



June 6, 2013

TO: Members of the Board of Regents
Ex officio Representatives to the Board of Regents
FROM: Joan Goldblatt, Secretary of the Board of Regents
RE: Schedule of Meetings

WEDNESDAY, JUNE 12, 2013

5:30 p.m. **President's Residence** **DINNER FOR REGENTS,
AND OTHER GUESTS**

THURSDAY, JUNE 13, 2013

8:30 to 9:00 a.m. **142 Gerberding Hall** **FINANCE, AUDIT AND FACILITIES
COMMITTEE:** Regents Smith (Chair), Blake,
Shanahan, Simon

***9:10 to 10:40 a.m.** **142 Gerberding Hall** **ACADEMIC AND STUDENT AFFAIRS
COMMITTEE:** Regents Ayer (Chair), Cole, Jaech,
Jordan

***10:50 a.m. to 12:45 p.m.** **142 Gerberding Hall** **ACADEMIC AND STUDENT AFFAIRS
COMMITTEE:** Regents Ayer (Chair), Cole, Jaech,
Jordan

in Joint Session with

**FINANCE, AUDIT AND FACILITIES
COMMITTEE:** Regents Smith (Chair), Blake,
Shanahan, Simon

1:00 p.m. **Petersen Room** **REGULAR MEETING OF BOARD OF
Allen Library** **REGENTS**

**or upon conclusion of the previous session.*

Unless otherwise indicated, committee meetings of the Board of Regents will run consecutively; starting times following the first committee 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.

To request disability accommodation, contact the Disability Services Office at: 206.543.6450 (voice), 206.543.6452 (TTY), 206.685.7264 (fax), or email at dso@uw.edu. The University of Washington makes every effort to honor disability accommodation requests. Requests can be responded to most effectively if received as far in advance of the event as possible, preferably at least 10 days.

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UNIVERSITY OF WASHINGTON
BOARD OF REGENTS

Finance, Audit and Facilities Committee
Regents Smith (Chair), Blake, Shanahan, Simon

June 13, 2013
8:30 to 9:00 a.m.
142 Gerberding Hall

- | | | | |
|----|--|--------------------|-----|
| 1. | Report of Contributions – April 2013
Walt Dryfoos, Associate Vice President, Advancement Services
Connie Kravas, Vice President, University Advancement | INFORMATION | F-1 |
| 2. | Grant and Contract Awards Summary – March 2013
Ana Mari Cauce, Provost and Executive Vice President | ACTION | F-2 |
| 3. | Actions Taken Under Delegated Authority
Richard Chapman, Associate Vice President, Capital Projects Office | INFORMATION | F-3 |
| 4. | Investment Performance Report, Third Quarter Fiscal Year 2013
Keith Ferguson, Chief Investment Officer, Treasury Office | INFORMATION | F-4 |
| 5. | Internal Lending Program Quarterly Report, Quarter Ended March 31, 2013
Chris Malins, Senior Associate Treasurer, Treasury
Ruchi Aggarwal, Assistant Treasurer, Treasury | INFORMATION | F-5 |
| 6. | Metropolitan Tract Quarterly Report, Quarter Ended March 31, 2013
Todd Timberlake, Chief Real Estate Officer
V’Ella Warren, Senior Vice President | INFORMATION | F-6 |
| 7. | UW Bothell Student Activities Center Project – Establishing a Student Fee
Kenyon Chan, Chancellor, UW Bothell
Marilyn Cox, Vice Chancellor for Administration and Planning, UW Bothell
James Anderson, UW Bothell Business Major | ACTION | F-7 |
| 8. | UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term Funds
Debra Friedman, Chancellor, UW Tacoma
Harlan Patterson, Vice Chancellor for Finance & Administration, Administrative Services, UW Tacoma
Rai Nauman Mumtaz, ASUWT Vice President, Graduate Student, MA in Interdisciplinary Studies | ACTION | F-8 |

9. **Executive Session**

(to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause the likelihood of decreased price.)

10. **Other Business**



**UNIVERSITY OF WASHINGTON
BOARD OF REGENTS**

Academic and Student Affairs Committee
Regents Ayer (Chair), Cole, Jaech, Jordan

**June 13, 2013
9:10 to 10:40 a.m.
142 Gerberding Hall**

- | | | | |
|----|--|---------------|-----|
| 1. | Amending the Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Assistance for Human Subjects”
Mary Lidstrom, Vice Provost for Research | ACTION | A-1 |
| 2. | Academic and Administrative Appointments
Ana Mari Cauce, Provost and Executive Vice President | ACTION | A-2 |
| 3. | Granting of Degrees 2012-13
Ana Mari Cauce, Provost and Executive Vice President | ACTION | A-3 |
| 4. | Reappointments to the UW Medicine Board
Paul Ramsey, Dean and CEO, UW Medicine
Gerald Grinstein, Chair, UW Medicine Board | ACTION | A-4 |
| 5. | Establishment of the Master of Industrial and Systems Engineering
Rebecca Aanerud, Associate Dean for Academic Affairs and Planning, The Graduate School
Richard Storch, Chair, Department of Industrial and Systems Engineering | ACTION | A-5 |
| 6. | Services and Activities Fee University of Washington Seattle, 2013-2014 Operating and Capital Allocations
Eric Godfrey, Vice President and Vice Provost for Student Life
Joseph Salama, Chair, Services and Activities Fee Committee, Senior in Biology | ACTION | A-6 |
| 7. | Services and Activities Fee University of Washington Tacoma, 2013-2014 Distribution of Fees and Allocation of Funds
Debra Friedman, Chancellor, UW Tacoma
Rai Nauman Mumtaz, ASUWT Vice President, Graduate Student, MA in Interdisciplinary Studies | ACTION | A-7 |
| 8. | Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds
Kenyon Chan, Chancellor, UW Bothell
James Anderson, Services and Activities Fee Committee Chair, UW Bothell; pre-major in Center for University Studies and Programs | ACTION | A-8 |

9. **Item Pulled From Agenda** A-9
10. **Freshman Holistic Review 101: Let's Read Some Applications Together** INFORMATION A-10
Philip A. Ballinger, Assistant Vice President for Enrollment, Admissions
11. **Mental Health Awareness at the University of Washington (video presentation)** INFORMATION A-11
Evan Smith, ASUW President
Adam Sherman, GPSS President
12. **Other Business**



**UNIVERSITY OF WASHINGTON
BOARD OF REGENTS**

Academic and Student Affairs Committee
Regents Ayer (Chair), Cole, Jaech, Jordan

In Joint Session with

Finance, Audit and Facilities Committee
Regents Smith (Chair), Blake, Shanahan, Simon

**June 13, 2013
10:50 a.m. to 12:45 p.m.
142 Gerberding Hall**

1. **Executive Session**
(to review the performance of public employees.)
2. **Update on Proposed Fiscal Year 2014 Operating and Capital Budgets and Tuition Rates; and Legislative Process** **INFORMATION** F-9
Michael Young, President
Ana Mari Cauce, Provost and Executive Vice President
Paul Jenny, Vice Provost, Planning & Budgeting
Margaret Shepherd, Director of State Relations
3. **UW Medicine Board Annual Patient Safety and Quality Committee Report** **INFORMATION** F-10
Gerald Grinstein, Chair, UW Medicine Board
Mike Garvey, Vice Chair, UW Medicine Board, Patient Safety and Quality Committee
Paul Ramsey, CEO, UW Medicine, Executive Vice President for Medical Affairs, and Dean of the School of Medicine
4. **Closed Session**
(Labor Relations and Proceedings)
5. **Other Business**



AGENDA

BOARD OF REGENTS University of Washington

June 13, 2013

1:00 p.m.

Petersen Room, Allen Library

(Item No.)

I. CALL TO ORDER

II. ROLL CALL: Assistant Secretary Shelley Tennant

III. CONFIRM AGENDA

IV. REPORT OF THE CHAIR OF THE BOARD OF REGENTS: Regent Harrell

PUBLIC COMMENT PERIOD

Board of Regents Resolution of Appreciation to Christopher M. Jordan (Action) BP-1

V. REPORT OF THE UNIVERSITY PRESIDENT: President Young

VI. CONSENT AGENDA

Approval of Minutes of Meeting of May 9, 2013

Approval of Minutes of Special Meeting of May 21, 2013

Amending the Board of Regents Governance, Standing Orders, Chapter 6,
"Policy on Assistance for Human Subjects" A-1

Granting of Degrees 2012-13 A-3

Reappointments to the UW Medicine Board A-4

Establishment of the Master of Industrial and Systems Engineering A-5

Services and Activities Fee University of Washington Seattle, 2013-2014
Operating and Capital Allocations A-6

Services and Activities Fee University of Washington Tacoma, 2013-2014
Distribution of Fees and Allocation of Funds A-7

Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of Funds A-8

Grant and Contract Awards Summary – March 2013	F-2
UW Bothell Student Activities Center Project – Establishing a Student Fee	F-7
UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term Funds	F-8

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee: Regent Ayer– Chair

Academic and Administrative Appointments (Action)	A-2
Freshman Holistic Review 101: Let’s Read Some Applications Together (Information only)	A-10
Mental Health Awareness at the University of Washington (video presentation) (Information only)	A-11

Joint Session

A. Academic and Student Affairs Committee: Regent Ayer – Chair

B. Finance, Audit and Facilities Committee: Regent Smith – Chair

Update on Proposed Fiscal Year 2014 Operating and Capital Budgets and Tuition Rates; and Legislative Process (Information only)	F-9
UW Medicine Board Annual Patient Safety and Quality Committee Report (Information only)	F-10

B. Finance, Audit and Facilities Committee: Regent Smith – Chair

Report of Contributions – April 2013 (Information only)	F-1
Actions Taken Under Delegated Authority (Information only)	F-3
Investment Performance Report, Third Quarter Fiscal Year 2013 (Information only)	F-4
Internal Lending Program Quarterly Report, Quarter Ended March 31, 2013 (Information only)	F-5
Metropolitan Tract Quarterly Report, Quarter Ended March 31, 2013 (Information only)	F-6

VIII. OTHER BUSINESS

Reports to the Board:

Faculty Senate Chair – Professor Jim Gregory

Student Leaders:

ASUW President – Mr. Evan Smith

GPSS President – Mr. Adam Sherman

ASUW Tacoma President – Ms. Elizabeth Pierini

ASUW Bothell President – Mr. Kevin King

Alumni Association President – Mr. Patrick Crumb

IX. DATE FOR NEXT REGULAR MEETING: Thursday, July 11, 2013

X. ADJOURNMENT

MINUTES

**BOARD OF REGENTS
University of Washington**

June 13, 2013

The Board of Regents held its regular meeting on Thursday, June 13, 2013, beginning at 1:00 p.m. in the Petersen Room of the Allen Library. The notice of the meeting was appropriately provided to the public and the media.

CALL TO ORDER

In Regent Harrell's absence, Regent Ayer, Chair of the Academic and Student Affairs Committee, called the meeting to order at 1:00 p.m.

ROLL CALL

Assistant Secretary Tennant called the roll: Present were Regents Ayer (chairing), Blake, Cole, Jaech, Jordan, and Simon; President Young, Ms. Warren, Ms. Goldblatt; ex officio representatives: Mr. Sherman, Mr. Smith, and Mr. Crumb.

Absent: Regents Harrell, Shanahan, and Smith; Professor Gregory

CONFIRM AGENDA

The agenda was confirmed as presented.

REPORT OF THE CHAIR OF THE BOARD OF REGENTS: Regent Ayer

PUBLIC COMMENT PERIOD

Regent Ayer announced the Board would receive comments from the public. He said this segment of the meeting is meant to give Board members a chance to hear directly from the public on any subject pertaining to the University. He noted that while the Board was pleased to have the opportunity to listen to any comments offered and consider them in its decision-making, the Board was not in a position to directly act on the comments or provide a response. Any Board member who would like additional information or follow up would make that request through staff following the meeting.

Five students signed up in advance and commented in favor of divestment in fossil fuel by the University.

June 13, 2013

Regent Ayer thanked the speakers for attending the meeting and presenting their comments to the Board. He reiterated if members of the Board would like additional information about the issues presented in public comment, they would make the request of staff and it would be provided at a later time.

Regent Ayer invited Peter Denis, Assistant Vice President of Human Resources for Labor Relations, to come to the table to read three Public Employment Relations Commission (PERC) Notices to Employees. Mr. Denis read the three notices aloud and they are attached to the minutes of this meeting.

Regent Ayer said he was serving as Chair of the meeting as Regent Harrell was the keynote speaker at the Department of Communication graduation ceremony, where she is being honored as Distinguished Alumna of the Year.

Regent Ayer congratulated Regent Cole and his wife Sue, who will receive the Western Washington University President's Award during Western's commencement ceremony on Saturday, June 15. The Coles are being recognized for their long history of community service in Whatcom County.

The Awards of Excellence Ceremony will be held later in the afternoon to celebrate the outstanding achievements of UW's faculty, staff, students and alumni, including the Alumnus Summa Laude Dignatus Award presented to Regent Emeritus Bill Gates, Sr.

Regents look forward to participating in the upcoming commencement ceremonies for UW Tacoma, Seattle, and Bothell.

Regent Ayer noted this would be the last Board meeting for current student leaders. Newly-elected officers will be in place at the July meeting of the Board. He said it has been a pleasure to work with such a committed and dedicated group of students. On behalf of the Board, he wished them all the best of luck in the future and thanked them for their service to the University community, the Board, and especially to their fellow students.

Board of Regents Resolution of Appreciation to Christopher M. Jordan (Agenda no. BP-1)

Regent Ayer said he was delighted to present a Resolution of Appreciation to Chris Jordan for Board approval. Regent Ayer read the proposed resolution aloud.

MOTION: Upon the recommendation of the Chair of the Board of Regents and the motion made by Regent Cole, and seconded by Regent Blake, the Board voted to approve the Resolution of Appreciation to Christopher M. Jordan. Regent Jordan abstained from the vote.

See Attachment BP-1

Regent Ayer invited President Young to deliver his report.

REPORT OF THE UNIVERSITY PRESIDENT: President Young

President Young said this part of the academic year “never gets old.” It is a great time to walk across campus and take in all the excitement and promise in the air.

He added his congratulations to Regent and Mrs. Cole for receiving the Western Washington University President’s Award, adding that somehow Craig seems to keep two universities each thinking it is his favorite. He said it was a pleasure to see Joanne Harrell being recognized as Alumna of the Year by the Department of Communication. He acknowledged Chris Jordan’s contributions to the Board and the University over the last year, praising his capacity to listen, process, and contribute.

President Young recognized ASUW President Evan Smith and GPSS President Adam Sherman for their passion and commitment to students at the UW, coupled with a capacity to conceptualize and execute programs to make students’ lives better.

The President announced UW was one of two winners of the 2013 “Leveraging Excellence Award” for its program of *Lean Implementation in Finance & Facilities*. The award, given by the National Consortium for Continuous Improvement in Higher Education, honors “best practices that have broad impact within the higher education community.”

President Young praised the success of June UW’s spring sports student athletes, including UW’s crew teams who finished extremely strong in the national championships, winning a third straight title for Coach Michael Callahan and the men’s varsity team. The timing coincides with the release of Daniel Brown’s book “The Boys in the Boat” about the 1936 Husky crew team.

UW’s softball team had another outstanding year, which took them to the Women’s College World Series where they tied for third place. While there they “huddled in tornado shelters,” and performed community service before their game.

UW golfer Chris Williams won the Ben Hogan award for the best amateur golfer in the U.S. Credit also goes to UW coach Matt Thurmond, whose team included a Hogan winner just three years ago.

The President reported on his recent travels, mainly in the Northwest.

He traveled to Portland, Oregon, where he met with Frank and Julie Jungers, who established the Jungers Deanship of Engineering. While there, President Young attended a luncheon hosted by alumni from Portland and Vancouver.

While in Spokane, he met with several Husky supporters and attended a lunch meeting of the Greater Spokane Chamber of Commerce Board. He observed a great deal of enthusiasm in Spokane from business and community leaders for the expansion of UW’s Medical Education programs there and he reassured the community that UW has every intention to continue, and grow, the program there.

June 13, 2013

In Yakima, he was invited to speak to the Rotary Club. He described partnerships in the area, including the Gear-Up efforts to help transition students into college, and activities with Heritage University.

President Young reported on the recent restructuring of the Minority Community Advisory Committee (MCAC), which supports the University in its efforts to attract and retain students, faculty, and staff of color and strengthen our connections to these communities. Mary Pugh is the Chair of the Committee consisting of fourteen new and returning community members. The MCAC recently hosted a community reception and has already played an important role in recruiting by asking members to contact freshman applicants who had been accepted to the UW and encouraging them to attend. Committee members spoke to a large number of admits and helped increase the yield of students of color this year.

The forty-third annual Equal Opportunity Program (EOP) Celebration was held at the HUB. At the event, alumnus Rogelio Riojas, CEO of Sea Mar Community Health Centers, received the Charles E. Odegaard Award and sixteen student scholarship recipients were recognized.

The President highlighted the student-led effort to pass a diversity course requirement for all UW undergraduates, saying he and Provost Cauce supported the policy, and it has now been approved by a faculty vote. It will be implemented in 2014.

President Young reported on research funding received by the University. Preliminary findings show the University received \$190 million less than last year. \$145 million of this was federal funding. At this time it is unknown if this is a decline or a delay, due to agencies holding funds as they wait for budget negotiations to be complete in D.C. Hopefully a clearer picture will be available in the next few months.

Regarding the state budget, President Young said it would be unlikely the legislature would be unable to complete the budget by the end of the fiscal year on June 30. But, it is a possibility, so the University is working to determine how to respond in a way that is minimally disruptive.

The President reported on the Online Degree Completion Program, especially in the areas of education and social sciences. The University announced plans to offer a new low-cost online bachelor's degree completion program in Early Childhood and Family Studies. Thanks to great effort by Educational Outreach and the College of Education, the program will be open for admissions this coming week. This UW online degree costs \$160 per credit – which is about equivalent to \$7,000 for a year of full-time study – regardless of where students live. Initial admission preference will be given to Washington state residents and to students with previous credits from the UW.

The UW will soon offer the online completion of an Integrated Social Sciences degree, with course proposals on track to go to faculty curriculum committees this autumn with the target of offering classes in Autumn 2014.

June 13, 2013

The President reported on concerns about course offerings in the areas of STEM (Science, Technology, Engineering, Math), saying locally, as well as nationally, industry continues to ask for more bachelor's degree graduates in the STEM fields, with good employment prospects for these graduates. There have been far more qualified and interested students for these majors than there have been opportunities to earn the degrees. In the last year, as a result of budget decisions at UW and in the legislature, additional student slots have been created in these programs. Several of the STEM degrees are in Arts & Sciences, including Math, Biology, Chemistry and Physics. The University has made great progress there as well in increasing output of bachelor's degrees in these key areas. The College of the Environment is growing and is expected to be an important source of STEM degrees in the coming years.

Regent Ayer thanked the President for his report and said Regents were grateful for his hard work and service to the University as he completes his second year at the University.

CONSENT AGENDA

Regent Ayer noted there were twelve items for approval on the consent agenda, and called for a motion.

MOTION: Upon the recommendation of the Chair of the Board and the motion made by Regent Simon, seconded by Regent Cole, the Board voted to approve the twelve items on the consent agenda as shown below:

Minutes for the meeting of May 9, 2013

Minutes for the Special Meeting of May 21, 2013

Amending the Board of Regents Governance, Standing Orders, Chapter 6, "Policy on Assistance for Human Subjects" (Agenda no. A-1)

It was the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the amendment of the *Board of Regents Governance*, Standing Orders, Chapter 6, "Policy on Assistance for Human Subjects."

See Attachment A-1.

Granting of Degrees 2012-13 (Agenda no. A-3)

It was the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the granting of degrees to those individuals who, in the judgment of the faculty, have satisfied the requirements for their respective degrees during the 2012-13 academic year.

See Attachment A-3.

Reappointments to the UW Medicine Board (Agenda no. A-4)

It was the recommendation of the University President and the Academic and Student Affairs Committee that the Board of Regents make the following reappointments to the UW Medicine Board:

James Anderson	July 1, 2013 through June 30, 2016
William Rex	July 1, 2013 through June 30, 2016
Herman Sarkowsky	July 1, 2013 through June 30, 2016

See Attachment A-4.

Establishment of the Master of Industrial and Systems Engineering (Agenda no. A-5)

It was the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents grant authority to the Department of Industrial and Systems Engineering at the University of Washington to offer the Master of Industrial and Systems Engineering degree program, effective Autumn Quarter 2013. This will be a state-based program, offered both onsite and via distance delivery. The degree program will have provisional status with a review to be scheduled for the 2018-2019 academic year. At such time that continuing status is granted, a ten-year review cycle would begin in coordination with regular Department of Industrial and Systems Engineering academic program reviews.

See Attachment A-5.

Services and Activities Fee University of Washington Seattle, 2013-2014 Operating and Capital Allocations (Agenda no. A-6)

It was the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve for the Seattle campus:

- 1) Raising the S&A Fee level for 2013-14 from \$120 per full-time student per quarter to \$126 (this action is contingent upon the Legislature delegating authority to the UW for new or increased fees);
- 2) Allocating \$14,110,901 (operating: \$13,921,093; capital: \$189,808) for 2013-14 S&A Fee operating and capital funds;
- 3) Decreasing the IMA Bond from \$35 per quarter to \$32; and
- 4) Decreasing the Student Facilities Renovation Fee (i.e., the Husky Union Building, Hall Health Primary Care Center, and Ethnic Cultural Center bond) from \$91 per quarter to \$89.

See Attachment A-6.

Services and Activities Fee University of Washington Tacoma, 2013-2014 Distribution of Fees and Allocation of Funds (Agenda no. A-7)

It was the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the following Services and Activities Fee proposals for the University of Washington Tacoma:

June 13, 2013

- 1) no increase in the Services and Activities Fee for academic year 2013-14,
- 2) the distribution of Services and Activities Fee for 2013-14; and
- 3) the operating budgets and expenditures recommended for 2013-14.

See Attachment A-7.

**Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of Funds** (Agenda no. A-8)

It was the recommendation of the Administration and the Academic and Student Affairs Committee that the Board of Regents approve for the University of Washington Bothell:

- 1) Recommended Services and Activities Fee Budget for 2013-14; which is inclusive of spending authority on excess fees.
- 2) Recommended use of long term funds in the amount of \$120,824 for the relocation and associated costs to move the fitness center from its current location to Husky Hall.

See Attachment A-8.

Grant and Contract Awards Summary – March 2013 (Agenda no. F-2)

It was the recommendation of the administration and the Finance, Audit and Facilities Committee the Board of Regents accept Grant and Contract Awards for the month of March, 2013, in the total amount of \$93,857,270.

See Attachment F-2.

UW Bothell Student Activities Center Project – Establishing a Student Fee (Agenda no. F-7)

It was the recommendation of the administration and the Finance, Audit and Facilities Committee that the Board of Regents approve:

- 1) The establishment of a new Student Activities Center Fee for the UW Bothell campus for the construction of a Student Activities Center. The proposed fee is \$147 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin Autumn 2015, when the facility is at substantial completion; contingent upon July 2013 Board of Regents approval of the project budget and financing plan; and
- 2) The establishment of a Student Activities Center Programming Fee of up to \$22 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin Autumn 2015, when the facility is at substantial completion; contingent upon July 2013 Board of Regents approval of the project budget and financing plan.

Both actions are contingent upon the Legislature delegating authority to the UW for new or increased fees.

See Attachment F-7.

UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term Funds (Agenda no. F-8)

It was the recommendation of the administration and the Finance, Audit and Facilities Committee that the Board of Regents approve:

- 1) The establishment of a new Student Center Fee for the UW Tacoma campus for the construction and operation of the “University YMCA” Student Center. The proposed fee is \$180 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin summer 2015, when the facility is completed and open to students; contingent upon Board of Regents’ approval of the project budget and finance plan; and
- 2) The use of \$4M of Services and Activities Fee (SAF) Long Term Funds for the capital costs of the UW Tacoma “University YMCA” Student Center; contingent upon Board of Regents’ approval of the project budget and finance plan.

Both actions are contingent upon the Legislature delegating authority to the UW for new or increased fees.

See Attachment F-8.

STANDING COMMITTEES

ACADEMIC AND STUDENT AFFAIRS COMMITTEE: Regent Ayer, Chair

Regent Ayer provided a report from the Academic and Student Affairs Committee. He invited Senior Vice Provost Jerry Baldasty to highlight selected appointments. Senior Vice Provost Baldasty highlighted the appointment of Bjong Wolf Yeigh to Chancellor of UW Bothell and Denzil Suite as Vice President of Student Life.

Academic and Administrative Appointments (Agenda no. A-2)

MOTION: Upon the recommendation of the administration and the motion made by Regent Cole, seconded by Regent Jaech, the Board voted to approve the personnel appointments. Regent Jordan abstained from the discussion and vote.

See Attachment A-2.

Freshman Holistic Review 101: Let’s Read Some Applications Together (Agenda no. A-10) (Information only)

Regent Ayer reported on an insightful session on the University’s admissions process led by the Director of Admissions, Philip Ballinger. Regents learned about the holistic freshman application process, in effect since 2005, with the goal of building a diverse freshman class. The process considers various factors, including GPA, in context of the

June 13, 2013

applicant's high school, AP classes, SAT scores, and senior year performance. Applicants' personal qualities are reviewed to look at various adversity factors.

Regents read three applications and decided if the applicants would be admitted, wait-listed, or denied. Through this process they gained a better understanding of how tough admissions decisions are made in a competitive environment. UW has a trend of increasing freshman applications – over 30,000 were received last year.

See Attachment A-10.

Mental Health Awareness at the University of Washington (video presentation)

(Agenda no. A-11) (Information only)

Regents viewed a video about mental health awareness produced by students, and directed to students. The video featured students, Regent Cole, and Provost Cauce.

Regent Ayer expressed his thanks to ASUW President Evan Smith and GPSS President Adam Sherman, both featured in the video, for being the impetus for producing and distributing this video, which is available on You Tube and entitled, "Mental Health at the University of Washington."

See Attachment A-11.

FINANCE, AUDIT AND FACILITIES COMMITTEE: Regent Blake, Past Chair

Regent Ayer thanked Regent Blake for chairing the Finance, Audit and Faculties Committee and invited her to provide a report from the Committee meetings.

Regent Blake highlighted the Board's approval, on the consent agenda, of student fees to fund student centers at UW Bothell and Tacoma. She said Regents appreciate the students' hard work on those projects, which was evident in the written and oral proposals. She said she looks forward to construction being completed on the centers and to see them when Regents visit those campuses.

Report of Contributions – April 2013 (Agenda no. F-1) (Information only)

The total gifts received in April 2013, was \$23,025,023, the total for the year-to-date is \$268,761,948.

See Attachment F-1.

Actions Taken Under Delegated Authority (Agenda no. F-3) (Information only)

See Attachment F-3.

Investment Performance Report, Third Quarter Fiscal Year 2013 (Agenda no. F-4) (Information only)

See Attachment F-4.

Internal Lending Program Quarterly Report, Quarter Ended March 31, 2013
(Agenda no. F-5) (Information only)

See Attachment F-5.

Metropolitan Tract Quarterly Report, Quarter Ended March 31, 2013 (Agenda no. F-6) (Information only)

See Attachment F-6.

Joint Session

ACADEMIC AND STUDENT AFFAIRS COMMITTEE: Regent Ayer, Chair
FINANCE, AUDIT AND FACILITIES COMMITTEE: Regent Blake, Past Chair

Update on Proposed Fiscal Year 2014 Operating and Capital Budgets and Tuition Rates; and Legislative Process (Agenda no. F-9) (Information only)

Regent Blake reported on a budget update heard in the joint committee. With the legislature in a second special session, the University will be limited in its ability to receive input during the budget process. Once the legislature passes a budget the University will do the best it can to provide opportunities for the campus community to have input into the University's proposed budget to inform the Board's decision. Lacking an approved budget from the legislature by the completion of the fiscal year, the University will need to pass a budget to operate non-state funded activities in the 2013-14 fiscal year.

See Attachment F-9.

UW Medicine Board Annual Patient Safety and Quality Committee Report
Accountable Care Organizations (Agenda no. F-10) (Information only)

The scheduled annual patient safety and quality committee report from UW Medicine was deferred to a future meeting. Instead, Dr. Ramsey presented information about accountable care organizations, which reflect a change in the way health care services will be provided. UW Medicine is stepping up to participate and take advantage of potential benefits of being an accountable care organization.

See Attachment F-10.

OTHER BUSINESS: REPORTS TO THE BOARD OF REGENTS

Regent Ayer invited the student leaders from UW Tacoma and Bothell to join the Regents at the table. He thanked Ms. Pierini and Mr. King for their service to the University during the past year.

In Professor Gregory's absence, Regent Ayer invited Professor Jack Lee, Vice Chair of the Faculty Senate, to present a report.

Faculty Senate Vice Chair: Professor Jack Lee

Professor Lee said the faculty leadership are "holding our breaths" to find out what the legislature will do with respect to the budget. It will be important to find a way to fund significant raises for faculty members, after five years of frozen salaries. Dr. Lee thanked members of the Board, the President, the Provost, and student leaders for their strong support for the faculty on this issue.

ASUW President: Mr. Evan Smith

Mr. Smith reported spring quarter was "huge for the ASUW," with a variety of programs and events to engage students. UW leaders presented a showcase of their projects at the Inspiring Leadership event.

Mr. Smith said he is proud to stand with UW's Student Diversity Coalition in support of the recently-approved undergraduate diversity requirement. He thanked members of the administration and faculty for their collaboration on this effort.

The ASUW Senate discussed a resolution supporting the University's divestment from fossil fuel. ASUW leaders supported looking toward divestment in long and short term steps to invest in alternative energy and fight climate change. ASUW supported further incorporation of sustainability into the undergraduate academic curriculum. A Provost's task force was formed to work toward this goal next year.

Regents viewed ASUW's 2012-13 annual report, which summarized events and achievements. Mr. Smith presented some of the metrics of ASUW's accomplishments.

Michael Kutz, incoming ASUW President, was introduced.

GPSS President: Mr. Adam Sherman

Mr. Sherman provided a year in review for GPSS, saying he is proud of its accomplishments and contributions to the UW community. He highlighted a few events and accomplishments from the past year:

- The sixth annual Higher Education Summit focused on funding, the role of online education in higher education, and the role of student involvement in university budgets.
- Financial support for students – GPSS provided \$25,000 in direct student support for programming and services, secured \$50,000 in grant funding for innovative new projects, created a Development Coordinator position to help secure more resources to better serve students in the future, and established an endowment to improve long-term financial position and grow capacity to serve students in collaboration with many offices across the University.

- In collaboration with ASUW, successfully passed legislation guaranteeing PACS will endure in the future.
- Revived travel grants program to support opportunities for graduate students to travel to academic and professional conferences and build a meaningful professional network.
- Held the third annual Science and Policy Summit, bringing UW scientists, faculty and students to the table with community policy makers to assure science is informing policy.
- Raised important questions about the future of fee-based programs on campus and the need for robust financial aid for students in those programs.
- Emphasized efforts to encourage student access to mental health support resources on campus, and de-stigmatize seeking help for mental health services.

GPSS, he concluded, is an organization with a small budget and an important impact, in collaboration with others.

Mr. Sherman thanked members of the Board of Regents for allowing the student voice to be heard, and listened to, and for valuing the student perspective.

He introduced Chris Lizotte, incoming GPSS President.

ASUW Tacoma President: Ms. Elizabeth Pierini

Ms. Pierini thanked Regents for inviting ASUW Tacoma and Bothell Presidents to the table and said she appreciates the Regents listening to the student voice.

Students at UW Tacoma are excited about the student union project. She thanked Chancellor Friedman for her continued support and for working collaboratively with students.

ASUW Tacoma held elections, and Peter Pentescu was elected as the ASUW Tacoma President.

Ms. Pierini said she is excited about the upcoming commencement ceremony where the UW Tacoma graduating class will display their “Husky Principles,” affirming a set of shared community values.

ASUW Bothell President: Mr. Kevin King

Mr. King summarized ASUW Bothell’s accomplishments for the year, highlighting the opening of the Sports and Recreation Complex. He is thankful for the Board’s approval of the student activity center fee, which is the culmination of a four-year project.

Tal Singh was elected as the 2013-14 ASUW Bothell President.

Alumni Association President: Mr. Patrick Crumb

Mr. Crumb reported on UWAA's strategic planning process, UW Impact, and end-of-year recognition.

Strategic Planning

Mr. Crumb thanked President Young for meeting with him and UWAA senior staff members to strategize programming priorities for the Alumni Association as part of an ongoing effort to look forward to achieving the stated mission of supporting the University of Washington. They discussed the question, "What is important to University stakeholders?" The outcome of the strategic planning is an increased investment by the Alumni Association in collaborating with Student Life to enhance the student experience, particularly in the areas of career development, life skills for transitioning seniors, and elevated support for emerging parent and family program efforts.

UW Impact

During the first special legislative session, UW Impact tools generated over 1,100 distinct contacts between alumni and legislators, urging support for students, faculty, higher education, and the mission of the University. Messaging continues in the second special session, with a particular focus on urging completion of the budget process by end of June.

UW Impact will host the sixth annual conference of Public Higher Education Legislative Advocacy Professionals (PHELAP) in Seattle on July 10-12. Attendees will include alumni relations and government affairs professionals from over twenty-five public universities from all over the country. President Young will be a conference speaker, as will Regent Simon.

End of Year Recognition

Upcoming recognition events include the UWAA Distinguished Service Award Recipient, Bryan Pearce (awarded posthumously), and William H. Gates, Alumnus Summa Laude Dignatus. Regent Emeritus Gates is featured on the cover of the latest issue of Columns magazine.

Mr. Crumb closed by saying commencement reminds him, and others, of the University's impact on students and the community. He is always pleased to see a "fresh new crop of graduates" becoming alumni. Two thousand 2013 graduates have already officially joined the Alumni Association.

DATE FOR NEXT MEETING

The next regular meeting of the Board of Regents will be held on Thursday, July 11, 2013, on campus.

ADJOURNMENT

The regular meeting was adjourned at 2:30 p.m.



Joan Goldblatt
Secretary of the Board of Regents

Approved at the meeting of the Board on July 11, 2013.



PUBLIC EMPLOYMENT RELATIONS COMMISSION

NOTICE TO EMPLOYEES

STATE LAW GIVES YOU THE RIGHT TO:

- Form, join, or assist an employee organization (union)
- Bargain collectively with your employer through a union chosen by a majority of employees
- Refrain from any or all of these activities except you may be required to make payments to a union or charity under a lawful union security provision

THE WASHINGTON PUBLIC EMPLOYMENT RELATIONS COMMISSION CONDUCTED A LEGAL PROCEEDING AND RULED THAT THE UNIVERSITY OF WASHINGTON COMMITTED AN UNFAIR LABOR PRACTICE AND ORDERED US TO POST THIS NOTICE TO EMPLOYEES:

WE UNLAWFULLY refused to meet and negotiate with the Washington Federation of State Employees (WFSE) over issues involving Contact Center employees.

WE UNLAWFULLY refused to provide relevant collective bargaining information requested by WFSE.

WE UNLAWFULLY interfered with employee rights by refusing to acknowledge the Contact Center employees' inclusion in the WFSE bargaining unit and refusing to acknowledge WFSE's standing as the exclusive bargaining representative.

TO REMEDY OUR UNFAIR LABOR PRACTICES:

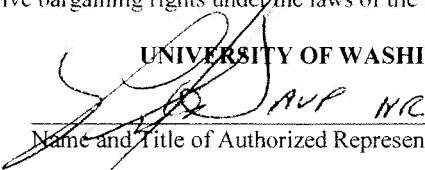
WE WILL, upon request, meet and negotiate with the WFSE.

WE WILL provide relevant collective bargaining information requested by WFSE.

WE WILL NOT, in any other manner, interfere with, restrain, or coerce our employees in the exercise of their collective bargaining rights under the laws of the State of Washington.

UNIVERSITY OF WASHINGTON

BY:


Name and Title of Authorized Representative

DATE:

06.13.13

This notice must remain posted for 60 consecutive days, and must not be altered or covered by any other material. The full decision in this case is published at www.perc.wa.gov

THIS IS AN OFFICIAL NOTICE AND MUST NOT BE DEFACED BY ANYONE.

PERC is an independent State agency that enforces public sector collective bargaining laws in the State of Washington. Our mission is to prevent or minimize disruptions to public services by the uniform, impartial, efficient and expert resolution of labor-management disputes. PERC conducts secret ballot elections to determine whether employees want union representation, provides mediation services and conducts unfair labor practice and arbitration hearings. Questions about this notice or compliance with the Commission's order may be directed to PERC, 112 Henry Street NE, Suite 300, PO Box 40919, Olympia, Washington 98504-0919. To find out more about your rights, you may call our office: (360) 570-7300 or go to our website www.perc.wa.gov.



PUBLIC EMPLOYMENT
RELATIONS COMMISSION

NOTICE TO EMPLOYEES

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- Bargain collectively with your employer through a union chosen by a majority of employees
- Refrain from any or all of these activities except you may be required to make payments to a union or charity under a lawful union security provision

THE WASHINGTON PUBLIC EMPLOYMENT RELATIONS COMMISSION CONDUCTED A LEGAL PROCEEDING AND RULED THAT THE UNIVERSITY OF WASHINGTON COMMITTED AN UNFAIR LABOR PRACTICE AND ORDERED US TO POST THIS NOTICE TO EMPLOYEES:

WE UNLAWFULLY unilaterally changed employees' wages without providing the union with notice and an opportunity to bargain.

TO REMEDY OUR UNFAIR LABOR PRACTICES:

WE WILL make the affected employees whole by payment of back pay from January 2009 through June 2009. Back pay shall be computed in conformity with WAC 391-45-410.

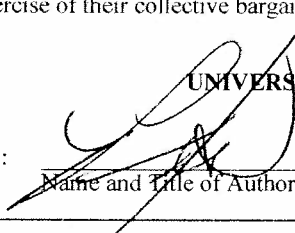
WE WILL bargain in good faith over the wages for the affected employees for the 2009 through 2011 collective bargaining agreement.

WE WILL give notice to and, upon request, negotiate in good faith with the Washington Federation of State Employees, before unilaterally changing employees' wages.

WE WILL NOT, in any other manner, interfere with, restrain, or coerce our employees in the exercise of their collective bargaining rights under the laws of the State of Washington.

UNIVERSITY OF WASHINGTON

BY:


Name and Title of Authorized Representative

DATE: 06.13.13

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PUBLIC EMPLOYMENT RELATIONS COMMISSION

NOTICE TO EMPLOYEES

STATE LAW GIVES YOU THE RIGHT TO:

- Form, join, or assist an employee organization (union)
- Bargain collectively with your employer through a union chosen by a majority of employees
- Refrain from any or all of these activities except you may be required to make payments to a union or charity under a lawful union security provision

THE WASHINGTON PUBLIC EMPLOYMENT RELATIONS COMMISSION CONDUCTED A LEGAL PROCEEDING AND RULED THAT THE UNIVERSITY OF WASHINGTON COMMITTED AN UNFAIR LABOR PRACTICE AND ORDERED US TO POST THIS NOTICE TO EMPLOYEES:

WE UNLAWFULLY interfered with employee rights by refusing to follow the grievance procedure in the collective bargaining agreement.

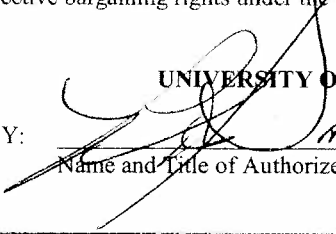
TO REMEDY OUR UNFAIR LABOR PRACTICES:

WE WILL engage in grievance mediation with the union and Robin Jackson. If the parties are unable to reach agreement within sixty (60) days from the issuance of this decision, they shall submit the dispute to binding arbitration. We shall bear any and all fees and costs charged by the arbitrator. Each party shall bear its own attorney fees.

WE WILL NOT, in any other manner, interfere with, restrain, or coerce our employees in the exercise of their collective bargaining rights under the laws of the State of Washington.

UNIVERSITY OF WASHINGTON

BY:


Name and Title of Authorized Representative

DATE: 06.13.13

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**University of Washington
Board of Regents
Resolution of Appreciation to
Christopher M. Jordan**

WHEREAS, in accordance with Washington state law, Governor Christine O. Gregoire appointed first-year law student Christopher M. Jordan to serve the prescribed one-year term, from August 2, 2012 to June 30, 2013, as the student member of the University of Washington Board of Regents; and

WHEREAS, as a native of Spokane and a two-time alumnus of the University of Washington, graduating *cum laude* with a bachelor of arts in political science in 2010 and earning a master of public administration in 2012, with a focus in leadership, management, and decision-making, he brought to his Regental responsibilities a deep appreciation and affection for his alma mater; and

WHEREAS, through his active involvement in student life, serving as a Resident Adviser for Housing & Food Services, opinion columnist for *The Daily*, Public Relations Coordinator for the Associated Students of the University of Washington (ASUW), and as a member of the UW Provost's Advisory Committee for Students (PACS), he demonstrated his commitment to students and student leadership, which contributed greatly to the quality of student life for all students at the University; and

WHEREAS, he has served the Board with distinction, ably representing the students of the University and bringing to his work on the Board the perspective of an experienced, intelligent, well-informed and well-prepared student, deeply committed to the University's values, especially access, opportunity, and the pursuit of excellence; and

WHEREAS, his passion for public policy, dedication to public service, and strong commitment to student engagement have helped further the University's public mission; and

WHEREAS, his judgment, keen analytical skills, and enthusiasm for service have contributed profoundly to the work of the Board and made him an exemplary Regent, an equal among equals and a true colleague and partner; and

WHEREAS, his fundamental commitment to students on all three campuses and exceptional communication skills have contributed greatly to his success as a student Regent;

NOW, THEREFORE, BE IT RESOLVED: That the members of the Board of Regents express to Chris Jordan their gratitude on behalf of the entire University community, especially the student body, and their own personal thanks for his outstanding service, dedication, and hard work, that we wish him continued success in his studies and happiness in all his future endeavors, and that this resolution be spread upon the minutes of the Board as a permanent record of the Board's sincere appreciation.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Amending the Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Assistance for Human Subjects”RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the amendment of the *Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Assistance for Human Subjects.”*

BACKGROUND

The existing Standing Order was written in 1980. The purpose of the proposed modification is to provide a clear delegation from the Board of Regents to the President to establish terms and conditions of this no-fault program which are consistent with both applicable regulations and with the operating needs of the institution. The modification also aligns the content of the standing order to be consistent with other standing orders, by focusing on policy and delegation of authority rather than operations.

