

Finance & Administration Committee (FAC), November 5, 2024, FY2025 Management Report

FY2024 Year-End Update:

Education & General (E&G) Fund:

Revenues:

Revenues totaled \$73.431M, \$2.523M more than the FY24 Adjusted Budget revenue total of \$70.908M. Net student fees & tuition totaled \$32.666M, \$1.411M more than the FY24 Adjusted Budget, with the difference due to a combination of remissions being \$691K under budget, online course fees generating \$340K more than budget, and gross tuition and other fees totaling \$380K more than budget. Government resources & allocations totaled \$34.770M, \$89K less than budgeted due to the true-up (this total also includes \$1.022M of sustainability funds received). Gift grants and contracts totaled \$2.664M, \$470K more than budgeted as a result of increased grant indirect activity. Other revenue totals \$3.331M, \$731K more than the adjusted budget, primarily due to increased interest income.

Expenses & Net Transfers:

Expenses and transfers totaled \$73.697M, \$1.226M under the FY24 Adjusted budget of \$74.923M. Personnel totaled \$56.436M, \$1.460M under budget as a result of campus efforts and staff salary savings being held centrally (\$1.460M under budget is in addition to the \$1.357M of salary savings included in the budget). Services & supplies totaled \$9.815M, \$2.107M under budget, partially due to unspent sustainability funds (\$500K) and occupational therapy start-up funds (\$158K) that will carryover as budget items for FY25, reclassification of SBITA expenses to transfers out (\$612K), and campus efforts to save. Net transfers totaled \$7.447M, \$2.341M more than budgeted, primarily due to transferring \$1.766M more to athletics than budgeted (\$1M of this related to FY23 overage that was covered with E&G funds rather than quasi endowment) and reclassification of S&S expenses related to SBITA to transfers out (\$612K).

Net Revenues less Expenses:

Net revenues and expenses totaled a deficit of \$266K, which is \$3.749M better than the Adjusted Budget deficit of \$4.015M. This results in a FY24 Ending Fund balance of \$13.754M, 18.73% of revenues.

Period 3 YTD Actual to Actual Variance:

This report provides three months of actual revenue and expense activity (as of September 30, 2024) as compared to the same period in prior fiscal year.

Education & General Fund:

Revenues:

Tuition revenues are \$542K more than the prior year. The difference is due to a combination of tuition increases (~5% across all categories) and enrollment changes (down 3% UG and up 2.7% GR, down 2.5% overall FTE, in Fall 2024 respective to the same term prior year). Altogether, net tuition and fees for Period 3 being \$491K more than the prior year.

Government resources & allocations have decreased by \$610K, however FY24 included \$1.022M of sustainability funds. Accounting for this, recurring government resources & allocations have increased by \$412K from the prior year. For the 2023-25 biennium, the state funded the Public University Support Fund (PUSF) at \$1B. 49% of PUSF was distributed in year 1 (FY24) and the remaining 51% will be distributed this year (FY25) and allocated among the public universities according to the Student Success and Completion Model (SSCM). The \$12.552M received so far reflects the first quarter distribution (36% of the total for FY25, but not yet trued up for the rolling three-year average data).

Gift grants and contracts revenue has increased by \$65K from prior year. Other revenues have decreased by \$111K from the prior year.

Overall, total revenues are \$27.589M, \$165K less than the prior year.

Expenses:

Personnel expenses are \$870K more than the prior period and reflect variations in faculty/staff from the prior year. Faculty are set to receive an ~4.09% COLA (varies by individual) once they ratify their contract. Classified staff received a 6.5% COLA effective April 1, 2024 and are set to receive a 2% COLA effective November 1, 2024, and 3.5% effective June 1, 2025, as well as individual step increases.

Services and supplies expenses are \$290K less than the prior year.

Overall, total expenses are \$12.199M, \$580K more than the prior year.

Net Revenues less Expenses:

Net revenues less expenses have decreased by \$744K compared to prior year.

Auxiliary Enterprises:

Auxiliary Enterprises is comprised of Athletics, University Housing, Campus Dining, Parking, Bookstore, Student Health & Counseling Center (SHCC), Child Development Center (CDC), Incidental Fee, and other minor operations.

Revenues:

Enrollment Fees have increased by \$5K. Although enrollment has declined ~2.5% from Fall 2023 to Fall 2024, the decrease is offset by an increase in the health service fee from \$162 to \$175 per term (or for students not enrolled on the Monmouth campus, \$120 to \$130). The incidental fee remained flat (\$415 or \$210 for students not enrolled on the Monmouth campus). Health Service Fee revenue is up \$39K and incidental fee revenue is down \$34K from the prior period. Sales and Services are up \$171K from the prior year. Housing and Dining are up \$306K primarily due to increased external conference activity over the summer, parking is down \$40K, and bookstore is down \$123K. Other Revenue decreased by \$235K, primarily in Housing due to decreased internal sales from conference activity. Altogether, auxiliary revenue totals \$3.987M and has decreased \$58K from the prior year.

