to \$3M in institutional support of intercollegiate athletics each year. NOTE: The investment of institutional support funds may be derived from all campus locations, with a higher proportion from the Pullman campus. The investment of institutional support will reduce financial flexibility should state support or tuition levels continue downward in FY2022.

Third: Restore and grow athletic budgets with new revenues when generated The third action step is a proposed method of thinking about budget rather than a financial action. Past leadership made financial commitments and built the athletics budget based on a hope of future revenues. That approach led to the current fiscal challenges.

With the difficult decisions already made in athletics, and by making permanent some reductions now, there is a unique opportunity to reset the athletics budget model and develop a sustainable funding model that will allow Cougar Athletics to quickly rebuild after the Pandemic by investing new revenues in future growth.

This budget approach and the steps above will free new revenues to drive growth, rather than backfilling deficits.

Fourth: Continue to assess debt refunding and restructuring opportunities for additional savings and/or reduced debt service payments. Based on our fiscal assessment of the existing outstanding debt, there may be additional opportunities to refund/refinance current Athletics debt when the debt is "callable." In addition, WSU will determine if there are financially feasible opportunities to restructure the current Athletics debt that can lower payments, extend the repayment period and/or allow for more cash savings in the next few years with the expectation that there will be full recovery in FY2023 and beyond. This option may need to be considered sooner if the Pac-12 financing is not available.

### Fifth: Begin repaying the cumulative deficit

After FY2022, it is essential that Athletics begin to make progress on the cumulative deficit and begin repayment efforts under a formal plan, as it is no longer viable to rely on the balances of other auxiliary and self-support operations to cover this large deficit.

One example of how debt refunding can be used to help reduce the accumulated deficit is if \$8.5M in recently refunded athletic facility bonds were to be used to reduce the accumulated deficit, effectively reducing the outstanding amount by approximately 10 percent. However, this is not recommended for the current fiscal year since it is not yet known if the cash from the refunding will be needed to cover other urgent expenses (like COVID-19 testing) or to help cover further declines in state funding and/or tuition revenues. At best this is a one-time option,

there would still need to be an ongoing commitment of annual payments from Athletics and/or other University resources to continue to pay down the deficit.

### **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	
PULLMAN GRAND TOTAL	9,469,993	8,991,826	(478,167)

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

# WASHINGTON STATE UNIVERSITY MEMORANDUM

### Budget Office

TO:

Kirk Schulz, President

FROM:

Jenn Johnson

Chair, WSU Pullman Services and Activities Fees Committee

Jennifer Johsnon

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	_
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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)
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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	-
PULLMAN GRAND TOTAL	9,469,993	8,991,826	(478,167)

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)
Tri-Cities Grand Total	\$807,610	\$727,893	(\$79,717)

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 Sandra Haynes

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.

Cuerra	<u>Total</u>	Allocated	Allocated from	Tatal Allacated
Group	Requested	<u>from Budget</u>	Reserves	<u>Total Allocated</u>
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
Totals	\$727,892.51	\$706,657.92	\$21,234.59	\$727,892.51

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	Proposed Revised		'		
	Ap	Approved in June		June   Allocations		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	
PULLMAN GRAND TOTAL	9,469,993	8,991,826	(478,167)

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

# WASHINGTON STATE UNIVERSITY MEMORANDUM

### Budget Office

TO:

Kirk Schulz, President

FROM:

Jenn Johnson

Chair, WSU Pullman Services and Activities Fees Committee

Jennifer Johsnon

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	-
PULLMAN GRAND TOTAL	9,469,993	8,991,826	(478,167)

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)
Tri-Cities Grand Total	\$807,610	\$727,893	(\$79,717)

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 Sandra Haynes

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.

Group	<u>Total</u> Requested	Allocated from Budget	Allocated from Reserves	Total Allocated
Student Support	<u>nequesteu</u>	nom baaget	RESCIVES	Total Allocated
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
Totals	\$727,892.51	\$706,657.92	\$21,234.59	\$727,892.51

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



#### Cougar Health Services

#### **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 Kane myken

Student Health Advisory Committee (SHAC)

Recommendation for 2020-21 Student Health Fee

PROPOSED:

SUBJECT:

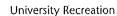
Suspension of the recently implemented Student Health Fee increase of \$40

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 telemental 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 Coug 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 than 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

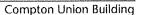
The Safety & Transportation Fee Committee was asked to make a recommendation regarding implementation of a fee reduction for fall semester 2020.

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

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

• Office: 509.335.9677 • Fax: 509.335.2493 • 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

Sen W. Dostoz

Kathryn Carstens

Klautri

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

## **Agenda**

#### Strategic and Operational Excellence Committee Thursday, November 12, 2020 2:45 p.m. – 4:00 p.m.

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

<u>Infor</u>	mation Items	<u>Section</u>
1.	WSU Foundation Endowment Update (Voiland/Calvert/Pearson)	SO-1
2.	Modernization Update and Deployment Readiness Assessment (Pearson/Skinner)	SO-2
3.	WSU Spring Semester Testing Plan for Pullman and Health Sciences Spokane Campuses (Kerr/DeWald/Palmer)	SO-3
4.	Legislative Update (Kerr)	
5.	WSU System Strategic Plan Implementation Update (Hoyt)	
<u>Futuı</u>	re Action Item	
1.	Proposed Revisions to WAC 504-26 Standards of Conduct for Students (Gonzales/Pearson)	SO-4
<u>Actio</u>	<u>n Items</u>	
1.	2022 Board of Regents' Meeting Schedule (Schulz)	SO-5
2.	Proposed Revision to WAC 504-24-030 Undergraduate Housing Requirement (Gonzales/Pearson)	SO-6



# **Board Review**

Washington State University Foundation September 2020

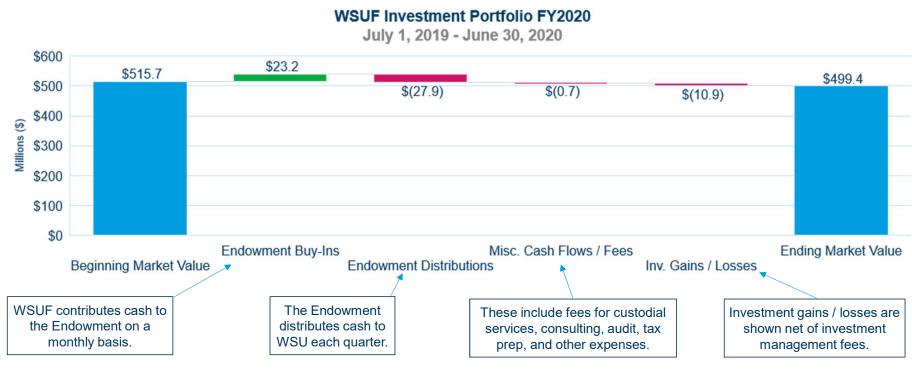
**Travis Pruit, CFA**Partner, Portland

**Tim Westrich, CFA**Principal, Saint Louis

Lee Boudouris, CAIA, CIPM Associate, Saint Louis

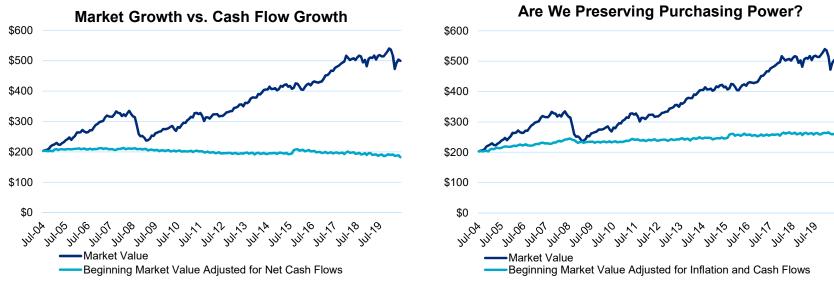
welcome to brighter

### **FY2020 Results**



• The investment portfolio declined \$16.3 million over this one-year period, with net cash outflows from the investment portfolio of \$5.4 million and \$10.9 million in investment losses.

#### **Historical Market Values**



- The long-term total rate of return should equal or exceed the endowment spending rate (5.5% as of the date of adoption of the investment policy) plus the increase in the Consumer Price Index.
- The spending policy is 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.
- The WSUF investment portfolio has grown from about \$200 million in 2004 to about \$500 million today. Almost the entirety of that growth has come from investment gains, as contributions into the investment portfolio and distributions to WSU have offset.