The University’s human subjects assistance program, created in 1972, is widely respected as the premier model for such programs and has garnered recognition from the National Institutes of Health and the Presidential Commission for the Study of Bioethical Issues. Over the past forty years, payments made by the University have been quite modest, averaging \$1,200 per claim for the 32 claims received. In addition, the University has provided free medical care to subjects in 95 cases, only 9 of which resulted in fee waivers of \$50,000 or more. The program has been very valuable, however, both in providing some comfort and encouragement to those who volunteer as subjects and in underscoring the University’s fundamental commitment to the well-being and ethical treatment of these individuals, who make such an important contribution to society.

While the University continues to value our voluntary research subjects, it is necessary to update the program due to changes in the regulatory environment, insurance coverage, the University’s healthcare operations, and the University’s growing emphasis on conducting research with partners outside the institution.

It is reasonable to assume that continued developments in the research environment will require additional updates to the program over time, hence the need for a clear delegation of authority to the President.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Amending the Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Assistance for Human Subjects” (continued p. 2)

REVIEW AND APPROVAL

The proposed amendment of Chapter 6 has been approved by the University President, the Vice Provost for Research, the Executive Director of Risk Management, and endorsed by UW Medicine and the Human Subjects Division.

Attachments

1. Proposed Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Assistance for Human Subjects”
2. Current Board of Regents Governance, Standing Orders, Chapter 6, “Policy on Compensation for Adverse Effects to Human Subjects”

Policy on Assistance for Human Subjects

The University of Washington respects and values the volunteer human subjects who participate in University research, and recognizes that subjects may assume some risk by participating in research.

Consistent with the University's research mission, the University is authorized to maintain a no-fault human subjects assistance program to provide medical and other assistance to human subjects who, in the course of University-conducted research, suffer adverse effects. The terms and conditions of such a program will be determined by the President or the President's designee.

BR, June 1980; June 13, 2013.

Policy on Compensation for Adverse Effects to Human Subjects

1. Application of Program

The University's adverse effects compensation program is intended to apply to projects carried out by University personnel and under University sponsorship. To be covered, the project must also be one which has been approved in writing by the University's Human Subjects Review Committee. The program applies only to adverse effects resulting from the study procedure itself.

2. Scope of Compensation

Compensation under the program is intended to be on a "no-fault" basis (i.e., the claimant need not demonstrate University fault or negligence), and is designed as a substitute for the traditional tort system. It is voluntary from the viewpoint of the claimant, who must agree to give up his or her right to pursue a traditional tort action in order to receive the benefits provided under the program. The benefits to be provided are as follows:

- A.** All medical expenses immediately and directly associated with the adverse effect, up to a maximum of \$10,000.
- B.** Such additional expenses or compensation as may be agreed to by the parties. If the claimant is unwilling to give up his or her right to sue, then the matter will be handled as a traditional tort claim and will be settled or defended on that basis.

3. Claim Procedure

If an investigator believes an adverse effect has occurred, the investigator shall immediately prepare a report summarizing the background, nature and result of the adverse effect. The report shall be submitted to the Human Subjects Office and the Office of Risk Management, who may consult with representatives of the Attorney General's Division and the Human Subjects Review Committee which reviewed the project involved, in making a determination as to the applicability of the compensation program. If the situation is one for which compensation is appropriate, the Office of Risk Management will arrange for paying the applicable benefits and securing a release from the subject.

If a subject believes an adverse effect has occurred, the subject may independently prepare a report containing the information mentioned above to be submitted to the Human Subjects Office and Office of Risk Management, and a determination as to applicability of the compensation program will be made. If compensation is appropriate, it will be arranged as described above; if it is not, the subject will be so notified. Any such report must be submitted within one year of the occurrence of the adverse effect.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Academic and Administrative Appointments

RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the appointments to the University faculty and administration as presented on the attached list.

Attachment

Academic and Administrative Appointments

ADMINISTRATIVE APPOINTMENTS

Administration

Office of the President

Suite, Denzil

Vice President, Student Life, effective 7/29/2013

Degrees:

- PhD, 2002, University of Southern California
- MA, 1988, University of Vermont
- BA, 1986, The Ohio State University

College of Arts and Sciences

Department of Geography

Jarosz, Lucy Antonia

Chair, Geography, effective 7/1/2013

Continuing Appointments:

- Professor, Geography
- Adjunct Professor, Gender, Women, and Sexuality Studies

Degrees:

- PhD, 1990, University of California (Berkeley)
- MA, 1979, University of Wisconsin
- BA, 1975, University of Montana

College of Education

College of Education

Williamson-Lott, Joy Ann

Associate Dean, Education, effective 7/1/2013

Continuing Appointment:

- Associate Professor, Education

Degrees:

- PhD, 1998, University of Illinois (Urbana)
- MA, 1995, University of Illinois (Urbana)
- BS, 1993, University of Illinois (Urbana)

School of Medicine

Department of Biochemistry

Davis, Trisha Nell

Chair, Biochemistry, effective 5/1/2013

Continuing Appointment:

- Professor, Biochemistry

Degrees:

- PhD, 1983, Yale University
- BA, 1976, University of California (Santa Cruz)

Department of Radiation Oncology

Mayr, Nina M.

Chair, Radiation Oncology, effective 6/1/2013

Degrees:

- MD, 1985, University of Munich (Germany)
- BA, 1978, Lycee Miebach (Germany)

University of Washington, Bothell

University of Washington, Bothell

Yeigh, Bjong Wolf

Chancellor, Bothell , effective 7/1/2013

Degrees:

- PhD, 1995, Princeton University
- MA, 1994, Princeton University
- MS, 1987, Stanford University
- BA, 1986, Dartmouth College

University of Washington, Tacoma

Urban Studies Program, Tacoma

Modarres, Ali

Director, Urban Studies, Tacoma, effective 9/1/2013

Degrees:

- PhD, 1990, University of Arizona
- MLA, 1985, University of Arizona
- BLA, 1983, University of Arizona

ENDOWED APPOINTMENTS

College of Engineering

Department of Computer Science and Engineering

Grossman, Daniel Joseph

J. Ray Bowen Professorship for Innovation in Engineering Education, effective 7/1/2013

Continuing Appointment:

- Associate Professor, Computer Science and Engineering

Degrees:

- PhD, 2003, Cornell University
- MS, 2001, Cornell University
- BA, 1997, Rice University
- Bachelor Of Electrical Engineering, 1997, Rice University

School of Medicine

Department of Biochemistry

Davis, Trisha Nell

Earl W. Davie/Zymogenetics Endowed Chair in Biochemistry, effective 5/1/2013

Continuing Appointments:

- Professor, Biochemistry
- Chair, Biochemistry

Degrees:

- PhD, 1983, Yale University
- BA, 1976, University of California (Santa Cruz)

NEW APPOINTMENTS

ROTC

Department of Naval Science

Deehr, John David

Professor without Tenure, Naval Science, effective 1/1/2014

Prior Non-UW Appointment:

- Commanding Officer and Executive Office on the USS Peleliu

Degrees:

- MS, 2004, U.S. Naval War College
- BA, 1982, Kent State University

College of Arts and Sciences

Department of Biology

Buckley, Lauren Beth

Assistant Professor, Biology, effective 7/1/2013

Prior Non-UW Appointment:

- Assistant Professor, Department of Biology, University of North Carolina, Chapel Hill

Degrees:

- PhD, 2005, Stanford University
- BA, 2000, Williams College

Department of Communication

Hill, Benjamin Mako

Acting Assistant Professor, pending Ph.D., Communication, effective 9/16/2013

Degrees:

- PhD - Expected, 2013, Massachusetts Institute of Technology
- SM, 2007, Massachusetts Institute of Technology
- BA, 2003, Hampshire College

Department of Sociology

Wender, Jonathan Marcus

Lecturer, Full-time, Sociology, effective 9/16/2013

Prior UW Appointment:

- Lecturer Part-Time, Law, Societies, and Justice

Degrees:

- PhD, 2004, Simon Fraser University (Canada)
- BA, 1989, University of Washington

Department of Law, Societies, and Justice

Wender, Jonathan Marcus

Lecturer, Full-time, Law, Societies, and Justice, effective 9/16/2013

Prior UW Appointment:

- Lecturer Part-Time, Law, Societies, and Justice

Degrees:

- PhD, 2004, Simon Fraser University (Canada)
- BA, 1989, University of Washington

Business School

Department of Finance and Business Economics

Bond, Philip

Associate Professor, Finance and Business Economics, effective 9/16/2013

Prior Non-UW Appointment:

- Associate Professor, Department of Finance, Carlson School of Management, University of Minnesota

Degrees:

- MA, 1999, University of Chicago
- PhD, 1999, University of Chicago
- BA, 1993, University of Oxford (UK)

College of Education

College of Education

Jackson, Kara

Assistant Professor, Education, effective 9/16/2013

Prior Non-UW Appointment:

- Assistant Professor, Mathematics Education, McGill University

Degrees:

- PhD, 2010, University of Pennsylvania
- MA, 2005, University of Pennsylvania
- BA, 1997, Bates College

College of Engineering

Department of Materials Science and Engineering

Wang, Deyu

Visiting Professor, Materials Science and Engineering, effective 2/26/2013

Prior Non-UW Appointment:

- Professor at Ningbo Institute of Material Technology and Engineering

Degrees:

- PhD, 2005, Chinese Academy of Sciences
- MEng, 2002, Harbin Institute of Technology (China)
- BS, 2000, Harbin Institute of Technology (China)

Information School

Information School

Stearns, David

Senior Lecturer, Full-time, Information School, effective 8/16/2013

Degrees:

- PhD, 2008, University of Edinburgh (UK)
- BBA, 1991, Pacific Lutheran University

West, Jevin Darwin

Assistant Professor, Information School, effective 7/1/2013

Degrees:

- PhD, 2010, University of Washington
- MS, 2004, Utah State University
- BS, 2000, Utah State University

School of Medicine

Department of Biochemistry

Hoppins, Suzanne

Assistant Professor, Biochemistry, effective 7/1/2013

Degrees:

- PhD, 2005, University of Alberta (Canada)
- BS, 2000, University of Alberta (Canada)

Department of Bioethics and Humanities

James, Rosalina

Assistant Professor without Tenure, Bioethics and Humanities, effective 7/1/2013

Prior UW Appointment:

- Acting Assistant Professor, temporary, Bioethics and Humanities

Degrees:

- PhD, 2002, University of Washington
- BS, 1994, Western Washington University

Department of Family Medicine

Kost, Amanda Rhea

Assistant Professor without Tenure, Family Medicine, effective 6/1/2013

Prior UW Appointment:

- Acting Assistant Professor, temporary, Family Medicine

Degrees:

- MD, 2005, State University of New York (Buffalo)
- BA, 2001, Cornell University

Department of Global Health

Higashi, Hideki

Assistant Professor without Tenure, Global Health, effective 4/25/2013

Degrees:

- PhD, 2011, University of Queensland (Australia)
- MSC, 2008, Chulalongkorn University (Thailand)
- MPH, 2003, University of New South Wales (Australia)
- Graduate Diploma, 2001, University of New South Wales (Australia)
- BA, 1991, Sophia University (Japan)

Department of Medicine

Avraham, Karen B.

Visiting Professor, Medicine, effective 6/1/2013

Prior Non-UW Appointment:

- Professor, Sackler School of Medicine, Tel Aviv University, Israel

Degrees:

- PhD, 1990, Weizmann Institute for Science (Israel)
- BA, 1984, Washington University

Dandekar, Ajai Arvind

Assistant Professor without Tenure, Medicine, effective 7/1/2013

Prior UW Appointment:

- Acting Instructor, Medicine

Degrees:

- MD, 2005, University of Iowa
- PhD, 2005, University of Iowa
- BA, 1997, Stanford University

Department of Orthopaedics and Sports Medicine

Twaddle, Bruce Charles

Professor without Tenure, Orthopaedics and Sports Medicine, effective 5/13/2013

Prior Non-UW Appointment:

- Director of Orthopaedic Trauma, Auckland Hospital, Auckland, New Zealand

Degrees:

- Bachelor of Medicine, Bachelor of Surgery (MB BS), 1984, University of Auckland (New Zealand)
- Bachelor of Human Biology, 1981, University of Auckland (New Zealand)

Department of Otolaryngology / Head and Neck Surgery

Johnson, Kaalan Erik

Assistant Professor without Tenure, Otolaryngology / Head and Neck Surgery, effective 8/12/2013

Prior Non-UW Appointment:

- Assistant Professor of Otolaryngology, University of Cincinnati

Degrees:

- MD, 2004, Loma Linda University
- BS, 2000, Seattle Pacific University

Department of Pediatrics

Ambartsumyan, Lusine

Assistant Professor without Tenure, Pediatrics, effective 8/1/2013

Degrees:

- MD, 2007, Drexel University
- BS, 2003, University of California (Los Angeles)

Kean, Leslie Susan

Associate Professor without Tenure, Pediatrics, effective 7/1/2013

Prior Non-UW Appointment:

- Associate Professor, Department of Pediatrics, Emory University School of Medicine

Degrees:

- MD, 1999, Emory University
- PhD, 1995, Emory University
- MPHIL, 1988, Cambridge University (UK)
- BA, 1987, Case Western Reserve University

Mendoza, Jason A.

Associate Professor without Tenure, Pediatrics, effective 7/1/2013

Prior Non-UW Appointment:

- Assistant Professor, Department of Pediatrics, Baylor College of Medicine

Degrees:

- MPH, 2004, University of Washington
- MD, 2001, Rush Medical College
- BA, 1996, University of Chicago

O'Mahony, Lila Nichols

Assistant Professor without Tenure, Pediatrics, effective 8/1/2013

Prior UW Appointment:

- Fellow, Pediatrics

Degrees:

- MD, 2004, University of Washington
- BA, 1994, Cornell University

Department of Physiology and Biophysics

Buffalo, Elizabeth Ann

Associate Professor, Physiology and Biophysics, effective 6/1/2013

Prior Non-UW Appointment:

- Associate Professor of Neurology, Emory University School of Medicine

Degrees:

- PhD, 1999, University of California (San Diego)
- MA, 1995, University of California (San Diego)
- BA, 1992, Wellesley College

Department of Radiation Oncology

Mayr, Nina M.

Professor, Radiation Oncology, effective 6/1/2013

Prior Non-UW Appointment:

- Professor, Department of Radiation Medicine, Ohio State University

Degrees:

- MD, 1985, University of Munich (Germany)
- BA, 1978, Lycee Miebach (Germany)

Department of Radiology

Robinson, Jeffrey D.

Assistant Professor without Tenure, Radiology, effective 7/1/2013

Prior UW Appointment:

- Acting Assistant Professor, temporary, Radiology

Degrees:

- MD, 1985, University of Minnesota
- AB, 1981, Washington University

Stanescu, Arta Luana

Assistant Professor without Tenure, Radiology, effective 7/1/2013

Prior UW Appointment:

- Acting Assistant Professor, temporary, Radiology

Degrees:

- MD, 1994, University of Medicine and Pharmacy Carol Davila (Romania)
- BS, 1987, National College "Gh.Lazar" (Romania)

Department of Rehabilitation Medicine

Morgenroth, David Crespi

Assistant Professor without Tenure, Rehabilitation Medicine, effective 7/1/2013

Prior UW Appointment:

- Acting Assistant Professor, temporary, Rehabilitation Medicine

Degrees:

- MD, 2003, State University of New York (Brooklyn)
- BS, 1996, University of California (Berkeley)

School of Public Health

Department of Environmental and Occupational Health Sciences

Rabinowitz, Peter M.

Associate Professor without Tenure, Environmental and Occupational Health Sciences, effective 9/1/2013

Prior Non-UW Appointment:

- Associate Professor of Medicine, Yale University School of Medicine

Degrees:

- MPH, 1995, Yale University
- MD, 1982, University of Washington
- BA, 1978, Amherst College

Department of Global Health

Higashi, Hideki

Assistant Professor without Tenure, Global Health, effective 4/25/2013

Degrees:

- PhD, 2011, University of Queensland (Australia)
- MSC, 2008, Chulalongkorn University (Thailand)
- MPH, 2003, University of New South Wales (Australia)
- Graduate Diploma, 2001, University of New South Wales (Australia)
- BA, 1991, Sophia University (Japan)

Rabinowitz, Peter M.

Associate Professor without Tenure, Global Health, effective 9/1/2013

Prior Non-UW Appointment:

- Associate Professor of Medicine, Yale University School of Medicine

Degrees:

- MPH, 1995, Yale University
- MD, 1982, University of Washington
- BA, 1978, Amherst College

University of Washington, Bothell

Division of Engineering and Mathematics, School of STEM, UW Bothell

Yeigh, Bjong Wolf

Professor, Engineering and Mathematics, School of STEM, Bothell, effective 7/1/2013

Prior Non-UW Appointment:

- President and Professor, Institute of Technology at Utica/Rome, State University of New York

Degrees:

- PhD, 1995, Princeton University
- MA, 1994, Princeton University
- MS, 1987, Stanford University
- BA, 1986, Dartmouth College

Nursing and Health Studies Program, Bothell

de Castro, Arnold Brian

Associate Professor, Nursing and Health Studies, Bothell, effective 9/16/2013

Prior UW Appointment:

- Associate Professor, Psychosocial and Community Health

Degrees:

- PhD, 2003, Johns Hopkins University
- MSN, 1998, Johns Hopkins University
- BSN, 1993, University of California (Los Angeles)

Willgerodt, Mayumi

Professor, Nursing and Health Studies, Bothell, effective 9/16/2013

Prior UW Appointment:

- Associate Professor, Family and Child Nursing

Degrees:

- PhD, 1999, University of Illinois
- MPH, 1995, University of Illinois
- MSN, 1995, University of Illinois
- BS, 1987, Georgetown University

UW Bothell School of Interdisciplinary Arts and Sciences

Bergman, Aeron Makaiah

Senior Artist in Residence, School of Interdisciplinary Arts and Sciences, Bothell, effective 9/16/2013

Prior Non-UW Appointment:

- Professor, Art and Intermedia, Oslo National Academy of Fine Arts, Oslo, Norway

Degrees:

- MA, 1999, New York University
- MA, 1996, University of Toronto (Canada)
- BA, 1995, Michigan State University

Berliner, Lauren Samara

Acting Assistant Professor, pending Ph.D., School of Interdisciplinary Arts and Sciences, Bothell, effective 9/16/2013

Degrees:

- PhD - Expected, 2013, University of California (San Diego)
- MA, 2005, Emerson College
- BA, 1998, Wesleyan University

Collins, Charles Richard III

Acting Assistant Professor, pending Ph.D., School of Interdisciplinary Arts and Sciences, Bothell, effective 9/16/2013

Degrees:

- PhD - Expected, 2013, Michigan State University
- MA, 2008, California State University (Chico)
- BA, 2004, University of California (Riverside)

Lichty, Lauren Faye

Assistant Professor, School of Interdisciplinary Arts and Sciences, Bothell, effective 9/16/2013

Degrees:

- PhD, 2010, Michigan State University
- MA, 2005, Michigan State University
- BS, 2003, University of Illinois (Urbana)

Toft, Amoshaun Phynn

**Assistant Professor, School of Interdisciplinary Arts and Sciences, Bothell,
effective 9/16/2013**

Prior UW Appointment:

- Lecturer Full-Time, School of Interdisciplinary Arts and Sciences, Bothell

Degrees:

- PhD, 2010, University of Washington
- MA, 2006, University of Washington
- BA, 2000, Goddard College

University of Washington, Tacoma

Education Program, Tacoma

Knaus, Christopher

Professor without Tenure, Education, Tacoma, effective 6/16/2013

Prior Non-UW Appointment:

- Associate Professor, Department of Educational Leadership, California State University, East Bay

Degrees:

- PhD, 2002, University of Washington
- MA, 1997, Washington State University
- BA, 1995, University of California (Davis)

Institute of Technology, Tacoma

Goda, Bryan

Professor, Institute of Technology, Tacoma, effective 9/16/2013

Prior UW Appointment:

- Acting Professor, Institute of Technology, Tacoma

Degrees:

- MA, 2005, US Army War College
- PhD, 2001, Rensselaer Polytechnic Institute
- MS, 1993, University of Colorado (Boulder)
- BS, 1982, US Military Academy

Schuessler, David

Lecturer, Full-time, Institute of Technology, Tacoma, effective 9/16/2013

Degrees:

- MS, 1996, Southern Illinois University
- MA, 1981, Southern Illinois University
- BA, 1978, Southern Illinois University

Urban Studies Program, Tacoma

Modarres, Ali

Professor, Urban Studies, Tacoma, effective 9/1/2013

Prior Non-UW Appointment:

- Professor & Chair, Department of Geosciences and Environment, California State University, Los Angeles

Degrees:

- PhD, 1990, University of Arizona
- MLA, 1985, University of Arizona
- BLA, 1983, University of Arizona

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Granting of Degrees for 2012-13RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the granting of degrees to those individuals who, in the judgment of the faculty, have satisfied the requirements for their respective degrees during the 2012-13 academic year.

BACKGROUND

The statutes of the State of Washington require that the Board of Regents approve the granting of degrees to those individuals who have satisfied the requirements for their respective degrees. Similar action is taken each year by the Board of Regents.

Approximately 14,917 degrees will be awarded this academic year. For work completed at the University of Washington, Seattle, students will receive an estimated 12,337 degrees, specifically: 7,700 bachelor's degrees, 3,324 master's degrees, 560 professional degrees, and 753 doctoral degrees. For work completed at the University of Washington, Bothell, students will receive about 1,251 degrees, including 1,069 bachelor's degrees and 182 master's degrees. For work completed at the University of Washington, Tacoma, students will receive about 1,329 degrees, including 1,101 bachelor's degrees and 228 master's degrees.

Last year a total of 14,842 degrees were awarded: At Seattle, 7,972 bachelor's degrees, 3,185 master's degrees, 565 professional degrees (Law, 181, Medicine, 211, Dentistry, 64, Pharmacy, 109), and 711 doctoral degrees; at Bothell, 924 bachelor's degrees and 217 master's degrees; and at Tacoma, 1,051 bachelor's degrees and 217 master's degrees.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Reappointments to the UW Medicine BoardRECOMMENDED ACTION

It is the recommendation of the University President and the Academic and Student Affairs Committee that the Board of Regents make the following reappointments to the UW Medicine Board:

Reappointments:

James Anderson	July 1, 2013 through June 30, 2016
William Rex	July 1, 2013 through June 30, 2016
Herman Sarkowsky	July 1, 2013 through June 30, 2016

BACKGROUND

Article 1, Section 1 of the UW Medicine Board Bylaws states, “The Board shall consist of seventeen (17) members, including the President of the University and the CEO/EVPMA/Dean, who shall serve as *ex officio* members of the Board with full voice and vote. The Board members shall be appointed by the Board of Regents. The Chairperson of the Board of Regents shall appoint the Chairperson of the Board. At least one Board member shall be a member of the Board of Regents.”

James Anderson has served on the Northwest Hospital & Medical Center Board since 2000. He also serves as the Chair of the Information Systems Committee and Finance Committee. Mr. Anderson has also served as Chairman of the Strategic Planning Committee for the Board of Directors for Northwest Healthcare Insurance Services and Washington Casualty Company and Chairman of the Budget Committee of the Board of Overseers of Whitman College. He has served on the Board of Directors of numerous business, civic, art and educational organizations, including: Pacific First Financial Corporation, Multicare Health System, Tacoma/Pierce County Economic Development Council, the Corporate Council for the Arts and Reality Based Learning.

William Rex retired as Managing Director of Prudential Securities Inc. and currently serves in an advisory role at Wachovia Securities Inc. Prior to Prudential Securities, Mr. Rex was President of Picnic Point Development Company, Ltd. Concurrently, he was Executive Vice President at Shearson Lehman Brothers and President of Foster & Marshall Realty and Mortgage Company, where he had previously held the title of Senior Executive Vice President. Prior to Foster & Marshall, Mr. Rex held Vice President positions at John Nuveen & Company and Merrill Lynch Pierce Fenner & Smith, consecutively. Mr. Rex has a long history of leadership, membership and participation in dozens of civic, business and charitable boards and organizations. In addition to the Northwest Hospital &

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Reappointments to the UW Medicine Board (continued p. 2)

Medical Center Board, he currently sits on the board of the Museum of Flight. Mr. Rex graduated with a Bachelor of Arts degree in Education from Grinnell College.

Herman Sarkowsky, a 1949 UW graduate, is president of Sarkowsky Investment Corporation and has been in the home building and construction business since 1950. He was a partner in Frederick & Nelson department stores and developer of the 62-story Key Tower in downtown Seattle. Sarkowsky was an owner and managing partner of the Seattle Seahawks and managing partner and owner of the Portland Trailblazers Basketball Club. Mr. Sarkowsky is active in UW affairs, having served in the past as president of the Alumni Fund, chairman of the President's Club, board member of the Alumni Association, as well as trustee and chairman of the University Hospital Board. He also has served as a member of the Board of Regents and chaired the first capital fund drive for the UW School of Medicine and UW Medical Center. He also served as a member of the executive committee of the UW Foundation Board. In addition, Mr. Sarkowsky has been chairman of the board of trustees of Seattle Children's foundation and the Seattle Art Museum.

Under the Bylaws of the UW Medicine Board it states that "The term of office of each appointed Board member shall be three (3) years. No appointed Board member may serve more than three (3) successive three-year (3) terms unless the person is serving as Chairperson or Vice Chairperson of the Board."

Attachment

UW Medicine Board Appointment Dates

UW MEDICINE BOARD APPOINTMENT DATES

<u>Name</u>	<u>Term of Appointment Date</u>	<u>Recommended Changes</u>
James Anderson	7/1/2013 through 6/30/2016	reappointment
Sue Bowman	1/1/2012 through 6/30/2014	
Alan Frazier	7/1/2012 through 6/30/2015	
Michael D. Garvey	7/1/2012 through 6/30/2015	
Allan C. Golston	11/1/2011 through 6/30/2014	
Gerald Grinstein	7/1/2012 through 6/30/2015	
Richard Jones	7/1/2012 through 6/30/2015	
Gary Kohlwes	1/1/2012 through 6/30/2014	
Julie Nordstrom	11/1/2011 through 6/30/2014	
Dennis Okamoto	7/1/2012 through 6/30/2015	
William Rex	7/1/2013 through 6/30/2016	reappointment
Herman Sarkowsky	7/1/2013 through 6/30/2016	reappointment
JoAnn Taricani	7/1/2011 through 6/30/2014	
Kristianne Blake	Board of Regents member	
Paul G. Ramsey, M.D.	CEO/EVPMA/Dean, ex officio	
Michael K. Young	University President, ex officio	

ATTACHMENT

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of the Master of Industrial and Systems Engineering

RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents grant authority to the Department of Industrial and Systems Engineering at the University of Washington to offer the Master of Industrial and Systems Engineering degree program, effective Autumn Quarter 2013. This will be a state-based program, offered both onsite and via distance delivery. The degree program will have provisional status with a review to be scheduled for the 2018-2019 academic year. At such time that continuing status is granted, a ten-year review cycle would begin in coordination with regular Department of Industrial and Systems Engineering academic program reviews.

BACKGROUND

In August, 2012, the Graduate School received a full proposal from the graduate faculty in the Department of Industrial and Systems Engineering requesting authority to offer the Master of Industrial and Systems Engineering (MISE) degree. Implementation is planned for Autumn Quarter 2013. This 39-credit program will accommodate both part-time and full-time students. Courses will be offered primarily in the late afternoon and evening to best accommodate a professional audience, and students will be able to attend classes on campus or via distance delivery. At maturity, the program anticipates 35 FTE enrolled students.

The target student population will be domestic and international engineers, scientists, and mathematicians with at least 2 years of work experience in a technical environment who are seeking an advanced degree to further their employment opportunities. The curriculum blends a systems engineering approach with business fundamentals and quantitative engineering decision methods in a practical, problem solving framework. The two primary goals for students are: 1) to develop industrial and systems engineering skills; and 2) to build strategic management skills, particularly those associated with technical leadership in increasingly complex manufacturing and service system environments.

In February, 2013, the Graduate School appointed two reviewers to evaluate the Master of Industrial and Systems Engineering proposal. The reviewers both supported approval of the degree program. Each reviewer also made specific recommendations for improving the program, to which the program provided detailed responses.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of the Master of Industrial and Systems Engineering (continued p. 2)

The Graduate School Council met on May 2, 2013, to discuss the degree proposal. The Council recommended that the proposal be forwarded to the Board of Regents for final approval. The Dean of the Graduate School concurred with this recommendation.

The Dean of the Graduate School, the Dean of the College of Engineering, and the Provost have reviewed and approved the recommendation to approve the Master of Industrial and Systems Engineering.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Seattle, 2013–2014
Operating and Capital AllocationsRECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve for the Seattle campus:

- 1) Raising the S&A Fee level for 2013-14 from \$120 per full-time student per quarter to **\$126** (this action is contingent upon the Legislature delegating authority to the UW for new or increased fees);
- 2) Allocating \$14,110,901 (operating: \$13,921,093; capital: \$189,808) for 2013-14 S&A Fee operating and capital funds;
- 3) Decreasing the IMA Bond from \$35 per quarter to **\$32**; and
- 4) Decreasing the Student Facilities Renovation Fee (i.e., the Husky Union Building, Hall Health Primary Care Center, and Ethnic Cultural Center bond) from \$91 per quarter to **\$89**.

BACKGROUND

Each year, on the basis of recommendations by the administration and the Service and Activities (S&A) Fee Committee¹, the Board of Regents approves annual S&A Fee allocations for the Seattle campus. Additional allocations may be approved during a given year.

The present recommendations grew out of S&A Fee Committee discussions over the course of the 2012 - 13 academic year—discussions that included at different times representatives of the units supported by S&A Fee income. Based on revenue projections provided by the Office of Planning and Budgeting, the S&A Fee Committee estimates 2013-14 revenue to be \$13,923,000 (projected revenue figures are net of waivers and funds set aside for financial aid). Based on those projections, the S&A Fee Committee recommends funding the capital allocations from their reserve fund. The S&A Fee Committee submitted its written

¹ By statute, recommendations of the Committee are determined by the votes of its student members—four and five of whom, respectively, are selected by the GPSS and the ASUW. The rules call for three administrators and two faculty members to serve on the Committee in nonvoting, advisory roles

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Seattle, 2013–2014
Operating and Capital Allocations (continued p. 2)

recommendations to the Vice President and Vice Provost for Student Life on May 10, 2013 (Attachment I). The Vice President and Vice Provost concurred with the recommendation of the fee assessment level, all operating and minor capital allocations, and modifications to the two bond fees (Attachment II).

The 2012 - 13 and recommended 2013-14 distributions of the quarterly S&A Fee are displayed below:

	<u>Full-time</u> <u>2012 – 13</u>	<u>Full-time</u> <u>2013 – 14</u>
Long Term Loan Fund ²	\$6.00	\$6.30
Facilities and Programming Account	<u>\$114.00</u>	<u>\$119.70</u>
Total	\$120.00	\$126.00

The proposed 2013-14 operations and capital budgets for each program are detailed below:

Associated Students of the University of Washington (ASUW) – \$808,079
(Operations) - \$8,500 (Capital)

The recommended allocations support and expand ongoing functions, programs, student leader and assistant salaries, and general operating costs of ASUW.

Campus Sustainability Fund - \$333,605 (Operations)

This funding allocates funds for projects that further the University’s commitment to environmental stewardship and campus sustainability. This fund is allocated by a student committee and managed by the UW Environmental Stewardship and Sustainability Office.

Counseling Center - \$485,549 (Operations) - \$8,000 (Capital)

The recommended allocations would allow the Counseling Center to continue to offer visits to the Center at no cost to students and provide additional office furniture for the Center.

² Long Term Loan Fund based on 5% of the Service and Activities Fee.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Seattle, 2013–2014 Operating and Capital Allocations (continued p. 3)

Disability (D) Center - \$37,673 (Operations)

The recommended allocation would allow the hiring of student employees to manage the D Center and provide funding to supplement the costs for ASL interpreters and CART (Communication Access Realtime Translation) captioners for student organization and campus department events.

Ethnic Cultural Center/Theater (ECC/T) - \$642,263 (Operations) - \$7,000 (Capital)

The recommended allocations would continue to support and expand the ongoing functions, staff and general operations of the Ethnic Cultural Center/Theater.

Graduate and Professional Student Senate (GPSS) - \$331,909 (Operations)

The recommended allocation would continue to support ongoing programs, functions, tuition stipends, student assistant salaries, and general operating costs of GPSS.

Hall Health Primary Care Center (HHPCC) - \$6,419,552 (Operations) - \$55,508 (Capital)

The recommended allocation supports the HHPCC in its work to provide on-campus care for students, faculty, staff, and the community. The capital allocation would provide technology upgrades to accommodate the medical database software.

Husky Union Building (HUB) - \$697,125 (Operations)

The recommended allocation will continue to support ongoing programs and services through the HUB such as the Student Activities Office, Event Services, the RSO Event Fund, and the Student Organization Resource Center.

Peer Health Education Group - \$23,273 (Operations)

The recommended allocation would support peer-to-peer educational programming in the areas of health and well-being. The program will now be overseen by the staff in Health & Wellness

Q Center - \$246,276 (Operations) - \$1,000 (Capital)

The recommended allocations would expand the ongoing programs, services, wages, and general operating costs of the Q Center.

Recreational Sports Programs (RSP) - \$1,941,053 (Operations) and \$100,000 (Capital)

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Seattle, 2013–2014 Operating and Capital Allocations (continued p. 4)

The recommended allocation will support related programs, staff, and general operations. The capital allocation will provide \$100,000 in maintenance funding necessary to keep RSP facilities functional.

Services & Activities Fee Committee - \$28,034 (Operations)

The recommended allocation provides for salaries for the Chair and Vice Chair, S&A Fee Coordinator and Web/IT Coordinator.

Student Technology Fee (STF) Equipment Loan Program - \$100,000 (Operations)

The recommended allocation would continue to support wages of student staff for the Equipment Loan Program.

Student Legal Services (SLS) - \$162,084 (Operations) and \$9,800 (Capital)

The recommended allocations will fund the essential operations of the office, the salaries of its staff, and technology upgrades.

Student Parent Resource Center - \$1,413,369 (Operations)

The recommended allocation provides staff support of this unit and increases Childcare Assistance Program subsidies to student parents.

Student Publications - \$251,249 (Operations)

The recommended allocations would support ongoing functions, salaries, and general operating costs of *The Daily*.

Attachments

1. S&A Fee Committee Recommendations to Vice President & Vice Provost for Student Life
2. Letter of Concurrence from Vice President & Vice Provost for Student Life to S&A Fee Committee



University of Washington
4001 NE Stevens Way
Suite 305
Seattle, WA 98195

May 10, 2013

Dear Eric Godfrey,

First and foremost, we take a moment to recognize the impact of your departure and celebrate your 32 years of service to the University of Washington, the Services & Activities Fee Committee and, most importantly, to the students themselves. It has been through your persistent encouragement and helping hand that SAF committee has been able to reevaluate its perspective from a peripheral fee of a few operating units to an essential fund that builds our campus community. Over the past 7 years we have undergone an unprecedented growth in size and student impact, renovating three of our most used campus institutions and adding such units as the Campus Sustainability Fund, the D Center, and the Peer Health Education Group while also substantially investing in student well-being and childcare support. While these decisions occurred organically on a student level, you were essential in fostering a collaborative environment of innovation, inquiry, and investigation. We will miss your welcoming presence (and unusually firm handshakes) and wish you all the best as you move onward to a well-deserved retirement.

The Services & Activities Fee Committee, in accordance to state statute RCW 28B.15.045, recommends to the University of Washington Board of Regents the following changes to the Services & Activities Fee, the IMA Bond Fee, and the Student Facilities Renovation Fee:

- Increase the Services & Activities Fee from \$120 to **\$126**
- Decrease the IMA Bond from \$35 to **\$32**
- Decrease the Student Facilities Renovation Fee from \$91 to **\$89**

These recommendations take into account a quarterly average student FTE of 36,338 students, a projected 5% increase in tuition, a 3.5% increase in classified and professional salaries, and a 10% increase to graduate salaries. Capital Projects (\$189,000) are funded through the Capital Fund, not through the fee. All fee levels are per student, per quarter.

The increase to the **Services & Activities Fee** and the distribution of funds (see attached) reflects over 50 hours of committee discussion on each of our 15 unit's operations, growth plans, and internal evaluation processes. We first evaluated each unit's ability to impact students, either broadly or deeply, and then sought to align the unit's programmatic demands with their financial needs. In our consideration, we requested that units detail their expenditures and subsequent mission impact which we in turn compared directly to a campus wide survey (n=2,848) to further assess the perceived student outcome as result of our budgeting. The committee is confident that the budget attached will continue to strategically grow or otherwise sustain our unit's operations in the year to come.

In regards to the *IMA Bond Fee*, the conversation regarding collection arose after an internal audit conducted by office staff revealed an annual over-collection of +\$500,000 a year in the fee. As a committee, we feel particularly strongly that revenue collected in a given budget cycle should have a direct impact on the students in the same calendar year it is collected. Therefore, in early spring members of the committee and myself met with representatives of UW Treasury and the Office of Planning and Budgeting to devise a strategy which would decrease the over-collection of student dollars while also maintaining our bond payment obligations. All parties involved agreed that a reduction of \$3 to the fee would allow the committee to appropriately manage the bond payments while also saving students over \$300,000 per year (or put differently, \$6,000,000 over the next 20 years).

The committee also recommends lowering the *Student Facility Renovation Fee* (SFRF) at its current level to \$89 a quarter. In conversations with the Treasury Office and subsequent remodeling, it was determined that an \$87 would be able to cover 110% of the bond payments. However, given the timing of the legislative session and the uncertainty of next year's tuition levels which may restrict the committee's ability to deliver on our proposed budget, the committee believed the wisest course of action was to continue to over-collect to ensure the fiscal solvency of the fund. In all, the current reduction of the SFRF will save students \$200,000 in the upcoming fiscal year.

The *over-collection of funds* from the IMA Bond Fee has left the committee to accumulate \$2.4 million in our reserves. Our intention is to utilize these funds and other over-collections to pay down principal on the Student Facilities Renovation fee, which would decrease the fee by more than \$300,000 a year (or put in other terms, \$8,700,000 over the next 29 years). We have decided to split the approval of this expenditure over two years to ensure responsible internal governance. I anticipate that this year's committee will complete the first step by voting in favor of the additional loan payment by no more than \$3.4 million in the next fiscal year in the weeks to come.

In all, the spirit of this group of stewards has been to research and acquire an understanding of our units, analyze the needs of students, and collaboratively distribute funding to where we believe it would have the most impact. Working with this team has been the highlight of my time here at UW and it is my opinion that we, together in conjunction with the University of Washington Administration, have done a remarkable job of allocating resources to services and activities in which students will benefit the most.

Respectfully,

A handwritten signature in black ink, appearing to read "Joseph Salama". The signature is fluid and cursive, with the first name "Joseph" written in a larger, more prominent script than the last name "Salama".

Joseph Salama

2012 – 2013 Chair

Services & Activities Fee Committee



University of Washington
4001 NE Stevens Way
Suite 305
Seattle, WA 98195

Services & Activities Fee Committee

Recommended Budget Distribution

Fiscal Year 2013 - 2014

STUDENT HEALTH & WELLNESS

Hall Health Primary Care Center

Operating | \$6,419,552

Capital | \$55,508

The SAF Committee recommends a \$176,406 increase to HHPCC in light of reduction of general public revenue due to the relocation of Sports Medicine and an increase of students from the newly constructed residence hall facilities. The SAF Committee appreciates HHPCC's dedication to transparency as they reflect on their healthcare delivery and continues to be supportive through the uncertainty to come with the Affordable Care Act. The majority of the operational support and the entire capital allocation is allocated to support the ongoing use of EPIC and we encourage the further collaboration between HHPCC and UWP to solidify these expenses in the years to come.

Counseling Center

Operating | \$485,549

Capital | \$8,000

Considered by both our peers and our committee to be one of our most vital and heavily relied upon units, the SAF Committee continues our ongoing support by recommending the full request be allocated to the Counseling Center. The Committee applauds the work done in engaging students through collaboration with Active Minds and exploring alternative revenue sources through the 2013 Senior Class Gift.

The Committee also recommends an additional \$8,000 to update the furniture in the counseling rooms as part of a larger effort to ease students into therapy.

Peer Health Education Group

Operating | \$23,273

Capital | \$-

The committee recognizes the Health & Wellness' desire to expand its programmatic efforts outside of sexual assault and alcohol awareness through peer-to-peer mentoring. We support their endeavor to make the campus a more healthy community by recommending an increased FTE of an employee in Health & Wellness which will transition UHELP over from Hall Health and continue to grow the program. We anticipate a Memorandum of Understanding between Health & Wellness and related partners to ease the transition over the summer and expect updates in the upcoming academic quarters.

Recreational Sports Program

Operating | \$1,941,053

Capital | \$100,000

The budget recommendation reflects a requested \$8,000 decrease to the Recreational Sports Program. The Committee sees this budget reduction as a mark of conscientiousness budgeting and we applaud the work on behalf of all the leadership in its efforts to accurately project expenses for the years to come. We take a moment to celebrate the contribution to student health and wellness by Director John Pariseau as he moves on to retirement and anticipate the shift in leadership in the year to come.

The committee also continues our annual contribution to the capital projects fund and does not anticipate major changes to the 10 year capital schedule.

Student Legal Services

Operating | \$162,084

Capital | \$9,800

While our research suggests that the work done in providing students free legal counseling is used infrequently by most students, their work in creating a social safety net by addressing student's needs as the need arises is also widely perceived to be fundamental in creating a stable student life. SAF Committee continues to support this program by increasing the Director's hours to 0.875 FTE. We look forward to the development of services and updates in the upcoming year.

Additionally, the Committee allocates \$9,800 to support updating employee computer stations in accordance to Nebula protocols.

STUDENT LEADERSHIP

Student Publications

Operating | \$251,249

Capital | \$-

The Daily has impressed the SAF Committee in their diligence to address their financial issues and get the unit back on track operationally in such a short amount of time. We look forward to a digital version of newspaper, and subsequent revenue-generation from ad sales, in the years to come. We therefore continue our financial support at previous levels and increase the request to support the increases in staff salaries.

The Associated Students of the University of Washington

Operating | \$808,079

Capital | \$8,500

The SAF Committee rewards the ASUW for its past years of budget reductions by approving its full request. There is lingering concern regarding the temporary +\$6,000 subsidy towards the Experimental College, however, we are encouraged by the outside consulting team and anticipate the incoming leadership will address concerns accordingly and report back in the upcoming year. The SAF Committee increases the ASUW request by an additional \$10,000 to better facilitate programming partnerships with registered student organizations. The Committee also supports ASUW's responsible long-term schedule for technology replacement by allocating \$8,500 to capital expenditures.