Expenses:

Personnel expenses are \$119K more than the prior year. Service & Supplies are \$373K less than the prior year, primarily in Housing/Dining (\$143K) and Athletics (\$247K). Altogether, auxiliary expenses total \$5.543M, a decrease of \$254K from the prior year.

Net Revenues less Expenses:

Net revenues less expenses total -\$1.555M and have increased by \$196K compared to prior year.

Designated Operations, Service Departments, Clearing Funds:

Designated Operations, Service Departments, and Clearing Funds is comprised primarily of Telecommunications and Oregon Council of Presidents. The Clearing Fund is cleared on a quarterly basis.

Revenues are comparable to prior year, down \$222K. Expenses are down \$430K from the prior year (\$155K in Telecommunications), for a net difference from prior year of \$208K.

FY25 Projected Year-End:

This report provides year-end projections. With three months of actuals, our projection for the year matches our Proposed FY25 Adjusted Budget.

STAFF RECOMMENDATION:

It is recommended that the Western Oregon University Finance and Administration Committee accept the FY25 Projected Year-End Report and the overall Management Report as of September 30, 2024.

Western Oregon University
P3 YTD Actual to Actual Variance

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

As of September 30, 2024
For the Fiscal Year Ended June 30, 2025

	P3 FY24 Actuals	P3 FY24 Realization/ Burn Rate %	P3 FY25 Actuals	P3 FY25 % of Budget	Variance		Note
					Actuals	%	
Education & General Fund							
Revenues							
Tuition	12,767		13,309		542		
Online Course Fees	1,380		1,319		(61)		
Other Fees	715		715		1		
Less: Fee Remissions	(1,466)		(1,457)		9		
Net Student Fees & Tuition	13,395	41.01%	13,886	42.48%	491	1.48%	
Government Resources & Allocations	13,162	37.85%	12,552	35.90%	(610)	-1.95%	FY24 includes \$1.022M of Sustainability funds
Gift Grants and Contracts	389	14.58%	453	17.44%	65	2.86%	
Other Revenue	808	24.25%	697	24.04%	(111)	-0.20%	
Total Revenues	27,753	37.80%	27,589	37.72%	(165)	-0.08%	
Expenses							
Personnel	8,642	15.31%	9,512	15.73%	(870)	0.42%	
Service & Supplies	2,977	30.33%	2,687	22.97%	290	-7.37%	
Total Expenses	11,619	17.54%	12,199	16.91%	(580)	-0.63%	
Net Revenues less Expenses	16,134		15,390		(744)		

Western Oregon University
P3 YTD Actual to Actual Variance

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

As of September 30, 2024
For the Fiscal Year Ended June 30, 2025

	P3 FY24	P3 FY24	P3 FY25	P3 FY25 %	Variance		Note
	Actuals	Realization/ Burn Rate %	Actuals	of Budget	Actuals	%	
Auxiliary Enterprises Funds							
Revenues							
Enrollment Fees	2,247	37.77%	2,252	38.07%	5	0.31%	
Sales and Services	1,058	8.31%	1,229	10.05%	171	1.74%	
Other Revenue	741	26.63%	506	21.70%	(235)	-4.93%	
Total Revenues	4,045	18.85%	3,987	19.47%	(58)	0.62%	
Expenses							
Personnel	2,447	22.35%	2,566	22.36%	(119)	0.01%	
Service & Supplies	3,350	24.42%	2,977	23.03%	373	-1.39%	
Total Expenses	5,796	23.50%	5,543	22.72%	254	-0.79%	
Net Revenues less Expenses	(1,751)		(1,555)		196		
Designated Operations, Service Departments, Clearing Funds							
Revenues							
Enrollment Fees	112	291.48%	(3)	-6.17%	(115)	-297.65%	
Sales and Services	17	11.99%	25	20.00%	8	8.01%	
Other Revenue	270	13.81%	154	7.38%	(116)	-6.43%	
Total Revenues	399	18.66%	177	7.79%	(222)	-10.87%	
Expenses							
Personnel	261	27.26%	225	21.88%	36	-5.38%	
Service & Supplies	754	72.62%	360	29.08%	394	-43.54%	
Total Expenses	1,015	50.86%	585	25.81%	430	-25.05%	
Net Revenues less Expenses	(616)		(408)		208		

Western Oregon University
 FY25 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of September 30, 2024
 For the Fiscal Year Ended June 30, 2025