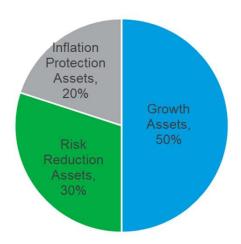
# **Endowment Performance**

	Value	% of	Periods Ending 6/30/20					Since Inception			
Name	\$(000)	Fund	3 Month	YTD	FYTD	1 Year	3 Year	5 Year	10 Year	Return	Date
Washington State University Foundation	499,118	100.0	7.0	(5.5)	(2.0)	(2.0)	3.3	4.2	6.7	4.9	Apr-00
Marketable Securities Composite	370,640	74.3	13.4	(5.5)	(0.7)	(0.7)	3.2	3.9	6.2	4.5	Sep-08
Marketable Securities Policy Index			<u>12.2</u>	<u>(3.2)</u>	<u>2.0</u>	<u>2.0</u>	<u>4.5</u>	<u>4.4</u>	<u>6.2</u>	<u>4.5</u>	
Over/Under			1.2	(2.3)	(2.7)	(2.7)	(1.3)	(0.5)	0.0	0.0	
Total Equity Composite	207,040	41.5	18.1	(8.8)	(0.9)	(0.9)	4.2	5.5	9.0	6.6	Jul-04
MSCI ACWI			<u>19.2</u>	<u>(6.3)</u>	<u>2.1</u>	<u>2.1</u>	<u>6.1</u>	<u>6.5</u>	<u>9.2</u>	<u>6.7</u>	
Over/Under			(1.1)	(2.5)	(3.0)	(3.0)	(1.9)	(1.0)	(0.2)	(0.1)	
US Equity Composite	111,912	22.4	20.2	(5.2)	4.0	4.0	8.6	8.8	12.6	6.2	Apr-00
Dow Jones US Total Stock Market			<u>22.1</u>	<u>(3.5)</u>	<u>6.4</u>	<u>6.4</u>	<u>10.0</u>	<u>10.0</u>	<u>13.7</u>	<u>5.9</u>	
Over/Under			(1.9)	(1.7)	(2.4)	(2.4)	(1.4)	(1.2)	(1.1)	0.3	
Global ex US Equity Composite	95,128	19.1	15.8	(12.7)	(6.1)	(6.1)	(0.2)	2.2	5.8	3.6	Apr-00
MSCI ACWI ex US			<u>16.1</u>	<u>(11.0)</u>	<u>(4.8)</u>	<u>(4.8)</u>	<u>1.1</u>	<u>2.3</u>	<u>5.0</u>	<u>3.2</u>	
Over/Under			(0.3)	(1.7)	(1.3)	(1.3)	(1.3)	(0.1)	0.8	0.4	
Hedge Fund Composite	94,987	19.0	8.9	(0.9)	(1.1)	(1.1)	2.1	2.3	4.6	5.0	Jul-02
Hedge Fund Research Fund of Funds			<u>7.9</u>	<u>(1.6)</u>	<u>0.5</u>	<u>0.5</u>	<u>2.3</u>	<u>1.5</u>	2.8	<u>3.2</u>	
Over/Under			1.0	0.7	(1.6)	(1.6)	(0.2)	0.8	1.8	1.8	
Total Fixed Income Composite	42,283	8.5	6.6	3.1	5.3	5.3	3.9	3.7	4.0	5.5	Apr-00
Bloomberg Barclays US Aggregate	,		2.9	6.1	8.7	8.7	5.3	4.3	3.8	5.2	
Over/Under			3.7	(3.0)	(3.4)	(3.4)	(1.4)	(0.6)	0.2	0.3	
Cash Composite	1.436	0.3	0.1	0.3	0.1	0.1	0.5	0.1	0.0	0.9	Apr-05
90-Day Treasury Bill	.,		0.0	0.6	<u>1.6</u>	<u>1.6</u>	1.8	1.2	0.6	1.3	74.00
Over/Under			0.1	(0.3)	(1.5)	(1.5)	(1.3)	(1.1)	(0.6)	(0.4)	
Liquid Real Assets Composite	24,894	5.0	11.2	(10.5)	(6.7)	(6.7)	0.1	(0.1)	2.1	1.3	Sep-05
Principal Diversified Real Asset Index	,		10.0	(10.8)	(7.7)	<u>(7.7)</u>	0.7	1.1	2.7	-	"
Over/Under			1.2	0.3	1.0	1.0	(0.6)	(1.2)	(0.6)		
Private Real Assets Composite	47,250	9.5	(14.9)	(15.5)	(17.5)	(17.5)	(4.0)	0.5	4.5	(0.6)	Sep-05
Private Equity Composite	81,228	16.3	(4.3)	2.4	3.3	3.3	9.9	8.6	10.9	11.2	Jun-04



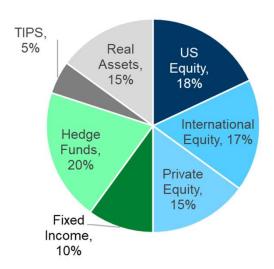
#### **Asset Allocation**

#### WSUF Target Asset Allocation Big Picture Objectives



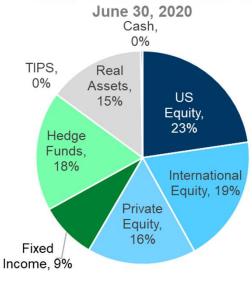
**Growth assets (shown in blue)** are equities, invested both in the US and around the world in public stocks and private partnerships. Equities should be the long-term driver of portfolio returns.

#### WSUF Target Asset Allocation Asset Class Detail



**Risk reduction assets (shown in green)** are designed to protect the portfolio's market value and dampen volatility during difficult market conditions, while also earning a return.

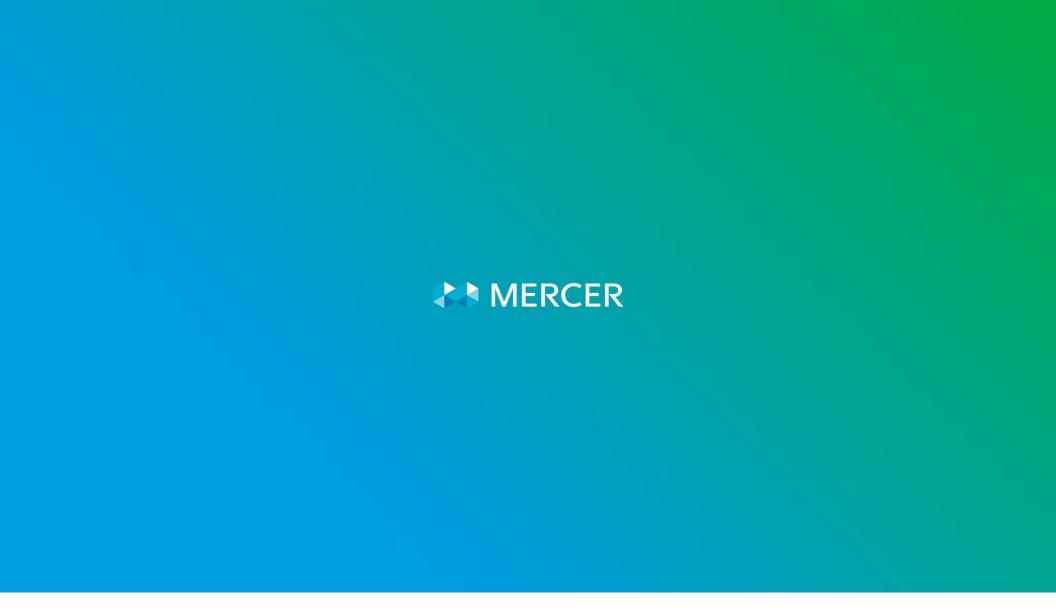
#### **WSUF Actual Asset Allocation**



Inflation Protection Assets (shown in grey) are expected to have a high correlation to future inflation. These include real estate, natural resources, and Treasury Inflation Protected Securities (TIPS).



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#### **INFORMATION ITEM #2**

Modernization Update (Stacy Pearson/Matt Skinner)

#### TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Modernization Update and Deployment Readiness Assessment

SUBMITTED BY: Stacy Pearson, 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 to date. Project leadership also expects to present project status at the November Regents meeting, with deployment scheduled for mid-December 2020 – January 1, 2021.

#### **Deployment Readiness Assessment**

Project leadership formally assesses deployment readiness against 123 criteria in areas of Application, Technology, and Operations each month. Starting in June 2020, the Executive Project Steering Committee received a summary of the assessment, allowing the Committee to monitor progress towards the ultimate deployment go/no-go decision in December 2020.

The current assessment provides that the project is on track for scheduled deployment.

#### **Critical Project Risk and Watch Items**

While the project is progressing according to plan, project leadership is watching several critical items and risks closely to ensure proper resolution or mitigation for launch. These include:

- Open defect and analysis in core finance and accounting, myWSU to Workday integration and the Workday to the Agency Financial Reporting System integration.
- Lower than capacity enrollment levels in instructor led training courses, which may create bottlenecks to training access in November and December.
- Incomplete development of WSU 125 of 443 WSU custom reports (all of which are not considered critical or high importance for launch).
- Adjust to new approach for planning and budgeting for salaries and benefits in Workday.

- Support the University community in the transition from the financial data warehouse to use of Workday in-system analytics and reports.
- Launch mid-fiscal year will bring unique challenges in monitoring budgets for the first 6 months.

#### **Payroll Testing Results**

WSU has completed six full "parallel" comparison tests of payroll processing in Workday. Overall, testing results have met the Workday standard for "go-live." There will be changes in how some paychecks are calculated, including:

- Workday uses more precise rounding for payroll withholdings. This will result is a difference of up to 4 cents for most employees. Communications are being developed to help employees understand the reason for the change.
- A small number of employees (less than 100) may experience larger tax withholdings. Targeted communications and recommended actions are being prepared for those impacted employees.

#### **Workday Service Desk**

WSU expects a high volume of questions as Workday is launched and through the first few months stabilization. For example, one university observed 18,000 questions within the first few months of operation. To ensure that questions are tracked, addressed and resolved in a timely basis, WSU is creating a Workday Service Desk, with integrated knowledge base. The Service Desk will:

- Empower users to answer their questions quickly and on their own schedule with knowledge base articles.
- Enable staff to spend more time helping with the complex rather than the routine.
- Provide users with transparency to see the status of their request at any time.
- Facilitate cross office resolution without sending customers on the "chase the answer game".
- Provide the ability to track and report key metrics in responding to requests.
- Help prevent staff all working same issue at the same time.
- Overcome distance of working remotely.

#### **Project Timeline**

 October-December 2020: Training, Final Data Conversion and Tenant Build for Deployment

- January 2021: Start using Workday for WSU
- **January 2021-January 2022:** On-going stabilization and change support
- January 2022: Begin optimizing the system

#### **System Cutover:**

System cutover is the process to transition from legacy systems into Workday. Cutover will include a period of time where transactions will be slowed down as much as possible ("soft freeze"). Additionally, there will be a "hard freeze" date, after which no transactions may be entered into the legacy system, and all future transactions will be entered directly into Workday.

These freeze dates vary by area, but will occur between November and December 2020. In general, for both HR and Finance, the soft freeze date will be November 20, 2020, and the hard freeze date will be December 4, 2020.

The freeze period on transactions will require patience and advanced planning at all campuses.

#### **Engagement and Communication**

For next 12 weeks will be increasing frequency of communications across university community through previously mentioned mediums and direct emails and presentations. To view the most current newsletter and video resources, please visit: <a href="https://modernization.wsu.edu/news/modernization-newsletter/">https://modernization.wsu.edu/news/modernization-newsletter/</a>

#### **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 oversite over scope of the project. Project scope remains as planned.

#### Reminder on Leadership Messaging

The following information is distributed to University Leadership to help support the deployment and stabilization of Workday.

#### 1. Launch is coming soon

- University-wide training began in October 2020.
- December 16, 2020: HR and Payroll transactions.
- January 1, 2021: Workday is live and available for use.

#### 2. Get involved

- Take training this fall.
- Contact your area's Change Network members with questions.
- Visit the Modernization website, modernization.wsu.edu, for videos, handouts, a detailed project timeline, and additional resources.

#### 3. Prepare for the transition

- 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.
- Don't worry, we have your back.

# Washington State University Pullman and Health Sciences Spokane Campuses Spring Semester 2021 COVID-19 Testing Program

Draft Document: Nov. 5, 2020

#### **Program Overview**

Washington State University will implement a comprehensive COVID-19 testing program beginning in the Spring 2021 semester for the WSU Pullman and WSU Health Sciences Spokane campuses. This effort will identify and mitigate the impact of COVID-19 in the WSU Pullman community as the university's residential campus, the broader Pullman population, and students and faculty involved in clinical programs and patient subject research in Spokane.

Implementation of the WSU COVID-19 testing program involves a multi-pronged approach that includes four types of COVID-19 testing procedures, as well as daily attestations, isolation and quarantine measures, and contact tracing. WSU has also put in place other public health and safety measures, including mandatory facial coverings, physical distancing, biosecurity measures such as temperature checks, a public health communications plan to address the behavioral health component of disease spread, and an application and/or survey consisting of contact diaries to assess risk.