Services & Activities Fee Committee

Operating | \$28,034

Capital | \$-

Given the increases in annual income and the attention demanded by the capital bonds, the committee supports the salary of a Vice Chair with a focus on research and financial modeling. The leadership has opted to try the model for a year before institutionalizing the change through the committee guidelines. Additional support goes to providing adequate compensation for the office staff, which includes a technology coordinator and an office assistant. We naturally invite the continued robust dialogue between the Committee and the Vice President of Student Life as we see a transition in the leadership.

Graduate & Professional Student Senate

Operating | \$331,909

Capital | \$-

The committee applauds the year-long efforts by GPSS leadership to launch an endowment. We continue financial support for its upcoming 10% graduate student stipends, although it is the sentiment of the committee that the incoming leadership should continue its review of the benefit of its participation in the union for its constituency. The SAF Committee increases the GPSS request by an additional \$10,000 to better facilitate programming partnerships with registered student organizations.

STF Equipment Loan Program

Operating | \$100,000

Capital | \$-

Ranked in the top 5 most useful programs for students in our recent survey, the SAF Committee responds to student demand for services by increasing financial support for its office administration. As the University of Washington deploys its strategic goal of “flipping” the classroom, we encourage the program to track student usage (academic vs. non-academic) on its equipment return survey and begin seek co-sponsorship directly from Classroom Support Services and UW-IT.

Campus Sustainability Fund

Operating | \$333,605

Capital | \$-

The Campus Sustainability Fund has done an outstanding job over the past year of defining its focus and the projects it seeks to fund. We are also encouraged by the increase in communication between the CSF and the University of Washington administration in the building planning stages. While we do not support the requested increase to funding to its General Projects Fund due to our own limitations to generate revenue, we encourage the group to return to the committee in following years with the similar requests.

STUDENT COMMUNITY

Husky Union Building

Operating | \$697,125

Capital | \$-

The Committee continues its support of the personnel in the Student Activities Office and the Student Resource Center by allocating the full award of a 3.5% salary increase. As we continue to strongly encourage dialogue between HFS and the HUB regarding payment for facility usage, we also applaud the HUB's ongoing efforts to reduce student fees for facility rentals. Therefore, as with the ASUW and GPSS, the SAF Committee increases the HUB's request by an additional \$30,000 to better facilitate programming partnerships with registered student organizations through the reinstatement of the RSO Program Fund.

Ethnic Cultural Center & Theater

Operating | \$642,263

Capital | \$7,000

Although the transition into the new facility has been met with various obstacles, the leadership of the Ethnic Cultural Center & Theater has surmounted each one of them while remaining focused on providing a quality retreat for students of diverse backgrounds. We applaud their work in maintaining their primary concentration on student outcomes while also encouraging the continual investigation into the feasibility of cost-recovery to ensure the proper maintenance of the space. We anticipate receiving a detailed operational strategy in the year to come.

The Committee also recognizes the need for additional furniture and therefore awards the requested \$7,000 to purchase meeting space tables.

Student Parent Resource Center

Operating | \$1,413,369

Capital | \$-

As the average age of college students continues to increase and the cost of childcare rises at a rate higher than inflation, the Student Parent Resource Center remains invaluable to the community of student parents. Much like the Student Legal Services, while our survey data indicates a very low usage level, the Childcare Assistant Program is also strongly considered by students to be fundamental in providing a safety net for students with children. The Committee responds to this student demand and desired outcome by allocating the full request.

Q Center

Operating | \$246,276

Capital | \$1,000

Although the Committee recommended in last year's letter that the Q Center should maintain operations at its current funding levels, the unit has provided a compelling argument for increased support. The Committee responds by meeting the Q Center halfway on their request, providing 1 programming coordinator while relying on the financial contribution by Student Life to provide the Graduate Student Assistant. As money becomes tight, we remind the administration of our increasing support of the program in our budget as they review their own funding priorities.

D Center

Operating | \$37,673

Capital | \$-

While the D Center proposed a strong growth model in their narrative this year that clearly outlines their desired development and goals, the SAF Committee is also conscientious that a new unit without extensive institutional history can be negatively impacted by rapid growth that exceeds its supporting mechanisms. Therefore, the Committee maintains last year's funding levels and would like to see the unit shift gears from growth to engagement with the community for the next year. We look forward to a similar request in the years to come, backed with history and demonstrated need.



Services & Activities Fee

2013 - 2014 | *Annual Fee Recommendations*



May 10, 2013

Dear Eric Godfrey,

First and foremost, we take a moment to recognize the impact of your departure and celebrate your 32 years of service to the University of Washington, the Services & Activities Fee Committee and, most importantly, to the students themselves. It has been through your persistent encouragement and helping hand that SAF committee has been able to reevaluate its perspective from a peripheral fee of a few operating units to an essential fund that builds our campus community. Over the past 7 years we have undergone an unprecedented growth in size and student impact, renovating three of our most used campus institutions and adding such units as the Campus Sustainability Fund, the D Center, and the Peer Health Education Group while also substantially investing in student well-being and childcare support. While these decisions occurred organically on a student level, you were essential in fostering a collaborative environment of innovation, inquiry, and investigation. We will miss your welcoming presence (and unusually firm handshakes) and wish you all the best as you move onward to a well-deserved retirement.

The Services & Activities Fee Committee, in accordance to state statute RCW 28B.15.045, recommends to the University of Washington Board of Regents the following changes to the Services & Activities Fee, the IMA Bond Fee, and the Student Facilities Renovation Fee:

- Increase the Services & Activities Fee from \$120 to \$126
- Decrease the IMA Bond from \$35 to \$32
- Decrease the Student Facilities Renovation Fee from \$91 to \$89

These recommendations take into account a quarterly average student FTE of 36,338 students, a projected 5% increase in tuition, a 3.5% increase in classified and professional salaries, and a 10% increase to graduate salaries. Capital Projects (\$189,000) are funded through the Capital Fund, not through the fee. All fee levels are per student, per quarter.

The increase to the **Services & Activities Fee** and the distribution of funds (see attached) reflects over 50 hours of committee discussion on each of our 15 unit's operations, growth plans, and internal evaluation processes. We first evaluated each unit's ability to impact students, either broadly or deeply, and then sought to align the unit's programmatic demands with their financial needs. In our consideration, we requested that units detail their expenditures and subsequent mission impact which we in turn compared directly to a campus wide survey (n=2,848) to further assess the perceived student outcome as result of our budgeting. The committee is confident that the budget attached will continue to strategically grow or otherwise sustain our unit's operations in the year to come.

In regards to the **IMA Bond Fee**, the conversation regarding collection arose after an internal audit conducted by office staff revealed an annual over-collection of +\$500,000 a year in the fee. As a committee, we feel particularly strongly that revenue collected in a given budget cycle should have a direct impact on the students in the same calendar year it is collected. Therefore, in early spring members of the committee and myself met with representatives of UW Treasury and the Office of Planning and Budgeting to devise a strategy which would decrease the over-collection of student dollars while also maintaining our bond payment obligations. All parties involved agreed that a reduction of \$3 to the fee would allow the committee to appropriately manage the bond payments while also saving students over \$300,000 per year (or put differently, \$6,000,000 over the next 20 years).

The committee also recommends lowering the **Student Facility Renovation Fee** (SFRF) at its current level to \$89 a quarter. In conversations with the Treasury Office and subsequent remodeling, it was determined that an \$87 would be able to cover 110% of the bond payments. However, given the timing of the legislative session and the uncertainty of next year's tuition levels which may restrict the committee's ability to deliver on our proposed budget, the committee believed the wisest course of action was to continue to over-collect to ensure the fiscal solvency of the fund. In all, the current reduction of the SFRF will save students \$200,000 in the upcoming fiscal year.

The **over-collection of funds** from the IMA Bond Fee has left the committee to accumulate \$2.4 million in our reserves. Our intention is to utilize these funds and other over-collections to pay down principal on the Student Facilities Renovation fee, which would decrease the fee by more than \$300,000 a year (or put in other terms, \$8,700,000 over the next 29 years). We have decided to split the approval of this expenditure over two years to ensure responsible internal governance. I anticipate that this year's committee will complete the first step by voting in favor of the additional loan payment by no more than \$3.4 million in the next fiscal year in the weeks to come.

In all, the spirit of this group of stewards has been to research and acquire an understanding of our units, analyze the needs of students, and collaboratively distribute funding to where we believe it would have the most impact. Working with this team has been the highlight of my time here at UW and it is my opinion that we, together in conjunction with the University of Washington Administration, have done a remarkable job of allocating resources to services and activities in which students will benefit the most.

Respectfully,

Joseph Salama

2012 – 2013 Chair
Services & Activities Fee Committee

Hall Health Primary Care Center

The Hall Health Primary Care Center, founded in 1936, serves as the outpatient clinic on campus to address the wellness needs of the campus and community through primary, mental, and specialty care.

Committee Recommendation

The SAF Committee recommends a \$176,406 increase to HHPCC in light of reduction of general public revenue due to the relocation of Sports Medicine and an increase of students from the newly constructed residence hall facilities. The SAF Committee appreciates HHPCC's dedication to transparency as they reflect on their healthcare delivery and continues to be supportive through the uncertainty to come with the Affordable Care Act. The majority of the operational support and the entire capital allocation is allocated to support the ongoing use of EPIC and we encourage the further collaboration between HHPCC and UWP to solidify these expenses in the years to come.

Recreational Sports Program

The Department of Recreational Sports Programs joined the campus community in the 1960s to provide state-of-the-art facilities and equipment, as well as programs of sports and fitness activities to both students and community as a whole. Renovated just 10 years ago, the facility goes beyond the walls of the IMA to encompass many of the UW sports fields and athletic activities, including the Waterfront Activities Center.

Committee Recommendation

The budget recommendation reflects a requested \$8,000 decrease to the Recreational Sports Program. The Committee sees this budget reduction as a mark of conscientiousness budgeting and we applaud the work on behalf of all the leadership in its efforts to accurately project expenses for the years to come. We take a moment to celebrate the contribution to student health and wellness by Director John Pariseau as he moves on to retirement and anticipate the shift in leadership in the year to come.

Student Legal Services

The Student Legal Services first started as a peer legal consulting group in the early 60s. Over time the office evolved, first opening its doors in a permanent location in 1969. The group of legal aides, overseen by a full-time lawyer, strives to provide quality legal assistance to students, opportunities for law students to gain practical experience, as well as for undergraduates with an interest in law to explore the realities of the field.

Committee Recommendation

While our research suggests that the work done in providing students free legal counseling is used infrequently by most students, their work in creating a social safety net by addressing student's needs as the need arises is also widely perceived to be fundamental in creating a stable student life. SAF Committee continues to support this program by increasing the Director's hours to 0.875 FTE. We look forward to the development of services and updates in the upcoming year.

Counseling Center

The Counseling Center is the main provider of counseling services, as well as career counseling, study skills advising, and general consulting to ensure the mental well-being of the student population.

Committee Recommendation

Considered by both our peers and our committee to be one of our most vital and heavily relied upon units, the SAF Committee continues our ongoing support by recommending the full request be allocated to the Counseling Center. The Committee applauds the work done in engaging students through collaboration with Active Minds and exploring alternative revenue sources through the 2013 Senior Class Gift.

Peer Health Education Group

Soon to be launched, the department of Health & Wellness will be facilitating the Peer Health Education Group, which stems from a Hall Health's outreach programs to give student volunteers (peer health educators) an opportunity to develop leadership, facilitation, and communication skills.

Committee Recommendation

The committee recognizes the Health & Wellness' desire to expand its programmatic efforts outside of sexual assault and alcohol awareness through peer-to-peer mentoring. We support their endeavor to make the campus a more healthy community by recommending an increased FTE of an employee in Health & Wellness which will transition UHELP over from Hall Health and continue to grow the program. We anticipate a Memorandum of Understanding between Health & Wellness and related partners to ease the transition over the summer and expect updates in the upcoming academic quarters.

wellness



(top left) a photo of the newly renovated Hall Health, (middle) UW Senior Class Gift logo; the senior class gift this year is a mental health fund for students, (bottom left) the President Eric Godfrey cuts the ribbon to the renovated Hall Health, (middle bottom) Director and staff attorney Carole Grayson speaks to a Rule 9 intern, (bottom right) student teaches CPR as part of the UHELP program, (far right) a student walks by the Intramural Activities Center at night.

Student Publications Board

Founded in 1891, The Daily is the oldest unit receiving SAF funding. The Student Publications Board oversees *The Daily* and its operations, along with the UW Visitor's Guide and a UWTV broadcast program titled, "The Daily Double Shot". This unit provides students with an award winning daily newspaper, as well as opportunities to gain experience in the many fields of news production including print, social media, advertising, and video.

Committee Recommendation

The Daily has impressed the SAF Committee in their diligence to address their financial issues and get the unit back on track operationally in such a short amount of time. We look forward to a digital version of newspaper, and subsequent revenue-generation from ad sales, in the years to come. We therefore continue our financial support at previous levels and increase the request to support the increases in staff salaries.

Associated Students of the University of Washington

Established in 1906, the Associated Students of the University of Washington serves as the primary student association and provides services, advocacy, programs, and enterprises to the student body as a whole. Whether it representation, communication, or simply relaxation, the ASUW supports students both in and outside the classroom.

Committee Recommendation

The SAF Committee rewards the ASUW for its past years of budget reductions by approving its full request. There is lingering concern regarding the temporary +\$6,000 subsidy towards the Experimental College, however, we are encouraged by the outside consulting team and anticipate the incoming leadership will address concerns accordingly and report back in the upcoming year. The SAF Committee increases the ASUW request by an additional \$10,000 to better facilitate programming partnerships with registered student organizations.

Graduate and Professional Student Senate

The Graduate and Professional Student Senate was founded in 1967 and exists to improve all aspects of graduate and professional student life at the University of Washington in every way possible, from diversity programming, graduate mixers, or university and state representation, the GPSS supports the postbachelor voice whenever needed.

Committee Recommendation

The committee applauds the year-long efforts by GPSS leadership to launch an endowment. We continue financial support for its upcoming 10% graduate student stipends, although it is the sentiment of the committee that the incoming leadership should continue its review of the benefit of its participation in the union for its constituency. The SAF Committee increases the GPSS request by an additional \$10,000 to better facilitate programming partnerships with registered student organizations.

Services & Activities Fee Committee

The Services and Activities Fee Committee was first assembled 40 years ago in 1973. The Services and Activities Fee is a student levied, student distributed fee to support and enhance the out of class experience of students at the University of Washington Seattle. The Services and Activities Fee provides ongoing operational and capital funding for programs, which protect and enrich the cultural, emotional, intellectual, physical, and social well being of the student.

Committee Recommendation

Given the increases in annual income and the attention demanded by the capital bonds, the committee supports the salary of a Vice Chair with a focus on research and financial modeling. The leadership has opted to try the model for a year before institutionalizing the change through the committee guidelines. Additional support goes to providing adequate compensation for the office staff.

STF Equipment Loan Program

Operating out of Classroom Support Services in Kane Hall and the Health Sciences Complex since 2003, the Student Technology Fee loan program enables students to access technology. Classroom Support Services creates and manages the links between teaching, learning and community activities at the University of Washington by using current and emerging technologies and facilities.

Committee Recommendation

Ranked in the top 5 most useful programs for students in our recent survey, the SAF Committee responds to student demand for services by increasing financial support for its office administration. As the University of Washington deploys its strategic goal of "flipping" the classroom, we encourage the program to track student usage (academic vs. non-academic) on its equipment return survey and begin seek co-sponsorship directly from Classroom Support Services and UW-IT.

Campus Sustainability Fund

The Campus Sustainability Fund became a SAF funded unit upon its creation in 2010. With a goal of creating a sustainable campus and fostering an environmentally conscious culture, CSF funds student-led projects that lower the University of Washington's environmental impact.

Committee Recommendation

The Campus Sustainability Fund has done an outstanding job over the past year of defining its focus and the projects it seeks to fund. We are also encouraged by the increase in communication between the CSF and the University of Washington administration in the building planning stages. While we do not support the requested increase to funding to its General Projects Fund due to our own limitations to generate revenue, we encourage the group to return to the committee in following years with the similar requests.

leadership



(far left) ASUW presidential candidates address the ASUW Senate, (middle top), a student fixes her bike using a CSF sponsored bike station, (middle bottom) student leaders from RSHA, GPSS, SAB, UGC, SAF, ASUW, and PanHellenic to cut the ribbon on the new Husky Union Building, (right) students watch a dancer at the Polynesian Day celebration in Red Square, (far right) thousands of students attend Fall Fling to launch the new academic year.

Husky Union Building

Opening in 1949, the Husky Union Building was the result of nearly 20 years of planning for a "hub of campus life" as famously described by *The Daily*. This unit serves as a space for programming for student groups, as well as a provider of dining and entertainment opportunities.

Committee Recommendation

The Committee continues its support of the personnel in the Student Activities Office and the Student Resource Center by allocating the full award of a 3.5% salary increase. As we continue to strongly encourage dialogue between HFS and the HUB regarding payment for facility usage, we also applaud the HUB's ongoing efforts to reduce student fees for facility rentals. Therefore, as with the ASUW and GPSS, the SAF Committee increases the HUB's request by an additional \$30,000 to better facilitate programming partnerships with registered student organizations through the reinstatement of the RSO Program Fund.

Ethnic Cultural Center

In 1972, the Ethnic Cultural Center & Theater Complex first opened its doors and has since provided a supportive and nurturing environment which seeks to increase cross-cultural understanding through programming and the performing arts.

Committee Recommendation

Although the transition into the new facility has been met with various obstacles, the leadership of the Ethnic Cultural Center & Theater has surmounted each one of them while remaining focused on providing a quality retreat for students of diverse backgrounds. We applaud their work in maintaining their primary concentration on student outcomes while also encouraging the continual investigation into the feasibility of cost-recovery to ensure the proper maintenance of the space. We anticipate receiving a detailed operational strategy in the year to come. The Committee also recognizes the need for furniture to equip the space and therefore awards the requested \$7,000 to purchase meeting space tables.

Student Parent Resource Center

The Student Parent Resource Center provides resources and financial support to students with children to reduce the 2nd primary barrier to attaining a higher education. Support to received through monthly grant support upwards of \$900 per child.

Committee Recommendation

As the average age of college students continues to increase and the cost of childcare rises at a rate higher than inflation, the Student Parent Resource Center remains invaluable to the community of student parents. Much like the Student Legal Services, while our survey data indicates a very low usage level, the Childcare Assistant Program is also strongly considered by students to be fundamental in providing a safety net for students with children. The Committee responds to this student demand and desired outcome by allocating the full request.

Q Center

The Q Center opened in 2005 to meet the need of institutionally supported safe spaces for queer students. Located in the HUB, the Q Center provides resources, advocacy and mentorship to queer students and provides education and training for staff, faculty, graduate student employees, and allies.

Committee Recommendation

Although the Committee recommended in last year's letter that the Q Center should maintain operations at its current funding levels, the unit has provided a compelling argument for increased support. The Committee responds by meeting the Q Center halfway on their request, providing 1 programming coordinator while relying on the financial contribution by Student Life to provide the Graduate Student Assistant. As money becomes tight, we remind the administration of our increasing support of the program in our budget as they review their own funding priorities.

D Center

The D Center opened its doors in Mary Gates Hall on April 5, 2013. This new unit serves students by fostering a community of Disability and Deaf pride, promoting social justice and self-advocacy, and collaborating in developing and supporting educational programming.

Committee Recommendation

While the D Center proposed a strong growth model in their narrative this year that clearly outlines their desired development and goals, the SAF Committee is also conscientious that a new unit without extensive institutional history can be negatively impacted by rapid growth that exceeds its supporting mechanisms. Therefore, the Committee maintains last year's funding levels and would like to see the unit shift gears from growth to engagement with the community for the next year. We look forward to a similar request in the years to come, backed with history and demonstrated need.

community



(top left) students and administrators break ground on Ethnic Cultural Center Site, (bottom left) a bulletin advertises upcoming Q Center programs, (center) students use the newly constructed Husky Union Building, (middle right) Hannah Langlie, the programming and communities coordinator at the D Center, smiles for The Daily, (far right) graduate students and daughter mingle at a student-parents mixer hosted by GPSS.

financials

STATEMENT OF ACTIVITIES

CASH RECEIPTS

Services & Activities Fee	13,923,000
IMA Bond Fee	3,588,000
Student Facilities Renovation Fee	9,123,000
Other Revenue ¹	295,000
TOTAL REVENUE	\$ 26,929,000

EXPENSES (PERCENT OF TOTAL EXPENSES)

PROGRAM SERVICES

Hall Health Center	6,475,060	45.9%
Recreational Sports Operations	2,041,053	14.5%
Childcare Programs/Office	1,413,369	10.0%
Associated Students of the University of Washington	816,579	5.8%
The Husky Union Building	697,125	4.9%
Ethnic Cultural Center and Theatre Complex	649,263	4.6%
Student Counseling Center	493,549	3.5%
Campus Sustainability Fund	333,605	2.4%
Graduate & Professional Student Senate	331,909	2.4%
Student Publications	251,249	1.8%
Student Legal Services	171,884	1.2%
Q-Center	247,276	1.8%
STF Loan Program	100,000	0.7%
D-Center	37,673	0.3%
Services & Activities Committee Operations	28,034	0.2%
Peer Health Education Group	23,273	0.2%
TOTAL EXPENDITURES	\$ 14,110,901	

Cash Receipts Before Debt Service \$ 12,818,099

STATEMENT OF FINANCIAL POSITION

ASSETS

CASH AND CASH EQUIVALENTS

Unrestricted	9,009,000
Committed ²	2,400,000
Restricted ³	632,000
TOTAL CASH	\$ 12,041,000

LIABILITIES & NET ASSETS

LIABILITIES⁴

Husky Union Building Bond	6,638,000
Intramural Activities Center Bond	3,425,000
Ethnic Cultural Center Bond	969,000
Hall Health Primary Care Center Bond	483,000
TOTAL DEBT SERVICE	\$ 11,515,000

NET ASSETS

Net Assets, Beginning of the Year	\$ 12,041,000
Net Assets, End of the Year	\$ 13,344,099

Notes

1. Includes cash and returned unspent cash
2. Committed to additional payment on SFR Bond payment; pending committee vote
3. Capital Expenditures Fund, restricted to annual capital projects
4. Annual debt service on building projects. IMA has 20 years remaining, SFR has 29 years remaining

thank you

Central Administration

Eric Godfrey
Christopher Jordan
Office of Planning & Budgeting
The Treasury Office

Associated Students of the University of Washington

Evan Smith*
Desiree Hanssen
Riley Lee-Card
Amanda Anderson
Brandon Himes
Ryan Perrizo
Jennifer Gibbons
Daniel Nguyen
Michael Kutz
Kate Callison
Kristen Hosey
Sean Wilson
Janna Umetin
ASUW Finance & Budget Committee
ASUW Personnel Committee
ASUW Entity Leads
The Student Activities Office

Campus Sustainability Fund

Robin Fay*
Jamie Rowe
Kyle Murphy
An Huynh
Campus Sustainability Fund Committee
The Environmental Stewardship & Sustainability Office
The Climate Action Plan

Counseling Center

Ellen Taylor*
Kayleen McGinley

D Center

Lee Steadman*
Hannah Langlie
Christine Liao
Sean Ferris

The Daily

Diana Kramer*
Sarah Schweppe*
Alexi Stavang,
Tom Yoo

Ethnic Cultural Center & Theater

Marisa Herrera*
Magdalena Fonseca
Cristina Gaeta
Ammara Kimso
Tyler Adamson
OMAD Student Advisory Board

Graduate & Professional Student Senate

Adam Sherman*
Melanie Mayock
VeraEve Giampietro
Kristen Hosey
GPSS Finance & Budget Committee
The Student Activities Office

Hall Health Primary Care Center

Dr. David C Dugdale*
Barbara Howe
Lavelle Brown

Husky Union Building

L. Lincoln Johnson*
Paul Zuchowski
Rene Singleton
Leyla Salamsii

Peer Health Education Program

Melissa Tumas*
Shannon Bailie*
Amanda Myhre

Q Center

Jennifer Self*
Emerson Sekins
Dulce Gutierrez
Fausto Rivera
Ginger Colamussi
Hel Gebreamlak
Hilary Nyberg
Jean Hardy
Kai Kohlsdorf
Kyle Croft
Leoule Goshu
Lisa Schulman
Rachel Ferguson

Sasha Duttchoudhury
Tim Carbary
Q Center participants

Recreational Sports Program

John Pariseau*
Marilyn Carruth
Katie Beth
Gary Leonard
Jim Seagren
Tim Taylor
Club Sports Presidents
Advisory Committee on Recreational Sports Programs

STF Equipment Loan Program

Davinder Saini*
Alyssa Loverin
Yoona Kwak
Patrick Roberts
Classroom Support Services
Student Technology Fee Committee

Student Legal Services

Carole Grayson*

Student Parent Resource Center

Diana Herrmann*
Tim Wold
Rachel Perez

The Services & Activities Fee Committee

Joseph Salama*
Remi Bernotavicius
Tyler Boonstra
Bryan Davis
Natasha Dunlap
Larry Huang
Riley Lee-Card
Elise Randall
Kiehl Sundt
Evelina Vaisvilaite
Jia Yin
Christene James
L. Lincoln Johnson
Enrique Morales

*unit lead



May 28, 2013

Mr. Joseph Salama, Chair
Services and Activities Fee Committee

Dear Joseph,

Thank you for your letter of May 10, 2013, providing the details of the allocations proposed by the Services and Activities Fee (S&A Fee) Committee for 2013 – 14. The Committee recommends increasing the S&A Fee from \$120 to \$126 per quarter and decreasing the IMA Bond by \$3 per quarter and the Renovation fee by \$2 per quarter. Overall, these adjustments result in a net increase of \$1 per quarter per student, which reflects the Committee's goal of balancing the need to ensure sufficient revenues to support programs that are important to students while recognizing the need to minimize overall cost increases for students. I believe the Committee has achieved that balance and it is to be commended for doing so in such a thoughtful manner.

The Committee's recommended allocations are strategic and responsive to student needs. All of the programs and services the Committee intends to fund are important to our students and I am especially appreciative of the ongoing commitment to student care (mental health and health and wellness) services for next year. This is a timely and appropriate response to the growing demand in this area. I also appreciate your tangible support to our students with disabilities through the Committee's support of the Disability (D) Center. Additionally, it is noteworthy to mention that your decisions were informed in part by a campus-wide survey of some 2,800 students to obtain information on the programs and services that are especially important to them.

After careful review, I concur in the recommendations for fee assessment levels and all operational and minor capital allocations. The budget will be presented to the Board of Regents for its consideration and action at its meeting on June 13, information on which will be communicated to you in the near future. I look forward to making this presentation with you.

Congratulations on a job well done. Your leadership and collaboration have been greatly appreciated.

Sincerely yours,

Eric S. Godfrey
Vice President & Vice Provost

cc: Provost Ana Mari Cauce w/enclosure
Jerry Baldasty, Senior Vice Provost for Academic and Student Affairs
Members of the Services and Activities Fee Committee
Mr. Evan Smith w/enclosure
Mr. Adam Sherman w/enclosure

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Tacoma, 2013-2014
Distribution of Fees and Allocation of Funds

RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve the following Services and Activities Fee proposals for the University of Washington Tacoma:

- 1) no increase in the Services and Activities Fee for academic year 2013-14,
- 2) the distribution of Services and Activities Fee for 2013-14; and
- 3) the operating budgets and expenditures recommended for 2013-14.

BACKGROUND

Services and Activities Fees at UW Tacoma and UW Bothell are collected separately from the Services and Activities Fee at the Seattle campus, but the process is handled in like manner for each campus. As provided under RCW 28B.15.045, a student committee proposes the annual program priorities and budget allocation levels to the Board of Regents for approval. The Board of Regents has approved the Services and Activities Fee (SAF) Guidelines that established the Services and Activities Fee (SAF) Committee for UW Tacoma and its operating procedures.

The Board of Regents is authorized to increase the Services and Activities Fee by an amount not to exceed the annual percentage increase in undergraduate tuition authorized by the legislature in the Omnibus Budget Bill.

2004-05	\$ 97	2009-10	\$136
2005-06	\$103	2010-11	\$149
2006-07	\$106	2011-12	\$159
2007-08	\$113	2012-13	\$159
2008-09	\$120	2013-14	\$159

The SAF Committee at UW Tacoma has recommended the following for academic year 2013-2014. Chancellor Debra Friedman has reviewed and concurs with these recommendations.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Tacoma, 2013-2014
Distribution of Fees and Allocation of Funds (continued p. 2)

1. Level of Fee:

The quarterly fee payable by a full-time student will remain at \$159 per quarter for a full-time student for the 2013-14 academic year.

2. Distribution of Fees:

It is currently estimated that at the close of Fiscal Year 2013 the UW Tacoma service and Activities short term contingency balance will be approximately \$675,000. The Committee has voted to allocate *\$354,500 of this short-term balance to the \$1,825,923 FY 2014 distribution creating the total below of \$1,893,000 (see page 3). The remaining \$1,471,423 distribution will be from the FY 2014 fee.

Based upon estimated revenue of \$1,893,000 for fiscal year 2013-14, the Committee recommends that the fees be distributed as follows:

	2012-13 % Distribution	2012-13 Distribution Based on \$159 fee	2013-14 % Distribution	2013-14 Distribution Based on \$159 fee
Student Activities and Services	89.7%	\$1,547,639	77.7%	*\$1,471,423
Long-term student loans:	3.5%	\$59,833	3.5%	\$66,245
Long-term development	6.8%	\$117,528	18.8%	\$355,332
Total		\$1,725,000		\$1,893,000

3. 2013-14 Budget Allocations for Student Activities and Services

The Committee recommends the following distribution for Student Activities and Services for the 2013-14 year.

ASUWT (Student Government) – Stipends and Operations	\$141,602
Conference Training and Event Fund	135,000
Childcare assistance program	72,000
Diversity Resource Center	122,000
Health Services	305,048
Ledger	142,732

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Tacoma, 2013-2014
Distribution of Fees and Allocation of Funds (continued p. 3)

Recreation and Fitness	140,145
Student Involvement	421,340
Registered Student Organizations.....	21,214
Student Activities Board	133,467
Student Health & Wellness Education & Promotions	18,300
oUWTpost.....	19,876
Student Mentoring Programs	90,000

2013-14 Budget Allocations for Student Activities and Services- cont'd

Tahoma West	38,915
Volunteer Services	24,284
TOTAL.....	\$1,825,923

<i>*Partial Short Term Contingency amount.....</i>	<i>\$ 354,500</i>
<i>*2013-2014 Student Activities and Services</i>	<i>\$1,471,423</i>
<i>Total Distributions</i>	<i>\$1,825,923</i>

Allocations which are unspent at the end of the fiscal year will revert to the contingency operating budget. Any additional revenue generated as a result of implementation of a fee in the amount of \$159 or due to excess enrollment will remain in the Long Term Development fund.

Attachments

1. SAFC Letter to Chancellor Debra Friedman for 2013-2014 allocations
2. 2013-14 SAFC Preliminary Annual Allocation Recommendations
3. Letter from Chancellor Debra Friedman to SAF Committee
4. UW Tacoma SAFC Operational Guidelines

May 8, 2013

Chancellor Debra Friedman
University of Washington Tacoma
Box 358430
Tacoma, WA 98402

Dear Chancellor Debra Friedman:

The Services & Activities Fee Committee (SAFC) met to discuss and approve recommendations regarding the collection and allocation of the Services & Activities Fees for the 2013-2014 fiscal year. This recommendation is the result of a lengthy process involving committee trainings and orientations, proposal presentations, and discussion of the long-term goals of the campus. In addition, the SAFC approved a fee for the University Y Student Center, and designated funding from long term reserves to the project.

Should you and the Board of Regents adopt our recommendations; the fees will optimally fund a diverse array of services and activities that are aligned with our values and will benefit the students of the University of Washington Tacoma.

2013-2014 UW Tacoma Service and Activities Fee Level

The Board of Regents is authorized to increase the Services & Activities Fee by an amount not to exceed the annual percentage increase in undergraduate tuition authorized by the legislature in the Omnibus Budget Bill. The SAFC voted unanimously to keep the Services & Activities Fee the same (\$159/quarter for full time students and prorated for part-time students).

We made the decision to keep the fee the same for two primary reasons. First, it demonstrates our commitment to keep student fees at a reasonable level, even with increases in tuition. Second, the fee is enough to adequately fund all the allocated programs even with the growth in student population.

Program Allocations

When determining funding of program allocations, the Committee considered a variety of factors, including, but not limited to, whether the service is or should be a core service and the level of benefit to students. The committee also completed a line-by-line budget review of actual usage, projected expenditures, and staffing costs. This was done in an effort to enhance fiscal efficiency and full use of SAF funds before increasing the amount allocated to any given program. Stipulations and recommendations on certain proposals are included on the attached SAFC 2013-14 Annual Recommendations.

Registered Student Organizations (RSOs) - \$21,214

Registered Student Organizations are an integral part of student and campus life. They provide an opportunity for student engagement, camaraderie, and leadership development. RSOs also provide students with an opportunity to come together with people of similar interests, cultures, and viewpoints. The RSO proposal requested a slight increase in their budget, specifically for increasing the number of honor societies.

Student Activities Board (SAB) - \$133,467

The Committee recognized the important role the Student Activities Board plays on the campus and in our community, which placed it high on our list of priorities for funding. Diverse programming that promotes student engagement, provides opportunities to build a sense of student community, and activities deemed essential to student development and success are crucial. SAB asked for a small increase in their proposal due the addition of an outreach coordinator. The outreach coordinator will be in charge of multimedia and community outreach.

Tahoma West - \$38,915

Tahoma West provides a venue for students to express their art, culture, and literature through a student-centered publication. Tahoma West requested less funding this year. Their hope is to increase their digital presence and save funds through decreased printing costs.

Volunteer Services - \$24,284

Volunteer Services provides opportunities for students to serve in the community and advance our mission as an urban serving university. Therefore, the Committee thought it important to support a volunteer services program, which enhances opportunities for civic engagement. The increase in allocation is due to the addition of a breakaway coordinator who organizes the two spring breakaway trips.

Steps/SSMP - \$90,000

The Steps/Student Mentoring Programs proposal encompassed two programs. The first being a program that matches a faculty or staff member with a UW Tacoma student to serve as a mentor. The second pairs university student mentors with students from local high schools in a partnership focused on student development and success. STEPS mentors share knowledge and experience in navigating the complicated and challenging process of higher education, graduation and career exploration. The allocation increase is to fund a third STEPS coordinator as the program expands to Stadium High School.

OUWTpost - \$19,876

With the closure of Longshoreman's Hall to make way for the University Y Student Center project, improvements to the OUWTpost were requested. Staff and some activities will need to be moved to the OUWTpost for the next two years while the Y building is constructed. This will allow for better programming and gathering spaces for students.

Health & Wellness Education and Promotions - \$18,300

This proposal was to develop health and wellness awareness and education for the UWT community. The program serves to create a more holistic approach to Health and Wellness. The small increase is for additional staffing for outreach activities.

Academic Advising Center - \$0

The Academic Advising Center requested funding for 6 student workers to help with basic advising services. Although the Committee expressed a need for additional resources in the advising center due to waitlists, there were reservations expressed as to whether this was the

responsibility of the university to fund additional resources in the advising center. The Committee decided not to fund this proposal.

Student Involvement - \$421,340

Student Involvement provides much of the staffing and resources to administer the wide variety of student engagement activities on campus. The bulk of the increase in next year's allocation is to pay for a new position, the Assistant Director of Student Programs, as well as increasing overall student programming.

The Ledger - \$142,732

This proposal was for the campus student newspaper. The newspaper provides students an opportunity to write for a publication, and inform students about campus life/issues. The small increase in allocation is for a layout manager that provides additional assistance in putting together the weekly publication.

Diversity Resource Center - \$122,000

The Diversity Resource Center is a service to the students, which strives to create a welcoming and inclusive campus environment that enables all members of the UW Tacoma community to learn through the exploration of human differences. The DRC provides programs and support in three main areas: enhancing campus education; developing Community Partnerships; and building a diverse campus community. The increase in allocation was for a program coordinator and additional student hours to help with the operation and administration of the center.

Recreation & Fitness Center - \$140,145

The Fitness Center provides recreational, educational, and fitness opportunities to the students of UW Tacoma, all of which are essential to the student experience. Recreation & Fitness will continue to expand and provide additional fitness offerings for students. The increased allocation is for replacement equipment, student leader training, facility rentals, and fitness classes.

Childcare Assistance Program - \$72,000

This program is important to the campus as it allows students with children to receive funding for childcare that gives them space/time to attend classes. This program was funded at the same amount. The program will be under new leadership and the Committee wants the program to develop guidelines and timelines for growth.

Conference and Event Fund (CEF) - \$135,000

The Committee supports funding for the Conference and Event Fund as it allows opportunities for students who are not directly involved with the SAB to be involved in the event planning process. Through this fund students, faculty, and staff can submit a request for funding to bring a broad spectrum of activities to our campus for the benefit of the students. The fund also supports students to attend conferences and training which provide skill enhancement and enrichment. A small increase was allocated to pay for additional training funds to meet demand.

Associated Students of the University of Washington Tacoma (ASUWT) - \$141,602

ASUWT (student government) represents and promotes student interests, needs, and welfare within the university community through committee representation and administrative level interactions. It also provides for the expression of student opinion and interests to the community at large through community involvement and assists the University in providing physical and social environments that are student centered. The small increase in allocation was for tri-campus meetings, and student government training.

Student Health Services - \$305,048

Health Services provide basic primary care for students. As the student population has grown, need for additional health services has grown as well. Due to rising medical costs, the annual request from Health Services has seen a marginal increase. The Committee deemed these costs just and necessary in light of how many students have been using the services.

University Y Student Center

The SAFC approved two motions regarding the University Y Student Center. First, they approved a student fee of \$180/quarter to pay for the project. The fee will begin when the University Y Student Center opens; expected to begin for the 2015-16 fiscal year. Second, the SAFC approved the \$4 million in long term reserves be released for use in this project along with the \$4 million contribution from the University.

Operational Guideline Changes

The SAFC made some revisions to its by-laws to ensure better efficiency and clarity about roles and expectations of its members. Throughout the year, the Committee discussed how to improve the efficiency of our process as well as ensure best practices and best use of student funds. The revisions will be submitted to the Chancellor and Board of Regents for approval.

Closing Comments

SAFC believes that if the Chancellor and the Board of Regents approve these recommendations, these services and activities will positively enhance the lives of the students at UW Tacoma. We thank you for your time and consideration.

Regards,



Nikolay Sorochuk
Chair, 2012-13 Services and Activities Fee Committee
University of Washington Tacoma

2013-2014 SAFC Preliminary Annual Allocation Recommendations

TITLES OF PROPOSALS	11-12 Approvals	12-13 Approvals	13-14 Requests	13-14 Approvals	Comments	Stipulations
REGISTERED STUDENT ORGANIZATIONS (RSO)						
Personnel and Fringe	\$8,694	\$8,770	\$16,402		Reject hire of grad student at this time	
Supplies	\$750	\$750	\$1,000			
Events/Activities	\$5,000	\$5,000	\$5,000			
Other operational costs	\$6,400	\$6,400	\$7,000			
Total:	\$20,844	\$20,920	\$29,402	\$21,214		
STUDENT ACTIVITIES BOARD (SAB)						
Personnel and Fringe	\$54,832	\$50,631	\$55,967			Complete report on effectiveness of outreach coor.
Travel/Training	\$0	\$0	\$3,550		Add NACA Conf./Member	
Events/Activities	\$70,000	\$70,000	\$70,000			
Other operational costs	\$7,500	\$7,500	\$3,950			
Total:	\$132,332	\$128,131	\$133,467	\$133,467		
TAHOMA WEST						
Personnel and Fringe	\$5,750	\$23,367	\$19,223			
Travel/Training	\$0	\$0	\$500		3 day training for	
Supplies	\$1,470	\$1,470	\$600			
Equipment	\$0	\$0	\$600		3 desks	
Events/Activities	\$1,000	\$1,000	\$2,400	\$1,000.00	increase to 3 quarterly events	Would like to see better marketing to students digitally
Printing	\$17,000	\$15,500	\$15,000			
Other operational costs	\$2,000	\$2,000	\$1,992			
Total:	\$27,220	\$43,337	\$40,315	\$38,915		
VOLUNTEER SERVICES						
Personnel and Fringe	\$8,815	\$13,447	\$20,844		Add breakaway coord.	Complete outcomes report on how increase in hours impacted program/students

2013-2014 SAFC Preliminary Annual Allocation Recommendations

TITLES OF PROPOSALS	11-12 Approvals	12-13 Approvals	13-14 Requests	13-14 Approvals	Comments	Stipulations
Travel/Training	\$0	\$0	\$200		Student leader training	
Supplies	\$0	\$0	\$120			
Events/Activities	\$4,800	\$3,500	\$3,500			
Other operational costs	\$500	\$350	\$500			
Total:	\$14,115	\$17,297	\$25,164	\$24,284		
STEPS/SSMP						
Personnel and Fringe	\$68,322	\$72,913	\$81,161		Add 3rd std prog asst	Complete report on impact of adding third school and prog asst
Travel/Training	\$2,400	\$3,400	\$4,937		Add'l mentor/mentee training	
Supplies	\$3,112	\$0	\$1,200			
Events/Activities	\$0	\$0	\$1,000			
Other operational costs	\$3,000	\$3,000	\$4,000		Add'l marketiing/outreach	
Total:	\$76,834	\$79,313	\$92,298	\$90,000		
oUWTpost						
Equipment	n/a	n/a	\$17,376		Refitting ouwtpost	
Other operational costs	n/a	n/a	\$2,500		Contingencies	
Total:	n/a	n/a	\$19,876	\$19,876		
HEALTH AND WELLNESS EDUCATION & PROMOTION						
Personnel and Fringe	\$10,935	\$11,136	\$12,815		More staffing hours	The increase in funding is for increased staff hours
Supplies	\$2,000	\$250	\$240			
Events/Activities	\$2,000	\$2,000	\$2,400			
Other operational costs	\$800	\$3,250	\$8,500		Increase outreach materials and events	
Total:	\$15,735	\$16,636	\$23,955	\$18,300		
ACADEMIC ADVISING CENTER						
Personnel and Fringe	n/a	n/a	\$81,783		PAAWS personnel	

2013-2014 SAFC Preliminary Annual Allocation Recommendations

TITLES OF PROPOSALS	11-12 Approvals	12-13 Approvals	13-14 Requests	13-14 Approvals	Comments	Stipulations
Total:	n/a	n/a	\$81,783	\$0.00	Not sure if proposal should be funded through student fees	
<i>STUDENT INVOLVEMENT</i>						
Personnel and Fringe	\$306,231	\$295,519	\$388,947		Add Asst Director, Hendrix	Students need to be significantly involved in screening and interviewing candidates
Events/Activities	\$7,500	\$7,500	\$12,500		Add Welcome Days program	
Other operational costs	\$18,728	\$18,796	\$19,893		Add new computers for 2 staff	
Total:	\$332,459	\$321,815	\$421,340	\$421,340		
<i>LEDGER</i>						
Personnel and Fringe	\$72,925	\$113,027	\$135,508		Add'l staffing	Layout mgr limited to 15 hrs/wk
Supplies	\$4,600	\$4,600	\$4,600			Request report on online presence
Printing	\$19,500	\$19,500	\$21,000			
Projected Ad Revenue	-\$7,000	-\$7,000	-\$16,000			
Total:	\$90,025	\$130,127	\$145,108	\$142,732		
<i>DIVERSITY RESOURCE CENTER</i>						
Personnel and Fringe	\$27,815	\$37,515	\$105,141		Add Prog Coord., Std Asst hrs	Require assessment data on services/outcomes
Travel/Training	\$0	\$0	\$2,000		Training for staff/stds	
Supplies	\$2,000	\$2,000	\$3,000			
Other operational costs	\$25,000	\$23,000	\$24,000			
Total:	\$54,815	\$62,515	\$134,141	\$122,000		

2013-2014 SAFC Preliminary Annual Allocation Recommendations

TITLES OF PROPOSALS	11-12 Approvals	12-13 Approvals	13-14 Requests	13-14 Approvals	Comments	Stipulations
RECREATION AND FITNESS						
Personnel and Fringe	\$56,833	\$75,902	\$78,665			
Travel/Training	\$0	\$0	\$11,780		Std leader and summer training	
Supplies	\$0	\$0	\$1,200		General office supplies	
Equipment	\$0	\$0	\$8,000		New and replacement equip/repairs	
Events/Activities	\$0	\$0	\$33,500		Facility rentals, classes, tickets	
Other operational costs	\$10,400	\$18,650	\$7,000			
Total:	\$67,233	\$94,552	\$140,145	\$140,145		
CHILDCARE ASSISTANCE PROGRAM						
Other operational costs	\$57,500	\$72,000	\$72,000			Develop guidelines for growth
Total:	\$57,500	\$72,000	\$72,000	\$72,000		
CONFERENCE AND EVENT FUND						
Travel/Training	\$65,000	\$65,000	\$75,000		Add'l training funds to meet demand	
Events/Activities	\$45,000	\$60,000	\$60,000			
Total:	\$110,000	\$125,000	\$135,000	\$135,000		
ASUWT						
Personnel and Fringe	\$89,873	\$120,118	\$132,577		Add 9th senator	No funding given for 9th senator. Committee does not feel it is needed.
Travel/Training	\$0	\$0	\$3,500		Tri-campus mtgs, std gov training	
Supplies	\$0	\$0	\$1,500		General office supplies	
Other operational costs	\$16,375	\$14,150	\$11,490			
Total:	\$106,248	\$134,268	\$149,067	\$141,602		
STUDENT HEALTH CENTER						
Personnel and Fringe	\$262,644	\$282,708	\$284,188			

2013-2014 SAFC Preliminary Annual Allocation Recommendations

TITLES OF PROPOSALS	11-12 Approvals	12-13 Approvals	13-14 Requests	13-14 Approvals	Comments	Stipulations
Supplies	\$4,000	\$5,000	\$8,400		Add'l marketing, outreach	
Other operational costs	\$15,652	\$14,020	\$12,460			
Total:	\$282,296	\$301,728	\$305,048	\$305,048		
Grand Total:	\$1,387,656	\$1,547,639	\$1,948,109	\$1,825,923		
2013-2014 Anticipated Collections \$1.875 Million						

Current Balance in Contingency Fund: \$500,000.
Current Balance in Long Term Fund \$3.2 Million



W UNIVERSITY *of* WASHINGTON | TACOMA

May 13, 2013

Nikolay Sorochuk
Chair, 2012-2013 Services and Activities Fee Committee
University of Washington Tacoma

Dear Nikolay:

Thank you for submitting the recommendations of the Services and Activities Fee dated May 8, 2013. I accept the recommendations, and extend thanks to you and the committee for your thoughtful deliberations.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Debra Friedman', followed by a long horizontal line extending to the right.