	<u>FY24 Year-End Actuals</u>	<u>FY25 Projected Year-End</u>	<u>FY25 Proposed Adjusted Budget</u>	<u>Variance FY25 Projected Year-End to Budget</u>	<u>Note</u>
Education & General Fund					
Student Fees & Tuition (net of remissions)	32,666	32,686	32,686	-	
Government Resources & Allocations	34,770	34,961	34,961	-	
Gift Grants and Contracts	2,664	2,600	2,600	-	
Other Revenue	3,331	2,900	2,900	-	
Total Revenues	<u>73,431</u>	<u>73,148</u>	<u>73,148</u>	<u>-</u>	
Personnel	56,436	60,459	60,459	-	
Service & Supplies	9,815	11,699	11,699	-	
Total Expenses	<u>66,250</u>	<u>72,158</u>	<u>72,158</u>	<u>-</u>	
Net Transfers	7,447	5,598	5,598	-	
Total Expenses and Transfers	<u>73,697</u>	<u>77,756</u>	<u>77,756</u>	<u>-</u>	
Net Revenues less Expenses	(266)	(4,608)	(4,608)	-	
Fund Balance at the Beginning of the Year	14,025	13,754			
Additions/Deductions to Fund Balance	(5)	-			
Fund Balance at the End of the Year	<u>13,754</u>	<u>9,146</u>			
Fund Balance as a Percentage of Revenues	18.73%	12.50%			

Western Oregon University
 FY25 Projected Year-End
 (Unaudited, non-GAAP, for management purposes only)
 (in thousands)

As of September 30, 2024
 For the Fiscal Year Ended June 30, 2025

	<u>FY24 Year-End Actuals</u>	<u>FY25 Projected Year-End</u>	<u>FY25 Proposed Adjusted Budget</u>	<u>Variance FY25 Projected Year-End to Budget</u>	<u>Note</u>
Auxiliary Enterprises Funds					
Enrollment Fees	5,949	5,915	5,915	-	
Sales and Services	12,728	12,231	12,231	-	
Other Revenue	2,784	2,334	2,334	-	
Total Revenues	<u>21,460</u>	<u>20,479</u>	<u>20,479</u>	<u>-</u>	
Personnel	10,946	11,474	11,474	-	
Service & Supplies	13,719	12,927	12,927	-	
Total Expenses	<u>24,665</u>	<u>24,401</u>	<u>24,401</u>	<u>-</u>	
Net Transfers	(6,801)	(3,122)	(3,122)	-	
Total Expenses and Transfers	<u>17,863</u>	<u>21,279</u>	<u>21,279</u>	<u>-</u>	
Net Revenues less Expenses	3,597	(800)	(800)	-	
Additions/Deductions to Fund Balance	(1,898)	(1,871)			
Fund Balance at the Beginning of the Year	<u>5,383</u>	<u>7,082</u>			
Fund Balance at the End of the Year	<u>7,082</u>	<u>4,411</u>			
Fund Balance as a Percentage of Revenues	33.00%	21.54%			
Designated Operations, Service Departments, Clearing Funds					
Enrollment Fees	38	48	48	-	
Sales and Services	142	127	127	-	
Other Revenue	1,958	2,092	2,092	-	
Total Revenues	<u>2,138</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Personnel	958	1,030	1,030	-	
Service & Supplies	1,038	1,237	1,237	-	
Total Expenses	<u>1,996</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Net Transfers	(149)	-	-	-	
Total Expenses and Transfers	<u>1,847</u>	<u>2,266</u>	<u>2,266</u>	<u>-</u>	
Net Revenues less Expenses	291	-	-	-	
Additions/Deductions to Fund Balance	(219)	(255)			
Fund Balance at the Beginning of the Year	<u>2,621</u>	<u>2,692</u>			
Fund Balance at the End of the Year	<u>2,692</u>	<u>2,437</u>			
Fund Balance as a Percentage of Revenues	125.93%	107.52%			

Western Oregon University
Transfers Schedule - Projected FY25
(Unaudited, non-GAAP, for management purposes only)

	E&G		Auxiliary		Des Ops - Serv Dept.	Plant fund	Other	Total
Transfers In E&G			(a)				(a)	
Actual			15,060					15,060
Upcoming			45,180				408,893	454,073
Transfers Out E&G			(b)	(c)		(d)	(a)	
Actual			-	-		-	22,555	22,555
Upcoming			5,000,000	150,000		294,000	47,712	5,491,712
Transfers In AUX	(b)	(c)				(e)	(f)	
Actual	-	-				2,162	2,684	4,846
Upcoming	5,000,000	150,000				-	-	5,150,000
Transfers Out AUX							(f)	
Actual							-	-
Upcoming							1,814,917	1,814,917
Transfers In DO, SD								
Actual								-
Upcoming								-
Transfers Out DO, SD								
Actual								-
Upcoming								-

Type	Description
(a)	Miscellaneous (endowment matches, cost shares, etc.)
(b)	Athletic operations support
(c)	Child Development Center support
(d)	Small-Scale Energy Loan Program debt service
(e)	Auxiliary transfers to/from building/equipment reserves
(f)	Misc. auxiliary transfers, including debt payments for Housing and Recreation Center Building Fee
(g)	Misc. designated operations and service departments transfers