This plan remains flexible to ensure that exposure data can be identified quickly given the dynamic nature of the pandemic and associated changes in public health recommendations and standards. Designed to protect the health and safety of WSU students and employees, this plan will be under continuous evaluation by the WSU Testing, Attestation, and Contact Tracing (TACT) Committee and Modeling and Testing Subcommittee.

#### **Spring Semester 2021 WSU COVID-19 Testing Program Summary**

Using data and information collected on the WSU Pullman campus during Fall 2020 semester, Spring 2021 semester testing will target the following populations:

- (1) WSU Pullman students residing in university-owned and operated housing;
- (2) WSU Pullman students living off-campus who regularly work at or use campus facilities;
- (3) WSU Health Sciences Spokane students and staff working in clinical programs or patient subject research, as well as those using campus facilities; and
- (4) Faculty and staff who physically work at WSU Pullman and attest daily, and visitors on the WSU Pullman campus with an academic, research or administrative purpose and who attest daily

#### The types of testing procedures include:

#### **Arrival Screening Testing for Students**

WSU will require arrival screening testing for targeted student populations on the WSU Pullman and WSU Health Sciences Spokane campuses. WSU will recommend arrival screening testing for other student populations as well.

#### Required arrival screening testing

Students<sup>1</sup> required to take an arrival screening test include:

- all WSU Pullman students living in university-owned housing;
- WSU Pullman student employees working in prescribed university facilities;

<sup>&</sup>lt;sup>1</sup> For purposes of this testing plan, the term "Students" includes WSU-enrolled undergraduate, graduate, and professional students, as well as non-degree seeking students. The term also includes students enrolled at other institutions who are participating in academic, clinical, or other programs or activities located on a WSU campus, or otherwise meet the bulleted criteria.

- WSU Pullman students participating in spring semester 2021 PAC-12 athletic programs, intramural sports, and/or sports clubs if permission is formally granted by the governing body for that sport and formally approved by the university;
- WSU Pullman students participating in in-person classes;
- Students choosing to use WSU facilities on the WSU Pullman or WSU Health Sciences Spokane campuses;
- WSU Pullman students in academic programs where strict six-foot minimum distancing proves incompatible with curriculum requirements;
- WSU Health Sciences Spokane students working in clinical programs.

The TACT Committee may modify this list at any time based on public health recommendations or changing conditions.

Arrival testing is critical for WSU Pullman students who plan to reside on campus as it will help to isolate infectious students at the beginning of the semester. Students planning to live in university-owned residential facilities will be required to schedule an appointment for returning to campus or move-in during the January 2021 move-in process. Details for required arrival testing screening will be communicated to those impacted.

Students living in university-owned housing must self-quarantine while they wait for their required arrival screening testing results (expected within 48 hours). If a student tests positive, they will be moved to isolation housing provided by WSU. The isolation period will be in accordance with public health guidance in place at the time of infection. Currently, that guidance is a 10-day isolation for most individuals.

Student employees working in WSU Pullman facilities will participate in arrival testing prior to reporting for work for the first time for the Spring 2021 semester.

Required arrival testing for spring athletics and prescribed academic curriculum will coincide with activity-specific requirements.

Prior to entering any university facility on the Pullman campus (e.g., CUB, SRC, Chinook) for the first time in Spring 2021 semester, students living off-campus (including those in apartments and fraternity and sorority chapters) will be required to participate in arrival testing. Proof of having participated in arrival testing will be required for continued use of university facilities.

All asymptomatic students participating in a clinical program or conducting patient subject research on the WSU Health Sciences Spokane campus are required to participate in arrival screening testing prior to the first day of Spring 2021 classes. Students using facilities on the WSU Health Sciences Spokane campus will also need to participate. Details for testing will be provided directly to WSU Health Sciences Spokane students prior to the conclusion of the Fall 2020 semester.

In addition, WSU Pullman students participating in either academic and research programs where physical distancing is not possible or distinct university activities or business units with student employees routinely interacting with the university community will participate in the WSU testing program. Students in those programs will be notified of any such requirements by their research or academic director, or university employer.

Required arrival screening testing of up to 3,000 students arriving over the course of the move-in period may require testing a peak of 800 students in a day. To meet this demand, WSU will partner with community organizations to assist with collecting, accessioning and processing of specimens. Students who can provide adequate documentation that they already had COVID-19 and are no longer infected as defined by the then-current public health guidelines (e.g., 3 months prior to arrival on campus) may not be required to participate in arrival screening testing.

Voluntary arrival testing screening

WSU Pullman students living off campus, including those in apartments and fraternity and sorority chapters, who are not otherwise subject to mandatory arrival screening testing, are encouraged to participate in voluntary arrival testing. WSU Pullman will offer pop-up testing locations close to or near off-campus housing locations as students return for Spring 2021 semester. WSU will also encourage students participating in the Greek system to test before arrival into Whitman County.

Additionally, any student living in Whitman County for Spring 2021 semester who is not otherwise subject to mandatory arrival screening testing is strongly encouraged to participate in voluntary arrival screening testing when returning to the community.

There will be no charge for participating in the arrival testing program.

#### Ongoing Screening Testing for Students and Employees

An ongoing screening testing effort for students and employees not experiencing <u>COVID-19 symptoms</u> supports transmission mitigation. Such testing identifies environments, behaviors and activities linked to an increased risk of disease transmission and the effectiveness of measures intended to reduce disease transmission, specifically including contact tracing, isolation and quarantine.

Ongoing screening testing will assess virus prevalence and help to prevent disease spread. In partnership with WSU One Health Diagnostics and Incyte, WSU Pullman will provide ongoing voluntary screening testing for students and employees. The recommended frequency for ongoing screening testing will depend on virus prevalence and recommendations from public health and infectious disease experts. Students should anticipate a request for participation in two additional screening tests during the spring semester, in addition to any targeted testing that may occur.

With the testing and diagnostic resources available to WSU in Pullman, COVID-19 positive individuals will receive results in 24 to 48 hours and will receive that communication from contact tracers. Students living in residence halls will be placed in isolation and their close contacts in quarantine. This timely effort significantly reduce transmission risk among the student population and potential spread to the Pullman community.

Students, faculty, staff and WSU visiting scholars accessing any WSU facility in Whitman County must complete the WSU daily attestation and are strongly encouraged to participate in the screening program. Visitors on the WSU Pullman campus with an academic, research or administrative purpose and who attest daily may also participate. Screening testing participants are encouraged to periodically receive additional tests over the course of the semester based on recommendations from TACT and in collaboration with the local public health officials.

In addition, antibody testing (requiring venipuncture, e.g., a blood draw) will also be offered with screening testing at different times throughout the semester, also on a voluntary basis and free of charge.

The WSU screening testing plan will be in effect throughout Spring 2021 semester. All positive tests for COVID-19 associated with WSU will be contact traced by local health officials and/or their agents per guidelines established by federal and/or state public health authorities.

There is no charge for participating in the WSU Spring 2021 semester screening testing program. However, if there changes in state guidance, participants may be asked to show an insurance card if they have one. It is WSU policy that insurance coverage will not be an impediment to any student being tested.

#### **Targeted Screening Testing**

A primary objective of WSU's COVID-19 testing program is to determine early and undetected disease spread in the WSU Pullman community. Targeted screening testing through wastewater (sewage) sampling is one way of achieving

that objective. This sampling will be conducted by WSU's Allen School for Global Animal Health, in collaboration with the Elson S. Floyd College of Medicine, WSU's Environmental Health & Safety team, and Auxiliary Facilities Services. Wastewater sampling and analysis for SARS-CoV-2 will provide a predictive indicator for potential COVID-19 outbreaks in populations within the WSU Pullman campus community.

Students living in university-owned facilities where there is a positive indicator from wastewater sampling will be required to participate in additional testing to mitigate disease spread. Wastewater testing of other university-owned buildings may also be used as a basis for targeted, mandatory testing for students or employees. WSU may also choose to implement additional public health control measures based on recommendations from local, state and/or federal public health officials.

To maintain the public health and safety of the greater Palouse communities, WSU will also partner with local government and public health to sample the wastewater of off-campus residences as necessary to monitor disease spread in Whitman County.

Targeted screening testing may occur based on circumstances other than wastewater testing that indicate a possible increase or risk of transmission within a specific group or population. This sampling may result in required screening testing of up to 3,000 students in residence halls over the course of spring semester.

Some academic programs or certain student-employee groups may be required to participate in targeted screening testing. For example, the Office of Research may require some research programs routinely interacting with the public and/or interacting with human subjects to participate in targeted screening testing. Student-employee groups with a heightened risk of exposure to COVID-19 also may be subject to targeted screening testing.

#### Voluntary Screening Testing for Students and Employees not Showing Symptoms of COVID-19

Voluntary screening testing is important for identifying members of the WSU community who have COVID-19 prior to showing symptoms. It also serves to ease student, faculty and staff concerns regarding exposure. Based on data from screening testing conducted by the Army National Guard during the Fall 2020 semester, voluntary screening testing for employees and visiting scholars will be offered twice per week at various locations throughout campus.

WSU Pullman and WSU Health Sciences Spokane will make voluntary screening testing available to students, faculty and staff regularly, locating the testing sites to both enhance access to unique campus populations and gather potential exposure data from these populations.

#### Ongoing Diagnostic Testing for those with symptoms and exposure

Diagnostic testing has the most beneficial effect on both an individual's health and public health, particularly when combined with attestation requirements. Per <u>CDC guidelines</u>, those with symptoms and those with known or suspected exposure to someone with COVID-19 must be tested to determine their health status and prevent additional spread. For WSU Pullman students located in Whitman County, diagnostic testing for COVID-19 will be conducted and is available through Cougar Health Services or community providers (e.g., Pullman Regional Hospital). This testing will be available throughout the Spring 2021 semester.

Any student who cannot successfully attest or has concerns surrounding exposure must have ready access to diagnostic testing. Generally, diagnostic testing should be covered through an individual's health plan or health insurance. See <u>WA Office of Insurance Commissioner (OIC) FAQ: COVID-19 Testing</u>; see also, <u>OIC Health Insurance and COVID-19</u>. Uninsured individuals may have diagnostic testing covered through federal programs. See <u>HHS, Health Resources & Services Administration, COVID-19 Claims Reimbursement</u>.

WSU employees with symptoms and those with known or suspected exposure to someone with COVID-19 should seek medical advice from their healthcare provider. Evaluations and treatments requiring or likely requiring diagnostic testing should be performed and ordered by qualified licensed health care providers.