Debra Friedman
Chancellor



Operational Guidelines

I. Services & Activities Fees

- A. The Services and Activities Fee (the "S&A" Fee) is authorized by state statute for the express purpose of funding student activities and programs. This may include, but is not limited to, the operation of student related services, acquisition, construction, equipping, and betterment of lands, buildings, and facilities. (RCW 28B.10.300)
- B. S&A Fees are defined as "fees, other than tuition and fees, charged to all students registering at the...state universities." (RCW 28B.15.041) For the purpose of these Guidelines, the S&A Fee is defined as a compilation of such fees charged to all students registering at the University of Washington Tacoma campus."
- C. S&A Fees and revenues generated by programs and activities funded by such fees are deposited and expended through the offices of the University's budget and financial accounting systems, the responsibility for which resides with the University's chief fiscal officer. The S&A Fee and associated revenues are subject to University policies, regulations, and procedures, and to the Budget and Accounting Act of the State of Washington. (RCW 43.88)
- D. The allowable level of the S&A Fee is authorized by the State Legislature.
- F. In addition to the laws, rules and regulations governing the use of S&A Fees, two provisions of the State Constitution impact the use of public funds (S&A Fee funds are considered to be public funds). The first is Article VIII, Section 5 that prohibits the making gifts or loans of money or property from public funds. A gift exists when there is a "transfer of property without consideration and with donative intent". The second is Article I, Section 11 that prohibits

public money or property being appropriated for or applied to any religious worship, exercise or instruction, or the support of any religious establishment.

- G. The S&A Fee Long-term Fund (also known as the reserve fund) shall consist of all unallocated revenue derived from the collection of Services and Activities Fees from students and accrued interest.
- H. The S&A Fee Contingency Fund (also known as the special allocation fund) shall consist of funds which are derived through annual allocations and reversion of previous year unspent funds.
- I. Members of the Board of Regents shall adhere to the principle that desires of the Service and Activities Fee Committee (SAFC) be given priority consideration on funding items that do not fall into the categories of pre-existing contractual obligations, bond covenant agreements, or stability of programs affecting students.
- J. With the exception of any funds needed for bond covenant obligations, once the annual budget for expending S&A Fees is approved by the Board of Regents, funds shall not be shifted from funds budgeted for associated students or departmentally related categories or the reserve fund until the administration provides written justification to the SAFC and the Board of Regents give their express approval.
- K. The Core Values of SAFC include funding student activities and programs that students find most vital to the overall student development experience on campus. Core values include funding programs and services that provide:
 - a. Training and/or personal/professional development
 - b. Health and wellness
 - c. Opportunities to build future career skills
 - d. Opportunities to pursue interests and broaden overall development
 - e. Leadership development
 - f. Assistance so that students can complete their degree
 - g. Intercultural experiences

This does not limit SAFC from funding programs and services outside of these core values, but provides a list of ideals that SAFC finds most valuable to the overall development of students on campus.

II. Committee on Services and Activities Fees

The Services and Activities Fee Committee (hereafter called the Committee) is appointed by the Chancellor of the University of Washington, Tacoma pursuant to RCW 28B.15.045 to review all requests for funding from Services and Activities Fees, to recommend program priorities and budget levels, and to serve in an advisory capacity to the Chancellor.

A. Membership

1. The Committee shall consist of a minimum of five (5) and up to seven (7) voting members, and three (3) non-voting ex-officio members, and one (1) compliance officer.
2. The voting members shall be regularly enrolled students at UW Tacoma, recommended by the Associated Students of the University of Washington, Tacoma (ASUWT) Student Government and appointed by the Chancellor. Voting members shall not be compensated, elected or appointed ASUWT members.
3. When making its recommendations for Committee appointments, the ASUWT student government should strive to recommend a Committee that represents diverse student interests, and wherever possible, provide for a continuity of membership through individual willingness to commit to serve more than one term.
4. All of the voting members shall be recommended by the 2nd Friday of October.
5. The ex-officio members shall be:
 - a. A staff employee from Student and Enrollment Services, to be recommended by the Associate Vice Chancellor for Student and Enrollment Services
 - b. A faculty member, to be recommended by the Faculty Assembly;
 - c. A staff employee from the Office of the Vice Chancellor for Administrative Services (AS), to be recommended by the Vice Chancellor for Administrative Services; and
 - d. A Compliance Officer, appointed at the discretion of the Chancellor.

B. Term of Membership

1. The voting members recommended by the 2nd Friday of October shall be appointed for one-year terms running from November 1st to 2nd Friday of October in the following year.
2. The ex-officio members from Student and Enrollment Services, AS and the Compliance Officer shall be appointed to indefinite terms, serving at the discretion of the Chancellor. The faculty ex-officio member shall be appointed to a renewable one-year term running from November 1st to October 31st.
3. Any vacancies in membership will be replaced in the same manner provide for new appointments and for the unexpired term of the original appointment.

C. Responsibilities of Voting Members

1. In the first of two (2) meetings, any candidate interested in pursuing the Chair or Vice Chair position will be given an opportunity to state their candidacy and qualifications for the position they are seeking. In the next meeting, but no later than the 3rd Friday of December, SAFC shall vote on electing a Chair and Vice Chair.
2. Attend all meetings unless excused by the chair at least twenty-four (24) hours in advance.
3. Develop and maintain effective communication within the Committee and the campus community.
4. Demonstrate a willingness to engage in constructive dialogue on any issue being considered by the Committee and actively participate in the deliberations of the Committee.
5. Adhere to all rules and regulations governing the Committee.
6. A member whose conduct is deemed unethical or whose performance clearly demonstrates a lack of commitment to the discharge of their responsibilities may be recommended for removal from the Committee by either a unanimous vote of the remaining voting members of the Committee or at the sole discretion of the Chancellor. The Chancellor shall be notified at the same time the SAFC member is notified that a removal will be taking place at the following meeting.
7. Respond to all campus queries within two (2) school days.
8. Abstain from discussing, deliberating, or voting on any proposal submitted by a group, department, or organization of which they are affiliated with the exception of annual SAFC request(s).
9. Recommend funding for the employment of Committee staff using funds generated by the S&A Fee, if deemed necessary, under the following conditions.
 - a. Each staff position must have a written job description detailing qualifications and expectations of the position.
 - b. The Committee Chair will act as a liaison between the Committee and the Committee Staff.
 - c. University employees filling Committee Staff positions may also work for other University entities with costs of employment shared proportionate to the hours rendered between the Committee and such other entity.

10. Responsibilities of Chair:

- a. Have a working knowledge and understanding of the SAFC Operational Guidelines and Parliamentary Procedures.
- b. Chair each SAFC meeting, unless absent or unable to perform duties.
- c. Respond to all emails within two (2) school days.
- d. Attend all SAFC meetings unless excused by the Vice Chair at least twenty-four (24) hours in advance.
- e. Work with the Vice Chair on:
 1. Ensuring agendas are completed and posted within OPMA guidelines for each SAFC Meeting.
 2. The Contingency and Annual Allocation Processes, and ensuring their completion is in compliance with the SAFC Operational Guidelines.
- f. Communicate details of processes to campus community and requestors.
- g. Coordinate administrative tasks: timeline of Special and Annual Allocation processes, scheduling proposal interviews, organization of binders, etc.

11. Responsibilities of the Vice Chair

- a. Have a working knowledge and understanding of the SAFC Operational Guidelines and Parliamentary Procedures.
- b. Assume the responsibilities of the Chair if they are absent during a meeting or are unable to perform their duties.
- c. Respond to all emails within two (2) school days.
- d. Attend all SAFC meetings unless excused by the Chair at least twenty-four (24) hours in advance.
- e. Take meeting minutes at each SAFC Meeting and ensure the proper posting of minutes within one (1) week of each meeting.
 1. If the Vice Chair is absent from meeting, the Chair or Vice Chair can appoint another SAFC member to take meeting minutes.
- f. Work with the Chair on:
 1. Agendas for each SAFC Meeting.
 2. The Contingency and Annual Allocation Processes, and ensuring their completion is in compliance with the SAFC Operational Guidelines.

12. Act as conduit that outreaches to students.

13. Create opportunities for students-at-large to provide feedback to SAFC (i.e. Husky Hangouts, SORT Meetings, ASUWT Senate Meetings, ASUWT Open Public Forums, meetings with the Ledger, etc.)

D. Responsibilities of Ex-Officio Members and the Compliance Officer

1. Advise the Committee on the laws and regulations of the state and the policies and procedures of the university pertaining to Services and Activities Fees.
2. Advise the Committee on procedural questions pertaining to the conduct of meetings.
3. Provide the Committee with summaries of fund balances in accounts funded by S&A Fees and projections of revenue and expenditures.
4. Advise the Committee on the status of registered student organizations at UW Tacoma.
5. Assist the Committee with matters of continuity and historical perspective as required for the Committee to effectively and efficiently act on requests to fund programs and budgets.
6. Provide the Committee with perspectives of the campus climate and the university community.
7. The Compliance Officer shall serve as interim chair of the Committee until a chair is elected by its membership or in the absence of the Chair and Vice Chair.
 - a. The Compliance Officer will be a neutral, non-voting member who maintains compliance with the relevant laws of the state of Washington, University policies, parliamentary procedures, as well as the guidelines laid out in this document.

E. Committee Meetings

1. Meetings shall be held on a regularly scheduled basis, not less than two (2) per academic year.
2. Special meetings may be called by the Committee chair; at the request of three (3) or more members of the Committee; at the request of three (3) or more members of the campus community; at the request of the Compliance Officer; or at the request of the Chancellor.
3. The Committee chair shall post notifications of all meetings in compliance with these guidelines and the Open Public Meetings Act (OPMA) and shall be responsible for presiding over such meetings. An acting chair will be designated, by the chair, should it be necessary for him/her to be absent from any meeting.

4. An agenda and a copy of all funding requests to be considered by the Committee will be sent to members of the committee and be publicly posted in compliance with the OPMA by the chair or the chair's designee.
5. A quorum required for the conduct of business at any meeting shall consist of two-thirds (2/3) of the current voting members and one (1) ex-officio member of the Committee.
6. The use of proxies will not be permitted. They are not allowed to sit in the place of, or vote for a member.
7. All meetings shall be conducted in accordance with the most current edition of Robert's Rules of Parliamentary Procedures, Newly Revised. Deviations from such procedures will be at the discretion of the chair.
8. Program and budget decisions of the Committee shall be made in open public meetings of the Committee, and the reasons for the decisions shall be discussed at those meetings. Minutes will be taken at all meetings and the unofficial minutes shall be publicly posted within five (5) school days after a meeting. The minutes shall include the results of all program and budget decisions made by the Committee.
9. The Committee shall provide full disclosure to the University community concerning programs or budgets funded from S&A Fees.

III. Budgeting

A. General

1. RCW 28B.15 defines the authority to collect S&A Fees, the general purposes for which the fees may be used, and the budgeting process for administering their expenditure. The law specifically states: "It is the intent of the legislature that students will propose budgetary recommendations for consideration by the college or university administration and governing board to the extent that such budget recommendations are intended to be funded by services and activities fees" and "The legislature recognizes that institutional governing boards have a responsibility to manage and protect institutions of higher education." It is clear that the legislature deemed that the mechanism for student input in the S&A Fee process is through participation in the budget proposal process, but that the Board of Regents retains ultimate responsibility and authority for the S&A Fees budget.
2. Any member of the campus community may submit a request for funding through either the annual budgeting or special allocation process, with the exception of:
 - a. Event Funding
 - i. Event funding requests shall be at the sole discretion of the SAB, who derive their funds through the annual budgeting process

b. Academic Funding

- i. Academic funding requests shall only be considered if the request is for services and/or activities that are not directly related to an academic program.
3. The Committee shall establish both the annual budget and special allocation processes. Procedures and criteria adopted by the Committee for the submission of budget requests shall apply to every proposer and shall not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, political orientation, or physical or mental ability.
4. The Committee has the responsibility to review all proposals submitted for funding from S&A Fees, whether for capital expenditures or operating programs and budgets.
5. All funding proposals must contain adequate information which will include, at a minimum, the following:
 - a. Detailed line-item breakdown of proposed expenditures (e.g., salaries, travel, supplies, services, etc.);
 - b. Verification of strategic plan alignment
 - c. Demonstrate a need for funds
 - d. Outcomes data that demonstrates impact of services.
 - e. Revenues expected to be derived from the program or event.
 - f. An accountability of funds expended, if previously funded
6. Budget allocation decisions of the Committee shall be posted on the SAFC website and sent to the requester within ten (10) school days of its respective action.
7. Allocations of S&A Fees to fund operating budgets are valid and available for expenditure during the ensuing fiscal year only. All unspent and unencumbered funds, at the end of each fiscal year, shall revert to the Contingency Fund and shall be carried forward for future reallocation.
8. Each fiscal year shall begin on July 1 and end on June 30.

B. Annual Budgeting Process

1. The annual budget process will be the primary process for recommending the distribution of S&A Fees for the ensuing fiscal year. As a part of the annual budget process, the Committee shall:
 - a. Formulate a recommendation for the level of the S&A Fees to be assessed during the ensuing fiscal year.
 - b. Place in the Long Term Fund up to five (5) % of the projected incoming S&A Fees, not to exceed \$2,000,000 dollars, unless a designated purpose has been defined and approved.

- c. Place in the Contingency Fund up to five (5) % of the projected incoming S&A Fees, not to exceed \$250,000.00, unless a designated purpose has been defined and approved.
2. Program and budget proposals considered during the annual budget process will be to fund general annual operating costs necessary to run an organization, department, or service. Annual budgets will not include capital expenditures.
3. No later than the 3rd Friday in January of each year, the Committee will announce the annual budget request submission process
4. Annual budget request forms and all supporting documentation must be returned to the Committee not later than 12:00pm (noon) the 3rd Friday in February. Late submissions will be accepted and/or reviewed at the sole discretion of the SAFC.
5. When considering annual allocation requests, the Committee may require the proposer (or their duly appointed representative) to be present to answer questions of the Committee.
6. The committee shall have a minimum of two (2) weeks to consider annual proposals from the time they are submitted until formal deliberation begins.
7. The Chancellor may meet with the Committee at appropriate intervals during its annual budget formulation process to respond to emergent ideas and issues and to apprise the Committee of the general position of the administration. The Chancellor may respond in writing to specific written proposals submitted by the Committee and take other actions as needed to assure that the lines of communication to the Committee remain open.
8. The Committee will release preliminary program and budget allocation recommendations no later than the first Friday in April. An appeal of the Committee's decision on any specific budget request may be made as described in Section III C 1) by the end of business on the second Friday in April, at which time no further appeals will be accepted.
9. The Committee will respond to all allocation appeals as described in Section III C 1) not later than the end of business on the fourth Friday in April.
10. In addition to allocations to fund specific requests that have been approved by the Committee, the annual budget will contain an allocation to a budget line item entitled "Contingency". The purpose of the "Contingency" budget is to provide the necessary flexibility during the budget execution year to authorize special allocations for capital project expenditures or for emergency expenditures that could not be specifically identified or foreseen at the time of the preparation and submission of the annual budget Allocations or

authorization of expenditures from the "Contingency" budget will be accomplished through the special allocation process.

11. The chair shall transmit the final annual budget recommendations of Committee with supporting documentation (including mandatory dissenting opinions on any decision of the Committee that was not unanimous) to the Chancellor not later than the first Friday in May.
12. Within fourteen (14) school days after receipt of the Committee's annual budget recommendations, the Chancellor will provide a written response to the Committee. In formulating the response to the Committee and/or recommendations to the Board of Regents, the Chancellor may seek the views of other affected university groups. In the event that the Chancellor disagrees with any of the Committee budget distribution recommendations, the UWT dispute resolution process described in Section III C 2) a. will be invoked.
13. At the time that the Chancellor submits his/her proposed budget recommendations for the expenditure of S&A Fees to the Board of Regents, he/she shall also submit a copy of the Committee recommendations, along with any supporting documentation provided by the Committee, and a copy of the administration's response to the Committee recommendations. If a dispute exists between the Chancellor and Committee which has not been resolved by the UWT dispute resolution process, the UW dispute resolution process described Section III C 2) b. will be invoked.
14. The Board of Regents may take action on those portions of the S&A Fee budget not in dispute and shall consider the results, if any, of the dispute resolution committee appointed in accordance with the dispute resolution process described in Section III C 2) b.
15. At the point in the review process at which recommendations on the distribution of S&A Fee budget and dispute resolutions are presented to the Board of Regents, the Board shall provide opportunity for the Committee to present its view.
16. Upon approval of the Board of Regents, the annual budget will be provided to the UWT Finance Office for establishment of budget numbers and recording of the necessary revenue transfers in the university accounting system to implement the approved distribution of funds.
17. The Committee may appeal to the Board of Regents if they feel that these guidelines have not been followed, that their participation has been unduly curtailed, or that S&A Fee funds have been used for purposes outside of these guidelines. The decision of the Board of Regents shall be final.
18. Voting and ex-officio members are restricted from presenting annual or contingency budget proposals to the committee.

C. Annual Budget Allocation Appeals and Disputes

1. Budget Allocation Appeal

- a. If a proposer or any other student objects to a budget allocation of Services and Activities Fee funds that has been made by the Committee, a written appeal must be submitted to the Committee chair by 12:00 noon on the second Friday in April. An extension of the deadline shall not be granted.
- b. An appeal must allege a violation of the State Constitution, applicable state laws, applicable University policies or regulations, or a material misrepresentation of facts that may serve to invalidate the allocation. An objection based solely on disagreement with the amount of the approved allocation will not be grounds for an appeal. The burden of proof that such a violation has occurred shall be on the proposer or individual making the allegation.
- c. A special meeting of the Committee will be called by the chair to address the appeal within five (5) school days of the receipt of the appeal. The Committee must have responded to all appeals not later than the fourth Friday in April. The proposer or individual filing the appeal will be required to attend the special meeting of the Committee at which the appeal is considered.
- d. If the appeal is denied, the chair shall transmit a copy of the appeal and the results of the Committee's decision (with all supporting documentation) for consideration by the Chancellor. The decision of the Chancellor will be final.

2. Budget Allocation Disputes

a. UWT Allocation Dispute Resolution Process

- i. If, during the review of the final annual budget recommendations submitted by the Committee, the administration should dispute any of the recommended allocations, the Chancellor shall provide the Committee chair with written notification of the disputed allocation that includes the administration's rationale or justification.
- ii. Within five (5) school days after receipt of written notification of a disputed allocation recommendation, the chair shall schedule a special meeting of the Committee with the Chancellor for the purpose of making a good faith effort to resolve the dispute.
- iii. In the event that the dispute is not resolved within fourteen (14) school days from the date of the initial special meeting called to

consider the dispute, the Chancellor will provide the Committee with the administration's written response to the Committee's final annual budget recommendations, which will include any unresolved dispute. A copy of the response, together with a copy of the Committee's recommendations and any supporting documentation, will be submitted to the Board of Regents with the Chancellor's proposed budget recommendations for the expenditure of S&A Fees.

b. UW Dispute Resolution Process

- i. Upon receipt of the administration's written response to the Committee's final annual budget recommendations that includes an unresolved dispute, the Committee chair shall convene a dispute resolution committee.
- ii. The dispute resolution committee shall be selected as follows: The Chancellor shall appoint one (1) non-voting advisory member; the Board of Regents shall appoint two (2) voting members; and the Committee Chair shall appoint two (2) student members of the Committee as voting members, and one (1) student representing the Committee who will chair the dispute resolution committee and be non-voting member, except in the case of a tie vote.
- iii. The Board of Regents shall consider the results, if any, of the dispute resolution committee, and shall provide opportunity for the Committee to present its view, prior to taking action on any disputed portion of the budget.

D. Special Allocation Process

1. The special allocation process is designed to provide funding for capital expenditures or for emergency expenditures that could not be specifically identified or foreseen at the time of the preparation and submission of the annual budget.
2. In general, the funding of special allocation requests shall be made from the "Contingency" operating budget line item that was included in the annual budget. If there is insufficient funding in the "Contingency" budget, the Committee may submit a request through the Chancellor to the Board of Regents for approval of an additional distribution from the reserve fund.
3. A call for special allocation requests will be announced by the Committee in Winter quarter. All special allocation requests received shall be placed under the new business section of the agenda for the next meeting.

4. When considering special allocation requests, the Committee may require the proposer (or their duly appointed representative) to be present to answer questions of the Committee.
5. The Committee will release and post decisions on special allocation requests not later than five (5) school days after the meeting at which the allocation was considered.
6. An appeal of the Committee's decision on any specific special allocation may be made as described in Section III E within five (5) school days of the decision being released, after which no appeals will be accepted.
7. Decisions on appeals will be made within five (5) school days of receipt of the appeal.
8. Upon final approval of a special allocation, the Committee chair shall authorize the Compliance Officer to work with the UW Tacoma Finance Office to establish a budget number and transfer revenue from the "Contingency" budget to implement the approved allocation.
9. Any change in the intent of an approved allocation that alters its objectives as originally described and appropriated must have the approval of the Committee before any change occurs.

E. Special Allocation Appeal

1. If a proposer or any other student objects to an allocation of S&A Fee funds that has been made by the Committee, a written appeal must be submitted to the Committee chair by the end of business on the fifth (5) school day after the Committee posted the allocation decisions. An extension of the deadline shall not be granted.
2. An appeal must allege a violation of the State Constitution, applicable state laws, applicable University regulations or a misrepresentation of facts that may serve to invalidate the allocation. **An objection based solely on disagreement with the amount of the approved allocation will not be grounds for an appeal.** The burden of proof that such a violation has occurred shall be on the proposer or individual making the allegation.
3. A special meeting of the Committee will be called by the Chair to address the appeal within five (5) school days of the receipt of the appeal. The proposer or individual filing the appeal will be required to attend the special meeting of the Committee at which the appeal is considered.
4. If the appeal is denied, the chair shall transmit a copy of the appeal and the results of the Committee's decision (with all supporting documentation) for consideration by the Chancellor. The decision of the Chancellor will be final.

A. STIPULATIONS

1. The Committee may place stipulations on the use of funds and/or recommend guidelines in the operations of a program as long as they are in compliance with university policy, state and federal law. All stipulations shall be binding.
 2. Actual expenditures shall not exceed the amount of approved budget allocations without prior approval of the Committee.
 3. If prior notification to the Committee is not possible, the University entity in question must submit sufficient reasons and documentation.
-

The Board of Regents approved the original version of these guidelines on September 27, 1991; subsequent revisions were approved on June 14, 2002, June 10, 2005, and June 8, 2006. The Board of Regents approved the present version on June 9, 2011. Proposed updates would be effective on June 13, 2013 if approved.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of FundsRECOMMENDED ACTION

It is the recommendation of the Administration and the Academic and Student Affairs Committee that the Board of Regents approve for the University of Washington Bothell:

- 1) Recommended Services and Activities Fee Budget for 2013-14; which is inclusive of spending authority on excess fees.
- 2) Recommended use of long term funds in the amount of \$120,824 for the relocation and associated costs to move the fitness center from its current location to Husky Hall.

BACKGROUND

Services and Activities Fees at the UW Bothell and Tacoma campuses are collected separately from the Services and Activities Fees at the Seattle campus, but the process is handled in like manner. As provided under RCW 28B.15.045, a student committee recommends the annual allocations to the Board of Regents for approval. The Board of Regents, at the September 27, 1991 meeting, approved the Guidelines that established the Services and Activities Fees (SAF) Committee for the Bothell campus and its operating procedures, and approved revisions June 7, 2012.

The Board of Regents is authorized to increase the Services and Activities Fee annually by a percentage not to exceed the annual percentage increase of tuition.

The quarterly rate history of the Services and Activities Fee at UW Bothell is:

Academic Year	Fee	Academic Year	Fee
1991-92	\$76	2002-03	\$83
1992-93	\$76	2003-04	\$86
1993-94	\$79	2004-05	\$89
1994-95	\$81	2005-06	\$91
1995-96	\$84	2006-07	\$93
1996-97	\$87	2007-08	\$95
1997-98	\$90	2008-09	\$101
1998-99	\$93	2009-10	\$108
1999-00	\$93	2010-11	\$123

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of Funds (continued p. 2)

2000-01	\$83	2011-12	\$123
2001-02	\$83	2012-13	\$130

1. **Recommended Services and Activities Fee Budget for 2013-2014:**

A. Services and Activities Fee for 2013-2014

The SAF committee is recommending the SAF fee to remain at \$130. The fee revenue was calculated by using FY 2014 enrollment revenues (3,900 annualized and 950 summer FTE). Prior to allocating any awards, the committee first established a contingency fund of 5% of the available revenue (\$82,225) for next year’s group to allot for new student-initiated projects and activities. The total estimated fee collection for all four quarters (2013-14) is \$1,562,275 as illustrated in schedule 1 below. In addition, we are asking for spending authority on excess fees collected in the 2013-14 academic year to be moved into the contingency budget. We also recommend allocating \$120,824 from our long term reserve to fund the relocation and associated costs to move the fitness center from its current location to Husky Hall, UW Bothell’s recently acquired leased facility adjacent to Husky Village housing.

Schedule 1: Distribution of Fees	
3,900 FTE Projected	\$ 1,521,000
Estimated Summer 2013 Revenue	\$123,500
Total Estimated Fee Revenues	\$1,644,500
Mandated Loan Fund (5%)	(\$82,225)
2013-2014 Student Activities Fee Revenue	\$ 1,562,275

B. 2013-14 Allocation of Student Activities and Services Funds

ASUWB	\$201,333
Beta Alpha Psi (BAP)	\$0
Business Leadership Development Club	\$0
Campus Events Board	\$105,449
Center for Serious Play	\$0
Career Services	\$56,586
Club Council	\$148,394
• Clamor Literary Arts Journal	\$11,180
• Collegiate DECA	\$10,000

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of Funds (continued p. 3)

• Husky Herald	\$17,950
• Policy Journal	\$5,800
• Club Funds	\$81,326
Contingency	\$82,225
Counseling Center	\$2,000
Facilities Use and Events	\$35,179
Financial Aid Office/Childcare Services	\$0
Food for Thought Rental and Cleaning	\$24,308
Global Initiatives Study Abroad Ambassadors	\$0
IAS Graduate Students	\$0
KUWB/U Wave Radio	\$0
Library Technology Services	\$17,526
Recreation and Wellness	\$192,508
Society of Literary Sci-Fi	\$0
Student Engagement/Activities	\$207,543
Student Life Operations	\$489,224
Sustainability Organization	\$0
UWB MBAA	\$0
Women's Business Conference	\$0
Sub-Total Requested Annual Funding	\$1,562,275
Long Term Fund for Fitness Relocation	\$120,824
Total Requested Funding	\$1,683,099

C. Proposed Operating Expenditures for SAF Funds

A. If specifically authorized by the Services and Activities Fee Committee at the time of allocation, the following expenditures are acceptable in support of bona fide school-related curricular or extracurricular functions, activities, or programs participated in by UW Bothell students in the furtherance of their education:

1. Ordinary supplies, purchased services or equipment necessary to conduct the student function, activity, or program.
2. Compensation for students or other University employees engaged in activities or services that directly involve or support currently enrolled UWB students such as student government, student activities, student life, financial aid, counseling, testing, placement, and security. Compensation is established once per year, during the Annual Budget cycle, and cannot be modified during the Contingency cycle.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds (continued p. 4)

3. Necessary and reasonable fees, meals, lodging, and transportation expenses for entertainers, lecturers, guest speakers and others who provide personal services on a contractual basis.
4. Trophies, plaques or medals, certificates of award or articles of personal property that are of nominal value (\$50 or less) given to currently enrolled UWB students as recognition for participation, achievement, or excellence as part of the functions of student organizations, activities, or programs.
5. Promotional Items are designed to promote any student organization, group, or funded project or service and are limited to a total value of \$800 per year unless expressly stated otherwise by the Services and Activities Fee Committee at the time of allocation. Food and publicity (for specific events) are not considered a promotional item. Articles of clothing may be purchased with the guidance and approval of the Office of Student Life and the Club Council. Promotional items must be purchased in compliance with University policies and procedures.
6. Cost of childcare for children of currently enrolled UW Bothell students who are participating in UW Bothell programs held on the UW Bothell campus.
7. Travel Awards can only be granted to currently enrolled UW Bothell students and their advisor(s), who shall be UW faculty or staff, to participate in approved student functions, activities, or programs. Awards are limited to paying accommodations, transportation, registration fees, and incidental expenses as outlined by the SAF Committee. All travel must comply with established UW travel policies and procedures. Approved travel awards are reimbursed only when receipts are presented. Travel must benefit the broader student community through participation upon return from the trip. Maximum reimbursement will be \$500 per student and \$2,500 per group unless expressly stated otherwise by the SAF Committee upon awarding of funds.
8. Food and refreshments may be purchased for UW Bothell-student functions as outlined by the UW food policy, which includes award receptions, training, activities, or programs. Such funds are intended to support activities and programs open to the general student body. Funds are not intended to support routine meetings associated with student organizations (student government, campus events board, SAF, etc.). Services and Activities Fees may not be used to purchase or serve alcoholic beverages.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds (continued p. 5)

B. Consistent with state law, any expenditure of Services and Activities Fees, including loans, is considered a prohibited gift when made for the direct benefit of private individuals or groups. State law also prohibits contributions of Services and Activities Fees or property to a political candidate or cause in connection with any local, state, or federal election.

C. Services and Activities Fees shall not be used as fundraising contributions; matching funds for fundraising purposes; or for any expenses related to a meetings, event, or activities of which the principal purpose is fundraising.

D. When making allocations, the Committee may place stipulations on the use of funds or recommend guidelines in the operations of a program, or both. The approved budget and stipulations, not the original request, shall be binding on the program.

E. Any program may move up to 5% of their annual or contingency budget between line items at the discretion of the Office of Student Life. Other changes to the approved budget and amounts above 5% require the approval of the Committee

D. 2012-13 Budget Notes and Funding Stipulations

Full Time Enrollment for 2013-2014

On January 18, 2013 the Office of Budget and Fiscal Services presented Services and Activities Fee revenue projections to the SAF Committee. After the University's Cabinet meeting on April 4th, 2013, ASUWB relayed information to the SAF Committee outlining an increase in the Full Time Enrollment projections for the 2013-2014 academic year. On April 29, 2013 the committee voted and approved the adoption of a final FTE projection of 3900 students annualized with a summer enrollment of 950 students. This indicates the 2013-2014 annual budget set at \$1,562,275. Contingency withholdings will total \$82,225 to be allocated during the contingency cycle.

Stipulations are as follows; please refer to the attached spreadsheet for specifics and breakdowns of awards.

Associated Students of the University of Washington Bothell - \$201,333

The Committee will fund \$201,333 in total with the recommendation that Senator wages be funded \$30,000 in total. Please see spreadsheet for line item amounts.

Beta Alpha Psi - \$0

Due to the academic nature and lack of broad appeal the Committee will not be funding this group. It is suggested that funding be requested from the Business Department or outside sources.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds (continued p. 6)

Business Leadership Development Club - \$0

Due to the lack of broad appeal to students and the academic component of this program the Committee suggests it seek departmental funding.

Campus Events Board - \$105,449

It is suggested that programmer positions be funded at \$10 per hour and the chair position at \$11 per hour. CEB is encouraged to continue cosponsoring events with other clubs and organizations. Please see spreadsheet for line item amounts.

Career Services - \$56,586

The Committee will fund \$56,586 in total with the recommendation that more sustainable means of advertising be implemented. Please see spreadsheet for line item amounts.

Center for Serious Play - \$0

Due to the lack of broad appeal to students and the academic component of this program the Committee suggests it seek departmental funding.

Clamor Literary Arts Journal - \$0

Please see Club Council for allocations and stipulations.

Club Council - \$148,394

The Committee will fund this group \$148,394 with the recommendation that club funds continue to be distributed in a consistent and equitable manner. The Committee is increasing Club Council's request to accommodate the growing number of clubs and organizations on campus. The SAF Committee awards a sum of \$19,200 in student wages and \$2,938 in benefits for club council positions. The remainder shall be allocated as follows:

- **Policy Journal** - \$5,800 to be used for the production and printing of the Policy Journal
- **Clamor Literary Arts Journal** - \$11,180 to be used for the production and printing of the Clamor Literary Arts Journal
- **Collegiate DECA** - \$10,000 to be used for regional and national competition related expenditures only
- **Husky Herald** - \$17,950 The Committee will fund \$13,400 in salary allocations for one Editor-in-Chief, one Assistant Editor, one Web/Graphics position and lump sum of \$2,056 for writer stipends. \$500 to be used for webserver fees and promotional materials. It is suggested the Herald endeavor to continue sustainable practices by producing a reputable online publication.
- **Club Funds** - \$81,326 All remaining funds to be allocated to student clubs and organizations by the Club Council for all programmatic expenses in accordance with the SAF by-laws. Club Council is permitted to use funds for outreach events, training and promotion of the council and its processes and policies. SAF Bylaws, Section 5., Part A.2.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds (continued p. 7)

“Compensation for students or other University employees engaged in activities or services that directly involve or support currently enrolled UWB students such as student government, student activities, student life, financial aid, counseling, testing, placement, and security. Compensation is established once per year, during the Annual Budget cycle, and cannot be modified during the Contingency cycle.”

Collegiate DECA - \$0

Please see Club Council for allocations and stipulations.

Contingency Fund - \$86,336

Counseling Center - \$2,000

The Committee will fund \$2,000 towards start-up costs of this outreach program. The Committee recommends this group seek university funding in the future.

Debate Society - \$0

Due to a lack of broad appeal, on-campus events, and the academic nature of this group the committee will not provide funds. It is suggested that the Debate Society seek funding from a sponsoring academic department.

Facilities Use & Events - \$35,179

Per the original agreement, the Committee will continue to support room reservations for student groups. As in year's past the award will be allocated as salaries and benefits.

Financial Aid Office/Childcare services - \$0

Due to budget constraints and competing priorities the Committee will not be funding this group.

Food for Thought Rental and Cleaning - \$24,308

To maintain this student space on campus, the Committee will continue to fund the rental and cleaning of the Food For Thought lounge area.

Global Initiatives Study Abroad Ambassadors - \$0

Due to budget constraints and competing priorities the Committee will not be funding this group. The Committee suggests Global Initiatives seek university funding for the continuation of this program.

Husky Herald - \$0

Please see Club Council for allocations and stipulations.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014 Distribution of Fees and Allocation of Funds (continued p. 8)

IAS Graduate Students - \$0

Due to budget constraints and competing priorities the Committee will not be funding this group. The Committee suggests IAS Graduate Students seek departmental funding.

KUWB Radio/UWave - \$0

Due to the academic nature, the Committee will not be funding this group. The Committee suggests KUWB Radio seeks funding from their respective department.

Library Technology Services - \$17,526

After adjusting benefits to account for the new rate, the Committee has decided to fully fund this program to the benefit of the student body.

Recreation and Wellness - \$192,508

Recreation is encouraged to track sustained interest, growth and continuity of its outdoor programs. Revenue of \$105,000 is allocated from the Sports Field Fee revenue collection to supplement maintenance and operations costs of the Sports and Recreation Complex. Please see spreadsheet for line item amounts.

Policy Journal - \$0

Please see Club Council for allocations and stipulations.

Society of Literary Sci-Fi - \$0

The Committee suggests this group seek funding from the Club Council.

Student Engagement/Activities - \$207,543

Due to budget constraints the Committee will allocate \$4,000 in promotional materials. Conference related costs are not to exceed \$12,500. Please see spreadsheet for line item amounts.

Student Life Operations - \$489,224

The Committee will fund the requested positions with the exception of Program Assistant. Student Marketing Assistant wages are cut to \$17,160 total. Please see spreadsheet for line item amounts.

Sustainability Organization - \$0

Due to competing priorities and budget constraints the Committee will not fund this group. The Sustainability Organization is encouraged to request funds from the Club Council.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Services and Activities Fee University of Washington Bothell, 2013-2014
Distribution of Fees and Allocation of Funds (continued p. 9)

UWB MBAA - \$0

Due to the nature of this program and the Committee's commitment to funding programs with broad appeal, it is recommended that this group seek departmental funding.

Women's Business Conference - \$0

Due to the nature of this program and the Committee's commitment to funding programs with broad appeal, it is recommended that this group seek departmental funding.

2. Recommended use of Long Term funds in the amount of \$120,824 for the relocation and associated costs to move the fitness center from its current location to Husky Hall (UW Bothell's leased facility adjacent to Husky facility).

The SAF Committee approves the relocation of the fitness center from its current location to Husky Hall and associated costs to move the Fitness Center to Husky Hall. This award can be used for supplies and equipment, as well as facilities charges.

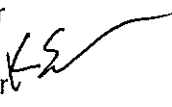
Attachments

1. Letter from Chancellor Kenyon S. Chan to SAF Chair
2. Letter from SAF Committee Chairperson to Chancellor Kenyon Chan
3. Services and Activities Fees Committee Guidelines and Operating Procedures



May 20, 2013

TO: James Anderson, SAF Chair

From: Kenyon S. Chan, Chancellor 

Thank you for the SAF 2013 recommendations. I concur with your recommendations and look forward to presenting them to the Board of Regents on June 13, 2013.

Please send my thanks to the committee members for a job well done.

attachments

W UNIVERSITY of WASHINGTON | BOTHELL

April 29, 2013

Dear Chancellor Chan,

On behalf of the 2012-13 Services and Activities Fee Committee, I am pleased to submit our 2013-14 annual budget and corollary stipulations for your consideration. A total of 29 proposals were received from members of the campus community. These requests totaled \$2,463,677, approximately \$983,627 more than we had available to allocate.

The committee based its budget on revised net revenue of \$1,480,050 computed as follows:

Recommended Distribution of Fees for 2013-14		
3900 FTE assumed	\$	1,521,000
Estimated Summer 2013 Revenue	\$	123,500
Net Revenue	\$	1,644,500
Less Mandated Loan Fund/Financial Aid (5%)		(82,225)
Revised Net Revenue	\$	1,562,275

The SAF committee is recommending the SAF fee to remain at \$130.00. Prior to allocating any awards, the committee first established a contingency fund of 5% of the available revenue (\$82,225) for next year's group to allot for new student-initiated projects and activities. Baring the 5% contingency, we had \$1,480,050 to allocate among 11 annual operating requests.

In addition, we are asking for spending authority on excess fees collected in the 2013-14 academic year to be moved into the contingency budget. We also recommend allocating \$120,824 from our long term reserve to fund the relocation and associated costs to move the fitness from its current location to Husky Hall.

The general criteria used to evaluate each funding request included:

- the degree to which the request supports a UWB student program or activity or provides a direct service that is of general interest and has broad appeal to currently enrolled UWB students;
- how well the proposed program, activity, or service is conceived and organized and, if previously funded, its track record for success;
- the likelihood of partial or full funding from another source or the probability that alternative funding (full or partial) is available from another source; and

- the number and diversity of currently enrolled UWB students likely to benefit from the program, activity, or service in proportion to the level of proposed funding.

An open forum was held on April 26, providing members of the campus community an opportunity to comment on or appeal any of our proposed allocations, budget stipulations, or amendments to the committee's operating guidelines. The budget was approved on April 28th.

While students have supported a new fee of up to \$167 per student per quarter, the financial analyses for the project loan have confirmed that a fee of \$147 (otherwise known as the Student Activities Center Fee) per student per quarter will be required to fully fund the project. UW Bothell students have also partnered with Cascadia Community College (CCC) students and CCC has signed a thirty-year commitment to provide \$570,000 per year to UW Bothell students in accordance with the terms outlined in the attached Memorandum of Understanding between the two institutions.

CCC will begin payments to UW Bothell students in FY 2016, at the time of SAC substantial completion. At that time, it is the recommendation of the Services and Activities Fee Committee that the CCC \$570,000 be used to replace UWB SAF fee collections, and that the UWB SAF fee be reduced by \$47 per student per quarter. This adjustment ensures that in the long-term the net amount paid for the building project by any student, whether enrolled at UWB or CCC, is \$100 per student per quarter.

Recognizing that the new facility will provide significant new opportunities to expand student activities, and acknowledging the students' broad support for new programming and activities, the committee further recommends that a specific SAC programming fee of up to \$22 (otherwise known as the Student Activities Center Programming fee) per quarter per student be considered in FY 2016 in addition to the normal SAF fee annual budget process.

Please feel free to contact me for further information or if clarification is needed. Thank you for your support of our recommendations and efforts. It has been a pleasure to serve on the committee.

Sincerely,



James Anderson, Chairperson
2012-13 SAF Committee
jamesa7@uw.edu

Services and Activities Fees Committee Guidelines and Operating Procedures

Section 1. Services and Activities Fees

A. Services and Activities Fees are defined in [RCW 28B.15.041](#) to mean “fees, other than tuition fees, charged to all students registering at the . . . state universities . . . The legislature also recognizes that Services and Activities Fees are paid by students for the express purpose of funding student activities and programs” of their particular institution.

B. “It is the intent of the legislature that the governing boards ensure that students have a strong voice in recommending budgets for Services and Activities Fees” ([RCW 28B.15.045](#)), and that Services and Activities Fees expenditures for programs devoted to political or economic philosophies shall result in the presentation of a spectrum of ideas ([RCW 28.15.044](#)).

C. The level of the services and activities fees is recommended by the Services and Activities Fee Committee pursuant to [RCW 28B.15.045](#) and approved by the Board of Regents. Increases in the fee are subject to limitations set by the state legislature.

D. The Board of Regents shall adhere to the principle that the desires of the Services and Activities Fee Committee be given priority consideration for funding items that do not fall into the categories of pre-existing contractual obligations, bond covenant agreements, or stability of programs affecting students ([RCW 28B.15.045\(2\)](#)). Expenditures of Services and Activities Fees, however, are permitted for the construction, equipping, and betterment of buildings and facilities for student activities and services ([RCW 28B.10.300](#)).

E. The Services and Activities Fee long-term fund shall consist of all unallocated revenue (refer to sections 9 and 10) derived from the collection of services and activities fees and accrued interest.

F. Services and Activities Fees and revenues generated by programs and activities funded by such fees shall be deposited and expended through the Office of Finance and Administration and will be reduced, unless otherwise stipulated by the Services and Activities Fee Committee, from the allocation awarded for that program or activity. The expenditure of Services and Activities Fees and associated revenues are subject to all applicable University policies, regulations, and procedures and to the Budget and Accounting Act of the State of Washington ([RCW 43.88](#)).

G. In addition to the regulations governing the use of Services and Activities Fees, provisions of the State Constitution prohibit the use of public funds (Services and Activities Fees are considered public funds) with regard to making gifts or loans of money or property.

H. With the exception of any funds needed for bond covenant obligations, once the budget for expending Service and Activities Fees is approved by the Board of Regents, funds shall not be shifted from funds allocated by the Services and Activities Fee Committee until the administration

provides written justification to the Committee and the Regents, and the Regents and the Committee give their express approval. In the event of a fund-transfer dispute among the Committee, the administration, or the Regents, said dispute shall be resolved pursuant to Section 6 of these Guidelines ([RCW 28B.15.045 \(12\)](#)).

Section 2. Committee Membership

A. The intent of this Committee is to be comprised of at least seven (7) and no more than nine (9) voting members who are currently matriculated students at UW Bothell and not elected or appointed officers of the ASUWB Senate, Student Technology Fee Committee, or serving in an officer or staff position for any student news media. The voting membership of the Committee should strive for a committee that is strongly representative of the student body, considering academic programs, class level, gender, cultural backgrounds, and other characteristics of the student body.

B. Ex-officio, non-voting members of the Committee should include a representative from Budget and Fiscal Services, and a representative from Student Affairs. The Chair of the Committee, with approval of the Chancellor, may appoint any other ex-officio member. The role of the representatives from Budget and Fiscal Services and Student Affairs is to provide information and orientation, background materials, and general support and guidance to the Committee.

C. Voting members will generally serve for one term, and each term is for a period of one year (from July 1 to June 30). A voting member may be reappointed for a second and third term, and up to two members may be allowed to serve for a fourth term; such reappointments are subject to the procedures described in Section 2.D. Majority of voting members should be selected before June 1st while leaving two open spots for incoming fall quarter students. The Committee may replace any of its voting members only for reasons spelled out in these Guidelines and Operating Procedures. Members who resign during their term(s) will submit a written resignation to the Committee chairperson. Vacancies will be replaced in the same manner as provided for new appointments and for the un-expired term of the original appointment.

D. The ASUWB Senate appoints members of the Services and Activities Fee Committee according to procedures for appointing students to University committees and boards established by the ASUWB Senate application process. The ASUWB president shall appoint, in consultation with his or her executive committee, a member of the ASUWB Executive Committee to serve as one of the voting members. The Chancellor makes the final appointment for all members sans the ASUWB representative. The chairperson of the Services and Activities Fee Committee shall be selected by the members of that Committee ([RCW 28B.15.045 \(3\)](#)) at its first business meeting. The chairperson will ideally possess monetary experience and have knowledge of the student fees. The chairperson shall call and preside over Committee meetings, prepare agendas, and serve as liaison to the broader University community where appropriate.

E. Voting members are expected to attend all meetings unless excused in advance by the Chair; develop and maintain effective communication within the Committee and across the campus community, demonstrate a willingness to engage in constructive dialogue on any issue being considered by the Committee, actively participate in the deliberations of the Committee, and adhere

to the rules and regulations governing the Committee. Members may request the resignation of a particular member if absences or conduct are deemed detrimental to the work of the Committee. A request for resignation to remove a member from the Committee requires a unanimous vote by all voting members of the Committee, except for the party whose resignation is being requested, and concurrence by the Chancellor.

Section 3. Committee Meetings

A. Regular meetings shall be held at least three times per quarter (Autumn, Winter, and Spring) and more frequently as needed. During the winter and spring quarter, meetings will be held at least two (2) to three (3) times per month. All business, other than those items appropriate for consideration during executive session, will be conducted during open session and in full compliance with the Open Public Meetings Act.

B. An agenda and a copy of all funding requests to be considered by the Committee shall be sent to members and be publicly posted at least three-school days in advance of all regular meetings and shall specify the time and place of the meeting as well as the business to be transacted.

C. A special meeting of the Committee may be called at any time by the chair, by a simple majority of the voting members of the Committee, or by the Chancellor by delivering personally or by mail written notice to each member of the Committee at least 24-hours before the time of such meeting as specified in the notice. The time and place shall be decided by simple majority and absence(s) may be excused by the chair. The call and notice shall specify the time and place of the special meeting and the business to be transacted; final disposition shall not be taken on any other matter at such meetings.

D. The Committee may hold an executive session during a regular or special meeting only to consider matters permitted under the Open Public Meetings Act ([RCW 42.30.110](#)).

E. A quorum shall consist of a simple majority (50% + 1) of the current voting membership of the Committee. The chairperson shall be included as a voting member. Proxies shall not be considered for voting purposes.

F. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised. Deviations from such procedures will be at the discretion of the Chair with a simple-majority approval of the Committee present and voting.

G. Minutes shall be taken at all meetings of the Committee and shall be publicly posted not later than five-business days after the meeting concludes. Said minutes shall include the results of every action item taken by the Committee.

Section 4: Budgeting Process

A. The Services and Activities Fee Committee shall notify the campus community of the opportunity to submit requests for annual funding no later than December 1:

1. The Committee shall establish the format and related deadlines for receiving budget requests in advance of notifying the campus community of the opportunity to apply for funding. At least 15-business days must be provided to members of the campus community for preparing their requests.

2. Any member of the University of Washington Bothell campus community may submit a request for annual funding.

3. The intent of the annual operating budget is to support on-going student activities, services, and programs. It is the intent that the funds deemed “long-term” shall be used to purchase capital (non-recurring) equipment and furnishings, lease and/or bond obligations, and other related expenditures.

B. A contingency fund shall be established by the Committee as part of its annual budget and should represent approximately 5% of the projected fee revenue. The purpose of this money is to fund proposals throughout the following fiscal year. The Chancellor or his or her designate shall review and approve all such recommendations from the Committee.

1. The Committee shall establish the format, priorities for funding, and related deadlines for receiving contingency requests. At least 10-business days must be provided to students for preparing their requests.

2. The intent of the contingency award is to fund student-initiated activities, events, projects, and services that were not proposed during the annual budgeting cycle. Contingency requests should represent new ideas for building and sustaining community on campus. As such, these requests are to be generated by student groups, committees, and boards. Other entities of the campus community are invited to submit requests during the annual budgeting cycle.

C. All proposals for either annual or contingency funding must contain adequate information about how a program will serve currently enrolled UWB students as well as a detailed breakdown of proposed expenditures and anticipated revenues.

D. The Committee shall review all requests for support from the services and activities fees, serving in an advisory capacity to the Chancellor and the Board of Regents.

E. At the Committee’s discretion, a hearing may be required for those requests that lack sufficient detail or justification. The Committee should provide at least 10-business days’ notice of a hearing to those individuals requested to be in attendance.

F. The Committee shall organize and publicize at least one open forum on its proposed annual funding allocations at least 10-calendar days prior to adopting a final budget.

G. The Chancellor may meet with the Committee at appropriate intervals in its budget formation process to respond to emergent ideas and issues and to apprise it of the general position of the Regents. The Chancellor may respond in writing to specific written proposals submitted by the Committee and take other actions as needed to assure that the lines of communication to the Committee remain open. The Chancellor may delegate these duties to another senior administrator.

H. The Committee shall send its final recommendations for an annual operating budget and long-term capital expenditures along with supporting documentation to the Chancellor on or about May 1 of each year. Within 10-business days after receiving the Committee's annual budget recommendations, the Chancellor will provide a written response to the Committee. In formulating his or her response, the Chancellor may seek the view of other affected University groups and senior administrators as to the final recommendations of the Committee prior to making his or her recommendation to the Board of Regents. In the event the Chancellor disagrees with any of the Committee's recommendations, the dispute resolution process described in Section 7 will be invoked.

I. At the time the Chancellor submits his or her proposed budget recommendations to the Board of Regents for the expenditure of services and activities fees, he or she shall also submit a copy of the Committee's recommendations and supporting documents along with any response from the administration.

J. Members of the Service and Activities Fee Committee shall have an opportunity to address the Board of Regents before the Regent's decisions on services and activities fee budgets and dispute resolution actions are made ([RCW 28B.15.045 \(1\)](#)).

K. If, during the year, there are unanticipated non-recurring expenses, and if there are sufficient long-term funds to not only fund the expenditures but also other long-term commitments, the Committee can request that the necessary funds be transferred from the long-term account to the current operating account.

Section 5. Guidelines for Funding

A. Operating expenditures may be proposed in support of bona fide school-related curricular or extracurricular functions, activities, or programs participated in by UWB students in the furtherance of their education:

1. Ordinary supplies, purchased services or equipment necessary to conduct the student function, activity, or program.
2. Compensation for students or other University employees engaged in activities or services that directly involve or support currently enrolled UWB students such as student government, student activities, student life, financial aid, counseling, testing, placement, and security. Compensation is established once per year, during the Annual Budget cycle, and cannot be modified during the Contingency cycle.

3. Necessary and reasonable fees, meals, lodging, and transportation expenses for entertainers, lecturers, guest speakers and others who provide personal services on a contractual basis.

4. Trophies, plaques or medals, certificates of award or articles of personal property that are of nominal value (\$50 or less) given to currently enrolled UWB students as recognition for participation, achievement, or excellence as part of the functions of student organizations, activities, or programs.

5. Promotional Items are designed to promote any student organization, group, or funded project or service and are limited to a total value of \$800 per year unless expressly stated otherwise by the Services and Activities Fee Committee at the time of allocation. Food and publicity (for specific events) are not considered a promotional item. Articles of clothing may be purchased with the guidance and approval of the Office of Student Life and the Club Council. Promotional items must be purchased in compliance with University policies and procedures.

6. Cost of childcare for children of currently enrolled UW Bothell students who are participating in UW Bothell programs held on the UW Bothell campus.

7. Travel Awards can only be granted to currently enrolled UW Bothell students and their advisor(s), who shall be UW faculty or staff, to participate in approved student functions, activities, or programs. Awards are limited to paying accommodations, transportation, registration fees, and incidental expenses as outlined by the SAF Committee. All travel must comply with established UW travel policies and procedures. Approved travel awards are reimbursed only when receipts are presented. Travel must benefit the broader student community through participation upon return from the trip. Maximum reimbursement will be \$500 per student and \$2,500 per group unless expressly stated otherwise by the SAF Committee upon awarding of funds.

8. Food and refreshments may be purchased for UW Bothell-student functions as outlined by the UW food policy, which includes award receptions, training, activities, or programs. Such funds are intended to support activities and programs open to the general student body. Funds are not intended to support routine meetings associated with student organizations (student government, campus events board, SAF, etc.). Services and Activities Fees may not be used to purchase or serve alcoholic beverages.

B. Consistent with state law, any expenditure of Services and Activities Fees, including loans, is considered a prohibited gift when made for the direct benefit of private individuals or groups. State law also prohibits contributions of Services and Activities Fees or property to a political candidate or cause in connection with any local, state, or federal election.

C. Services and Activities Fees shall not be used as fundraising contributions; matching funds for fundraising purposes; or for any expenses related to a meetings, event, or activities of which the principal purpose is fundraising.

D. When making allocations, the Committee may place stipulations on the use of funds or recommend guidelines in the operations of a program, or both. The approved budget and stipulations, not the original request, shall be binding on the program.

E. Any program may move up to 5% of their annual or contingency budget between line items at the discretion of the Office of Student Life. Other changes to the approved budget and amounts above 5% require the approval of the Committee.

Section 6. General Criteria for Evaluating Funding Requests

A. Requests for funding are evaluated by:

1. The degree to which the request supports a UWB student program or activity or provides a direct service that is of general interest and has broad appeal to currently enrolled UWB students;
2. How well the proposed program, activity, or service is conceived and organized and, if previously funded, its track record for success;
3. The likelihood of partial or full funding from another source or the probability that alternative funding (full or partial) is available from another source;
4. The number and diversity of currently enrolled UWB students likely to benefit from the program, activity, or service in proportion to the level of proposed funding; and
5. All other criteria approved in advance by the Committee and the Chancellor or his or her designate.

Section 7. Budget Disputes

A. The Chancellor or his or her designate shall respond to the Committee recommendations in writing, outlining areas of agreement and potential areas of disagreement, allowing reasonable time for response, and clearly setting forth the next step in the review process. In the event of a dispute(s) involving the Committee recommendations, the administration shall meet with the Committee in a good faith effort to resolve such dispute(s) prior to submission of final recommendations to the Board of Regents ([RCW 28B.15.045\(5\)](#)).

B. If the dispute is not resolved within fourteen-calendar days, a dispute resolution committee shall be convened by the chair of the Committee within fourteen-calendar days ([RCW 28B.15.045\(6b\)](#)).

C. The dispute resolution committee shall be selected as follows: The administration shall appoint two nonvoting advisory members; the Board of Regents shall appoint three voting members; and the Committee chairperson shall appoint three student members of the Committee who will have a vote, and one student representing the Committee who will chair the dispute resolution committee

and be nonvoting except in the case of a tie vote. The dispute resolution committee shall meet in good faith and settle by vote any and all disputes. ([RCW 28B.15.045\(7\)](#))

D. The Board of Regents may take action on those portions of the Services and Activities Fees budget not in dispute and shall consider the results, if any, of the dispute resolution committee and shall take action ([RCW 28B.15.045\(8\)](#)).

Section 8. Review of Budget Allocations

A. The Committee may choose to review the status of the current Annual Budget at any time during the year. The purpose of these reviews is to assess the status of awards and to have current budget information available for reference during future funding cycles.

B. The Committee may choose to conduct discretionary reviews of funded programs at any time during the year. Recipients of funding may be asked to provide the committee with spending records and projections inclusive of, but not limited to: budget request forms, receipts, and food request forms.

C. If the review finds that a program or organization is not spending in alignment with its allocation, is not in accordance with these Guidelines and Operating Procedures, or is failing to report information as stated in Section B, the Committee may freeze the remaining unexpended portion of that program or organization's budget. Until the freeze is removed, no further expenditures may be incurred against the budget. A freeze may remain in effect until the Committee is satisfied with the program's progress. Therefore, it is in the best interest of all organizations funded by the Services and Activities Fee to keep up to date records of their expenditures.

Section 9. Long Term Funds

A. The Long Term Fund will maintain 30% of the projected annual Services and Activities Fee revenue and any additional funds designated for future projects or expenditures.

Section 10. Excess Funds

- A. Excess funds are defined as unallocated or unspent annual or contingency dollars in any given academic year.
- B. A sufficient portion of the excess funds must be returned to the Long Term Fund to restore it to the 30% minimum annual projection should it fall below that level.
- C. Additional excess funds collected over the course of the academic year may be allocated in the contingency process or the annual process in the following academic year at the discretion of the Committee.

Section 11. Budget Spending and Reconciliation

A. Groups receiving SAF funds are responsible for following all guidelines, procedures and reconciliation of funds as set forth by the SAF Committee, Student Life, and University policy and procedures.

Notes:

i. The SAF Guidelines and Operating Procedures were originally authorized by the Board of Regents on September 27, 1991 and later amended by the Regents on June 12, 1998.

ii. Revised SAF Guidelines and Operating Procedures were adopted by the SAF Committee on April 8, 2005, approved by the Chancellor on May 22, 2005, and authorized by the Board of Regents on June 9, 2005.

iii. Further revisions to the SAF Guidelines and Operating Procedures were adopted by the SAF Committee on April 7, 2006, approved by the Chancellor on May 22, 2006, and authorized by the Board of Regents on June 8, 2006.

iv. Additional revisions to the SAF Guidelines and Operating Procedures were adopted by the SAF Committee on April 27, 2007, approved by the Chancellor on May 1, 2007, and authorized by the Board of Regents on June 7, 2007.

v. Additional revisions to the SAF Guidelines and Operating Procedures were adopted by the SAF Committee on April 11, 2008, approved by the Chancellor on April 14, 2008, and authorized by the Board of Regents on June 12, 2008.

vi. Additional revisions to the SAF Guidelines and Operating Procedures were adopted by the SAF Committee on May 23, 2011, approved by the Chancellor on May 23, 2011, and authorized by the Board of Regents on June 9, 2011

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of a Quarterly Service Fee for International Students Seattle CampusRECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve a \$45 quarterly fee, to be paid by all University of Washington, Seattle international students.

BACKGROUND

The rapid increase in international students at the UW (up 113.9% since autumn 2007) has taxed current services for these students and necessitated expansion or creation of other programs that provide a necessary foundation for students' success.

In late spring 2012, an ad hoc task force proposed a \$150 per quarter fee, but there was insufficient time for substantive discussion. Student groups questioned the fee's size and argued that spending proposals seemed vague. In autumn 2012, we began our consultation process, and met with a variety of student leaders, faculty, and staff who provide services to international students at UW-Seattle.

This proposal has been endorsed by:

- FIUTS (Foundation for International Understanding Through Students) Student Board, 9-1
- ASUW Student Senate, 80-3

GPSS voted 31-15 against the proposal, with 10 abstentions, although the resolution noted that “GPSS recognizes and applauds the tremendous work the University Administration has done to identify the needs of our international student population and to develop a plan to address those needs through strategic increases in resources...”

A sampling of universities indicates that we would not be alone in assessing a fee to international students in order to cover costs for services they receive. Below are just a few examples:

- Purdue: \$2,000/year beginning with 2012 cohort; provides support for international student office; some money also goes into the university's general fund.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of a Quarterly Service Fee for International Students Seattle Campus (continued p. 2)

- Pennsylvania State University: \$300/semester.
- Mississippi State University: \$100/semester; used to fund salaries in International Student Office, orientations, advising.
- University of Texas-Austin: \$100/semester; supports staffing in International Student and Scholar Services (orientation, advising).
- Indiana University-Purdue University Indianapolis (IUPUI): \$82/semester to support staff in Office of International Affairs.
- University of Georgia: \$50/semester; supports staffing with required federal reporting and advising regarding immigration.
- University of Iowa: \$140/semester plus one time \$120 orientation fee.
- Indiana University: \$82/semester.
- SUNY Buffalo: \$100/semester.
- Texas A&M: \$45/semester plus one-time \$35 fee; supports International Student Services Office (e.g., document processing, advising).

JUSTIFICATION FOR PROPOSED ACTION

What are the problems this fee would address?

1. International Student Services

- Staffing (4 FTE) remains constant despite 113.9% increase in international students since autumn 2007.
- 1 FTE counselor (of the 4 FTE) is on temporary funds.
- Staff face great challenges in meeting federal reporting rules, resulting in reduced service hours for students and delays in processing requests (e.g., Curricular Practical Training; SSN Verification; Address Verification needed for Washington state driver's license).
- Rising federal reporting costs (only one software vendor; 10% increase annually).
- Sharp reduction in outreach to UW campus units.
- Delays will increase if no additional funding is provided.

The fee will provide \$190,000, which will support 2 FTE counselors (a net gain of one, given temporary funding) and increase Homeland Security reporting.

2. Career Center

- 65% increase in contacts by international students during 2008-2012.
- 20% decline in Career Center FTE (from 15 to 12 in same period).
- Autumn 2012: 21% of Career Center contacts were international students.
- Need for new programs tailored to international students (including international professional development, career development).

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of a Quarterly Service Fee for International Students Seattle Campus (continued p. 3)

The fee will provide \$38,000 for a .5 FTE career counselor with experience working with international students.

3. Student Life (Community Standards and Student Conduct; Disability Resource Services)

- Increase in student misconduct cases involving international students.
- Conduct: Of 200 cases July 2011-December 2012, 91 involved international students.
- Need for specialized educational programs (values, norms) to help our international students understand U.S. norms/academic culture.
- Disability Resource Services: Increase in requests for accommodations; need for translation services (foreign language medical documentation).

The fee will provide \$28,000 for a .25 staff person (with international student experience); translation services.

4. FIUTS (Foundation for International Understanding Through Students)

- Rising orientation costs (and need for more expensive venues, transportation).
- Early Fall Start Orientation funded from temporary funds.
- Ongoing counseling, professional development for international students.
- ~50% increase in students dropping in at FIUTS office since 2011.
- Need for programming/staff to respond to student requests for leadership, mentorship, cultural support.

The fee will provide \$250,000. The funds will support FIUTS orientation, ongoing community support, and add vitally needed staff (1 FTE) to the office. (FIUTS currently receives approximately \$160,000 per year through the one-time orientation fee that would end if this new proposal is adopted.)

5. Graduate School

- The Graduate School plays a critical role in processing I-20 visas for all international graduate students.
- Other services include advising for students via email/Skype, file storage costs.
- I-20 services are currently paid for from temporary funds, which will be depleted at the end of June 2013.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Establishment of a Quarterly Service Fee for International Students Seattle Campus (continued p. 4)

The fee would provide \$75,000 for the 1 FTE staff currently on temporary funds, thus guaranteeing continued quality service.

6. Center for Teaching and Learning

- Students report that international TAs can be very good, but they need additional training and support.
- 13% increase in international TAs since 2008, from 327 to 370.
- Need to support U.S. faculty and TAs to bridge cultural differences, engage international students.

The fee would provide \$78,000 for a 1 FTE professional staff member to create and coordinate international TA support/mentorship programs and to work with faculty in creating support for faculty and TAs in teaching international students.

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

Freshman Holistic Review 101: Let's Read Some Applications Together

For information only

BACKGROUND

Philip Ballinger, Assistant Vice President for Enrollment and Director of Admissions will offer an inside look into the undergraduate admissions process at the UW, Seattle, including an opportunity to review some applications.

Attachment

UW Seattle, Freshman Holistic Review Process, Effective Fall Quarter 2005

**University of Washington - Seattle
Freshman Holistic Review Process
Effective Fall Quarter 2005**

Beginning fall quarter 2005, freshman applicants will be evaluated through a holistic review process designed to yield a student body with the qualities identified below.

1. Statement on Undergraduate Admissions

The Board of Regents and the faculty desire that students admitted to the University of Washington display qualities that predict academic success and enhance the intellectual and cultural vitality of the university community. The University, therefore, shall seek to enroll undergraduate classes rich in the intellectual abilities, academic commitments, diversity of perspectives, backgrounds, and talents that create a stimulating educational environment and promote desired learning outcomes. Entering classes shall also include students who demonstrate the ability to overcome adversity or disadvantage to achieve their goals and those who show promise to represent the university well in the professions and communities in which they will serve and lead.

For admission consideration, freshman applicants must meet the following minimum standards:

- A. Completion of a college-preparatory high school program to include the following subjects:
 - English (composition and literature only), 4 high school years (additional courses in college as needed to make up deficiencies)
 - a single foreign language (including ASL), 2 years (or through 102 in college)
 - mathematics, 3 years, normally algebra, geometry, and preferably trigonometry (or Intermediate Algebra in college with minimum grade of 2.0)
 - science, 2 high school years to include one laboratory science course in biology, chemistry or physics (or 2 college courses, including a lab science)
 - fine, visual, or performing arts, 1/2 year in high school (or 3 college quarter credits)

- B. A scholastic and personal record that indicates the applicant is adequately prepared to complete a degree at the University of Washington.

- C. Submission of scores on an acceptable admission test such as the SAT or the ACT.

2. Description of the Freshmen Holistic Review Process

In general, two readers will independently review each application and assign a holistic admission recommendation. In addition, each reader will offer sub-assessments of each application in both an academics/school area and a personal characteristics/achievement area. While the holistic admission recommendation will be primary in the decision-making process, the sub-assessments will help ensure consistency among readers as well as assist enrollment managers in shaping the entering class. The following questions in each assessment area will guide readers in their overall application reviews:

A. Academics/School Assessment Area

- Does the applicant possess an overall strong level of academic achievement (grade-point average, rigor of curriculum, standardized test scores, academic distinctions, etc.)?
- Has the applicant taken notable advantage of the college preparatory courses offered at his or her school (e.g., AP courses, IB courses, or core courses beyond the minimum required for college entrance, etc.)?
- Does the applicant demonstrate a positive grade trend?
- Is the applicant taking full academic advantage of the senior year?
- Does the applicant demonstrate habits associated with independent intellectual growth (e.g., extensive self-guided reading, engagement with cultures other than his/her own, research, etc.)?
- Has the applicant attended a high school with verified rigor in grading practices?
- Does the applicant possess an academic record similar to the entrance records of successful University of Washington students who attended the same high school?
- Has the applicant been educated in a school with a large proportion of students eligible for the federally subsidized lunch program?
- Has the applicant participated significantly in UW-sponsored college preparatory programs (e.g., Upward Bound, MESA, school or department specific programs, etc.)?

B. Personal Characteristics/Achievements Assessment Area

- Does the applicant demonstrate notable tenacity, insight, originality, or concern for others and the community?
- Has the applicant performed notable community service, received leadership awards, or exercised significant responsibility in his/her family, community, or employment?
- Has the applicant persevered in attaining college preparatory education in spite of significant personal adversity or disability?
- Has the applicant overcome significant educational disadvantage?
- Will the applicant bring a unique perspective, background, or talent to the student body?

- Does the applicant demonstrate significant cultural awareness?
- Is the applicant the first person in his/her family to attend college?
- Does the applicant come from an underserved socio-economic background as exemplified by factors such as parental education, family income, or lack of access to rigorous curriculum at the high school level?
- Will the applicant be an outstanding representative of the University in his/her community after graduation?
- Does the applicant have a unique personal need to enroll at the University?
- Does the applicant come from a school or geographic region with low UW-sending rates?

C. Holistic Admission Recommendation and Area Sub-Assessments

Each reader will assign an overall admission recommendation using a scale of one through nine in view of the following descriptions:

9 Highest Recommendation

The applicant shows evidence of exceptional academic preparation or characteristics that would contribute unique talents, perspectives, or backgrounds to the University community.

8

7 Strong Recommendation

The applicant shows evidence of strong, but not exceptional, academic preparation or characteristics that would contribute valuable talents, perspectives, or backgrounds to the University community.

6

5 Admissible

The applicant shows evidence of adequate academic preparation or characteristics that would contribute positive talents, perspectives, or backgrounds to the University community but does not stand out in any singular manner.

4

3 Marginal Recommendation

The applicant shows evidence of marginal academic preparation or characteristics that would contribute some talents, perspectives, or backgrounds to the University community.

2

1 Deny

The applicant shows little or no evidence of academic preparation or characteristics that would contribute talents, perspectives, or backgrounds to the University community.

If the variance between the two readers' holistic admission recommendations is excessive, a third reader will evaluate the application. In this situation, the

third reader, a senior admissions officer, will determine the holistic admission recommendation.

In addition to a holistic admission recommendation, each reader will assign an assessment level in both the Academics/School and Personal Characteristics/Achievements areas on a scale of one through nine in view of the following descriptors:

Academics/School Area

- 9 Exceptional** academic preparation and achievement
- 8**
- 7 Strong** but not exceptional academic preparation and achievement
- 6**
- 5 Good** academic preparation and achievement but does not stand out in any singular manner
- 4**
- 3 Marginal** academic preparation and achievement
- 2**
- 1 Weak** academic preparation – does not demonstrate the academic preparation necessary to succeed at the University

Personal Characteristics/Achievements Area

- 9 Exceptional** characteristics and ability to contribute unique talents, perspectives, or diversity-enriching backgrounds to the student body
- 8**
- 7 Strong** promise to contribute valuable talents, perspectives, or diversity-enriching backgrounds to the student body
- 6**
- 5 Good** potential to contribute talents, perspectives, or diversity-enriching backgrounds to student body, but does not stand out in any singular manner
- 4**
- 3 Marginal** ability to contribute talents, perspectives, or diversity-enriching backgrounds to student body
- 2**
- 1 Weak** or no evidence of potential to enrich the student body with talents, perspectives, or diversity-enriching backgrounds

An on-going faculty-informed norming process will assist readers to review and distribute applications consistently in view of the holistic admission recommendation descriptions and the sub-assessment area descriptors.

3. The Class Selection Process

Applications will be sorted by the sum of the two readers' holistic admission recommendations. In view of University enrollment goals and historical admission yield and melt rates, the Director of Admissions will offer admission to the University to students with the highest overall holistic assessments (represented by a 2-18 scale). The Director will use the Academics/School and Personal Characteristics/Achievements assessment areas within a holistic admission recommendation level to refine the selection process if necessary.

Freshman Holistic Review 101

Philip Ballinger

Assistant VP for Enrollment
and Director of Admissions

June 13, 2013

Higher Education Coordinating Board
ADMISSION TABLES FOR FRESHMAN APPLICANTS

ACT = 29 SAT = 1300	SAT = 1310	SAT = 1320	SAT = 1330	ACT = 30 SAT = 1340	SAT = 1350
HS-GPA	HS-GPA	HS-GPA	HS-GPA	HS-GPA	HS-GPA
2.00 - 2.03	2.00 - 2.02	2.00 - 2.01	2.00 - 2.00	2.00 - 2.01	2.00
2.04 - 2.05	2.03 - 2.04	2.02 - 2.03	2.01 - 2.02	2.02 - 2.03	2.01 - 2.02
2.06 - 2.07	2.05 - 2.06	2.04 - 2.05	2.03 - 2.04	2.04 - 2.06	2.03 - 2.05
2.08 - 2.09	2.07 - 2.08	2.06 - 2.07	2.07 - 2.08	2.07 - 2.08	2.06 - 2.07
2.10 - 2.12	2.09 - 2.11	2.09 - 2.10	2.08 - 2.09	2.09 - 2.10	2.08 - 2.09
2.13 - 2.14	2.12 - 2.13	2.11 - 2.12	2.10 - 2.11	2.11 - 2.12	2.10 - 2.12
2.15 - 2.16	2.14 - 2.15	2.13 - 2.14	2.12 - 2.13	2.13 - 2.15	2.13 - 2.14
2.17 - 2.19	2.16 - 2.18	2.15 - 2.17	2.14 - 2.16	2.16 - 2.17	2.15 - 2.16
2.20 - 2.21	2.19 - 2.20	2.18 - 2.19	2.17 - 2.18	2.18 - 2.19	2.17 - 2.18
2.22 - 2.23	2.21 - 2.22	2.20 - 2.21	2.19 - 2.20	2.20 - 2.22	2.19 - 2.21
2.24 - 2.25	2.23 - 2.25	2.22 - 2.24	2.21 - 2.23	2.23 - 2.24	2.22 - 2.23
2.26 - 2.28	2.25 - 2.27	2.25 - 2.26	2.24 - 2.25	2.25 - 2.26	2.24 - 2.25
2.29 - 2.30	2.28 - 2.29	2.27 - 2.28	2.26 - 2.27	2.27 - 2.29	2.26 - 2.28
2.31 - 2.32	2.30 - 2.31	2.29 - 2.30	2.28 - 2.29	2.30 - 2.31	2.29 - 2.30
2.33 - 2.35	2.32 - 2.34	2.31 - 2.33	2.30 - 2.32	2.32 - 2.33	2.31 - 2.32
2.36 - 2.37	2.35 - 2.36	2.34 - 2.35	2.33 - 2.34	2.34 - 2.35	2.33 - 2.34
2.38 - 2.39	2.37 - 2.38	2.36 - 2.37	2.35 - 2.36	2.36 - 2.38	2.35 - 2.37
2.40 - 2.42	2.39 - 2.41	2.38 - 2.40	2.37 - 2.39	2.38 - 2.40	2.38 - 2.39
2.43 - 2.44	2.42 - 2.43	2.41 - 2.42	2.40 - 2.41	2.41 - 2.42	2.40 - 2.41
2.45 - 2.46	2.44 - 2.45	2.43 - 2.44	2.42 - 2.43	2.43 - 2.45	2.42 - 2.44
2.47 - 2.48	2.46 - 2.47	2.45 - 2.46	2.44 - 2.46	2.46 - 2.47	2.45 - 2.46
2.48 - 2.51	2.48 - 2.50	2.47 - 2.49	2.47 - 2.48	2.48 - 2.49	2.47 - 2.48
2.52 - 2.53	2.50 - 2.52	2.50 - 2.52	2.50 - 2.51	2.50 - 2.51	2.49 - 2.52
2.54 - 2.55	2.53 - 2.54	2.52 - 2.53	2.51 - 2.52	2.52 - 2.54	2.51 - 2.53
2.56 - 2.58	2.55 - 2.57	2.54 - 2.56	2.53 - 2.55	2.55 - 2.56	2.54 - 2.55
2.59 - 2.60	2.58 - 2.59	2.57 - 2.58	2.56 - 2.57	2.57 - 2.58	2.56 - 2.57
2.61 - 2.62	2.60 - 2.61	2.59 - 2.60	2.58 - 2.59	2.59 - 2.61	2.58 - 2.60
2.63 - 2.64	2.62 - 2.63	2.61 - 2.62	2.60 - 2.61	2.62 - 2.63	2.61 - 2.62
2.65 - 2.67	2.64 - 2.66	2.64 - 2.65	2.63 - 2.64	2.64 - 2.65	2.63 - 2.64
2.68 - 2.69	2.67 - 2.68	2.66 - 2.67	2.65 - 2.66	2.66 - 2.68	2.65 - 2.67
2.70 - 2.71	2.69 - 2.70	2.68 - 2.69	2.67 - 2.68	2.69 - 2.70	2.68 - 2.69
2.72 - 2.73	2.71 - 2.72	2.70 - 2.71	2.69 - 2.71	2.71 - 2.72	2.70 - 2.71
2.75 - 2.76	2.74 - 2.75	2.73 - 2.74	2.72 - 2.73	2.73 - 2.74	2.72 - 2.73
2.77 - 2.78	2.76 - 2.77	2.75 - 2.76	2.74 - 2.75	2.75 - 2.77	2.74 - 2.76
2.79 - 2.81	2.78 - 2.80	2.77 - 2.79	2.76 - 2.78	2.78 - 2.79	2.77 - 2.78
2.82 - 2.83	2.81 - 2.82	2.80 - 2.81	2.79 - 2.80	2.80 - 2.81	2.79 - 2.80
2.84 - 2.85	2.83 - 2.84	2.82 - 2.83	2.81 - 2.82	2.82 - 2.84	2.81 - 2.82
2.86 - 2.87	2.85 - 2.86	2.84 - 2.85	2.83 - 2.85	2.85 - 2.86	2.84 - 2.85
2.88 - 2.90	2.87 - 2.89	2.86 - 2.88	2.86 - 2.87	2.87 - 2.88	2.86 - 2.87
2.91 - 2.92	2.90 - 2.91	2.89 - 2.90	2.88 - 2.89	2.89 - 2.90	2.88 - 2.89
2.93 - 2.94	2.92 - 2.93	2.91 - 2.92	2.90 - 2.91	2.91 - 2.93	2.90 - 2.92
2.95 - 2.97	2.94 - 2.96	2.94 - 2.96	2.94 - 2.96	2.94 - 2.95	2.93 - 2.94
2.98 - 2.99	2.97 - 2.98	2.96 - 2.97	2.95 - 2.96	2.96 - 2.97	2.95 - 2.96
3.00 - 3.01	2.99 - 3.00	2.98 - 2.99	2.97 - 2.98	2.98 - 3.00	2.97 - 2.99
3.02 - 3.03	3.01 - 3.02	3.00 - 3.02	2.99 - 3.01	3.01 - 3.02	3.00 - 3.01
3.04 - 3.06	3.03 - 3.05	3.03 - 3.04	3.02 - 3.03	3.03 - 3.04	3.02 - 3.03
3.07 - 3.08	3.06 - 3.07	3.05 - 3.06	3.04 - 3.05	3.06 - 3.07	3.05 - 3.06
3.09 - 3.10	3.08 - 3.09	3.07 - 3.08	3.06 - 3.07	3.07 - 3.09	3.07 - 3.08
3.11 - 3.13	3.10 - 3.12	3.09 - 3.11	3.08 - 3.10	3.10 - 3.11	3.09 - 3.10
3.14 - 3.15	3.13 - 3.14	3.12 - 3.13	3.11 - 3.12	3.12 - 3.13	3.11 - 3.12
3.16 - 3.17	3.15 - 3.16	3.14 - 3.15	3.13 - 3.14	3.14 - 3.16	3.13 - 3.15
3.18 - 3.19	3.17 - 3.19	3.17 - 3.18	3.15 - 3.17	3.17 - 3.18	3.16 - 3.17
3.20 - 3.22	3.20 - 3.21	3.19 - 3.20	3.18 - 3.19	3.19 - 3.20	3.18 - 3.19
3.23 - 3.24	3.22 - 3.23	3.21 - 3.22	3.20 - 3.21	3.21 - 3.23	3.20 - 3.22
3.25 - 3.26	3.24 - 3.25	3.23 - 3.24	3.22 - 3.23	3.24 - 3.25	3.23 - 3.24
3.27 - 3.28	3.26 - 3.27	3.25 - 3.26	3.24 - 3.25	3.26 - 3.27	3.25 - 3.26
3.30 - 3.31	3.29 - 3.30	3.28 - 3.29	3.28 - 3.29	3.28 - 3.29	3.27 - 3.28
3.32 - 3.33	3.31 - 3.32	3.30 - 3.31	3.29 - 3.30	3.30 - 3.32	3.29 - 3.31
3.34 - 3.36	3.33 - 3.35	3.32 - 3.34	3.31 - 3.33	3.33 - 3.34	3.32 - 3.33
3.37 - 3.38	3.36 - 3.37	3.35 - 3.36	3.34 - 3.35	3.35 - 3.36	3.34 - 3.35
3.39 - 3.40	3.38 - 3.39	3.37 - 3.38	3.36 - 3.37	3.37 - 3.39	3.36 - 3.38
3.41 - 3.42	3.40 - 3.41	3.39 - 3.40	3.38 - 3.40	3.40 - 3.41	3.39 - 3.40
3.43 - 3.45	3.42 - 3.44	3.41 - 3.43	3.41 - 3.42	3.42 - 3.43	3.41 - 3.42
3.46 - 3.47	3.45 - 3.46	3.44 - 3.45	3.43 - 3.44	3.44 - 3.45	3.43 - 3.44
3.48 - 3.49	3.47 - 3.48	3.46 - 3.47	3.45 - 3.46	3.46 - 3.48	3.45 - 3.47
3.50 - 3.51	3.49 - 3.51	3.48 - 3.50	3.48 - 3.50	3.48 - 3.50	3.48 - 3.49
3.53 - 3.54	3.52 - 3.53	3.51 - 3.52	3.50 - 3.51	3.51 - 3.52	3.50 - 3.51
3.55 - 3.56	3.54 - 3.55	3.53 - 3.54	3.52 - 3.53	3.53 - 3.55	3.52 - 3.54
3.57 - 3.58	3.56 - 3.58	3.55 - 3.57	3.54 - 3.56	3.56 - 3.57	3.55 - 3.56
3.59 - 3.61	3.58 - 3.60	3.58 - 3.59	3.57 - 3.58	3.58 - 3.59	3.57 - 3.58
3.62 - 3.63	3.60 - 3.61	3.59 - 3.60	3.58 - 3.60	3.59 - 3.62	3.58 - 3.61
3.64 - 3.65	3.63 - 3.64	3.62 - 3.63	3.61 - 3.62	3.63 - 3.64	3.62 - 3.63
3.66 - 3.68	3.65 - 3.67	3.64 - 3.66	3.63 - 3.65	3.65 - 3.66	3.64 - 3.65
3.69 - 3.70	3.68 - 3.69	3.67 - 3.68	3.66 - 3.67	3.67 - 3.68	3.66 - 3.67
3.71 - 3.72	3.70 - 3.71	3.69 - 3.70	3.68 - 3.69	3.69 - 3.71	3.68 - 3.70
3.73 - 3.75	3.72 - 3.74	3.72 - 3.73	3.71 - 3.72	3.72 - 3.73	3.71 - 3.72
3.76 - 3.77	3.75 - 3.76	3.74 - 3.75	3.73 - 3.74	3.74 - 3.75	3.73 - 3.74
3.78 - 3.79	3.77 - 3.78	3.76 - 3.77	3.75 - 3.76	3.76 - 3.78	3.75 - 3.77
3.80 - 3.81	3.79 - 3.80	3.78 - 3.79	3.77 - 3.78	3.79 - 3.80	3.78 - 3.79
3.82 - 3.83	3.81 - 3.82	3.80 - 3.82	3.80 - 3.81	3.81 - 3.82	3.80 - 3.81
3.85 - 3.86	3.84 - 3.85	3.83 - 3.84	3.82 - 3.83	3.83 - 3.84	3.82 - 3.83
3.87 - 3.88	3.86 - 3.87	3.85 - 3.86	3.84 - 3.85	3.85 - 3.87	3.84 - 3.86
3.89 - 3.91	3.88 - 3.90	3.87 - 3.89	3.86 - 3.88	3.88 - 3.89	3.87 - 3.88
3.92 - 3.93	3.91 - 3.92	3.90 - 3.91	3.89 - 3.90	3.90 - 3.91	3.89 - 3.90
3.94 - 3.95	3.93 - 3.94	3.92 - 3.93	3.91 - 3.92	3.92 - 3.94	3.91 - 3.93
3.96 - 3.97	3.95 - 3.96	3.94 - 3.95	3.93 - 3.94	3.94 - 3.96	3.93 - 3.94
3.98 - 4.00	3.97 - 3.99	3.96 - 3.98	3.95 - 3.97	3.97 - 3.98	3.96 - 3.97
	4.00 - 4.00	3.99 - 4.00	3.98 - 3.99	3.99 - 4.00	3.98 - 4.00

Admissions Index

Pre-2006

3.72	-	3.74	75
3.75	-	3.76	76
3.77	-	3.78	77
3.79	-	3.80	78
3.81	-	3.83	79

Freshman Holistic Review Policy

“The Board of Regents and the faculty desire that students admitted to the University of Washington display qualities that predict academic success and enhance the intellectual and cultural vitality of the university community. The University, therefore, shall seek to enroll undergraduate classes rich in the intellectual abilities, academic commitments, diversity of perspectives, backgrounds, and talents that create a stimulating educational environment and promote desired learning outcomes. Entering classes shall also include students who demonstrate the ability to overcome adversity or disadvantage to achieve their goals and those who show promise to represent the university well in the professions and communities in which they will serve and lead.”