#### **Attestation**

All WSU students, employees, and visitors must complete a self-attestation form every day they plan to appear at any physical WSU location statewide.

#### **Isolation, Quarantine and Contact Tracing**

WSU Pullman has protocols in place for isolation, quarantine, and contact tracing.

WSU follows the guidelines outlined by the Washington State Department of Health regarding isolation and quarantine. Isolation applies to people testing positive for COVID-19 or symptomatic people awaiting testing and/or testing results. Isolation durations typically last 10 days, provided the person has no fever for the last 24 hours of the 10-day period and symptoms are improving. The COVID-19 positive or symptomatic individual's healthcare provider or the local public health officer may extend the isolation duration.

Quarantine applies to close contacts, which include those within six feet for 15 cumulative minutes within 24 hours or more with a COVID-19 positive person (or symptomatic person prior to testing to refute a COVID-19 diagnosis). It also applies to people residing together in a living unit (e.g., family, roommates, and other specific groups identified by Department of Health guidance, such as participants within a daycare cohort). The quarantine duration lasts 14 days from time of last contact with a positive individual. A negative test result does not decrease the quarantine duration.

WSU Pullman students living in university-owned residence halls and who test positive or are a close contact of a COVID-19 positive individual will isolate in residence halls designated as isolation and/or quarantine facilities (e.g., McEachern). With coordination between EHS, contact tracers and Student Affairs, sequestered residence hall students will receive support for temporary relocation, dining services delivery, disinfection for shared residence hall locations vacated and other sequester resources.

Students living off campus will be assessed by Whitman County Public Health (WCPH) or WSU EHS to determine whether they can quarantine or self-isolate in their off-campus residence. If a student cannot quarantine or self-isolate where they are, WCPH will work with WSU to arrange appropriate quarantine and isolation housing in accordance with Governor Inslee's Proclamation 20-12.2.

All students in isolation and quarantine will receive health monitoring. This generally consists of a student receiving a text message each day from WSU contact tracers, who are contracted by WCPH to perform this activity, using Everbridge (aka WSU Alert). The daily message will request information about the individual's health status and will provide a number to call for additional resources. Health monitoring will not consist of treatment, health care services or medical management. Students are responsible for arranging for all their health care needs, including emergency care while in isolation/quarantine. Students that do not respond to the daily text message will receive follow-up communication to determine whether they require assistance.

Positive tests are provided to public health officials pursuant to state and federal law. WCPH will oversee contact tracing in accordance with public health guidelines. WSU EHS are contracted workforce members of WCPH to perform contact tracing for WSU students, faculty, and staff.

#### **FUTURE ACTION ITEM #1**

Proposed Revision to WAC 504-26 Standards for Conduct for Students and Creation of WAC 504-26-231 (Mary Jo Gonzales)

#### 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 for Conduct for

Students; Creation of WAC 504-26-231

PROPOSED: That the Board of Regents adopt revisions to WAC 504-26

Standards for Conduct of Students and creation of 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 as an information item at the September 2020 meeting and will be presented as an Action Item anticipated in March 2021.

ATTACHMENT: WAC 504-26-010 Redline Version

 $\underline{\text{AMENDATORY SECTION}}$  (Amending WSR 18-23-083, filed 11/19/18, effective 12/20/18)

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.
  - (1) Tampering with or falsifying records.
- $((\frac{(5)}{(5)}))$   $\underline{(6)}$  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.
- $((\frac{6}{}))$  Conduct board. The group of students, faculty, and staff, collectively authorized in accordance with WAC 504-26-110 to adjudicate certain student conduct matters.
- $((\frac{(7)}{)})$  (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.
- $((\frac{8}{8}))$  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.

- $((\frac{9}{}))$  (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."
- $((\frac{(10)}{(10)}))$  <u>(11)</u> 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.
- $((\frac{(11)}{)}))$   $\underline{(12)}$  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.
- ((\(\frac{(12)}{12}\))) (13) Parties. The parties to a student conduct proceeding must include the university and the respondent. The parties in a student conduct matter ((\(\frac{\text{implicating Title IX of the Civil Rights Act of 1964}\)) where the allegations, if true, would constitute Title IX sexual harassment within the university's Title IX jurisdiction must also include the complainant(s)((\(\frac{\text{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.
- $((\frac{13}{13}))$   $\underline{(14)}$  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.
- $((\frac{14}{1}))$  Recognized or registered student organization. A group of students, collectively, that has complied with the formal requirements for university recognition or registration.
- $((\frac{15}{15}))$  <u>(16)</u> Respondent. A student or recognized or registered student organization alleged to have violated these standards of conduct.
- ((\(\frac{(16)}{)}\)) (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.

- $((\frac{17}{17}))$  (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.
- $((\frac{18}{18}))$  <u>(20)</u> University official. Any person employed by the university, performing assigned administrative or professional responsibilities.
- ((\(\frac{(19)}{)}\)) (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 <u>conduct officer</u> hearings. During any conduct ((<del>process</del>)) <u>meeting or conduct officer hearing</u>, 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; ((<del>and</del>))
  - (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 fatique; 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 ((<del>policy prohibiting</del> 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.]

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. ((<del>Discrimination or discriminatory harassment</del>)) (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 ( $(\frac{his\ or\ her}{her})$ ) 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 12/23/06.1

#### 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, crossexamination 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 <u>simultaneously to all parties</u>, which is the initial order of the university and must contain the following:

- (a) <u>Description of the allegations that initiated the community</u> 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;
- $\overline{((\frac{b}{b}))}$  (d) The sanction(s)  $\underline{and/or\ remedy(ies)}$  to be  $((\frac{imposed}{imposed}))$   $\underline{assigned}$ , if any, and the rationale for the sanction(s)  $\underline{and/or}$   $\underline{remedy(ies)}$ ;
- $((\frac{e}{c}))$  <u>(e)</u> Information regarding the parties' right to appeal according to WAC 504-26-420, including the time frame for seeking review; and
- ((\frac{(d)}{)}) (f) Notice that the initial order becomes final unless an appeal is filed within ((\frac{twenty-one}{twenty})) twenty calendar days of ((\frac{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.]

 $\underline{\text{AMENDATORY SECTION}}$  (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:
- $((\frac{a}{a}))$  Has violated any provision of the standards of conduct; and
- $((\frac{b}{b}))$  <u>(ii)</u> 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 (( $\frac{1}{2}$  twenty-first calendar day(( $\frac{1}{2}$ )) after the date the decision is sent to the parties, unless an appeal is submitted (( $\frac{1}{2}$  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.]

 $\underline{\text{AMENDATORY SECTION}}$  (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.
- (1) 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.]

 $\frac{\text{AMENDATORY SECTION}}{12/20/18)} \text{ (Amending WSR 18-23-083, filed } 11/19/18, \text{ effective } 12/20/18)$ 

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.]

 $\underline{\text{AMENDATORY SECTION}}$  (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.]

# **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>	<b>Location</b>
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

<u>AMENDATORY SECTION</u>(Amending WSR 95-07-044, filed 3/8/95, effective 4/8/95)

#### WAC 504-24-030Undergraduate housing requirement.

- (1) University-recognized housing includes residence halls, <u>and</u> <u>university-approved</u> 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.

## **AGENDA**

BOARD OF REGENTS MEETING
Washington State University
Pullman, Washington

Friday, November 13, 2020 – 9:00 am

l.	OPEN	IING	<u>Section</u>		
	A.	Report from the Chair of the Board of Regents			
	В.	Report from the President			
	C.	Report from the Chancellor WSU Vancouver			
II.	CON	SENT AGENDA			
	A.	Approval of Minutes – September 18, 2020 Board of Regents Meeting	Minutes		
III.	REPO	RTS FROM SHARED GOVERNANCE GROUPS	Reports		
IV.	RESEARCH AND ACADEMIC AFFAIRS COMMITTEE REPORT				
	A.	Action Item: 1. Establish a Department of Community and Behavior Health	R-3		
V.	FINA	NCE AND COMPLIANCE COMMITTEE REPORT			
	A.	<ol> <li>Action Items:</li> <li>Revised Services and Activities Fees for Academic Year 2020-2021</li> <li>Revised Services and Activities Fees Allocations for Summer 2020 and Academic Year 2020-2021</li> <li>One-Time Revisions to Certain Mandatory Student Fees for Academic Year 2020-2021</li> </ol>	F-5 F-6 F-7		
VI.	STRA	TEGIC AND OPERATIONAL EXCELLENCE COMMITTEE REPORT			
	A.	<ul><li>Action Items:</li><li>1. 2022 Board of Regents' Meeting Schedule</li><li>2. Proposed Revisions to WAC 504-24-030 Undergraduate Housing Requirement</li></ul>	SO-5 SO-6		
VII.	OTHER BUSINESS				
VIII.	PUBLIC COMMENT PERIOD				
IX.	ADJOURN				

#### MINUTES Board of Regents September 18, 2020

The Board of Regents of Washington State University (WSU or University) met pursuant to call in Open Meeting at 8:00 a.m. on Friday, September 18, 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: Brett Blankenship, Chair; Regents Ted Baseler, Arliegh Cayanan, Enrique Cerna, Marty Dickinson, Lura Powell, Heather Redman, Lisa Schauer, John Schoettler, and Ron Sims; Executive Vice President and Provost Elizabeth Chilton, President Kirk H. Schulz, 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 extended a special welcome the Board's newest member, Regent John Schoettler. Regent Schoettler is a 1980 WSU Graduate and is returning to WSU, this time to serve on the Board of Regents. Regent Schoettler is an Amazon executive currently serving as Amazon's Vice President of Global Real Estate and Facilities and was appointed to the Board by Governor Jay Inslee on July 1, 2020. Chair Blankenship also extend a special welcome to the Board's new Student Regent, Arliegh Cayanan, also appointed by Governor Inslee on July 1, 2020. Regent Cayanan is a fourth-year student in the College of Pharmacy and Pharmaceutical Sciences at the WSU Spokane Health Sciences Campus. Chair Blankenship further welcomed WSU new Executive Vice President and Provost Elizabeth Chilton to the meeting. Dr. Chilton, formerly the Dean of the Harpur College of Arts and Sciences at Binghamton University, joined WSU on August 1, 2020. Chair Blankenship also recognized Greg Couch, the Board's new Faculty Representative. Dr. Crouch is a Clinical Professor and Associate Chair for Undergraduate Studies in the Department of Chemistry.