Academic Review Factors

- 1. GPA in context**
- 2. GPA differential**
- 3. AP exams taken; IB offered?**
- 4. SAT or ACT scores**
- 5. Strength of curriculum**
- 6. Strong senior year curriculum?**
- 7. Pattern in the grades: improving, declining, or static**

Personal Qualities Review Factors

Adversity

- School factor: FRL (percentage on free and reduced-price lunch)
- Economic disadvantage: parents' annual income combined with family size
- Educational disadvantage: first-generation college

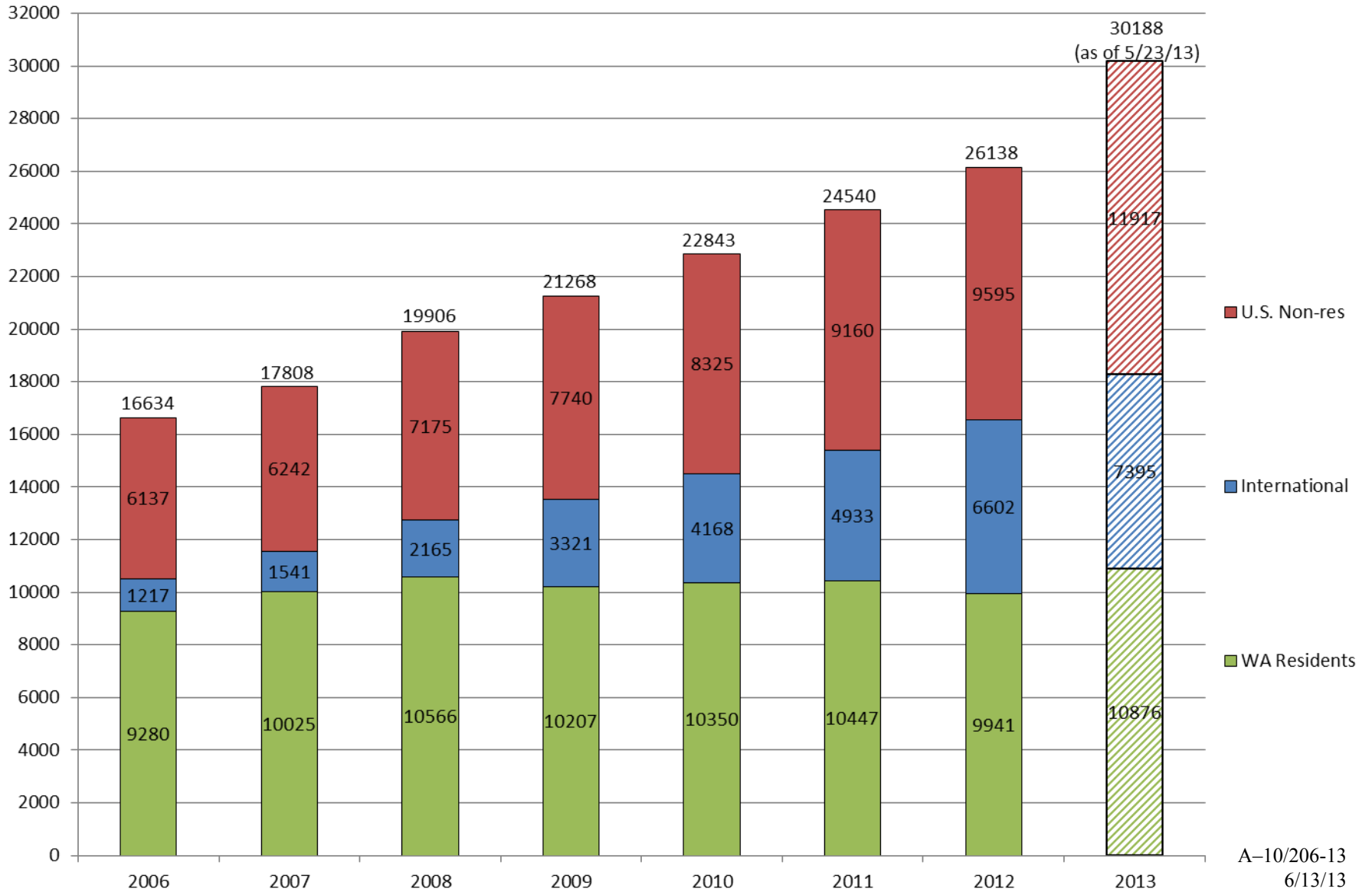
Activities and achievements

- Long-term commitment
- Leadership role
- Increasing levels of responsibility
- Significant contribution to school, community, or family
- Exceptional talent or skill

Data Summary

HSGPA: 3.53 UWGPA: 3.36 DIFF: -.17
AP: 16 IB: N FRL: 18% LOW FI: N
ED LEV A:5 ED LEV B: 6

Freshman Applications 2006 to 2013



VII. STANDING COMMITTEES**A. Academic and Student Affairs Committee**Mental Health Awareness at the University of Washington (video presentation)

For information only.

BACKGROUND

At the January 2013 meeting of the UW Board of Regents, an update was delivered on Current Trends in College Student Mental Health. In this update, it was made clear that student demand for mental health services has increased in recent years with college costs and finances serving as a major contributing factor. After this meeting, leaders of the Graduate and Professional Student Senate and the Associated Students of the University of Washington began discussing methods of tackling this issue and helping out students who may be struggling.

What came of these conversations was an idea to put together a video with the following mission statement: “This video aims to generate awareness of mental health resources at the University of Washington, and to normalize, de-stigmatize and encourage the use of mental health resources on campus so students can be the best they can be while at the UW.”

We hope that this video will empower students to gain confidence, seek help, and ensure their own personal, academic, and professional success.

[View the video.](#)

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Report of Contributions – April 2013

For information only.

Attachment

UW Foundation Report of Contributions – April 2013



UNIVERSITY of WASHINGTON
Foundation



Report of Contributions

All Areas | April 2013

ANNUAL PROGRESS BY CONSTITUENCY

School	Current Month				Year to Date			
	Gifts	Private Grants	Total	Donors ¹	Gifts	Private Grants	Total	Donors
UW Medicine	\$1,873,235	\$6,547,911	\$8,421,146	2,384	\$25,416,359	\$71,749,353	\$97,165,712	13,408
Arts and Sciences	\$791,603	\$241,935	\$1,033,538	985	\$15,917,813	\$4,990,744	\$20,908,557	10,511
Broadcast Services	\$113,894	\$0	\$113,894	5,784	\$7,006,634	\$0	\$7,006,634	15,518
Built Environments	\$181,678	\$0	\$181,678	85	\$1,667,870	\$1,081,500	\$2,749,370	991
Business School	\$444,658	\$0	\$444,658	498	\$13,901,876	\$20,000	\$13,921,876	3,416
Dentistry	\$170,120	\$2,000	\$172,120	124	\$2,091,754	\$122,450	\$2,214,204	1,195
Education	\$50,936	\$0	\$50,936	85	\$795,471	\$4,093,206	\$4,888,677	884
Engineering	\$2,069,231	\$564,526	\$2,633,757	345	\$12,029,990	\$6,558,345	\$18,588,335	4,137
Environment	\$316,605	\$143,860	\$460,465	186	\$4,774,609	\$3,424,659	\$8,199,268	2,157
Evans School of Public Affairs	\$3,484	\$0	\$3,484	49	\$319,922	\$145,746	\$465,668	675
Graduate School	\$184,085	\$0	\$184,085	38	\$1,200,975	\$703,355	\$1,904,331	287
Information School	\$11,235	\$0	\$11,235	49	\$928,034	\$1,744,943	\$2,672,977	661
Intercollegiate Athletics	\$1,960,292	\$0	\$1,960,292	4,013	\$25,592,079	\$0	\$25,592,079	12,378
Law	\$202,762	\$46,238	\$249,000	371	\$1,961,151	\$84,119	\$2,045,271	1,789
Libraries	\$58,609	\$0	\$58,609	415	\$6,008,761	\$0	\$6,008,761	3,318
Minority Affairs	\$101,350	\$13,800	\$115,150	119	\$970,417	\$13,800	\$984,217	651
Nursing	\$61,339	\$10,759	\$72,098	126	\$1,003,008	\$793,341	\$1,796,349	1,316
Pharmacy	\$13,016	\$1,044,621	\$1,057,637	74	\$1,937,078	\$2,417,387	\$4,354,465	1,022
President's Funds	\$202,241	\$0	\$202,241	89	\$2,081,881	\$0	\$2,081,881	1,134
Public Health	\$69,554	\$306,752	\$376,306	90	\$545,171	\$15,800,354	\$16,345,524	626
Social Work	\$584,483	\$1,830,960	\$2,415,443	70	\$903,509	\$4,641,224	\$5,544,733	751
Student Life	\$1,406,781	\$0	\$1,406,781	394	\$5,098,202	\$0	\$5,098,202	2,714
Undergraduate Academic Affairs	\$19,124	\$0	\$19,124	88	\$501,658	\$315,502	\$817,160	714
University Press	\$8,300	\$0	\$8,300	5	\$177,565	\$0	\$177,565	142
UW Alumni Association	\$106,394	\$0	\$106,394	2,162	\$754,079	\$0	\$754,079	13,630
UW Bothell	\$21,768	\$62,998	\$84,766	104	\$4,665,326	\$5,870,114	\$10,535,440	622
UW Tacoma	\$61,968	\$15,000	\$76,968	106	\$1,002,510	\$287,461	\$1,289,971	785
Other University Support	\$220,733	\$884,184	\$1,104,917	105	\$2,984,382	\$1,666,260	\$4,650,642	1,165
Total	\$11,309,479	\$11,715,544	\$23,025,023	18,266	\$142,238,085	\$126,523,864	\$268,761,948	83,635

¹ Donors are defined as those entities who have a credit amount of greater than \$0.00.

The donor total at the bottom of the chart is not a cumulative total of the rows above. The donor total is the number of unique donors who have been credited with a gift to the UW during the given time period.

MONTHLY HIGHLIGHTS

The UW received \$23.03M in total private voluntary support (\$11.31M in gifts and \$11.72M in grants) in the current month.

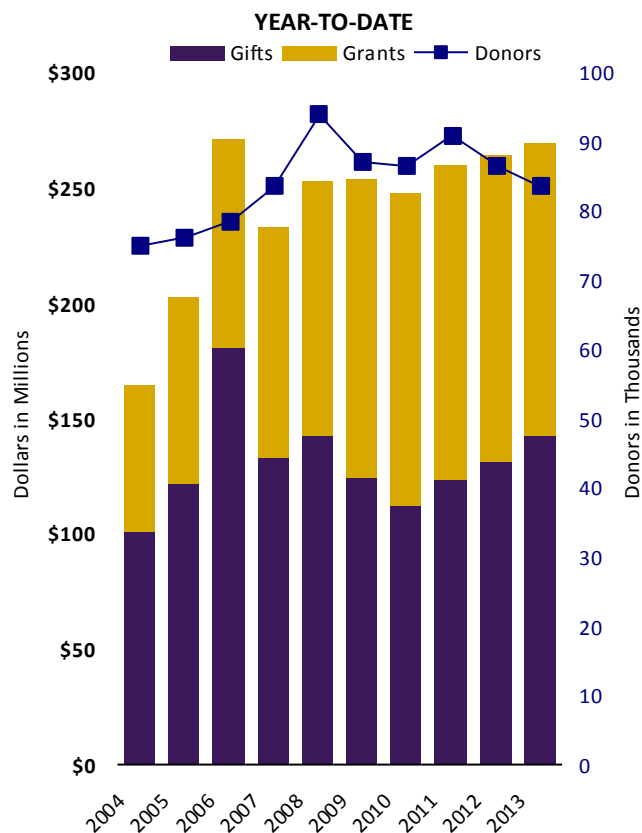
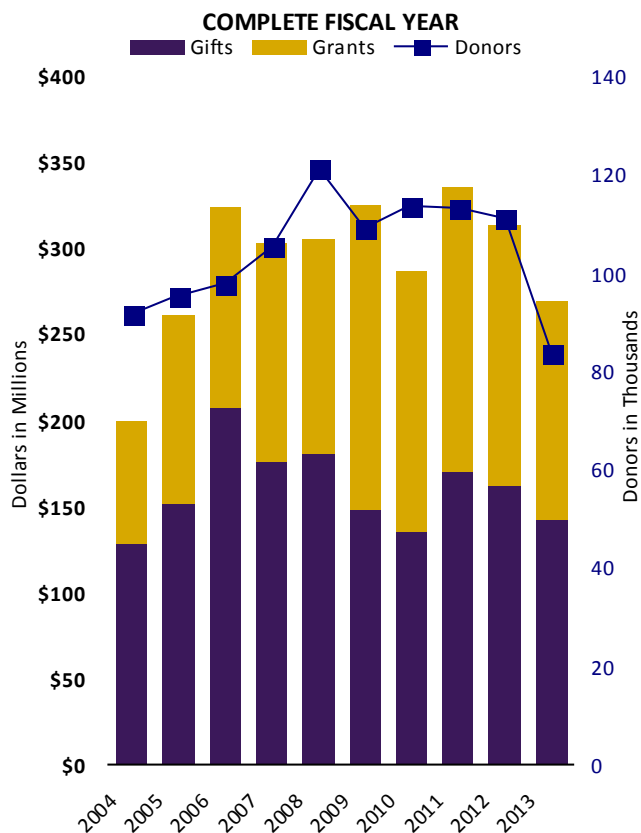
Areas including Arts and Sciences, Broadcast Services, Built Environments, Dentistry, Engineering, Graduate School, Information School, Law, Libraries, Minority Affairs, Public Health, Social Work and UW Bothell are ahead of last year's year-to-date totals.

DEVELOPMENT SUMMARY BY CONSTITUENCY

School/Unit	Current Month		Year to Date		Prior Year to Date		Prior Year Total	
	Total	Donors	Total	Donors	Total	Donors	Total	Donors
UW Medicine	\$8,421,146	2,384	\$97,165,712	13,408	\$103,508,439	13,975	\$117,105,011	15,915
Arts and Sciences	\$1,033,538	985	\$20,908,557	10,511	\$19,770,417	11,153	\$28,630,072	13,354
Broadcast Services	\$113,894	5,784	\$7,006,634	15,518	\$6,733,633	16,272	\$6,997,556	19,572
College of Built Environments	\$181,678	85	\$2,749,370	991	\$1,128,495	880	\$1,319,922	1,056
Foster School of Business	\$444,658	498	\$13,921,876	3,416	\$18,672,195	3,883	\$20,100,354	4,568
Dentistry	\$172,120	124	\$2,214,204	1,195	\$1,432,891	1,178	\$1,636,141	1,375
Education	\$50,936	85	\$4,888,677	884	\$5,591,767	1,245	\$7,463,438	1,678
Engineering	\$2,633,757	345	\$18,588,335	4,137	\$18,314,191	3,755	\$22,525,824	4,219
College of the Environment	\$460,465	186	\$8,199,268	2,157	\$8,920,317	2,227	\$10,129,819	2,490
Evans School of Public Affairs	\$3,484	49	\$465,668	675	\$703,633	418	\$1,593,243	553
Graduate School	\$184,085	38	\$1,904,331	287	\$1,875,394	247	\$1,919,499	334
Information School	\$11,235	49	\$2,672,977	661	\$517,252	793	\$1,007,884	869
Intercollegiate Athletics	\$1,960,292	4,013	\$25,592,079	12,378	\$26,140,627	10,440	\$33,580,010	22,875
Law	\$249,000	371	\$2,045,271	1,789	\$1,623,224	1,502	\$2,033,388	1,895
Libraries	\$58,609	415	\$6,008,761	3,318	\$1,163,361	4,432	\$1,989,175	5,077
Minority Affairs	\$115,150	119	\$984,217	651	\$967,402	632	\$1,099,134	813
Nursing	\$72,098	126	\$1,796,349	1,316	\$2,706,097	1,381	\$2,947,291	1,500
Pharmacy	\$1,057,637	74	\$4,354,465	1,022	\$9,757,432	1,213	\$10,883,740	1,373
President's Funds	\$202,241	89	\$2,081,881	1,134	\$561,008	1,147	\$591,920	1,297
Public Health	\$376,306	90	\$16,345,524	626	\$10,156,560	667	\$11,566,876	749
Social Work	\$2,415,443	70	\$5,544,733	751	\$2,651,933	862	\$3,619,549	953
Student Life	\$1,406,781	394	\$5,098,202	2,714	\$6,071,211	3,389	\$6,353,413	3,854
Undergraduate Academic Affairs	\$19,124	88	\$817,160	714	\$1,616,054	642	\$2,037,112	850
University Press	\$8,300	5	\$177,565	142	\$192,095	206	\$203,245	210
UW Alumni Association	\$106,394	2,162	\$754,079	13,630	\$826,011	14,498	\$1,136,496	19,208
UW Bothell	\$84,766	104	\$10,535,440	622	\$3,912,658	516	\$3,967,991	736
UW Tacoma	\$76,968	106	\$1,289,971	785	\$3,740,211	854	\$4,872,642	981
Other University Support	\$1,104,917	105	\$4,650,642	1,165	\$4,807,669	1,410	\$5,791,037	2,161
Total¹	\$23,025,023	18,266	\$268,761,948	83,635	\$264,062,175	86,510	\$313,101,782	111,145

¹ The donor total at the bottom of the chart is not a cumulative total of the rows above. The donor total is the number of unique donors who have been credited with a gift to the UW during the given time period.

FISCAL YEAR COMPARISON OF TOTAL CONTRIBUTIONS



Fiscal Year	Complete Fiscal Year				Year to Date			
	Gifts	Private Grants	Total	Donors	Gifts	Private Grants	Total	Donors
2012-2013	\$142,238,085	\$126,523,864	\$268,761,948	83,635	\$142,238,085	\$126,523,864	\$268,761,948	83,635
2011-2012	\$161,989,170	\$151,112,612	\$313,101,782	111,145	\$131,739,266	\$132,322,909	\$264,062,175	86,510
2010-2011	\$170,201,978	\$164,435,696	\$334,637,675	113,114	\$123,674,547	\$135,763,662	\$259,438,209	90,795
2009-2010	\$135,813,022	\$150,815,796	\$286,628,819	113,746	\$111,988,255	\$135,616,240	\$247,604,495	86,388
2008-2009	\$148,364,809	\$175,713,667	\$324,078,477	109,083	\$124,878,006	\$128,163,902	\$253,041,908	87,101
2007-2008	\$180,735,444	\$124,224,214	\$304,959,657	121,447	\$142,940,995	\$109,295,358	\$252,236,353	93,875
2006-2007	\$176,490,215	\$126,399,369	\$302,889,584	105,353	\$133,126,824	\$99,466,674	\$232,593,498	83,674
2005-2006	\$207,744,231	\$115,261,186	\$323,005,417	97,876	\$180,494,199	\$90,387,665	\$270,881,863	78,460
2004-2005	\$151,969,925	\$108,802,371	\$260,772,296	95,227	\$122,122,874	\$80,143,890	\$202,266,764	76,167
2003-2004	\$128,174,367	\$71,603,323	\$199,777,690	91,903	\$101,365,172	\$62,684,981	\$164,050,153	74,985



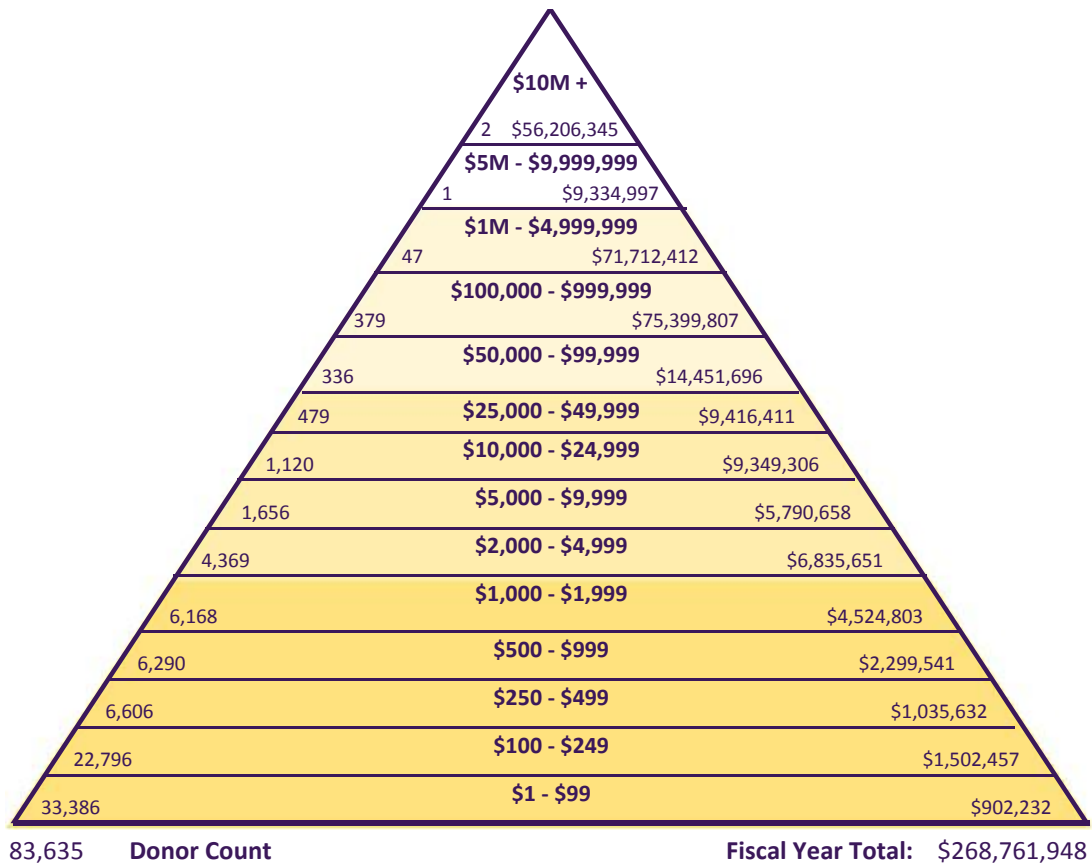
ANNUAL FUNDING THEME PROGRESS

Theme	Year to Date		
	Current Use	Endowment	Total
Student Support	\$8,193,119	\$13,141,134	\$21,334,253
Faculty Support	\$11,372,947	\$5,930,809	\$17,303,757
Program Support for Faculty and Students	\$165,906,848	\$15,568,528	\$181,475,376
Capital	\$18,619,337	\$430	\$18,619,767
Excellence Funds	\$28,112,610	\$1,916,187	\$30,028,797
Total	\$232,204,861	\$36,557,088	\$268,761,948

DEVELOPMENT ACTIVITY BY DONOR TYPE

Donor Type	Year to Date		Prior Year to Date		Prior Fiscal Year	
	Donors	Total	Donors	Total	Donors	Total
Alumni	37,750	\$39,345,532	39,604	\$37,798,028	50,041	\$46,193,706
Corporations	2,154	\$38,167,046	2,253	\$41,967,707	2,784	\$49,922,648
Family Foundations	152	\$16,589,361	154	\$12,635,384	170	\$15,990,521
Foundations	366	\$76,884,773	359	\$81,140,281	407	\$90,656,428
Non-Alumni	42,709	\$35,092,575	43,662	\$29,806,772	57,161	\$39,634,685
Organizations	504	\$62,682,661	478	\$60,714,004	582	\$70,703,795
Total	83,635	\$268,761,948	86,510	\$264,062,175	111,145	\$313,101,782

DEVELOPMENT ACTIVITY PYRAMID



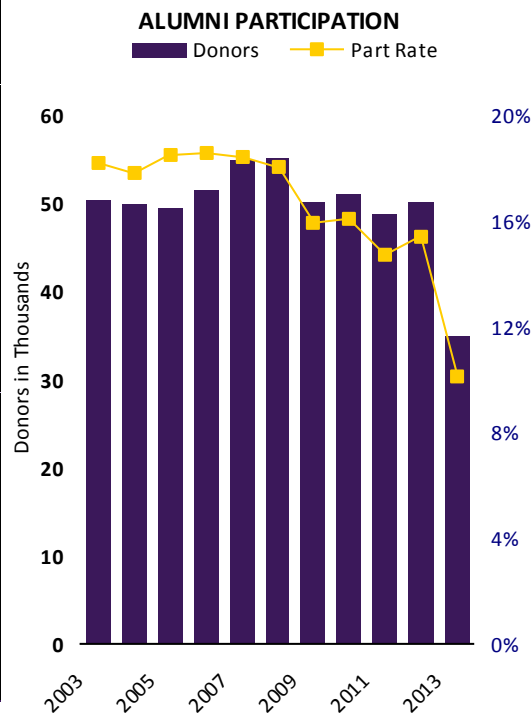
ANNUAL PROGRESS BY GIVING LEVEL

Giving Level	Alumni	Non Alumni	Family Fndns.	Corporations	Foundations	Other Orgs.	Total
\$10M +					\$34,015,351	\$22,190,994	\$56,206,345
\$5M - \$9,999,999						\$9,334,997	\$9,334,997
\$1M - \$4,999,999	\$9,155,091	\$10,796,155	\$9,760,000	\$11,392,765	\$18,806,719	\$11,801,681	\$71,712,412
\$100,000 - \$999,999	\$10,421,747	\$10,147,030	\$4,770,581	\$14,948,449	\$20,085,251	\$15,026,750	\$75,399,807
\$50,000 - \$99,999	\$2,640,292	\$2,601,124	\$738,732	\$4,491,795	\$1,855,306	\$2,124,447	\$14,451,696
\$25,000 - \$49,999	\$2,224,765	\$1,786,238	\$694,260	\$2,613,499	\$1,120,659	\$976,990	\$9,416,411
\$10,000 - \$24,999	\$3,172,887	\$2,192,123	\$448,790	\$2,248,647	\$591,077	\$695,782	\$9,349,306
\$5,000 - \$9,999	\$2,494,222	\$1,531,223	\$120,812	\$1,163,539	\$204,752	\$276,111	\$5,790,658
\$2,000 - \$4,999	\$3,616,384	\$2,146,200	\$30,590	\$737,280	\$139,420	\$165,777	\$6,835,651
\$1,000 - \$1,999	\$2,315,194	\$1,773,497	\$20,075	\$326,719	\$45,041	\$44,276	\$4,524,803
\$500 - \$999	\$1,236,084	\$875,950	\$4,751	\$142,478	\$13,477	\$26,800	\$2,299,541
\$250 - \$499	\$602,262	\$372,380	\$720	\$48,335	\$4,212	\$7,723	\$1,035,632
\$100 - \$249	\$889,567	\$557,081		\$44,490	\$3,032	\$8,287	\$1,502,457
\$1 - \$99	\$577,036	\$313,574	\$50	\$9,049	\$476	\$2,047	\$902,232
Total	\$39,345,532	\$35,092,575	\$16,589,361	\$38,167,046	\$76,884,773	\$62,682,661	\$268,761,948

Giving Level	Alumni	Non Alumni	Family Fndns.	Corporations	Foundations	Other Orgs.	Total
\$10M +					1	1	2
\$5M - \$9,999,999						1	1
\$1M - \$4,999,999	12	10	3	6	9	7	47
\$100,000 - \$999,999	75	100	18	75	62	49	379
\$50,000 - \$99,999	79	107	12	74	29	35	336
\$25,000 - \$49,999	154	161	22	80	33	29	479
\$10,000 - \$24,999	435	402	31	162	43	47	1,120
\$5,000 - \$9,999	724	631	21	201	34	45	1,656
\$2,000 - \$4,999	2,162	1,800	15	281	47	64	4,369
\$1,000 - \$1,999	2,860	2,923	18	287	38	42	6,168
\$500 - \$999	2,842	3,113	9	259	21	46	6,290
\$250 - \$499	2,824	3,573	2	168	13	26	6,606
\$100 - \$249	9,319	13,046		346	24	61	22,796
\$1 - \$99	16,264	16,843	1	215	12	51	33,386
Total	37,750	42,709	152	2,154	366	504	83,635

ALUMNI PARTICIPATION BY CONSTITUENCY (CURRENT FISCAL YEAR)

Area	Solicitable	To UW		To Unit	
		Year to Date	Part Rate	Year to Date	Part Rate
UW Medicine	20,206	2,974	14.72%	1,996	9.88%
Arts and Sciences	158,093	15,317	9.69%	4,080	2.58%
Business School	40,686	5,470	13.44%	1,915	4.71%
Built Environments	8,782	1,079	12.29%	452	5.15%
Dentistry	4,729	991	20.96%	627	13.26%
Education	18,344	2,485	13.55%	471	2.57%
Engineering	34,946	3,860	11.05%	1,947	5.57%
Environment	12,029	1,288	10.71%	622	5.17%
Evans School of Public Affairs	3,068	522	17.01%	244	7.95%
Interdisc. Grad. Programs	2,457	272	11.07%		
Interdisc. Undergrad. Programs					
Interschool Programs	2,564	405	15.80%		
Information School	5,322	835	15.69%	411	7.72%
Law	8,572	1,423	16.60%	911	10.63%
School of Nursing	9,128	1,408	15.43%	755	8.27%
Pharmacy	3,851	734	19.06%	592	15.37%
Public Health	5,138	641	12.48%	233	4.53%
Social Work	6,969	797	11.44%	373	5.35%
UW Bothell	9,945	673	6.77%	260	2.61%
UW Tacoma	11,337	586	5.17%	288	2.54%
Unspecified	8,909	1,080	12.12%		
ALL UW TOTAL	345,483	37,750	10.93%		



ALUMNI PARTICIPATION BY CONSTITUENCY (PREVIOUS FISCAL YEAR)

Area	Solicitable	To UW				To Unit			
		Year to Date		FY Total		Year to Date		FY Total	
		Donors	Part Rate	Donors	Part Rate	Donors	Part Rate	Donors	PFY Final
UW Medicine	19,296	3,073	15.93%	3,580	18.55%	2,021	10.47%	2,285	11.84%
Arts and Sciences	148,325	16,056	10.82%	20,873	14.07%	4,611	3.11%	5,289	3.57%
Business School	38,811	5,735	14.78%	7,631	19.66%	2,009	5.18%	2,436	6.28%
Built Environments	8,372	1,059	12.65%	1,343	16.04%	436	5.21%	483	5.77%
Dentistry	4,598	924	20.10%	1,091	23.73%	549	11.94%	598	13.01%
Education	17,578	2,533	14.41%	3,173	18.05%	430	2.45%	493	2.80%
Engineering	33,380	3,966	11.88%	4,957	14.85%	1,935	5.80%	2,240	6.71%
Environment	11,457	1,372	11.98%	1,717	14.99%	610	5.32%	700	6.11%
Evans School of Public Affairs	2,773	501	18.07%	655	23.62%	174	6.27%	214	7.72%
Interdisc. Grad. Programs	2,239	274	12.24%	328	14.65%				
Interdisc. Undergrad. Programs									
Interschool Programs	2,406	414	17.21%	497	20.66%				
Information School	4,882	911	18.66%	1,075	22.02%	475	9.73%	523	10.71%
Law	8,074	1,397	17.30%	1,766	21.87%	765	9.47%	916	11.35%
School of Nursing	8,737	1,455	16.65%	1,715	19.63%	788	9.02%	855	9.79%
Pharmacy	3,705	825	22.27%	958	25.86%	628	16.95%	692	18.68%
Public Health	4,728	645	13.64%	787	16.65%	203	4.29%	233	4.93%
Social Work	6,543	830	12.69%	999	15.27%	413	6.31%	445	6.80%
UW Bothell	8,323	632	7.59%	999	12.00%	145	1.74%	228	2.74%
UW Tacoma	9,481	577	6.09%	971	10.24%	207	2.18%	288	3.04%
Unspecified	9,066	1,187	13.09%	1,442	15.91%				
ALL UW TOTAL	324,647	39,095	12.04%	50,041	15.41%				

The University of Washington Alumni Association is the broad-based engagement vehicle for University Advancement and the University of Washington. Through its strategically designed programs, the UW Alumni Association invites alumni, donors and friends to engage in the life of the UW. Research indicates that engaged alumni and friends are more inclined to support the University and its students. The UW Alumni Association is proud to develop a solid base of support for the University of Washington.



UWAA Member Giving by Constituency

School	Solicitable Alumni	Members ¹	Member Donors	Alumni Giving	
				Members	Non Members
UW Medicine	20,206	1,942	894	46.04%	8.68%
Arts and Sciences	158,093	19,474	5,528	28.39%	4.07%
Business School	40,686	7,388	2,608	35.30%	4.38%
Built Environments	8,782	1,132	354	31.27%	6.18%
Dentistry	4,729	1,046	510	48.76%	8.61%
Education	18,344	2,855	947	33.17%	6.14%
Engineering	34,946	4,554	1,424	31.27%	5.38%
Environment	12,029	1,443	403	27.93%	5.72%
Evans School of Public Affairs	3,068	353	129	36.54%	10.28%
Interdisc. Grad. Programs	2,457	211	66	31.28%	6.28%
Interschool Programs	2,564	555	183	32.97%	7.07%
Information School	5,322	796	268	33.67%	8.73%
Law	8,572	1,118	490	43.83%	9.28%
School of Nursing	9,128	1,347	485	36.01%	8.60%
Pharmacy	3,851	640	297	46.41%	10.93%
Public Health	5,138	436	147	33.72%	7.81%
Social Work	6,969	613	205	33.44%	6.94%
UW Bothell	9,945	886	171	19.30%	2.67%
UW Tacoma	11,337	819	143	17.46%	1.94%
Unspecified	8,909	1,795	544	30.31%	3.75%
Non-Alumni		9,388	5,153	54.89%	
Total	345,483	55,475	18,958	34.17%	

Alumni Activity

1 in 3.5 registrants at 2010 UW events were UWAA members

1 in 25 registrants at 2010 UW events were UW donors

3 in 4 registrants at 2010 UW events were Solicitable Alumni

1 in 25 UWAA members attended a 2010 UW event

1 in 3 2009-2010 Football/Basketball season ticket holders were UWAA members

1 in 7 UWAA members were 2009-2010 Football/Basketball season ticket holders

Top 10 Membership by Class Year

Class Year	Part. Rate	Class Year	Population
1955	22.99%	2012	1,801
1954	21.66%	1971	1,126
1953	21.48%	1973	1,115
1959	20.72%	1974	1,071
1946	20.55%	1972	1,068
1957	20.50%	1970	1,054
1956	20.48%	1976	1,041
1958	20.17%	1975	1,002
1960	20.05%	1977	983
1950	19.60%	1968	931

Activity Participation - Rolling 3 Year Total²

School ³	Participants	Part. Donors	% Donors	Alum Non-Part.	Alum Non-Par Donor	% Non-Part Donor
UW Medicine	5,218	3,582	68.65%	20,850	3,065	14.70%
Arts and Sciences	20,798	3,902	18.76%	139,252	7,026	5.05%
Built Environments	2,080	799	38.41%	7,340	604	8.23%
Business School	8,534	2,207	25.86%	33,618	2,997	8.91%
Dentistry	2,148	830	38.64%	2,850	401	14.07%
Education	2,365	281	11.88%	16,317	759	4.65%
Engineering	4,152	1,212	29.19%	31,719	2,966	9.35%
Environment	1,798	744	41.38%	10,963	931	8.49%
Evans School of Public Affairs	1,180	443	37.54%	2,202	274	12.44%
Graduate School	475	182	38.32%	2,263	6	0.27%
Information School	978	351	35.89%	4,586	675	14.72%
Law	2,771	1,093	39.44%	6,236	942	15.11%
Libraries	829	808	97.47%			
Nursing	1,261	450	35.69%	8,188	1,209	14.77%
Pharmacy	569	331	58.17%	3,557	861	24.21%
Public Health	843	263	31.20%	4,200	366	8.71%
Social Work	1,206	490	40.63%	6,109	577	9.45%
UW Bothell	1,148	289	25.17%	9,439	732	7.76%
UW Tacoma	962	335	34.82%	10,924	894	8.18%

¹ Members include paid Annual Members, Lifetime Members, and TPC Level Donors

² 3-Years consists of any activity since 7/1/2009

³ Activity is based on a unit affiliated Alumni or Donor being labeled as a positive RSVP, host, speaker, or participant at any tracked UW activity.

Source: University of Washington Alumni Association



VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Grant and Contract Awards Summary – March 2013

RECOMMENDED ACTION

It is the recommendation of the administration and the Finance, Audit and Facilities Committee that the Board of Regents accept the Grant and Contract Awards of \$1,000,000 or more as presented in the attached report.

Attachment

Grant and Contract Awards Summary – March 2013

Grant and Contract Awards Summary

to

The Board of Regents

of the

University of Washington

for

March 2013

Office of Research

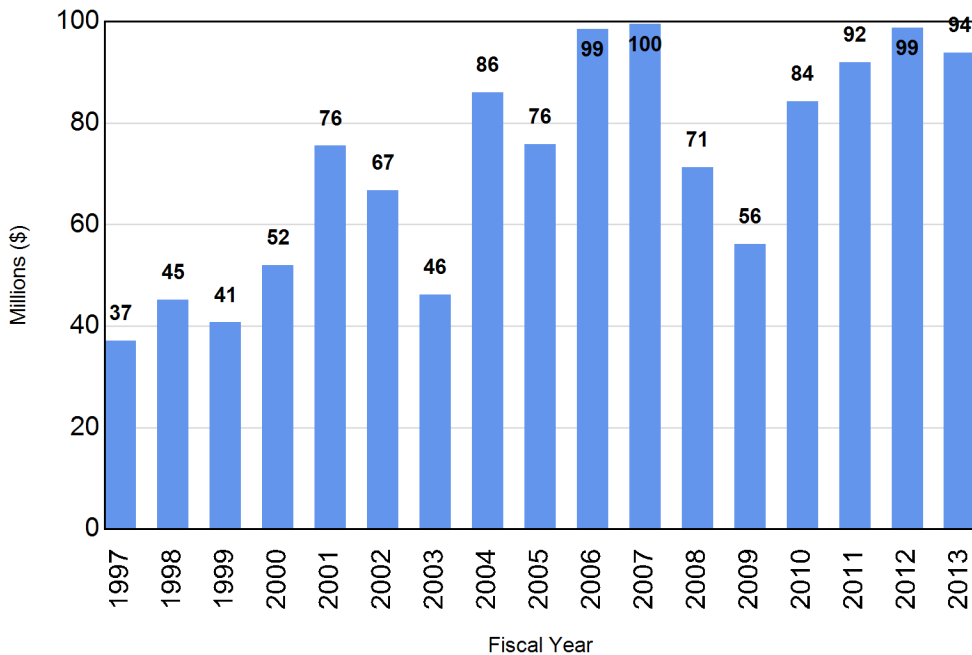
Office of Sponsored Programs

The numbers provided in this report are subject to adjustment at the time that the Annual Report of Sponsored Activity is published.
The changes would reflect modifications and additions to existing awards.

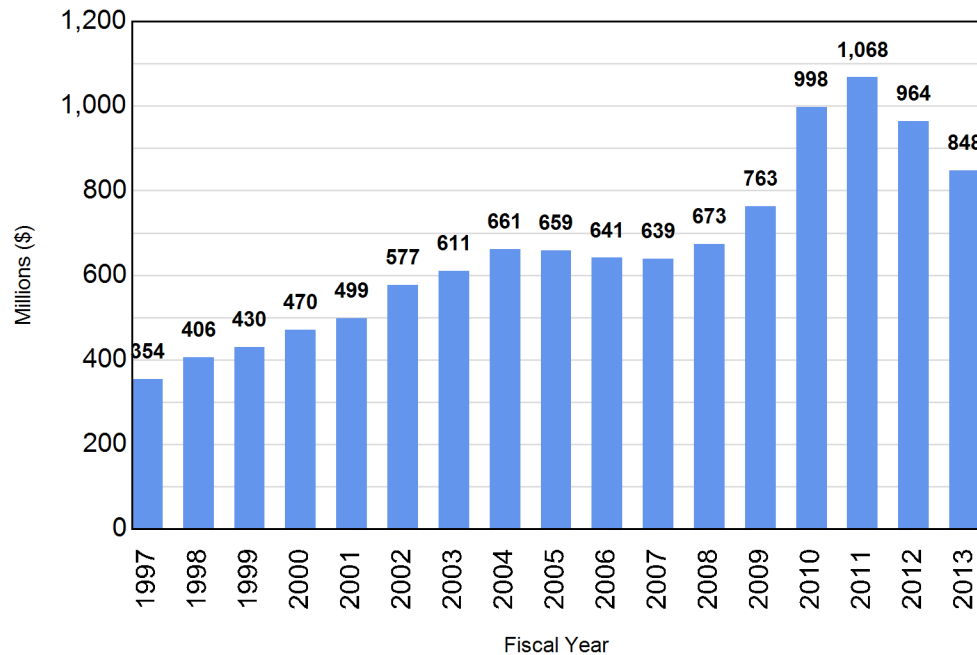
Table of Contents

Graphical Summary of Award Activity	3
Summary of Grant and Contract Awards	4
Comparison of Grants and Contract Awards by Agency	5
Comparison of Grants and Contract Awards by School/College	6
Summary of Grant Awards – Excluding Private Awards	8
Summary of Grant Awards - Private Awards	9
Summary of Contract Awards	10
Report of Grant & Contract Awards over \$1,000,000	11

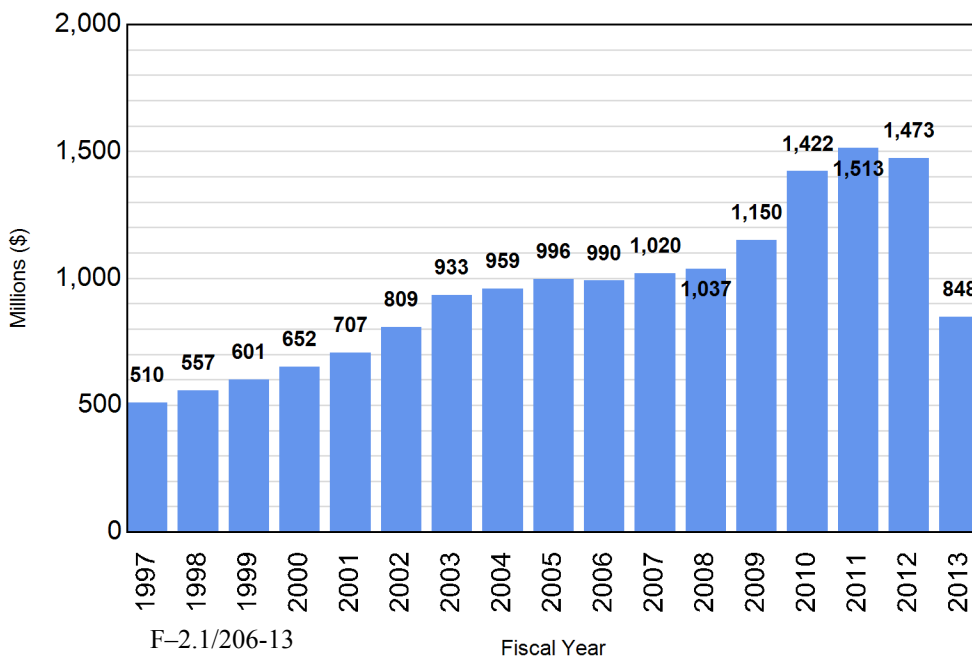
March Only
Comparison of Grant & Contract Awards



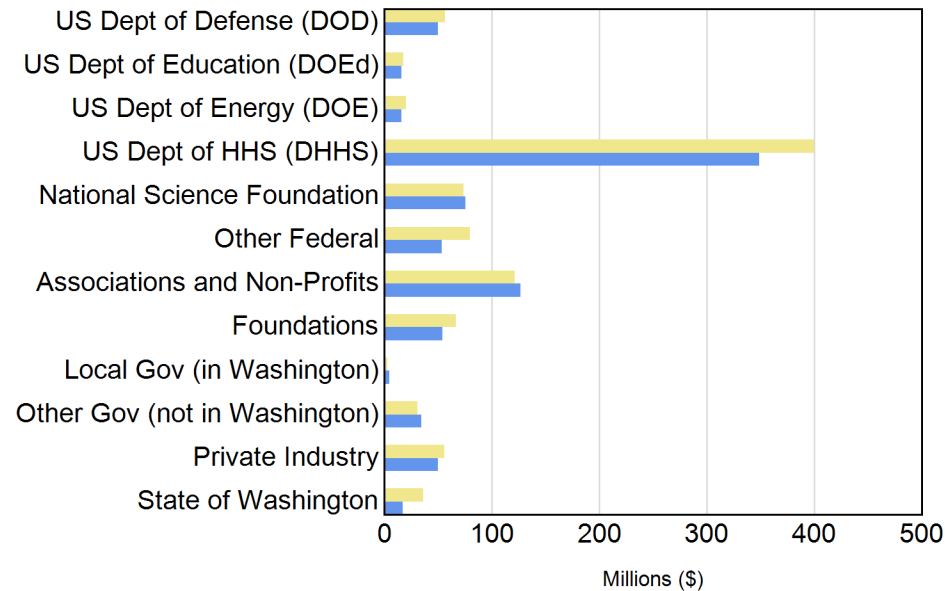
Fiscal Year to Date
Comparison of Grant & Contract Awards



Complete Fiscal Year
Comparison of Grant & Contract Awards



Fiscal Year to Date
Two-Year Comparison of Grant and Contract Awards



Summary of Grant and Contract AwardsFiscal Year 2012-2013

Month	RESEARCH AND OTHER		TRAINING		Total Grants and Contracts
	Federal	Non-Federal	Federal	Non-Federal	
July	\$ 63,287,280	\$ 18,323,480	\$ 6,096,881	\$ 1,019,024	\$ 88,726,660
August	\$ 95,530,390	\$ 28,648,070	\$ 6,407,729	\$ 722,138	\$ 131,308,300
September	\$ 101,677,700	\$ 31,174,910	\$ 5,665,848	\$ 162,660	\$ 138,681,200
October	\$ 58,093,380	\$ 26,190,450	\$ 9,919,787	\$ 2,959,865	\$ 97,163,480
November	\$ 32,093,950	\$ 46,789,980	\$ 1,362,555	\$ 6,452,774	\$ 86,699,260
December	\$ 30,726,470	\$ 31,174,950	\$ 482,764	\$ 1,130,673	\$ 63,514,860
January	\$ 42,785,840	\$ 41,640,220	\$ 181,999	\$ 273,891	\$ 84,881,950
February	\$ 37,279,300	\$ 23,888,090	\$ 1,152,100	\$ 643,152	\$ 62,962,640
March	\$ 67,349,100	\$ 25,812,990	\$ 346,675	\$ 348,501	\$ 93,857,270
FY13 to Date	\$528,823,456	\$273,643,137	\$31,616,338	\$13,712,678	\$847,795,609
FY12 to Date	\$612,887,300	\$301,293,397	\$36,228,955	\$13,510,362	\$963,920,015
Over (Under) Previous Year	(\$84,063,844)	(\$27,650,260)	(\$4,612,617)	\$202,315	(\$116,124,406)

Comparison of Grant and Contract Awards by Agency

Fiscal Years 2011-2012 and 2012-2013

Agency	Jul-Mar FY12	Jul-Mar FY13
US Department of Defense (DOD)	\$ 56,766,042	\$ 49,925,689
US Department of Education (DOEd)	\$ 18,043,049	\$ 16,174,178
US Department of Energy (DOE)	\$ 20,321,248	\$ 15,854,806
US Department of Health and Human Services (DHHS)	\$ 400,104,991	\$ 349,122,985
National Science Foundation (NSF)	\$ 74,012,070	\$ 75,634,198
Other Federal	\$ 79,868,855	\$ 53,727,938
Subtotal for Federal :	\$ 649,116,255	\$ 560,439,794
Associations and Non-Profits	\$ 121,545,360	\$ 126,551,568
Foundations	\$ 66,796,299	\$ 54,254,037
Local Government (in Washington)	\$ 2,956,686	\$ 4,682,442
Other Government (not in Washington)	\$ 31,118,908	\$ 34,680,848
Private Industry	\$ 55,844,433	\$ 49,815,172
State of Washington	\$ 36,542,074	\$ 17,371,748
Subtotal for Non-Federal :	\$ 314,803,759	\$ 287,355,815
Grand Total :	\$ 963,920,015	\$ 847,795,609
Amount of Increase (Decrease) :		(\$ 116,124,406)
Percent of Increase (Decrease) :		(12.0 %)

Comparison of Grant and Contract Awards by School/College

Fiscal Years 2011-2012 and 2012-2013

School/College	Jul-Mar FY12	Jul-Mar FY13
Upper Campus		
Architecture and Urban Planning	\$ 875,504	\$ 1,566,910
Arts and Sciences	\$ 60,852,462	\$ 58,911,118
College of the Environment	\$ 108,481,134	\$ 88,960,607
Computing & Communications	\$ 15,260	\$ 300,000
Director of Libraries	\$ 5,336,571	\$ 96,806
Education	\$ 16,875,524	\$ 20,708,047
Educational Outreach	\$ 50,000	\$ 92,000
Engineering	\$ 82,898,553	\$ 71,558,938
Evans School of Public Affairs	\$ 1,665,846	\$ 4,484,434
Executive Vice President		\$ 10,000
Foster School of Business	\$ 282,543	\$ 752,985
Graduate School	\$ 6,810,927	\$ 3,742,236
Information School	\$ 3,952,729	\$ 5,228,138
Law	\$ 3,602,575	\$ 354,240
Office of Research	\$ 40,958,450	\$ 50,135,155
Provost	\$ 29,468	\$ 100,000
Social Work	\$ 15,155,212	\$ 16,979,828
Undergraduate Education	\$ 939,534	\$ 252,563
VP Minority Affairs	\$ 9,150,947	\$ 6,418,342
VP Student Life	\$ 46,000	\$ 23,498
Subtotal :	\$ 357,979,238	\$ 330,675,846
Health Sciences		
Dentistry	\$ 2,605,788	\$ 3,083,599
Health Sciences Admin	\$ 1,690	
Medicine	\$ 456,155,508	\$ 414,101,332
Nursing	\$ 10,725,309	\$ 6,356,729
Pharmacy	\$ 19,227,820	\$ 11,851,936
Public Health	\$ 83,534,929	\$ 59,256,921
Subtotal :	\$ 572,251,043	\$ 494,650,517
Special Programs		
Alcohol and Drug Abuse Institute	\$ 2,952,660	\$ 2,133,666
CHDD Administration	\$ 6,416,067	\$ 3,758,199
Regional Primate Center	\$ 18,763,020	\$ 6,461,637
Subtotal :	\$ 28,131,747	\$ 12,353,502
Other UW Campuses		
Bothell	\$ 4,280,997	\$ 7,711,086
Tacoma	\$ 1,276,990	\$ 2,404,659

School/College		Jul-Mar FY12	Jul-Mar FY13
Other UW Campuses	Subtotal :	\$ 5,557,987	\$ 10,115,745
	Grand Total :	\$ 963,920,015	\$ 847,795,609

Summary of Grant Awards**Fiscal Year 2012-2013***Excluding private awards from Foundations, Industry, Associations and Others*

Month	RESEARCH AND OTHER		TRAINING		Total Grants
	Federal	Non-Federal	Federal	Non-Federal	
July	\$ 62,351,620	\$ 2,403,687	\$ 6,096,881	\$ 0	\$ 70,852,180
August	\$ 91,723,700	\$ 3,193,595	\$ 6,378,898	\$ 137,830	\$ 101,434,000
September	\$ 92,075,580	\$ 3,356,014	\$ 5,475,443	\$ 76,694	\$ 100,983,700
October	\$ 54,136,740	\$ 5,507,575	\$ 9,919,787	\$ 1,588,030	\$ 71,152,130
November	\$ 24,632,230	\$ 2,542,720	\$ 1,362,555	\$ 5,783,143	\$ 34,320,650
December	\$ 23,716,690	\$ 7,567,248	\$ 482,764	\$ 0	\$ 31,766,710
January	\$ 40,779,520	\$ 4,114,550	\$ 160,000	\$ 169,946	\$ 45,224,010
February	\$ 36,869,970	\$ 5,103,571	\$ 1,152,100	\$ 519,143	\$ 43,644,790
March	\$ 61,463,840	\$ 3,457,327	\$ 346,675	\$ 55,411	\$ 65,323,260
Year to Date	\$ 487,749,900	\$ 37,246,290	\$ 31,375,100	\$ 8,330,197	\$ 564,701,500

Summary of Grant Awards**Fiscal Year 2012-2013***Private awards from Foundations, Industry, Associations and Others*

Month	RESEARCH AND OTHER	TRAINING	Total Grants
July	\$ 8,614,872	\$ 360,854	\$ 8,975,726
August	\$ 21,031,440	\$ 87,229	\$ 21,118,670
September	\$ 23,906,580	\$ 80,966	\$ 23,987,550
October	\$ 13,564,360	\$ 1,330,680	\$ 14,895,040
November	\$ 35,451,130	\$ 604,631	\$ 36,055,760
December	\$ 17,214,480	\$ 1,050,346	\$ 18,264,830
January	\$ 31,773,310	\$ 85,001	\$ 31,858,310
February	\$ 8,390,184	\$ 124,009	\$ 8,514,193
March	\$ 16,286,080	\$ 280,000	\$ 16,566,080
Year to Date	\$ 176,232,400	\$ 4,003,716	\$ 180,236,100

Summary of Contract Awards**Fiscal Year 2012-2013**

Month	RESEARCH AND OTHER		TRAINING		Total Contracts
	Federal	Non-Federal	Federal	Non-Federal	
July	\$ 935,659	\$ 7,304,925	\$ 0	\$ 658,170	\$ 8,898,754
August	\$ 3,806,685	\$ 4,423,034	\$ 28,831	\$ 497,079	\$ 8,755,629
September	\$ 9,602,160	\$ 3,912,312	\$ 190,405	\$ 5,000	\$ 13,709,880
October	\$ 3,956,642	\$ 7,118,512	\$ 0	\$ 41,155	\$ 11,116,310
November	\$ 7,461,719	\$ 8,796,134	\$ 0	\$ 65,000	\$ 16,322,850
December	\$ 7,009,779	\$ 6,393,217	\$ 0	\$ 80,327	\$ 13,483,320
January	\$ 2,006,323	\$ 5,752,365	\$ 21,999	\$ 18,944	\$ 7,799,630
February	\$ 409,332	\$ 10,394,330	\$ 0	\$ 0	\$ 10,803,670
March	\$ 5,885,261	\$ 6,069,590	\$ 0	\$ 13,090	\$ 11,967,940
Year to Date	\$ 41,073,560	\$ 60,164,420	\$ 241,235	\$ 1,378,765	\$ 102,858,000

**Report of Grant and Contract Awards
of \$1,000,000 or More**

March 2013

**Requiring action of
The Board of Regents
of the
University of Washington**

**Office of Research
Office of Sponsored Programs**

Detail of Public Grant Awards

Federal

US Department of Defense (DOD)

Defense Advanced Research Projects Agency (DARPA)

To:	Paul Yager, Professor Bioengineering	\$ 4,581,068
For:	Multiplexable Autonomous Disposables for Nucleic Acid Amplification Tests for LRSs	
Eff:	2/28/2013	Classified: No

Total for Defense Advanced Research Projects Agency (DARPA): **\$ 4,581,068**

Total for US Department of Defense (DOD): **\$ 4,581,068**

US Department of Health and Human Services (DHHS)

Health Resources and Services Administration (HRSA)

To:	King K. Holmes, Professor Global Health	\$ 21,846,139
For:	Building Sustainable Human and Institutional Capacity for HIV Care	
Eff:	4/1/2012	Classified: No

Total for Health Resources and Services Administration (HRSA): **\$ 21,846,139**

National Institutes of Health (NIH)

To:	Stanley C Froehner, Professor Physiology & Biophysic	\$ 1,091,247
For:	Molecular and Cellular Therapies for Muscular Dystrophy	
Eff:	4/1/2013	Classified: No

Total for National Institutes of Health (NIH): **\$ 1,091,247**

Total for US Department of Health and Human Services (DHHS): **\$ 22,937,386**

National Science Foundation (NSF)

National Science Foundation (NSF)

To:	William Wilcock, Professor Oceanography	\$ 2,518,662
For:	R/V Thomas G. Thompson Ship Operations 2012-2017	
Eff:	4/1/2012	Classified: No

Total for National Science Foundation (NSF): **\$ 2,518,662**

Total for National Science Foundation (NSF): **\$ 2,518,662**

Detail of Public Grant Awards

Federal

Other Federal

Research and Innovative Technology Administration

To: Yinhai Wang, Professor \$ 3,397,600
Civil & Envir Engineer

For: Pac Trans Region X University Transportation Center

Eff: 1/1/2012 Classified: No

Total for Research and Innovative Technology Administration: \$ 3,397,600

Total for Other Federal: \$ 3,397,600

Total for Federal: \$ 33,434,716

Total Public Grants: \$ 33,434,716

Detail of Private Grant Awards

Associations and Non-Profits

Fred Hutchinson Cancer Research Center (FHCRC)

To: Deborah Nickerson, Professor \$ 2,339,166
Genome Sciences

For: Detection of Colorectal Cancer Susceptibility Loci Using
Genome-Wide Sequencing

Eff: 9/26/2012 Classified: No

Total for Fred Hutchinson Cancer Research Center (FHCRC): \$ 2,339,166

Total for Associations and Non-Profits: \$ 2,339,166

Total Private Grants: \$ 2,339,166

Detail of Contract Awards

Federal

US Department of Defense (DOD)

Naval Surface Warfare Center

To: Gary L Harkins, Associate Director \$ 1,619,000
 Applied Physics Lab
 For: FY13 AN/BQH-9 SYSTEM UPGRADES (OPN)
 Eff: 3/12/2013 Classified: No

Total for Naval Surface Warfare Center: \$ 1,619,000

Total for US Department of Defense (DOD): \$ 1,619,000

US Department of Health and Human Services (DHHS)

National Institutes of Health (NIH)

National Institute of Allergy and Infectious Diseases (NIAID)

To: Dorothy L Patton, Professor \$ 1,696,613
 Obgyn/Admin
 For: Topical Microbicide Safety and Efficacy Evaluation in Nonhuman
 Primates
 Eff: 5/31/2007 Classified: No

*Total for National Institute of Allergy and Infectious Diseases
 (NIAID): \$ 1,696,613*

Total for National Institutes of Health (NIH): \$ 1,696,613

Total for US Department of Health and Human Services (DHHS): \$ 1,696,613

Total for Federal: \$ 3,315,613

Private Industry

Wyeth Pharmaceuticals

To: Dorothy Patton, Professor \$ 2,589,529
 Obgyn/Admin
 For: Safety and Efficacy of Chlamydia Vaccine Candidates
 Eff: 6/9/2009 Classified: No

Total for Wyeth Pharmaceuticals: \$ 2,589,529

Total for Private Industry: \$ 2,589,529

Total Contracts: \$ 5,905,142

Grand Total for all Awards \$ 41,679,024

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Actions Taken Under Delegated Authority

Pursuant to the Standing Orders of the Board of Regents delegation of authority, and to the delegation of authority from the President of the University to the Senior Vice President in Administrative Order No. 1, to take action for projects or contracts that exceed \$1,000,000 in value or cost but are less than \$5,000,000, the Administration may approve and execute all instruments.

REPORT OF ACTIONS TAKEN UNDER GENERAL DELEGATED AUTHORITY – CAPITAL PROJECT BUDGETS

1. Friday Harbor Labs Energy Conservation Project No. 203897
Action Reported: Select Engineer

On July 30, 2012, a work order was issued to McKinstry Essention Inc. (McKinstry) to produce a Conservation Services Proposal and detailed audit under its Energy Services Master Agreement dated February 6, 2012. The total value of the work order is \$64,208 for the Friday Harbor Labs Energy Conservation project.

McKinstry, established in Seattle in 1960, is one of the leading mechanical design, construction, and facility management services firms in the Pacific Northwest. Recent energy conservation projects completed by McKinstry include the Smart Grid Demonstration project and the Campus Chilled Water PIC Valves ESCO Phase 2 project.

The project scope encompasses a number of resource conservation measures with the goal of reducing energy and water costs and improving the comfort and safety of the students, researchers and field staff at the facility. Some of the measures include installing more energy efficient lighting, upgrading plumbing fixtures, installing programmable thermostats, and improving the mechanical systems in the Dining Hall, Fernald Hall and Laboratory buildings 9 and 10.

This project funding is anticipated as follows:

Source of Funds	
Office of Planning and Budgeting	\$757,393
Utility Rebates	\$ 42,460
State Commerce Department Energy Efficiency Grant	<u>\$533,147</u>
	\$1,333,000

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Actions Taken Under Delegated Authority (continued p. 2)

Design commenced on May 28, 2013. On site construction work is anticipated to start in November 2013, with substantial completion planned for May 2014.

2. Physics Astronomy Laboratory Ventilation Project No. 204156 Actions Reported: Select Engineer, Establish Budget, Award Construction Contract

On October 18, 2012, a work order was issued to McKinstry Essention Inc. (McKinstry) to produce a Conservation Services Proposal and detailed audit under its Energy Services Master Agreement dated February 6, 2012. On April 16, 2013, a work order for design and construction services was issued to McKinstry. The total value of the work orders is \$1,853,393 for the Physics Astronomy Lab Ventilation project.

McKinstry, established in Seattle in 1960, is one of the leading mechanical design, construction, and facility management services firms in the Pacific Northwest. Recent energy conservation projects performed by McKinstry include the Harborview Medical Center (HMC) Exhaust Fan Replacements 36/37 and the HMC East Wing Chiller Replacement projects.

This project will retrofit the 100% outside air, constant volume ventilation systems in the basement zones of the Physics Astronomy building with pressure independent terminal units located in the existing supply and exhaust ductwork. Additionally, fan systems will receive new motors and variable frequency drives. The zones will then be allowed to modulate supply air volumes to maintain space temperatures. The modifications will result in substantial energy savings as a result of reduced outside air heating and cooling loads, terminal reheat, and reduction of supply and exhaust fan energy usage.

On March 25, 2012, a project budget was established for \$2,315,000. This project will be funded as follows:

Source of Funds

Central Funds	\$400,000
Utility Rebates	\$433,734
Washington State Department of Commerce Grant	\$978,555
Washington State Department of Treasury Energy Loan	<u>\$502,711</u>
	\$2,315,000

Design and equipment procurement is underway. The Construction Notice to Proceed was issued in late May 2013. Substantial Completion is scheduled for October 7, 2013.

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Actions Taken Under Delegated Authority (continued p. 3)

Budget Summary	Current Approved Budget	Forecast Cost at Completion
Total Consultant Services	\$99,089	\$99,089
Total Const. Cost*	\$2,032,463	\$2,032,463
Other Costs	\$13,326	\$13,326
Project Administration	\$170,122	\$170,122
Total Project Budget	\$2,315,000	\$2,315,000

* Includes construction contract amount, contingencies and state sales tax

REPORT OF ACTIONS TAKEN UNDER GENERAL DELEGATED AUTHORITY – ACQUISITION OF GOODS AND SERVICES

1. Action Reported: Acquisition of Illumina Reagents and Consumables

Under delegated authority, the Director of Procurement Service, or his/her designee has executed a contract with Illumina on 04/01/13 to procure reagents and consumables that are exclusive to equipment in the Nickerson lab.

This contract was a sole source based on compatibility with the Nickerson lab's existing equipment and continuity of research. In addition, there is no other direct equivalent product that can be used on this OEM equipment.

The total contract value is \$1,593,680. This is a tax exempt item. This includes contract pricing which reflects a 20% discount on reagents/consumables and an 8% discount on the new MiSeq family of reagents/consumables. Contract also provides a flat 1% freight rate for orders over \$100,000.

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Investment Performance Report, Third Quarter Fiscal Year 2013

For information only.

Attachment

Investment Performance Report, Third Quarter Fiscal Year 2013

UNIVERSITY OF WASHINGTON

Investment Performance Report Third Quarter Fiscal Year 2013

As of March 31, 2013

Treasurer, Board of Regents
Treasury Office

Published May 2013

UNIVERSITY OF WASHINGTON

INVESTMENT PERFORMANCE REPORT

THIRD QUARTER FISCAL YEAR 2013

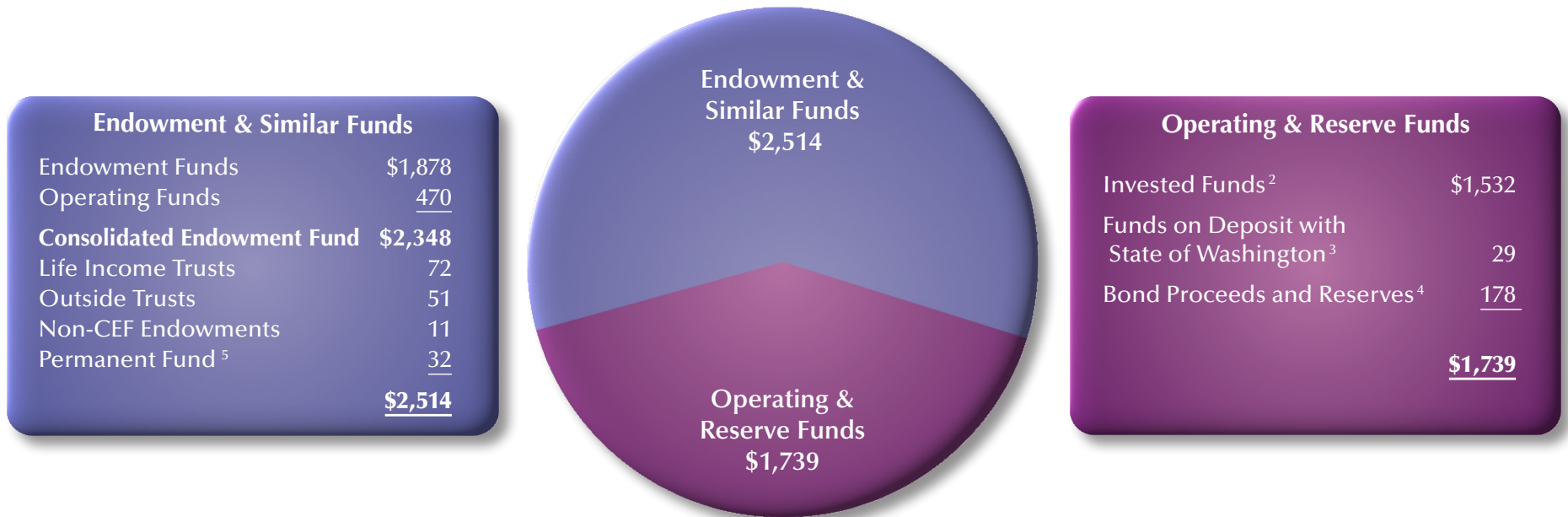
As of March 31, 2013

TABLE OF CONTENTS

Treasury Assets	1
CEF Asset Allocation	2
CEF Performance Summary	3
CEF Performance by Strategy	4
CEF Activity	5
CEF Exposures	6
Invested Funds	7

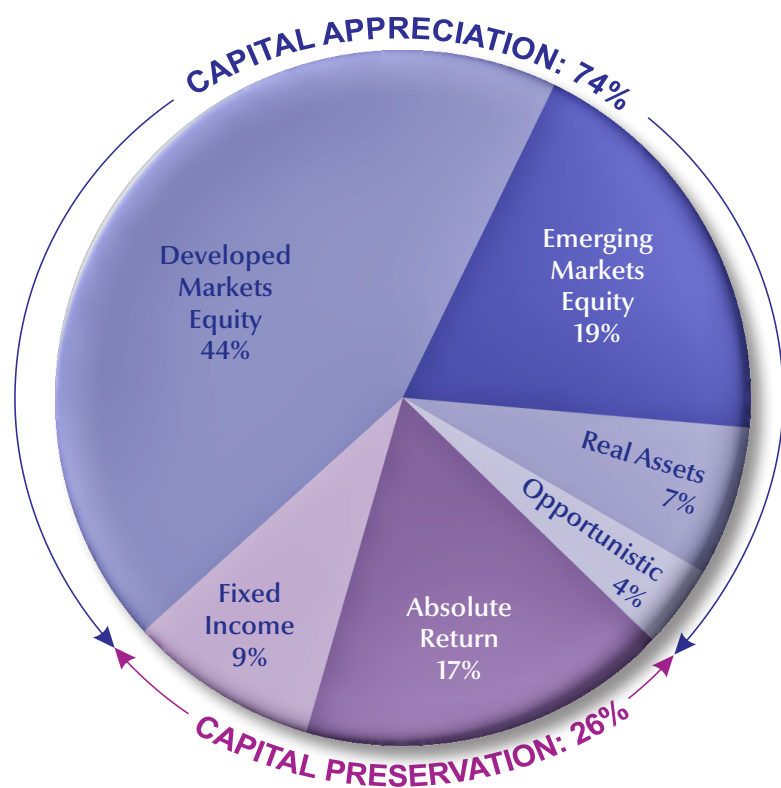
TREASURY ASSETS¹ AS OF MARCH 31, 2013

\$ = M



1. Total market value of assets at 3/31/13: \$4.3 billion. Includes assets whose management falls under the auspices of the Finance & Audit Committee of the Board of Regents, excluding Metro Tract and Forest Trust Lands.
2. The Invested Funds holds Consolidated Endowment Fund units valued at \$470. To avoid double counting, the dollars are included only in the CEF totals.
3. Bond Retirement Fund and Building Fund.
4. Debt service reserve funds and construction project funds which have not yet been disbursed.
5. Proceeds from sale of land grants and subsequent investment returns on deposit with the state of Washington.

CONSOLIDATED ENDOWMENT FUND (CEF) ASSET ALLOCATION FOR THE QUARTER ENDING MARCH 31, 2013



	Current Allocation (\$ =M)		Policy Target	Range
Emerging Markets Equity	\$435	19%	17%	
Developed Markets Equity	\$1,045	44%	36%	
Real Assets	\$165	7%	11%	
Opportunistic	\$87	4%	6%	
Capital Appreciation¹	\$1,732	74%	70%	55%-85%
Absolute Return	\$393	17%	15%	
Fixed Income²	\$223	9%	15%	
Capital Preservation	\$616	26%	30%	15%-45%
Total CEF³	\$2,348	100%		

¹ At 3/31/13, international look-through exposure: 36%, foreign currency exposure: 34%

² Allocation to cash is included in Fixed Income.

³ Current exposure to total private investments: 22%; uncalled capital commitments: 8%

Note: Percentages may not sum due to rounding.

CEF PERFORMANCE SUMMARY FOR THE QUARTER ENDING MARCH 31, 2013

ROLLING YEAR RETURNS¹ (%)

	3 rd Qtr FY 2013	Rolling Years		
		1-Year	3-Year	10-Year
Total CEF Return	4.8	10.7	7.9	9.1
Strategy Weighted Policy Benchmark	4.2	8.8	8.4	9.0
70% MSCI ACWI/30% BC Govt Bond	4.6	8.9	7.8	8.7
Capital Appreciation	6.2	13.3	9.4	10.4
MSCI ACWI	6.6	11.2	8.4	9.9
Capital Preservation	1.6	4.8	3.5	5.2
BC Government Bond	-0.2	3.0	5.0	4.5

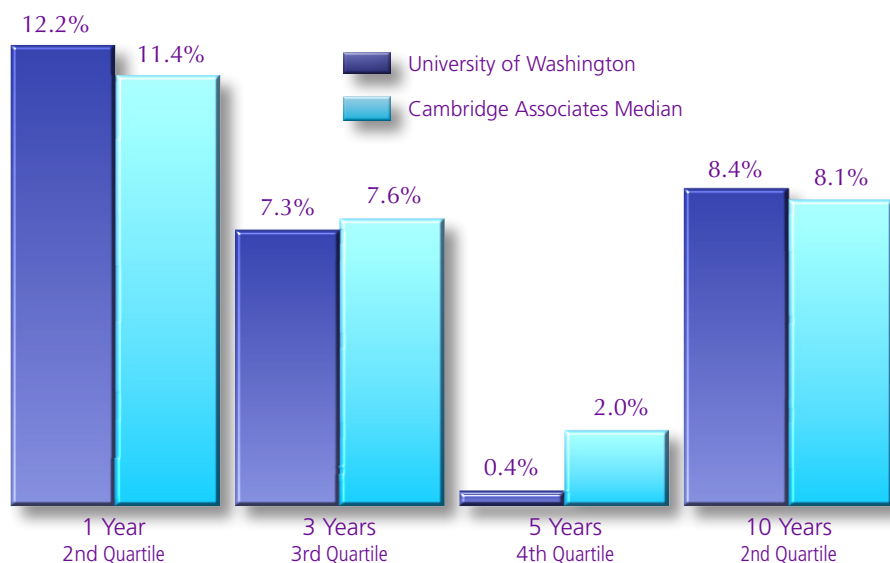
¹ Total Return: average annual compound return (dividend or interest plus capital appreciation or depreciation)

FISCAL YEAR RETURNS¹ (%)

	FYTD 2013	Fiscal Years			
		2012	2011	2010	2009
Total CEF Return	12.5	-0.9	16.0	12.5	-23.5
Strategy Weighted Policy Benchmark	10.3	1.2	19.9	9.8	-16.5
70% MSCI ACWI/30% BC Govt Bond	12.1	-1.3	21.8	10.9	-18.6
Capital Appreciation	16.1	-1.9	21.5	13.7	-29.3
MSCI ACWI	17.5	-6.0	30.8	12.3	-28.9
Capital Preservation	4.9	1.2	3.6	10.7	-13.9
BC Government Bond	0.4	8.3	2.3	6.5	6.6

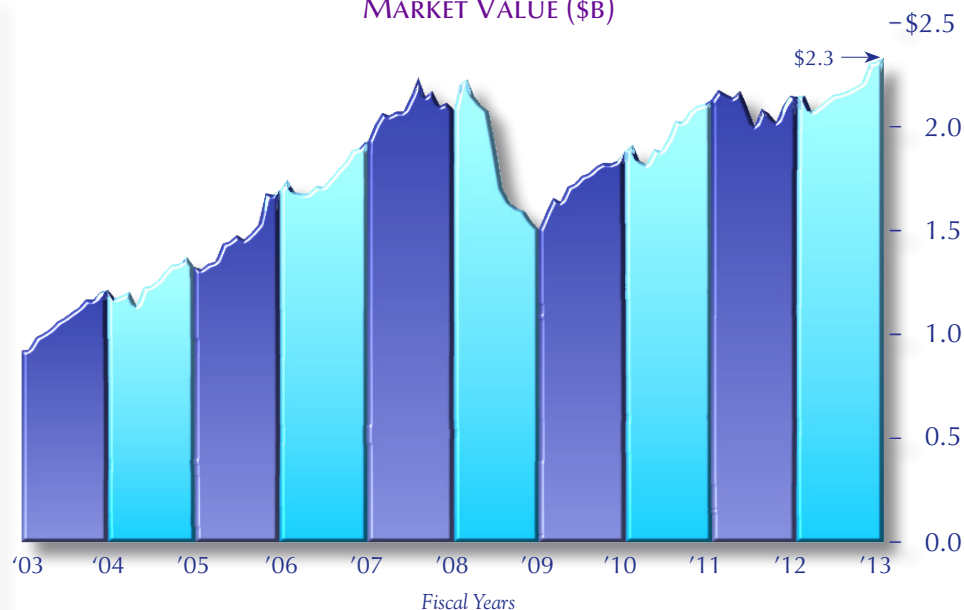
¹ Total Return: average annual compound return (dividend or interest plus capital appreciation or depreciation)

PEER COMPARISON¹



F-4.1/206-13
6/13/13 ¹ For periods ending December 31, 2012

MARKET VALUE (\$B)



¹ Reflects inclusion of IF units in CEF, starting 2001. Value without IF units would be \$1.9

CEF PERFORMANCE BY STRATEGY

Total Return¹ as of March 31, 2013

		3 rd Qtr FY '13	1 Year	3 Years	5 Years	10 Years
Consolidated Endowment Fund		4.8	10.7	7.9	2.3	9.1
Capital Appreciation	Capital Appreciation	6.2	13.3	9.4	2.2	10.4
	MSCI ACWI	6.6	11.2	8.4	2.6	9.9
	Emerging Markets Equity	3.7	11.3	8.6	4.4	19.8
	MSCI EMF	-1.6	2.3	3.6	1.4	17.4
	Developed Markets Equity	7.8	14.8	10.7	3.4	9.8
	MSCI World	7.9	12.5	9.1	2.8	9.5
	Real Assets ²	4.1	5.9	7.1	-4.3	4.7
	NCREIF Property Index ²	2.5	10.5	12.6	2.1	8.4
	CA Natural Resources ²	3.1	5.7	12.5	7.4	17.5
	Opportunistic ³	6.2	19.2	—	—	—
MSCI ACWI	6.6	11.2	—	—	—	
Capital Preservation	Capital Preservation	1.6	4.8	3.5	1.3	5.2
	BC Government Bond	-0.2	3.0	5.0	4.4	4.5
	Absolute Return (including historical MAS returns)	2.4	7.2	5.5	4.0	8.5
	HFRI Conservative plus historical MAS benchmark	2.8	4.5	2.2	2.5	5.5
	Fixed Income	0.6	1.8	1.7	1.3	2.9
BC Government Bond	-0.2	3.0	5.0	4.4	4.5	
Public Market Indices						
	S&P	10.6	14.0	12.7	5.8	8.5
	NASDAQ	8.2	5.7	10.9	6.5	8.8
	MSCI EAFE	5.2	11.8	5.5	-0.4	10.2
	BC High Yield	2.9	13.1	11.2	11.6	10.1
	Citigroup World Government Bond (unhedged to USD)	-2.8	-0.7	3.9	2.8	5.4

¹ Total Return: average annual compound return (dividend or interest plus capital appreciation or depreciation)

² Reported on a quarter lag.

³ New strategy reflecting data starting 7/1/2010.

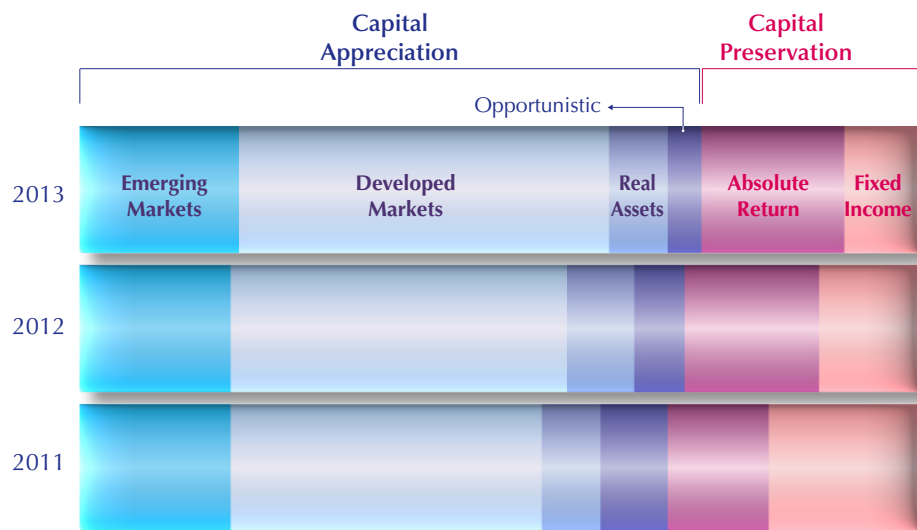
CEF ACTIVITY AS OF MARCH 31, 2013

\$ = M

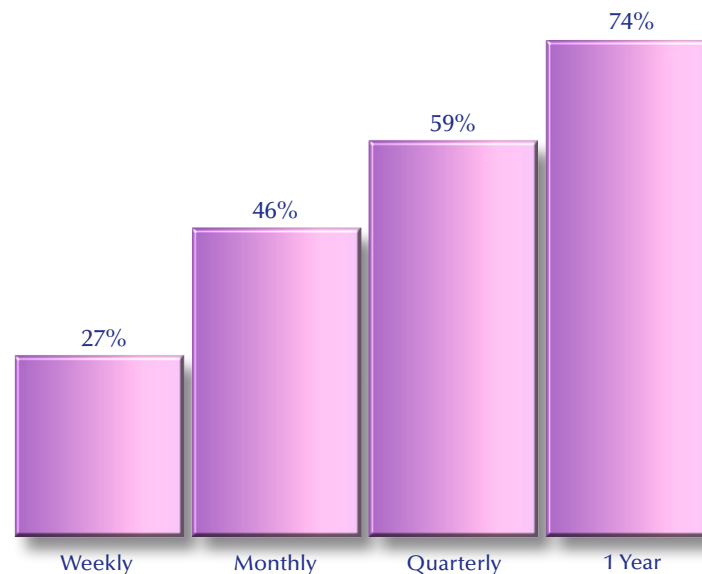
	<u>FYTD 2013</u>	<u>FY 2012</u>	<u>FY 2011</u>	<u>3 Years</u>	<u>10 Years</u>	<u>15 Years</u>
Beginning Balance	\$2,111	\$2,154	\$1,830	\$1,897	\$928	\$772
Gifts	41	75	63	189	687	886
Transfers	5	8	5	19	91	135
Operating Funds Purchases	11	2	51	63	220	220
Total Additions	\$56	\$84	\$119	\$271	\$998	\$1,241
Net Investment Return	262	(21)	301	483	1,350	1,467
Distributions	(65)	(85)	(76)	(241)	(753)	(933)
Administrative Fees	(3)	(4)	(4)	(12)	(35)	(43)
Advancement Support	(13)	(17)	(16)	(50)	(139)	(156)
Ending Balance	\$2,348	\$2,111	\$2,154	\$2,348	\$2,348	\$2,348
Net Change	\$237	(\$43)	\$325	\$451	\$1,420	\$1,576

CEF EXPOSURES FOR THE QUARTER ENDING MARCH 31, 2013

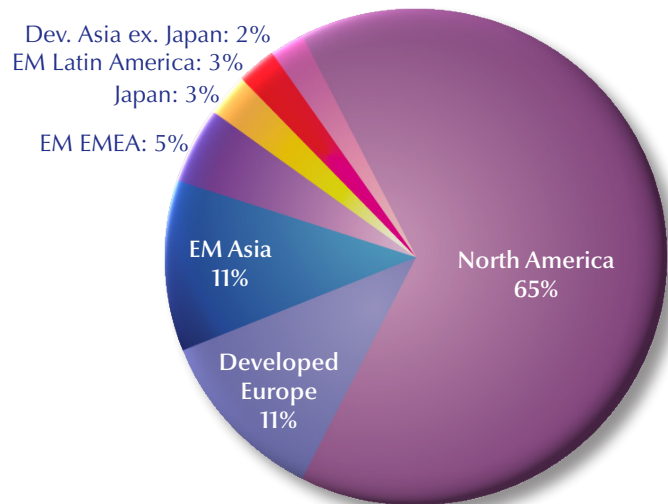
EXPOSURE BY STRATEGY



SHORT-TERM LIQUIDITY ESTIMATES AS % OF CEF

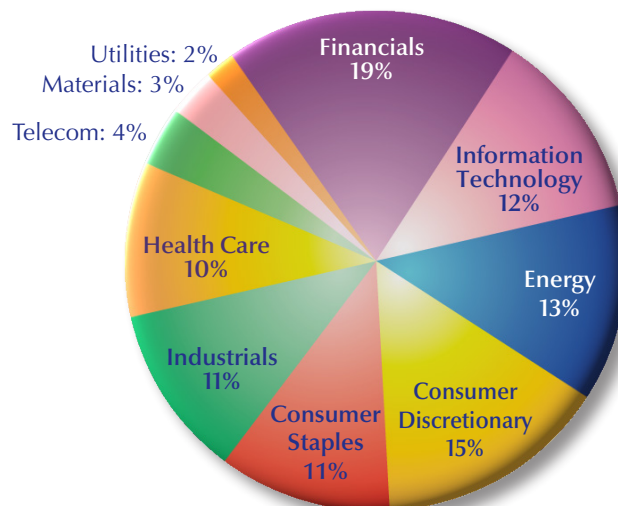


GEOGRAPHIC EXPOSURE¹



¹ At 3/31/13 foreign currency exposure: 36%

EQUITY SECTOR EXPOSURE¹



¹ Emerging Markets, Developed Markets and Real Assets

INVESTED FUNDS FOR THE QUARTER ENDING MARCH 31, 2013

TOTAL RETURN¹ (%)

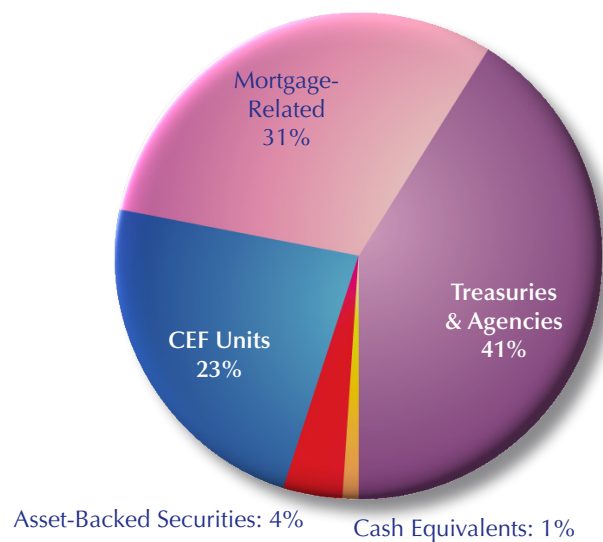
	3 rd Qtr FY 2013	1-Year	3-Year	10-Year
IF including CEF units	1.3	4.2	4.0	4.8
Weighted Benchmark	1.1	3.2	4.0	5.0
IF excluding CEF units	0.2	2.2	2.8	3.3
Weighted Benchmark	0.1	1.4	2.5	3.3
Cash	0.1	0.4	0.3	2.3
Cash Benchmark	0.1	0.4	0.2	2.1
Liquidity	0.2	3.4	4.5	3.9
BC Intermediate Govt Bond	0.1	2.3	3.9	4.0

¹ Total Return: average annual compound return (dividend or interest plus capital appreciation or depreciation).