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. He began his report acknowledging the outstanding work being done by WSU faculty and staff. President Schulz said during this time many of our community members are attempting to do their full-time jobs at the University, while at the same time being challenged with a lack of childcare, eldercare responsibilities, and other hardships that have made this a very stressful time. He said in the work environment, WSU has had a fairly seamless start to the semester and said he is very proud of the faculty and staff for the work they are doing with WSU's students. He went on to say that operating in the Zoom environment and

delivering technology-based instruction, the things we are doing are not easier and nor are they quicker. This means many of WSU's faculty and staff are working long hours. President Schulz said it is important to eliminate stress in the work environment when possible and that he had suggested tips on eliminating unnecessary "stressors," such as eliminating long emails when a phone call could accomplish the same, critically assessing whether a Zoom meeting is necessary, and considering if there other ways to get business done. He said in today's age of technology it seems we are all expected to be available 24/7 and it is very important to take breaks from Zoom and social media. President Schulz said he really wanted the Regents to know how proud of WSU's workforce and students he is.

President Schulz further reported on the following initiatives:

Cougs Cancel COVID Campaign – Vice President Mary Jo Gonzales and her colleagues, working with WSU's students, developed a Cougs Cancel COVID Campaign that Governor Inslee is using as example of outstanding science-based messaging. President Schulz said he is proud of our team for developing this campaign and for continuing to work diligently in our community to get the COVID positive numbers down in a sustainable fashion.

Center for Research in Emerging Infectious Disease – WSU's Paul G. Allen School for Global Animal Health is launching a new Center for Research in Emerging Infectious Disease in Nairobi, Kenya. The new research center will have the capacity to address infectious disease outbreaks in eastern and central Africa and have an immediate impact to save lives. The center was made possible by \$7.6 million in funding over five years from the United States' National Institute of Allergy and Infectious Diseases (NIAID), part of the Nation Institutes of Health.

Research – WSU set a new record for sponsored research for Fiscal Year 19 at nearly \$370 million dollars. National Institute for Health (NIH) is WSU's single largest federal granting agency with nearly \$60 million annually. President Schulz said this is very impressive and if you compare this on a per faculty basis, WSU ranks higher than Purdue, Texas A & M and some other very large institutions. He said we have outstanding faculty at WSU.

WSU Athletics – President Schulz reported for the first time and under the leadership of Athletic Director Pat Chun, all WSU athletic teams averaged a 3.0 GPA in the spring semester of 2020. President Schulz said when Pat was hired he said "if you take care of things in the classroom, it's gonna take care of things on the field". President Schulz stated that is an amazing achievement and WSU should be proud of this accomplishment.

College of Medicine – WSU announced accreditation for our first ever residency program at the WSU College of Medicine. The WSU Internal Medicine Residency program is based at Providence Regional Medical Center. It will be a three-year residency training program with a focus on primary care; 16 resident positions have been approved for the first year; 12 will be welcomed in June of 2021; and 12 more will be added each year over the next 3 years with a cap of a total of 40 residency positions when fully supported.

Computer Science – Computer Science is a growing technology industry throughout the state of Washington and graduates in Computer Science are in high demand. Last year, the Voiland College of Engineering and Computer Science produced over 200 Computer Science graduates,

which is double that of 2014. WSU is placing those graduates at places like Amazon and in other high-tech industries in the greater Seattle area and throughout the state.

In conclusion, President Schulz said even in the midst of COVID, the University is thriving because we have really great people who are continuing work hard and look towards the future.

#### II. CONSENT AGENDA.

Chair Blankenship reported there was one item on the Consent Agenda.

A) Approval of Minutes – June 26, 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, Graduate and Professional Student Association, Administrative Professional Advisory Committee, and the Alumni Association—presented their reports. (*Exhibit A*)
- IV. BOARD OF REGENTS COMMITTEE REPORT. Chair Blankenship reported the Board met in committee of the whole on Thursday, September 17 and reviewed and held a robust discussion on numerous agenda items. He said the Board discussed at length the COVID 19 pandemic and WSU's approaches and initiatives including community testing strategies. Chair Blankenship further reported the Regents heard an Office of Research update presented by Vice President for Research Chris Keane, a Modernization Initiative update presented by Associate Vice President for Finance Matt Skinner and WSU System Strategic Plan Implementation update presented by Chief of Staff Christine Hoyt. Chair Blankenship reported the Board held an extensive discussion on the Revised FY2021 Athletics Budget Approval Action Item and as a result of that discussion the Board had decided to postpone consideration for approval until a future meeting. Chair Blankenship submitted the following Action Items for Board's consideration:

#### President's 2020-2021 Goals and Objectives

It was moved and seconded that the Board of Regents accept the President's 2020-2021 Goals and Objectives as amended per recommendations by the Board at its September 17, 2020, meeting. Carried. (Exhibit B)

#### Revised FY2021 Athletics Budget Approval

It was moved and seconded that the Board of Regents postpone consideration of the Revised FY2021 Athletics Budget Approval until a future meeting. Carried. (Exhibit C)

## <u>Delegation of Authority – Regents' Appointments to the WSU Foundation Board of Directors and Investment Committee</u>

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 delegate authority to the Board of Regents Chair to approve Board of Regents appointments to the WSU Foundation Investment Committee as proposed. Carried. (Exhibit D)

#### General Revenue Bonds, 2020

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.5 and 12.

It was moved and seconded that the Board of Regents adopts resolution #200918-630 and approves a General Revenue Obligations Resolution (the "Resolution") to authorize the issuance and sale of taxable revenue and refunding bonds or other obligations, in one or more series in an aggregate principal amount expected to be no greater than \$30,000,000, the proceeds of which will be used to realize cash flow savings to the University in fiscal year 2021; with no increase in current annual debt services payments on total university debt; having a final maturity not to exceed 10 years, and a maximum interest rate not to exceed 4.0%; and delegate authority to the President or his designee to sell bonds or other obligations including the authority to determine the final issue size, manner of sale, amount of capitalized interest, maturity schedule, redemption provisions and timing of sale. The results of the transaction shall be reported back to the Board of Regents via information item after completion of the transaction. Carried. (Exhibit E)

VI. OTHER BUSINESS. Chair Blankenship reported the Board meet in Executive Session Thursday, September 17, 2020, to discuss with legal counsel litigation or potential litigation in which the University is or could be a party. As a result of those discussions, Chair Blankenship submitted the following for the Board's consideration:

It was moved and seconded that the Board of Regents adopt Resolution #200918-629 and approve the settlement of Tort Claim No. 36570339 in the amount of \$3,000,000.00 (three million dollars), which will be covered by the University's state insurer, and delegate authority to the President or designee to take any steps needed to finalize the settlement agreement. Carried. (Exhibit F)

II. PUBLIC COMMENT PERIOD. No public comment.

VI.	ADJOURNMENT.	The meeting adjourned at 9:31 a.m.
Appro	oved by the Board of	Regents at its meeting held November 13, 2020.
Chain	Doord of Dographs	
Chair	, Board of Regents	
Secre	tary, Board of Regen	ts

EXHIBIT A BOARD OF REGENTS SEPTEMBER 18, 2020



## Office of the Student Body President Associated Student of Washington State University

Date: September 18, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: ASWSU Report

SUBMITTED BY: Curtis Cohen, ASWSU President

On behalf of the Associated Students of Washington State University, I am pleased to share the following:

#### Covid-19:

ASWSU is taking steps to ensure the student body follows the "Cougs Cancel Covid" campaign. Our communications team has created informative graphics which have been posted via social media. These graphics include testing information and consequences for violating the Pullman police proclamation. In addition, ASWSU will be purchasing face masks to distribute to students on the Pullman campus.

#### **Student Mental Health During a Pandemic**

Quarantining and being socially distant from fellow friends can take a toll on a student's mental health, especially the stressful transition to online courses. Recent figures show an increase in mental-health related problems. Job-loss, tied with an increase in student tuition, can create financial turmoil for students. With the majority of first-year students experiencing their collegiate experience from home, morale can be low. ASWSU has been working with an organization called 7 Cups to determine how to best provide a form of online therapy for students. We are currently working with various campus departments, including Cougar Health Services, to strategize the best approach to implement this program. With funding being a barrier, ASWSU has pledged to financially assist in adopting this program. If the first year of implementation is successful, ASWSU hopes to garner sustainable funding from various campus departments to fund this program in the coming years.

We have been coordinating with ASWSU's on each campus, dedicated to offering this program to all students within the WSU system.

#### **Supporting Local Businesses**

ASWSU and GPSA are working together to help small businesses during this pandemic. As part of "restaurant week," we will contribute up to a certain percentage of what students spend at local businesses. In the coming months, we hope to heavily support Pullman businesses with more similar events.



### Office of the Student Body President

Associated Student of Washington State University

#### **Campus Lighting and Sidewalk Safety**

ASWSU is working to install better lighting in places around campus, including the implementation of more emergency 'blue lights.' A big topic of our campaign included pushing for improved sidewalks in campus neighborhoods. We are pleased to have seen the city repair a significant portion of these sidewalks. We will continue to conduct walks around campus in order to identify places of improvement.

#### Being Accessible in a Virtual World

An empty physical campus brings another unique challenge, being readily there for students. ASWSU will host monthly conversations for students, allowing them to share their concerns and ideas while engaging with our ideas and goals for the month. Similar to the administration's town halls, ASWSU aims to create a theme for each meeting addressing particular topics.

#### **Increasing involvement within Student Government**

ASWSU created an engaging video for incoming students at Alive, this garnered a significant number of interested students eager to join student government. With a list of 40 interested applicants, ASWSU plans to reach out to these students and increase the amount of participation and involvement in student government. More representation for students creates meaningful and long-lasting change for students.

For any additional information please free to reach me at <u>aswsu.president@wsu.edu</u>. During these unprecedented and testing times, it is our mission that WSU Student Government is there for students whether in-person or virtual.

Date: September 18, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: GPSA Report

SUBMITTED BY: Jennifer E. Johnson, GPSA President

On behalf of GPSA, I would like to thank the Board of Regents for your continued support of WSU graduate and professional students. It is with great pleasure that I report the following:

**Support & Representation:** This year is a little different for everyone. The GPSA has worked over the summer to begin to transform its structure and funding allocations in order to support our students in new and beneficial ways. Another key focus over the summer was expanding our presence on both community and university advisory groups. This is especially important right now as these groups are making many changes that affect all students, and GPSA wants to ensure that graduate and professional student voices are being heard and our concerns are being addressed.

#### New, virtual and remote-based funding opportunities:

- RSO Funding: All students are currently struggling to find engagement opportunities during this isolation experience. GPSA has committed \$45,000 this year to helping fund graduate student organizations which are aiming to improve the student experience through novel engagement and socially-distanced experiences for our students.
- <u>Dissertation Grants</u>: Our Dissertations grants have continued to grow over the past few months. Although this is a new source of funding from GPSA, since it's initiation in January, we have received over 30 applications and plan to fund nearly \$12,000 to help graduate students in their final year finish up their research. Already, we have received very positive feedback on this resource as many students struggle with last minute costs which may hinder their ability to graduate.
- <u>Virtual-based Travel Grants</u>: A key part of the graduate student experience is attending conferences in order to present research, network, and receive feedback. Many professional conferences were cancelled this semester/summer due to the COVID-19 pandemic. However, we are expanding our current program to help provide funds to graduate students who may no longer be able to travel but have opportunities for professional and academic development in other areas. This includes virtual conference registration, online certification programs, second-language programs, and many more. Our goal as an organization is to ensure graduate and professional students have the best possible experience, especially during hard times. As a result, we felt it was essential to use our resources to help students in any way we could.
- <u>Sponsorships</u>: The GPSA has also decided to increase allocations to our sponsorship program. This year we are looking to help fund both WSU and community efforts to help and assist our students during these difficult times. This source of funding is available to any organization looking to provide necessary items, host virtual events, or contribute to the student experience in another way.

Graduate Student Bill of Rights: GPSA is committed to advocating for our Graduate and Professional Students in Pullman and our research and extension sites across the state. To that end, we are drafting a Graduate Student Bill of Rights to outline the rights and expectations our students can expect as part of the WSU community. It can be broken up into 5 areas of concern: Assistantships, Confidentiality, Professional Development, Discrimination, and Academics. We have been in contact with members of the administration and have received nothing but support throughout this process.

September 18, 2020

TO: ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Faculty Senate Report

SUBMITTED BY: David Turnbull, Chair

#### **Summer 2020 Update**

We collaborated with the Office of the Provost as well as the Office of Civil Rights
 Compliance and Investigation to update the Faculty Manual to follow new federal Title IX
 quidance.

- We collaborated with Information Technology Services (ITS) and Academic Outreach and Innovation (AOI) to continue the new Canvas Learning Management System (LMS) pilot program. Migration from Blackboard to Canvas will be complete by fall 2021. This is especially significant as the new LMS brings better tools for synchronous and asynchronous delivery of academic courses and degrees.
- We worked with the Office of Research to evaluate draft revisions to EP#2, which concerns how F&A fees are distributed within and between campuses.
- In collaboration with ITS, AOI, and other system stakeholders, we prepared a report
  outlining technology needs (including software licensing) required for a robust and high
  quality remote educational experience for both faculty and students. This report detailed
  tools needed for academic integrity (online proctoring, originality reporting), remote
  instructional needs for faculty, tools to bolster college preparedness for historically
  underrepresented students, and many other short- and long-term technologies required to
  continue to provide high quality courses and fully online degrees.
- We partnered with ITS to create, distribute, and analyze a new type of survey instrument used to gather student feedback for spring 2020. Specifically, the tool surveyed student experience in moving from face-to-face to online instruction. This is noteworthy in that this new tool is integrated with myWSU and is accompanied by robust data visualization dashboards. This tool may be used for fast formative assessment this fall so obstacles can be identified quickly to improve remote delivery.

#### Faculty Feedback on Roles and Responsibilities Report

On June 16<sup>th</sup>, President Schulz and Provost Chilton provided the senate with the final report from the Roles and Responsibilities Task Force. Over the last few months, senate has been collecting feedback and will present a summary to the president later this semester. The Faculty Senate stands ready to collaborate with the committee/collaborative matrix structure in helping shape WSU's future.



September 18, 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:

- Despite the unprecedented impact of COVID-19 on WSU's entire advancement operation since late
  March, the WSU Foundation received \$125,009,208 in total philanthropic commitments during
  Fiscal Year 2020 (July 1, 2019—June 30, 2020). This represents a modest 2.82% decrease in
  philanthropic activity over the previous fiscal year. This is notable at a time when higher education
  has experienced significant decreases in philanthropic activity, with some institutions reporting
  declines of 10-20% over the previous year.
- The WSU Foundation's endowment has also weathered high volatility as the markets responded to the global pandemic during FY2020, posting a 12-month investment return of -2.0% to arrive at a market value of \$499,118,125 as of June 30, 2020.
- WSU was recently awarded the 2020 Educational Fundraising Award for Overall Performance for
  public research universities with endowments over \$215 million and higher by the Council for
  Advancement and Support of Education (CASE). As one of only five institutions recognized in this
  category, WSU Advancement is lauded for demonstrating solid program growth, having breadth in
  its base of support, and proving itself to be a well-maintained program. CASE recognizes exemplary
  development programs like WSU's based on a blind review of three years of institutional data
  submitted to the Voluntary Support of Education (VSE) survey.
- The WSU Foundation is positioned to grow the endowment from \$500 million to more than \$1 billion during the campaign. The WSU Foundation Board of Directors will implement a new governance structure this fall, which will align to industry best practices to optimize and grow sustainable philanthropic investment across the University. The effective and meaningful engagement of all volunteers will also be essential for campaign success. A 12-person Trustee Engagement Task Force has been meeting since April to assess the Trustee experience, and to recommend and implement a meaningful volunteer engagement strategy that will maximize the impact of philanthropic activity University-wide and amplifying the reach of WSU Advancement.
- With respect to the ongoing challenges presented by COVID-19, and in alignment with WSU
  Pullman's decision to move to distance learning this fall to minimize opportunities for COVID-19 to
  spread, the WSU Foundation has also made the decision to move the WSU Foundation's Fall
  Meeting to a virtual fall meeting experience that will be engaging and informative, October 1-2,
  2020. The annual Recognition Gala will be postponed to Spring 2021 for a date, time, and location to
  be determined.



# WSU Foundation

- FY2020 philanthropic activity finishes strong despite COVID-19
- WSU earns a top advancement award
- New governance structure to be implemented this fall
- WSU Foundation to host virtual Fall Meeting, Oct. 1-2





## Administrative Professional Advisory Council

September 18, 2020

TO: ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Administrative Professional Advisory Council Report

SUBMITTED BY: Anna McLeod, Chair

The Administrative Professional Advisory Council is pleased to report the following:

- 1. APAC held election on May 14<sup>th</sup> and elected a new Executive Team
  - a. Anna McLeod (WSÚ Everett), Chair
  - b. lessica Gerdes (ESFCOM), Vice Chair
  - c. Margaret Singbeil (WSU Real Estate and Business Operations, Seattle), Treasurer
- 2. This year APAC will be updating the outdated Strategic Plan from over 5 years ago and will present at the end of the year.
  - a. Key themes: Diversity, Equity and Inclusion; Professional Development; APAC Awareness
- 3. At the APAC Retreat in June, the council identified need for a Diversity, Equity and Inclusion committee to look at diversity initiatives within APAC and diversification of membership. A new committee will be working with HR to develop Career Ladders for AP title codes.
- 4. Due to COVID-19, APAC postponed the spring seminar to be held in fall 2020. This seminar will be in coordination with the Carson College of Business. Our speaker is Jan Hargrave, a leading expert in behavioral authority and body language will present "Actions Speak Louder Than Words: Understanding Nonverbal Communication". This seminar has been scheduled for October 13<sup>th</sup> and will be accessible via Zoom system-wide.
- 5. APAC continues to have a voice on several university committees and councils including the Fiscal Health Advisory Committee, the Strategic Planning and Institutional Effectiveness Council, and The Commission on the Status of Women, among others.
- 6. APAC continues monthly council meetings where all APs are encouraged to attend, and VPs and upper administration are asked to present on initiatives and updates throughout the year. APAC Executive Leadership will continue to meet with President Schulz monthly discussing issues brought forth from APs throughout the WSU system.
- 7. APAC will be continuing Professional Development opportunities for staff, virtually, this year. The PD committee will be looking internally for speakers to feature throughout the year.
- 8. This year APAC will be focusing on streamlining communication to APs across the WSU system and increasing awareness to the work that APAC does.

#### **September 18, 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** 

#### 40 by '20 is Achieved

With the unwavering support of our members, the WSUAA has achieved our goal of reaching 40,000 members by 2020. Back in 2003, the WSUAA had just 13,000 members. At that time, WSU needed more Cougs to be engaged with the university, so the WSUAA set our sights on doubling the number of WSUAA members. That was an enormous undertaking, however, the WSUAA knew Cougs would respond. In 2012, the WSUAA exceeded 26,000 members. As the WSU system grew, so did its need for alumni support. The WSUAA decided that if we could double membership, why not more than triple it. In 2018, the WSUAA launched its "40 By '20" membership drive. Once again, the Cougar Family joined in the effort, and the goal was reached six months early. The WSUAA's membership program has been ranked #4 for percent of members and #2 for member retention as compared with Top-25 universities.

#### **WSU Alumni and Friends Helping Students**

The WSU license plate continues its streak as the #1 specialty license plate in Washington. The 22,738 Cougar plates on the road lead all other specialty plates in the state. The license plate program generated over \$673,000 in 2019-2020 – the highest annual total achieved by any specialty plate, ever. 100% of the funds go to scholarships across the WSU System. Since the WSUAA took over the license plate program in 2007, the number of plates on the road has more than doubled.

#### **Keeping Cougs Connected When It's Needed Most**

From managing finances and imparting interview tips, to providing social activities and increased connections within the Coug Community, the WSUAA continues to address the needs of WSU alumni everywhere. WSUAA has been working hard to coordinate a collection of online programming intended to help Cougs engage, learn, connect, and grow virtually. The WSUAA has hosted or curated nearly twice the number of events since mid-March compared with last year. The WSUAA's virtual programming has engaged over 2,600 alumni to date. One of the most popular virtual programs is the WSUAA's new online book club, Well-Read Cougs. Close to 70% of those who joined Well-Read Cougs had not previously engaged with the University. The WSUAA has also hosted several successful virtual wine tastings with award-winning Cougar-connected wineries such as Bergevin Lane Vineyards, Cinder Winery, and Clearwater Canyon Cellars. Additionally, there has been a variety of career-centered talks and workshops such as "How to Get Clarity and Get Ahead in Your Career" and "Turning Adversity in Opportunity," designed to help Cougs who are looking for a new job or trying to advance in their current position. The WSUAA continues to innovate to engage more Cougs. For example, while the in-person Feast of the Arts dinner series has been postponed, the WSUAA will be conducting a Feast at Home virtual version hosted by Tim Pavish and Chef Jamie Callison. The evening events will also feature a Cougar winemaker and talented Hospitality Business Management students via Zoom.

## **ACTION ITEM #1 (Revised 9-17-2020)**

President's 2020-2021 Goals and Objectives (Kirk Schulz)

September 18, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposed 2020-2021 Goals and Objectives

PROPOSED: That the Board of Regents accept the President's 2020-2021 Goals

and Objectives

SUBMITTED BY: Kirk H. Schulz, President

SUPPORTING

INFORMATION: Pursuant to the Board of Regents Policy on Presidential Performance

Evaluation, attached please find my "2020-2021 Annual Goals and Objectives". The goals outlined and objectives in this document reflect issues of strategic importance for the WSU Pullman campus and the WSU System, including those related to the System Strategic

Plan goals and related initiatives.

These goals were presented at the June 25-26, 2020, Board of Regents retreat where the Regents had the opportunity to provide

feedback and make suggestions for the upcoming year.

ATTACHMENT: 2020-2021 Annual Goals and Objectives document

#### President Kirk H. Schulz

#### 2020-2021 Annual Goals and Objectives

#### **WSU Pullman Goals**

- Meet target spending levels for WSU Athletics for 2020-2021 that are consistent with the Regents-approved FY2021 Athletics Budget.
- Develop and implement a WSU Pullman Strategic Plan.
- Continue implementation of the recommendations submitted by the Campus Culture and Climate working groups of faculty, staff, and students charged to develop a plan to build a more welcoming and inclusive environment at WSU Pullman.

#### **WSU System Goals**

- Develop and implement a two-year plan focused on enhancing WSU's presence in the Greater Seattle area and tie it to the University's budget and philanthropic goals.
- Raise in excess of \$135 million in philanthropic funds in support of WSU.
- Develop and communicate fiscal plans to address expected COVID-19 state of Washington related budget reductions.
- Launch the WSU System Strategic Plan, including appointing working groups, to develop the areas of focus within the context of the four strategic plan goals:
  - o Goal 1 Research, Innovation & Creativity
  - Goal 2 Student Experience
  - o Goal 3 Outreach, Extension, Service and Engagement
  - Goal 4 Institutional Effectiveness & Infrastructure
- Guided by the WSU System Strategic Plan, work on the following related initiatives:
  - Develop an annual process of integrated planning and budgeting that is driven by WSU's land-grant mission.
  - Establish a President's Commission on Campus Culture and Climate to: (1) serve as the principal working group to assist with system strategic planning initiatives related to diversity, equity, and inclusion; (2) collaborate with all campuses, colleges, and units systemwide to advance the work of the five working groups around culture and climate issues; and (3) identify and share best practices around important cultural matters that impact the institution.

- o Develop and implement a new WSU system enrollment management plan.
- Advance WSU's institutional analytics capability to support data-informed decision-making to enhance administrative efficiency and strategic leadership across the system, including the development and implementation of a comprehensive web-based interactive dashboard for WSU System Strategic Plan metrics.
- Develop and implement an action plan to further define WSU system functions and responsibilities for leadership as outlined in the System Roles and Responsibilities report.
- Hold strategic discussions with administrators, faculty, staff, and students, including a virtual 2020 Planning Conference for WSU, focused on issues of importance facing the institution and the state.

#### EXHIBIT C BOARD OF REGENTS SEPTEMBER 18, 2020

## **ACTION ITEM #2**

FY2021 Athletics Budget Approval Additional Impact of COVID-19 (Stacy Pearson/Pat Chun)

September 18, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Additional Impact of COVID-19 on FY2021 Athletics Budget

PROPOSED: That the Washington State University Board of Regents approve the

changes to the FY2021 Athletics budget which are a result of the COVID-19 pandemic. Changes include reductions to both revenue

and expenses.

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

SUPPORTING INFORMATION:

The WSU Board of Regents approved the FY2021 Athletics budget in an open public meeting in June 2020 in compliance with RCW 28B.15.120 (Board of trustees or regents—annual budget requirements) and state legislation. On August 11, the Pac-12 Conference announced the postponement of all fall sports until at least January 1, 2021. While the impacts of the pandemic on the Athletics budget have resulted in lower expenses, the reductions in revenue are projected to be even higher due to the postponement of fall sports.

On the revenue side, the postponement of fall sports will result in a potential loss of a significant portion of WSU's Pac-12 distribution. Additionally, Athletics is still forecasting some home events with minimal to no fan participation across all sports. The total reductions in revenues are estimated to total over \$30 million.

On the expense side, savings are realized in several areas related to sport programs including game expenses, team travel, and recruiting. Expenditure reductions have been implemented in support areas due to lack of events in the fall and other travel related restrictions. The Pac-12 has also implemented cost containment measures which will reduce the annual Pac-12 dues. Additional steps have been taken to reduce compensation for all employees. In August, two-week furloughs were implemented for non-contract employees and a 5% salary reduction for all contract employees.

Due to the rapidly changing environment, it would be premature to make any changes to the projections for future fiscal years (FY2022-FY2024) at this time. Athletics continues to monitor this evolving environment and will provide budget updates as new information becomes available and at the November Regents meeting.

As referenced in the earlier presentation on integrated financial planning, WSU is evaluating options to help address the projected increase in Athletics operating deficits for FY21.

#### **ATTACHMENTS:**

Attachment A: Historical Athletics Five Year Annual Operating Budgets (FY16-FY20)

Attachment B: September 2020 Update to the FY2021 Approved Operating Budget including unaudited FY20 projections and projections for FY22-FY24.

## Attachment A: Historical Athletics Five Year Annual Operating Budgets (FY16-FY20)

	Actual	Actual	Actual	Actual	Unaudited
	FY16	FY17	FY18	FY19	FY20
REVENUES:					
Ticket Sales	5.5	7.7	8.4	9.5	8.6
Contributions/Endowments	8.2	8.7	9.8	12.4	15.3
NCAA/Pac-12	28.6	32.8	31.9	34.2	34.7
Royalties/Advert/Sponsor	6.3	4.4	4.4	4.6	3.3
Waivers/Student Fees	4.5	4.9	5.0	5.2	5.2
Other Revenue**	5.5	5.9	5.5	5.8	7.5
Total Revenue	58.7	64.4	65.0	71.6	74.7
EXPENSES:					
Compensation	24.5	25.2	26.1	27.7	28.5
Scholarships	11.0	10.7	10.8	11.0	10.5
Sport Programs*	11.7	11.2	11.7	11.4	10.7
Marketing/Fund Raising	2.4	2.2	2.0	1.8	1.3
Debt Payments	9.7	9.3	9.2	9.2	9.2
Direct Admin/Dues	4.1	4.0	4.1	4.7	4.3
Other Expense**	8.3	9.2	9.8	10.3	12.7
Total Expenses	71.6	71.9	73.7	76.2	77.2
Net Income from Operations	(12.9)	(7.5)	(8.7)	(4.6)	(2.5)
Capitalized Expenses	0.6	1.0	2.7	0.7	6.9
Net Income after Capitalized Expenses	(13.5)	(8.5)	(11.4)	(5.3)	(9.4)
Accumulated Deficit	(49.4)	(57.9)	(69.3)	(74.6)	(84.0)
*Sport Programs includes team travel, game expenses,	recruiting, equipment,	meals, spirit, medi	cal		
**Significiant other revenues and expenses include:					
Revenue: concessions, game guarantees, game day	parking, facility fees fro	m admissions and	allocations from car	npus pouring right	s

Attachment B: September 2020 Update to the FY2021 Approved Operating Budget including unaudited FY20 projections and projections for FY22-FY24

	Unaudited	Orig Budget*	Sept Update		Budget	Budget	Budget
	FY20	FY21	FY21	Diffe rence	FY22	FY23	FY24
REVENUES:							
Ticket Sales	8.6	8.7	0.6	(8.1)	10.6	11.6	11.2
Contributions/Endowments	15.3	11.9	9.3	(2.6)	12.2	13.0	12.5
NCAA/Pac-12	34.7	38.0	21.6	(16.4)	39.3	41.2	42.9
Royalties/Advert/Sponsor	3.3	3.3	1.6	(1.7)	3.4	4.8	5.1
Waivers/Student Fees	5.2	4.8	4.8	-	5.2	5.2	5.2
Other Revenue	7.5	5.3	3.6	(1.7)	8.9	9.4	9.6
Total Revenue	74.7	72.0	41.5	(30.5)	79.6	85.2	86.5
EXPENSES:				-			
Compensation	28.5	28.6	26.7	(1.9)	29.1	30.0	30.6
Scholarships	10.5	11.4	11.4	-	11.5	11.7	12.0
Sport Programs**	10.7	12.2	11.5	(0.7)	13.0	13.4	13.5
Marketing/Fund Raising	1.3	2.0	1.7	(0.3)	2.5	2.6	2.6
Debt Payments	9.2	10.0	10.0	-	10.0	10.0	10.0
Direct Admin/Dues	4.3	4.7	3.5	(1.2)	4.7	4.9	5.1
Other Expense***	12.7	8.1	7.1	(1.0)	12.0	10.7	10.9
Total Expenses	77.2	77.0	71.9	(5.1)	82.8	83.3	84.7
Net Income from Operations	(2.5)	(5.0)	(30.4)	(25.4)	(3.2)	1.9	1.8
Capitalized Expenses	6.9	0.3	0.3	_	0.3	_	
Net Income after Capitalized Expenses	(9.4)	(5.3)	(30.7)	(25.4)	(3.5)	1.9	1.8
Accumulated Deficit	(84.0)	(89.3)	(114.7)		(118.1)	(116.3)	(114.4

### **ACTION ITEM #3**

Delegation of Authority - Regents' Appointments to the WSU Foundation Board of Directors and the WSU Foundation Investment Committee (Kirk H. Schulz)

September 18, 2020

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Delegation of Authority - Regents' Appointment to the WSU

Foundation Board of Directors and to the WSU Foundation

**Investment Committee** 

PROPOSED: That the WSU Board of Regents delegate authority to the Board of

> Regents Chair to approve, review, and de-select Board of Regents appointments to the WSU Foundation Board of Directors, pursuant to the Amended and Restated Bylaws, and the WSU Foundation Investment Committee, pursuant to the Charter and Investment Policy Statement of the WSU Foundation Consolidated Endowment

Fund.

**SUBMITTED BY:** Kirk H. Schulz, President

**BACKGROUND:** WSU Regents currently serve on the WSU Foundation Board of

> Directors and the WSU Foundation Investment Committee, as provided in the Amended and Restated Bylaws of the WSU Foundation and the Charter and Investment Policy Statement of the WSU Foundation Consolidated Endowment Fund, respectively. The Foundation Bylaws do not specify the manner in which a Regent appointment is made to the Board of Directors, while the Investment Policy Statement provides that the Board of Regents appoints the

members to the Investment Committee.

It is proposed that the Regents delegate authority to the Chair of the Board of Regents to make these Foundation committee appointments at the same time and in the same manner as appointments are made each year to the Board of Regents Standing

Committees.

Article III of the Board of Regents Bylaws provides: "Following Board elections, as outlined in Article I, Section 3, the Chair of the Board shall make Committee appointments ...." The Board of Regents committee appointments are made each year during the summer,

following the Board's annual retreat that typically takes place in June. Making the Foundation appointments at the same time would help to ensure their efficiency and timeliness.

Following is additional background information from the Foundation Bylaws and the Investment Policy Statement.

#### **WSU Foundation Board of Directors**

The Board of Directors of the WSU Foundation Trustees serves as the governing board for the WSU Foundation. The Board of Directors has fiduciary responsibility for the general business and affairs of the WSU Foundation, including oversight of the Foundation's property, assets, and policies of the WSU Foundation.

The Foundation Bylaws provide for the appointment of a representative from the WSU Board of Regents. Article 4.1 of the Bylaws states that "[t]he Board of Directors is comprised of not less than fourteen (14) individuals, nine (9) of whom shall be elected by the Directors, and five (5) of whom shall serve as Directors ex officio (i.e. by virtue of the offices or positions they hold), namely:

Chief Executive Officer of WSU Foundation (voting) Immediate Past President of the Board of Directors (voting) President of University (non-voting) University Board of Regents Representative (non-voting) President of University Alumni Association (non-voting)

#### WSU Foundation Investment Committee

Members of the WSU Board of Regents are fiduciaries for University endowed assets that are managed and invested by the WSU Foundation Directors, the WSU Foundation, and the WSU Foundation Investment Committee (Committee). Additionally, as provided in the Investment Policy Statement, "[t]he Investment Committee, a standing committee established under the Restated Bylaws of the WSU Foundation, shall be responsible for investments, reinvestments, and general management of all gifted property and assets of the WSU Foundation and those University assets entrusted to the WSU Foundation by contract with the University, except planned gift assets under management and oversight of the Gift Acceptance Committee."

Pursuant to the Investment Policy Statement, the Regents are responsible for reviewing and approving Regents-appointed members to the WSU Foundation Investment Committee. They are also responsible for reviewing and approving de-selection recommendations from the Committee of Regents-appointed members. De-selection does not include normal end-of-term roll-off of members.

Following for your reference is an excerpt from Investment Policy Statement regarding the composition and duties of the Investment Committee (highlighting added for ease of reference):

#### COMPOSITION/APPOINTMENT/TERMS:

The Committee is comprised of at least seven (7), but not more than eleven (11) appointed members (voting) and between two (2) and four (4) ex officio members (non-voting). The Regents appoint two (2) of these voting members, one of whom must be a member of the Regents, the other who may be a Regent or a volunteer with investment experience selected upon consultation with the Committee, subject to notice to the Directors. These members serve a one-year (1-year) renewable term upon appointment by the Regents. The other Committee members are appointed by the Chair of the Board of Directors and are selected from volunteers with investment experience upon consultation with the Committee, and subject to notice to the Regents. These members serve two (2) four (4-year) renewable staggered terms for a maximum of two (2) terms. Ex officio (non-voting) seats are designated by the Directors pursuant to the Charter and shall always include at least one (1) University representative and one Audit Committee Member. The Committee Chair Serves for one (1) two-year (2-year) term and is appointed by the Chair of the Board of Directors. As the date of the adoption of this Investment Policy, the Executive Director of Budget and Planning of the University, the CEO of the WSU Foundation, and the Snr. Associate Vice President of Finance, Operations and Services of the WSU Foundation are ex officio. The Chair can serve one additional two year (2-year) term upon approval by the Chair of the Board of Directors. Members whose terms have expired, may serve until a successor is appointed. The Committee Chair must be a Director. The Snr. Associate Vice President for Finance, Operations and Services of the WSU Foundation serves as Secretary to the Committee.

Further, following are the duties of the Investment Committee:

The Committee is responsible for implementation of this Investment Policy, and for investing capital, monitoring and reviewing investment performance, establishing appropriate benchmarks, and investment management. It may delegate fulfillment of investment and administrative tasks to others. The Committee's responsibilities with respect the Fund's assets include completing each of the duties below in a prudent manner:

- Exercise ordinary business care and prudence under the facts and circumstances prevailing in managing and investing the assets of the endowment. Specific factors guiding the Committee in managing and investing the assets are:
  - o General economic conditions;
  - o Effects of inflation and deflation;
  - Expected tax consequences of investment decisions;
  - Role of each investment in fund portfolio;
  - Expected total return from income and growth of investments;
  - Other University resources;
  - Needs for the fund to make distributions and preserve capital;
  - An assets special relationship or special value to the University's mission;
  - To incur only costs that are appropriate and reasonable in relation to the Fund's assets;
  - Make reasonable effort to verify facts relevant to the management and investment of the Fund; and
  - o Annually (each December) review Investment Policy Statement.
- Act in good faith and with the care that an ordinarily prudent person in a like position would exercise under similar circumstances in delegating management and investment of the Fund to an external agent in:
  - Selecting the agent;
  - o Establishing the scope and terms of the delegation; and
  - o Reviewing and monitoring the agent's performance.
- Act in good faith and with the care that an ordinarily prudent person in a like position would exercise under similar circumstances in making decisions to appropriate for expenditure or accumulate Fund assets, taking into consideration:
  - Duration and preservation of the endowment fund;

- o Purposes of the University and the endowment fund;
- o General economic conditions;
- o Possible effect of inflation or deflation;
- The expected total return from income and the appreciation investments;
- Other resources of the University
- o This Investment Policy.
- Comply with all applicable state and federal laws, regulations, and rulings that relate to the Fund's investment management process.
- Recommend Investment Policy changes to the Directors and the Regents.
- Operate within the allocation ranges of the Investment Policy.
- Establish and regularly review objectives, asset allocation, and guidelines for the investment of the Funds' assets.
- Establish and regularly review manager structure guidelines for the Fund's components.
- Establish and comply with policies addressing issues that may result in perceived or actual conflicts of interest (including but not limited to relationships with investment managers or other firms doing business with the Fund and receipt of gifts or entertainment above a certain dollar value from firms doing business with the Fund) and other governance issues.
- Select qualified external investment managers to manage the Fund's assets.
- Select other service providers it deems appropriate to carry out its function, including, but not limited to, independent investment consultant(s).
- Meet quarterly to evaluate policy compliance, review progress in achieving the Fund's goals, and assess the effectiveness of the investment program.
- Evaluate the Fund's performance and the performance of the professionals hired to assist the Committee in managing the Fund's investment program.
- Communicate on a regular basis with the investment managers and investment consultant.
- Periodically review and evaluate ongoing understanding and relevance of investment policies of commingled funds in which Fund assets are invested.
- Take appropriate action if objectives are not being met or if policy and guidelines are not being followed.
- Keep the Audit Committee informed of any laws, regulations, rulings or investment decisions that might affect the annual audit of the WSU Foundation.

If the Regents approve this delegation, it is recommended that the WSU Foundation Charter and Investment Policy Statement be amended as soon as possible to reflect this change.

The Regents Chair-appointed committee member (Regent member) shall report back to the Regents on an annual basis regarding the operational performance of the Fund and other significant developments. In addition, the other responsibilities of the Board of Regents as set forth in Section 2.1.2 of the Foundation Charter and Investment Policy Statement will not be impacted by this delegation. Those responsibilities include:

- Approve the Investment Policy and changes to the Investment Policy as it relates to University endowed assets.
- Annually review the operational performance of the Fund and the actions of the WSU Foundation, its Directors, and its Committee in their role as manager of University endowed assets in order to monitor performance and compliance with the scope of the delegation of management of University endowed assets.

EXHIBIT E BOARD OF REGENTS SEPTEMBER 18, 2020

### **BOARD OF REGENTS**

General Revenue Bonds, 2020

## Resolution #200918-630

WHEREAS, RCW 28B.30.095 vests the management of Washington State University in the Board of Regents of Washington State University, and

WHEREAS, the Board of Regents of Washington State University by virtue of RCW 28B.10.528 has authority to delegate by resolution to the President of the University, or designee, powers and duties vested in or imposed upon the Board by law and to enable the President, or designee, to act on behalf of the Board of Regents in matters relating to the administration and governance of the University, and

WHEREAS, the Board of Regents Policy #5 on Debt Management sets forth refinancing and refunding principles which permit the University to conduct debt refunding transactions to generate cash savings for the benefit of the University, and

WHEREAS, the University has identified a number of debt refunding opportunities that will generate cash savings for the benefit University over the next several years, and

WHEREAS, new general revenue obligation bonds (generating funds available for any University purpose), which, combined with the savings from the refunding opportunities, may be issued without creating an increase in existing annual debt service levels, without extending the repayment terms, and providing for cash flow savings in fiscal year 2021.

NOW, THEREFORE, IT IS RESOLVED that the Board of Regents approves a General Revenue Obligations Resolution (the "Resolution") to authorize the issuance and sale of taxable revenue and refunding bonds or other obligations, in one or more series in an aggregate principal amount expected to be no greater than \$30,000,000, the proceeds of which will be used to realize cash flow savings to the University in fiscal year 2021; with no increase in current annual debt services payments on total university debt; having a final maturity not to exceed 10 years, and a maximum interest rate not to exceed 4.0%; and delegate authority to the President or his designee to sell bonds or other obligations including the authority to determine the final issue size, manner of sale, amount of capitalized interest, maturity schedule, redemption provisions and timing of sale. The results of the transaction shall be reported back to the Board of Regents via information item after completion of the transaction, including the University's short and longer term plans for use of the proceeds.

Dated this 18th day of September, 2020.	
	Chair, Board of Regents
	Secretary, Board of Regents

#### EXHIBIT F BOARD OF REGENTS SEPTEMBER 18, 2020

#### **BOARD OF REGENTS**

Delegation of Authority to Approve Settlement Agreement

### **Resolution #200918-629**

WHEREAS, RCW 28B.30.095 vests the management of Washington State University in the Board of Regents of Washington State University, and

WHEREAS, RCW 28B.10.528 gives the Board of Regents authority to delegate by resolution to the President of the University, or designee, powers and duties vested in or imposed upon the Board by law, and

WHEREAS, on November 8, 2017, Washington State Tort Claim No. 36570339 was filed against Washington State University, and

WHEREAS, on August 4, 2020, Washington State University and the claimants reached a tentative settlement of all claims related to Tort Claim No. 36570339.

NOW, THEREFORE, BE IT RESOLVED that the Washington State University Board of Regents approves the settlement of Tort Claim No. 36570339 in the amount of \$3,000,000 (three million dollars), which will be covered by the University's state insurer, and delegates authority to the President or designee to take any steps needed to finalize the settlement agreement.

DATED this 18th day of Septe	ember, 2020.
	Chair, Board of Regents
	Secretary, Board of Regents



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.



**To:** All Members of the Board of Regents **Subject:** ASWSUV Regents Report

Date: November 13th, 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 outof-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.



## Administrative Professional Advisory Council

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 saving 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 Coug-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 smallgroup 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.