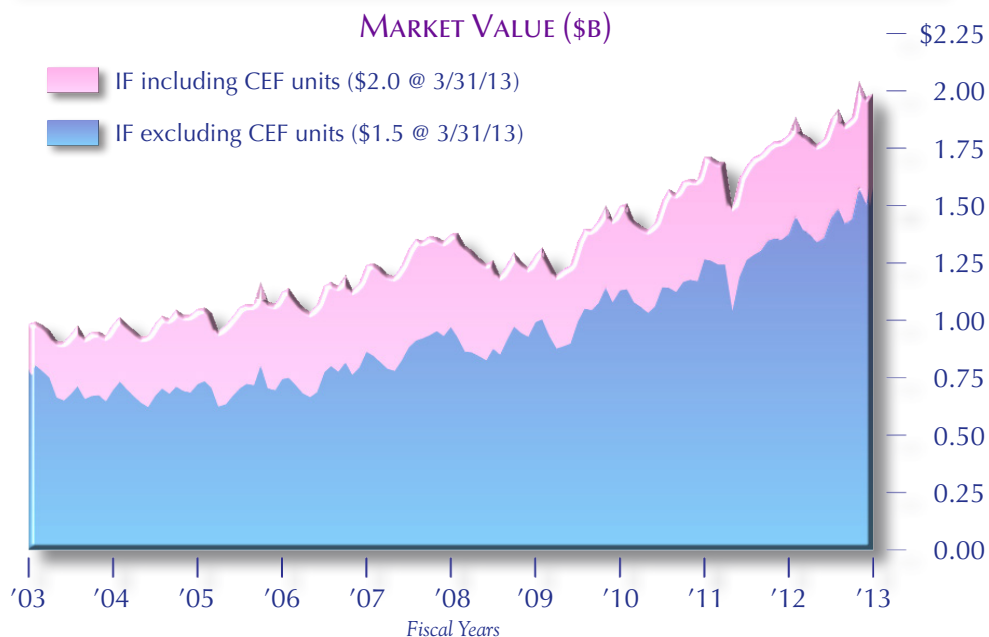
FUND ALLOCATION BY POOL (\$M)

	Fund Allocation		Range	Duration in Years	
				Actual	Maximum
Cash Pool	\$496	25%	10%–40%	1.1	3.0
Liquidity Pool	\$1,036	52%	30%–60%	3.4	4.5
Total Cash & Liquidity Pool	\$1,532	77%			
CEF Units held by IF	\$470	23%	15%–40%		
Total Invested Funds	\$2,002	100%			

MIX OF INVESTMENTS



MARKET VALUE (\$B)



VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Internal Lending Program Quarterly Report, Quarter Ended March 31, 2013

For information only.

Attachment

Internal Lending Program Quarterly Report, Quarter Ended March 31, 2013

Average
Borrowing
Rate
4.1%

Internal Lending Program Quarterly Report

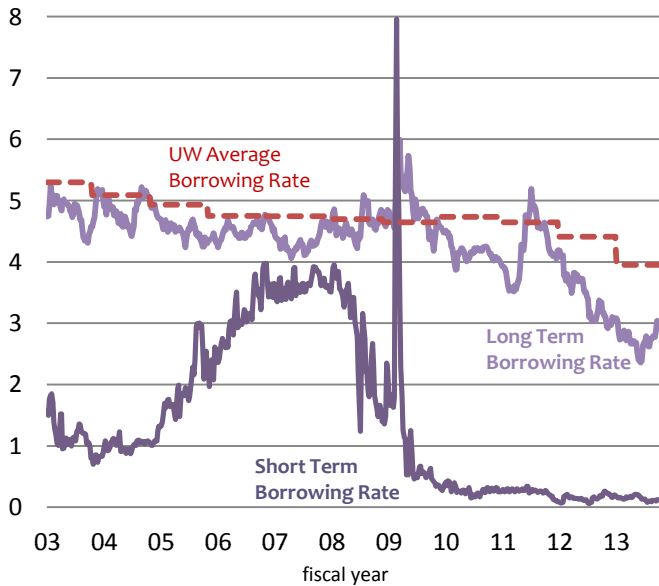
Quarter Ended March 31, 2013

(dollars in millions)

Internal
Lending
Rate
5.5%

Interest Rates

Uncertainty about the economic recovery in the US and the global economy has prompted the Federal Reserve to continue quantitative easing. As a result, interest rates recently have been near all-time lows. If the UW issued 30-year tax-exempt bonds, the overall interest rate would be between 3.0% and 3.25%.



External Borrowing

Current year issuance includes \$300 million for 2012C General Revenue Bonds issued in November 2012 with the remaining \$15 million for equipment and refunding of existing debt.

Type of Debt	Issued FY13	Total Outstanding	Avg Rate	Wtd. Avg Maturity (yrs)
Commercial Paper	\$0	\$25	0.1%	0.09
Variable Rate	0	0	n/a	n/a
Fixed Rate	287	1,378	3.6%	17.1
ILP Total	287	1,403	3.6%	16.8
Non-ILP Debt	28	939	4.9%	14.1
Total Debt	\$315	\$2,342	4.1%	15.7

Total outstanding excludes original issue premium of \$125M.

Non-ILP outstanding includes \$431 million for Valley & NW Hospital debt.

Internal Lending

The large increase in internal lending for the Service mission is mainly due to Husky Stadium renovation (\$86 million), Housing & Dining projects (\$90 million), HUB renovation (\$31 million), and UWMC expansion Phase 1 (\$27 million).

	By Mission			
	Education	Research	Service	Total
Beginning Bal Jul-12	\$88	\$128	\$920	\$1,136
Additions	7	1	253	261
Reductions	(18)	(8)	(38)	(64)
Year to Date Activity	(11)	(7)	215	197
Total Receivable	\$77	\$121	\$1,135	\$1,333

Committed Capital Reserves

Ending balance of \$232.9 million primarily includes debt proceeds from 2012C General Revenue Bonds. These funds must be used for approved capital projects.

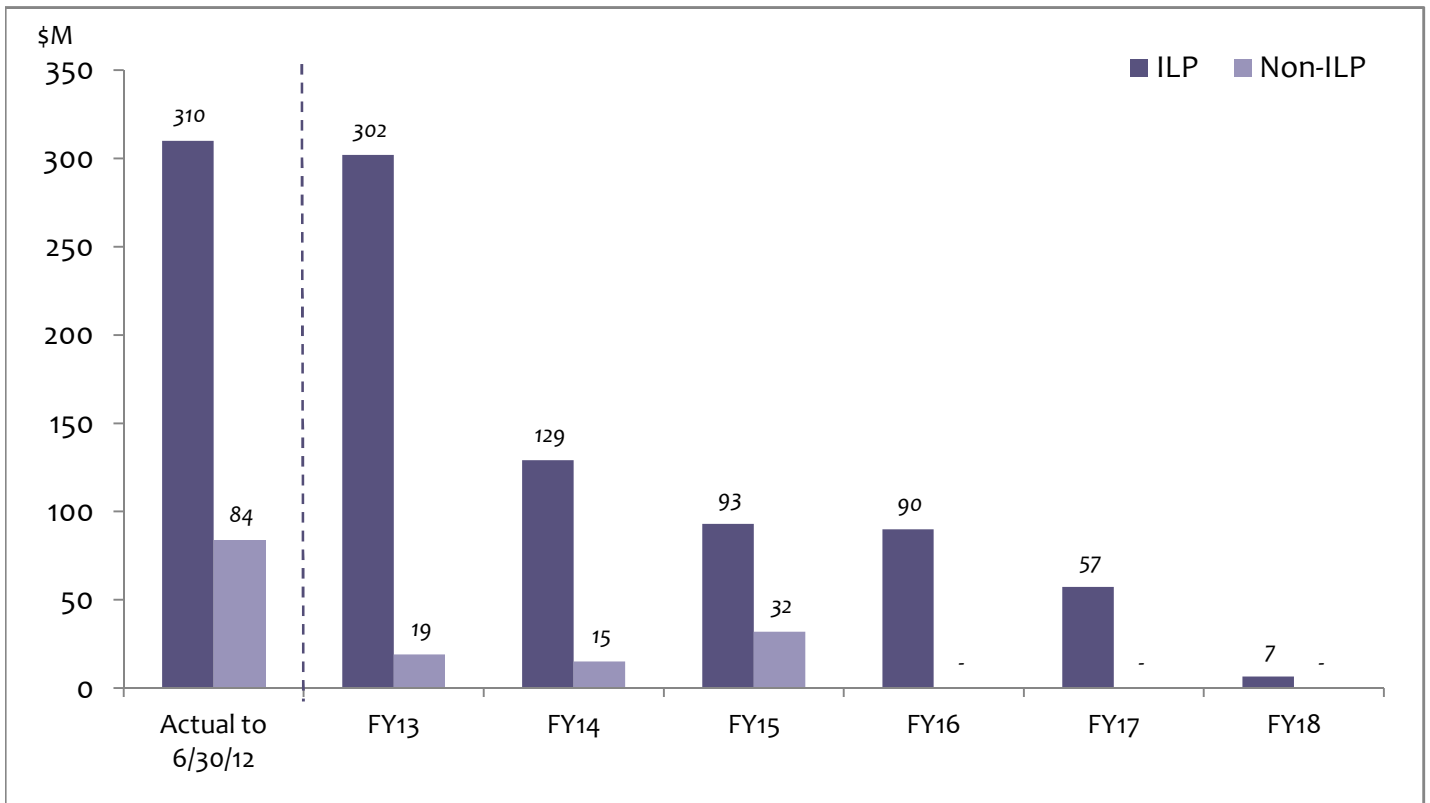
Beginning Balance Jul-12	\$148.1
Internal Debt Service	86.8
External Debt Service	(44.9)
Net Debt Proceeds	43.1
Expenses	(0.2)
Ending Balance Mar-13	\$232.9

Funding Status for Approved Projects - by Project and Source

Project Name	Date Approved	Current Budget	ILP	Non-ILP	Spent to Date (all sources)
ECC Renovation	Jul-09	15	14	1	91%
Housing Phase 2 - excludes site 30W	Jun-12*	196	190	6	61%
Housing Phase 3	Jun-12	132	132	0	1%
HUB Renovation	Jul-09	118	112	6	97%
Husky Stadium Renovation	Nov-10	250	222	28	72%
Husky Stadium Renovation Increase	Jun-11	11	11	0	50%
UWMC Expansion Phase 1	Feb-08	168	158	10	88%
UWMC Expansion Phase 1 Increase	Jan-10	42	0	42	90%
UWMC Expansion Phase 2	Nov-12	186	136	50	0%
Husky Ballpark	Nov-12	20	13	7	26%
Total		\$1,138	\$988	\$150	67%

*original approval Feb-11, authority decreased Jun-12
Tacoma Phase 3 and Bothell Sports Field completed as of Mar-13 and no longer shown.

Funding Forecast for Approved Projects - by Source



VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

Metropolitan Tract Quarterly Report, Quarter Ended March 31, 2013

For information only.

Attachment

Metropolitan Tract Quarterly Report, Quarter Ended March 31, 2013

Metropolitan Tract Quarterly Report

Q1 ended 3/31/2013

Q1 Performance Notables:

- UW net cash flow is ahead of budget by \$1.9M due to \$200K higher NOI and \$1.5M lower capital expenditures
- Total portfolio occupancy dropped slightly from 88% to 87% due to normal rollover and the timing of tenant move-ins
- Vacancy is concentrated in low rise office space and retail space without street frontage
- Capital expenditures were less than budgeted due to the timing of project starts and completions
- Revenue was flat for the Olympic Hotel during Q1 in comparison to prior year as rates and occupancy held steady

Market News:

- Office vacancy in the Seattle Central Business District (CBD) at 3/31/2013 was 12%, which is 2% lower than at the end of 2012
- Market asking rates are increasing with tech companies leading the charge and average Class A asking rates at \$33.85/sf
- Largest sale in Q1 was Vulcan's Westlake Terry building (320,000 sf South Lake Union). Sold to Kilroy for \$170M (\$531/sf)

Operations & Cash Flow

(Millions \$)

	Quarter Ended 3/31		Year to Date	
	Actual	Budget	Actual	Budget
Revenues ¹	\$ 6.3	\$ 6.2	\$ 6.3	\$ 6.2
Operating Expenses ²	\$ (1.2)	\$ (1.3)	\$ (1.2)	\$ (1.3)
NOI	\$ 5.1	\$ 4.9	\$ 5.1	\$ 4.9
Non-Operating Expenses ³	\$ (0.4)	\$ (0.6)	\$ (0.4)	\$ (0.6)
Net Income	\$ 4.7	\$ 4.3	\$ 4.7	\$ 4.3
Capital & TIs	\$ (1.3)	\$ (2.8)	\$ (1.3)	\$ (2.8)
Net Cash Flow	\$ 3.4	\$ 1.5	\$ 3.4	\$ 1.5
Distribution to University	\$ -	\$ -	\$ -	\$ -
Increase/(Decrease) in Cash	\$ 3.4	\$ 1.5	\$ 3.4	\$ 1.5

¹ Revenues include rent from tenant leases, operating savings payments from Unico and Leasehold Excise Tax receipts from tenants.

² Operating Expenses include Leasehold Excise Taxes, earthquake insurance, professional fees and real estate management expenses.

³ Non-Operating Expenses include funding for the UW Real Estate office for non-Metro Tract real estate services

Metropolitan Tract Portfolio



Unico Portfolio		Olympic Hotel		Cobb Building		Rainier Tower Sublease	
Rainier Tower	569,155	Luxury Hotel Rooms	450	Residential Units	91	Sublease Space	379,463
Financial Center	339,527	Office Space	15,500	Retail Space	18,171	Lease Expiration	10/31/2014
Puget Sound Plaza	274,885	Retail Space	28,000	Lease Expiration	3/22/2050	Annual Revenue	\$1M (net)
IBM Building	225,129	Parking Stalls	787	Annual Revenue	\$200K		
Skinner Building	193,672	Lease Expiration	10/1/2040				
Total Office	1,602,368	Annual Revenue	\$3M				
Retail Space	141,806						
Parking Stalls	744						
Lease Expiration	10/31/2014						
Annual Revenue	\$16.5M						

F-6.1/206-13
6/13/13

ATTACHMENT

VII. STANDING COMMITTEES**B. Finance, Audit and Facilities Committee**UW Bothell Student Activities Center Project - Establishing a Student FeeRECOMMENDED ACTION

It is the recommendation of the administration and the Finance, Audit and Facilities Committee that the Board of Regents approve:

- 1) The establishment of a new Student Activities Center Fee for the UW Bothell campus for the construction of a Student Activities Center. The proposed fee is \$147 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin Autumn 2015, when the facility is at substantial completion; contingent upon July 2013 Board of Regents approval of the project budget and financing plan; and
- 2) The establishment of a Student Activities Center Programming Fee of up to \$22 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin Autumn 2015, when the facility is at substantial completion; contingent upon July 2013 Board of Regents approval of the project budget and financing plan.

Both actions are contingent upon the Legislature delegating authority to the UW for new or increased fees.

BACKGROUND

Over the past three and a half years, the UW Bothell Student Services and Activities Fee Committee (SAFC) and the Associated Students of the University of Washington Bothell (ASUWB) have supported the development of a Student Activities Center. In the 2010-11 academic year, SAF funding was provided for the preparation of a concept and massing study for the Student Activities Center. This concept study was completed in March 2011 and, based on the findings of this study, the SAFC and ASUWB decided to move forward with next steps in developing the project. In the 2012-13 academic year, SAF funding was provided to complete the confirmation of program, initial schematic design, and cost estimating for the Student Activities Center.

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

UW Bothell Student Activities Center Project - Establishing a Student Fee (continued p. 2)

Student support for the Student Activities Center is based on broad campus consultation. ASUWB, SAFC, and the Student Facilities Advisory Committee (an advisory body that includes representatives from both UW Bothell and Cascadia Community College) increased awareness and confirmed student support via surveys, focus groups, posters, raffles, and handouts at student events.

PROJECT OVERVIEW

UW Bothell and Cascadia Community College (CCC) are co-located on the Bothell campus. UW Bothell and CCC have confirmed a mutually agreeable partnership for the development of the Student Activities Center through a Memorandum of Agreement (MOA) dated May 23, 2013 (Attachment 1).

The scope of the Student Activities Center provides for a minimum of 35,000 square feet of flexible space. The design will allow for cost effective future expansion.

PROJECT BUDGET AND FUNDING

Under the terms of the UW Bothell/CCC MOA, UW Bothell will finance the project through the UW Internal Lending Program (ILP) and project debt will be repaid with student fees assessed to UW Bothell students.

CCC has signed a 30-year commitment to pay UW Bothell a minimum annual payment of \$570,000 supported by a CCC Student Activities Center fee under a facility use arrangement (in accordance with the terms outlined in the MOA). This \$570,000 payment is based on a \$100 per quarter fee on CCC students for CCC use of the new Student Activities Center.

Beginning in FY2016, this CCC payment will be used to reduce the UW Bothell SAF fee by \$47 so that the net Student Activities Center Fee for both institutions would be \$100 per quarter, per student. In the unlikely event that CCC should default on this payment, UW Bothell students reserve the ability to reinstate the \$47 per quarter per student fee amount.

Project Funding Sources and Use of Funds:

ILP Loan (Project construction)	\$18,000,000
ILP Loan (ILP interest and issuance, est.)	\$850,000
UWB SAF Long-Term Funds (Furnishings and Equip)	\$560,000
CCC Funding Contribution (Furnishings and Equip)	\$290,000
<hr/> Total, Project Funding	<hr/> \$19,700,000

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

UW Bothell Student Activities Center Project - Establishing a Student Fee (continued p. 3)

CCC will begin payments to UW Bothell students in Autumn 2015, when the facility is at substantial completion.

REVIEWS AND APPROVALS

In response to ASUWB's funding request, the UW Bothell SAFC has approved the continued development and construction of the Student Activities Center project. To fund this project, SAFC recommended the following:

- 1) Establishment of a Student Activities Center Fee of \$147 per quarter beginning Autumn 2015, at the time of substantial completion
- 2) Establishment of a Student Activities Center Programming Fee of up to \$22 per quarter beginning Autumn 2015 (recognizing the new facility will provide significant new opportunities to expand student activities, and acknowledging broad student support for new programming and activities)
- 3) Offsetting the UW Bothell SAF fees by applying the \$570,000 annual payment from CCC to UW Bothell SAF fees, reducing the UWB SAF fee by \$47 per quarter, per student.

UW Bothell Chancellor, Kenyon Chan, has reviewed and concurs with these recommendations (Attachment 3).

UW Treasury Office is currently performing due diligence on the ILP loan.

BOARD OF REGENTS' ACTIONS

In July 2013, the Board will be asked to approve the financing plan (including the ILP loan), adopt the project budget, approve the use of the General Contractor/Construction Manager (GC/CM) Alternative Public Works contracting method, and delegate authority to award the GC/CM contract.

Attachments

1. Memorandum of Agreement between University of Washington Bothell and Cascadia Community College for the Student Activities Center , dated May 23, 2013
2. UW Bothell SAFC Recommendation Letter to Chancellor Chan, dated April 29, 2013
3. Chancellor Chan Memo, dated May 20, 2013

MEMORANDUM OF AGREEMENT

between

UNIVERSITY OF WASHINGTON BOTHELL

and

CASCADIA COMMUNITY COLLEGE

for the

STUDENT ACTIVITIES CENTER

DATED May 23, 2013

RECITALS

WHEREAS, the University of Washington Bothell (UWB) and Cascadia Community College (CCC) pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW, agree to proceed with the Project funding and construction of a Student Activities Center (SAC) located on land held by UWB and CCC as joint tenants in common of the UWB/CCC campus according to the terms set forth herein; and,

WHEREAS, the UWB and CCC have developed a mutually agreeable plan for the construction of the SAC whereby UWB will finance the Project through the University of Washington's internal lending program based on a thirty-year loan supported by UWB student fees combined with a thirty-year guaranteed annual payment from CCC.

AGREEMENT

NOW, THEREFORE, it is hereby agreed by and between UWB and CCC that the following terms shall apply with regard to the Project scope and budget, financing, schedule, facility use and operations:

SECTION 1 – PROJECT SCOPE AND BUDGET

- 1.1 The Student Facilities Advisory Committee (SFAC) shall serve as the Project Building Committee and shall include student government, student life, and staff representatives of UWB, CCC, UW Capital Projects Office, the design team (project architect, technical sub-consultants). SFAC will be advisory to the Chancellor of UW Bothell and the President of CCC. SFAC's Project Building Committee responsibilities will be outlined in a charter to be confirmed by the UWB Chancellor and the CCC President. The term of SFAC's Project Building Committee responsibilities will extend through substantial completion of the SAC.
- 1.2 The scope of the SAC will provide a minimum of approximately 35,000 gross square feet of flexible space for current and future student use in a manner that effectively engages the existing North Creek Events Center (NCEC), provides for direct access at the NCEC level as well as direct access to Campus Way, and provides for lower level access to the recently opened sports and recreation facilities.
- 1.3 The SAC design will allow for cost effective future expansion.
- 1.4 The total project cost budget for the SAC is set at \$18 million excluding financing costs and operations.
- 1.5 UW Bothell will coordinate with UW Treasury, UW Capital Projects, and CCC to establish appropriate account(s) for the proper management of funds.
- 1.6 The Project is subject to approval by the Board of Regents of the University of Washington.
- 1.7 The capital project is not subject to approval by any governing authority of CCC.

SECTION 2 – PROJECT FINANCING

- 2.1 UWB will finance the Project through the University of Washington internal lending program. Project debt will be serviced as set forth below.
- 2.2 UWB will pay project debt. The source of funds for payment of project debt shall be entirely by fees assessed to UWB students.

- 2.3 The UWB Services and Activities Fee Committee is recommending approval of a new student fee of \$147 per quarter per UW student (based on 3 quarters per academic year). This fee recommendation is subject to approval by the Board of Regents of the University of Washington.
- 2.4 CCC agrees to pay UWB a minimum annual payment based on revenues generated by the collection of a student fee of \$100 per quarter per CCC student FTE (based on 3 quarters per academic year), provided that the minimum annual payment shall be \$570,000 (“CCC Payment”). CCC Payment is guaranteed even in the event of an enrollment decline up to 30%. Should CCC enrollments decline more than 30% from current levels CCC cannot use state funds to pay for this student facility and would likely default on this agreement.
- 2.5 In the event of the failure by CCC to meet its minimum annual payment obligations to UWB for any reason, CCC will be considered to be in default of this agreement and the SAC facility will come under the exclusive control of UWB.
- 2.6 Upon substantial completion of the SAC, which is scheduled for FY 2016, CCC will begin assessing its SAC student fee on CCC students. All revenues from the CCC SAC fee will be transferred to UWB within two weeks of the end of the quarter within which they are collected. UWB shall deposit \$570,000 of the CCC SAC fee revenues to the UWB Student Activities Fee Account annually. Assuming the project proceeds on schedule, beginning in FY 2016 the CCC annual payment of this \$570,000 will be deposited as revenue to the UWB Student Activities Fee Account and UWB students will request a reduction in their SAF Fee of \$47 per quarter per student, resulting in a net SAC fee for UWB students of \$100 per student per quarter.
- 2.7 CCC’s Board of Trustees approved the \$100 per quarter per student FTE fee for CCC students in November 2011. CCC’s Board is scheduled to approve an updated action item reflecting the current financing plan and the CCC Payment at their June 19, 2013 meeting.
- 2.8 The new student fees for both UWB and CCC students are set at a level that will cover debt service for project construction, cost of the loan issuance, and operations and maintenance of the facility.
- 2.9 Cost of furniture and equipment for the facility is estimated at approximately \$850,000 (“F&E Cost”), and is outside of the debt-funded project cost. The F&E Cost will be funded two-thirds from UWB long-term funds and one-third from CCC student long-

term funds prior to facility opening. Both institutions are planning for the F&E expenditure and agree to share responsibility for payment as indicated in this section.

- 2.10 The Associated Students of the University of Washington Bothell (ASUWB) provided an initial \$300,000 from student long-term funds for preliminary design of the SAC. This initial \$300,000 will be included in the total project cost to be financed, and upon issuance of the bonds for the project, \$300,000 will be returned to the ASUWB long-term fund.
- 2.11 Associated Students of Cascadia Community College (ASCCC) has also provided initial funding for preliminary design in the amount of \$161,445. This initial funding will also be included in the total project cost to be financed, and upon issuance of the bonds for the project, \$161,445 will be returned to the ASCCC long-term fund.
- 2.12 UWB and CCC will appoint a new SAC Advisory Committee made up of the Vice Chancellor for Administration and Planning for UWB, the Vice President for Administrative Services for CCC, the UWB Services and Activities Fee Committee Chair, three additional student representatives appointed by ASUWB, the CCC Services and Activity Fee Committee Chair, two additional student representatives appointed by CSG, and student life staff representatives from each institution. The SAC Advisory Committee will be charged with considering financial, operational, and other matters related to the SAC, and will be advisory to the Chancellor of UWB and the President of CCC. The SAC Advisory Committee membership and responsibilities will be confirmed and chartered by the UWB Chancellor and the CCC President.
- 2.13 Both UWB and CCC are growing institutions and it is anticipated that SAC fee collections at both institutions will exceed the requirements of the debt service and the CCC Payment. The SAC Advisory Committee will review financial statements regarding the SAC fee collections to ensure all obligations are being met, and will report semi-annually to the UWB Chancellor and the CCC President.
- 2.14 The SAC Advisory Committee will make recommendations to the UWB Chancellor and the CCC President for distribution of excess revenues. Such revenues may be used to accelerate retirement of project debt, equipment/capital renewal, programming and facility enhancement, creation of a Phase 2 reserve fund, or other purposes as deemed appropriate.

SECTION 3 – FACILITY USE AND OPERATIONS

- 3.1 The SAC will be built for the enjoyment and benefit of students from both institutions, and common areas within the SAC shall be accessible to students from both institutions without restriction. Common areas are defined as all areas excepting rooms dedicated for the use of ASUWB and ASCCC and their respective student activities, organizations, and Student Life staff. These areas will be confirmed in greater specificity upon completion of project design.
- 3.2 Common areas in the SAC shall also be accessible to UWB and CCC faculty and staff without restriction; students shall, however, have priority rights to use of such common areas.
- 3.3 Dedicated spaces in the SAC shall be apportioned approximately two-thirds to UWB and one-third to CCC, corresponding to the relative financial contribution of the respective student bodies to the project construction funding. Dedicated spaces are defined as spaces that are dedicated to the use of ASUWB and ASCCC and their respective student activities organizations and Student Life staffs.
- 3.4 Specific operating and management procedures and policies will be developed by the SAC Advisory Committee for approval by the UWB Chancellor, CCC President, and the student government presidents from both institutions prior to the opening of the SAC.
- 3.5 Funding for basic facility operations and maintenance is included in the current project financial proposal and student fee proposal. UWB and CCC students are developing student activity programming proposals, Student Life staffing proposals, and other student activities funding proposals for further consideration and funding decisions.

SECTION 4 – DISPUTE RESOLUTION

- 4.1 Any dispute arising under this Agreement shall be resolved by the mutual agreement of the UWB Chancellor and CCC President in accordance with the terms of the Agreement and after consideration of the recommendation of the SFAC.

SECTION 5 – AMENDMENTS TO THE AGREEMENT

5.1 Any amendment of this Agreement must be in writing signed by the UWB Chancellor and CCC President.

SECTION 6 – TERM OF THE AGREEMENT

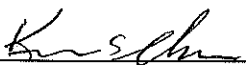
6.1 The term of this Agreement will extend for the duration of the Project loan. UWB and CCC will develop a new Memorandum of Agreement regarding on-going financial and operational partnership aspects of the SAC prior to the retirement of the Project debt, whether this occurs at the end of thirty years, or earlier if the debt retirement is accelerated.

6.2 This Agreement shall be effective from the date of the last signature appearing below.

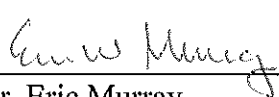
Approved:

University of Washington Bothell

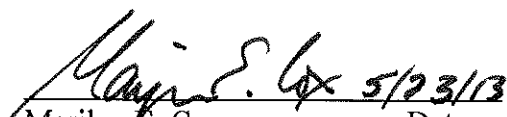
Cascadia Community College




Dr. Kenyon Chan May 23, 2013
Chancellor Date



Dr. Eric Murray 5/23/2013
President Date




Marilyn E. Cox 5/23/13
Vice Chancellor, Administration & Planning Date

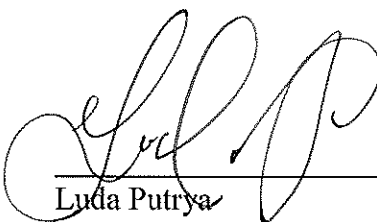


Terence Hsiao 5/23/13
Vice President, Administrative Services Date

Concur:



Kevin King 5/24/13
President, ASUWB Date



Luda Putrya 5/23/13
President, CCC Student Government Date

W UNIVERSITY of WASHINGTON | BOTHELL

April 29, 2013

Dear Chancellor Chan,

On behalf of the 2012-13 Services and Activities Fee Committee, I am pleased to submit our 2013-14 annual budget and corollary stipulations for your consideration. A total of 29 proposals were received from members of the campus community. These requests totaled \$2,463,677, approximately \$983,627 more than we had available to allocate.

The committee based its budget on revised net revenue of \$1,480,050 computed as follows:

Recommended Distribution of Fees for 2013-14		
3900 FTE assumed	\$	1,521,000
Estimated Summer 2013 Revenue	\$	123,500
Net Revenue	\$	1,644,500
Less Mandated Loan Fund/Financial Aid (5%)		(82,225)
Revised Net Revenue	\$	1,562,275

The SAF committee is recommending the SAF fee to remain at \$130.00. Prior to allocating any awards, the committee first established a contingency fund of 5% of the available revenue (\$82,225) for next year's group to allot for new student-initiated projects and activities. Baring the 5% contingency, we had \$1,480,050 to allocate among 11 annual operating requests.

In addition, we are asking for spending authority on excess fees collected in the 2013-14 academic year to be moved into the contingency budget. We also recommend allocating \$120,824 from our long term reserve to fund the relocation and associated costs to move the fitness from its current location to Husky Hall.

The general criteria used to evaluate each funding request included:

- the degree to which the request supports a UWB student program or activity or provides a direct service that is of general interest and has broad appeal to currently enrolled UWB students;
- how well the proposed program, activity, or service is conceived and organized and, if previously funded, its track record for success;
- the likelihood of partial or full funding from another source or the probability that alternative funding (full or partial) is available from another source; and

- the number and diversity of currently enrolled UWB students likely to benefit from the program, activity, or service in proportion to the level of proposed funding.

An open forum was held on April 26, providing members of the campus community an opportunity to comment on or appeal any of our proposed allocations, budget stipulations, or amendments to the committee's operating guidelines. The budget was approved on April 28th.

While students have supported a new fee of up to \$167 per student per quarter, the financial analyses for the project loan have confirmed that a fee of \$147 (otherwise known as the Student Activities Center Fee) per student per quarter will be required to fully fund the project. UW Bothell students have also partnered with Cascadia Community College (CCC) students and CCC has signed a thirty-year commitment to provide \$570,000 per year to UW Bothell students in accordance with the terms outlined in the attached Memorandum of Understanding between the two institutions.

CCC will begin payments to UW Bothell students in FY 2016, at the time of SAC substantial completion. At that time, it is the recommendation of the Services and Activities Fee Committee that the CCC \$570,000 be used to replace UWB SAF fee collections, and that the UWB SAF fee be reduced by \$47 per student per quarter. This adjustment ensures that in the long-term the net amount paid for the building project by any student, whether enrolled at UWB or CCC, is \$100 per student per quarter.

Recognizing that the new facility will provide significant new opportunities to expand student activities, and acknowledging the students' broad support for new programming and activities, the committee further recommends that a specific SAC programming fee of up to \$22 (otherwise known as the Student Activities Center Programming fee) per quarter per student be considered in FY 2016 in addition to the normal SAF fee annual budget process.

Please feel free to contact me for further information or if clarification is needed. Thank you for your support of our recommendations and efforts. It has been a pleasure to serve on the committee.

Sincerely,

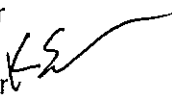


James Anderson, Chairperson
2012-13 SAF Committee
jamesa7@uw.edu



May 20, 2013

TO: James Anderson, SAF Chair

From: Kenyon S. Chan, Chancellor 

Thank you for the SAF 2013 recommendations. I concur with your recommendations and look forward to presenting them to the Board of Regents on June 13, 2013.

Please send my thanks to the committee members for a job well done.

attachments

VII. STANDING COMMITTEES**B. Finance, Audit and Facilities Committee**UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term FundsRECOMMENDED ACTION

It is the recommendation of the administration and the Finance, Audit and Facilities Committee that the Board of Regents approve:

- 1) The establishment of a new Student Center Fee for the UW Tacoma campus for the construction and operation of the “University YMCA” Student Center. The proposed fee is \$180 per quarter, per student, with part-time students being charged rates proportionate to that of full-time students. The collection of this fee would begin summer 2015, when the facility is completed and open to students; contingent upon Board of Regents’ approval of the project budget and finance plan; and
- 2) The use of \$4M of Services and Activities Fee (SAF) Long Term Funds for the capital costs of the UW Tacoma “University YMCA” Student Center; contingent upon Board of Regents’ approval of the project budget and finance plan.

Both actions are contingent upon the Legislature delegating authority to the UW for new or increased fees.

BACKGROUND

UW Tacoma began accepting freshmen in 2006 and has worked to provide a full four-year undergraduate experience for its students, including student life programs. In order to continue to meet the demonstrated student demand for student life programs, including recreation, UW Tacoma students have requested and are supportive of the construction of a student center in partnership with the YMCA of Pierce and Kitsap Counties. This innovative partnership is built on the common commitment of both institutions to serve the community.

During the 2008-09 academic year, UW Tacoma student government and the Services and Activities Fee Committee (SAFC) commissioned a comprehensive Campus Life Facilities Master Plan Study. The study identified a student center as the primary facility need of the students. In June 2010, the Board of Regents approved a \$2M set-aside of UW Tacoma SAF Long Term Funds for a student center project. In June 2011 and June 2012, the Regents approved additional set-asides of UW Tacoma SAF Long Term Funds for future planning of a student

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term Funds (continued p. 2)

center (\$10,000 in 2011 for feasibility study and \$424,016 in 2012 for capital equity).

In April 2013, students were surveyed to determine the level of support for the development of a new student center and a subsequent fee of \$180 per quarter, per student to fund the project. The survey had a total of 568 survey responses (14.31% response rate). 97.71% of student respondents support the new facility. 80.10% of student respondents support the proposed fee.

PROJECT OVERVIEW

The proposed Student Center will include new recreational and fitness spaces such as a gymnasium, cardio and weight training equipment, indoor track, and locker rooms. The facility will also house a student lounge and social spaces for student programming, student organization, and events—65,000 to 70,000 square feet of new construction, located on campus on the current Longshoremen Hall site. There are no additional construction phases planned for the Student Center at this time.

The YMCA would provide programming for the center and would operate the entire facility. Another key benefit of the partnership with the YMCA is that all UW Tacoma students would become members of the YMCA of Pierce and Kitsap Counties, allowing them full access to seven YMCA locations.

PROJECT BUDGET AND FUNDING

The proposed project budget is \$20M. The project will be funded by UW Tacoma SAF Long Term Funds, UW Tacoma Reserves, and the UW Internal Lending Program (ILP).

Project Funding Sources

UW Tacoma SAF Long Term Funds	\$4,000,000
UW Tacoma Reserves	\$4,000,000
UW Internal Lending Program	\$12,000,000
<u>Total Project Funding</u>	<u>\$20,000,000</u>

The proposed Student Center Fee will fund debt service on the internal loan as well as operating expenses and student membership fees to the YMCA. The collection of this fee would begin summer 2015, when the facility is completed and open to students. In the event fee is not sufficient to meet obligations on the

VII. STANDING COMMITTEES

B. Finance, Audit and Facilities Committee

UW Tacoma “University YMCA” Student Center Project – Establishing a Student Fee and Use of Long Term Funds (continued p. 3)

facility (debt service, operating expenses and, student memberships), existing SAF fees would be used to cover the shortfall.

REVIEWS AND APPROVALS

Based on the support of prior and current students for the proposed Student Center and the subsequent Student Center Fee, the UW Tacoma SAFC approved the motions to establish the Student Center Fee and the release of \$4M in long-term funds to be released for use in the project (Attachment 1).

UW Tacoma Chancellor, Debra Friedman, has reviewed and concurs with these approvals (Attachment 2).

The UW Treasury Office is currently performing due diligence on the ILP loan.

BOARD OF REGENTS’ ACTIONS

In March 2013, the Board approved the use of the Design/Build (D/B) Alternative Public Works contracting method for design and construction of this project.

In July 2013, the Board will be asked to approve the finance plan (including the ILP loan), adopt the project budget, delegate authority to award the D/B contract, and approve the execution of the lease.

Attachments

1. UW Tacoma SAFC Recommendation Letter to Chancellor Friedman, dated May 8, 2013
2. Chancellor Friedman Letter, dated May 13, 2013
3. UW Tacoma “University YMCA” Student Center Pro Forma (based on all SAF revenues, expressed in thousands)

May 8, 2013

Chancellor Debra Friedman
University of Washington Tacoma
Box 358430
Tacoma, WA 98402

Dear Chancellor Debra Friedman:

The Services & Activities Fee Committee (SAFC) met to discuss and approve recommendations regarding the collection and allocation of the Services & Activities Fees for the 2013-2014 fiscal year. This recommendation is the result of a lengthy process involving committee trainings and orientations, proposal presentations, and discussion of the long-term goals of the campus. In addition, the SAFC approved a fee for the University Y Student Center, and designated funding from long term reserves to the project.

Should you and the Board of Regents adopt our recommendations; the fees will optimally fund a diverse array of services and activities that are aligned with our values and will benefit the students of the University of Washington Tacoma.

2013-2014 UW Tacoma Service and Activities Fee Level

The Board of Regents is authorized to increase the Services & Activities Fee by an amount not to exceed the annual percentage increase in undergraduate tuition authorized by the legislature in the Omnibus Budget Bill. The SAFC voted unanimously to keep the Services & Activities Fee the same (\$159/quarter for full time students and prorated for part-time students).

We made the decision to keep the fee the same for two primary reasons. First, it demonstrates our commitment to keep student fees at a reasonable level, even with increases in tuition. Second, the fee is enough to adequately fund all the allocated programs even with the growth in student population.

Program Allocations

When determining funding of program allocations, the Committee considered a variety of factors, including, but not limited to, whether the service is or should be a core service and the level of benefit to students. The committee also completed a line-by-line budget review of actual usage, projected expenditures, and staffing costs. This was done in an effort to enhance fiscal efficiency and full use of SAF funds before increasing the amount allocated to any given program. Stipulations and recommendations on certain proposals are included on the attached SAFC 2013-14 Annual Recommendations.

Registered Student Organizations (RSOs) - \$21,214

Registered Student Organizations are an integral part of student and campus life. They provide an opportunity for student engagement, camaraderie, and leadership development. RSOs also provide students with an opportunity to come together with people of similar interests, cultures, and viewpoints. The RSO proposal requested a slight increase in their budget, specifically for increasing the number of honor societies.

Student Activities Board (SAB) - \$133,467

The Committee recognized the important role the Student Activities Board plays on the campus and in our community, which placed it high on our list of priorities for funding. Diverse programming that promotes student engagement, provides opportunities to build a sense of student community, and activities deemed essential to student development and success are crucial. SAB asked for a small increase in their proposal due the addition of an outreach coordinator. The outreach coordinator will be in charge of multimedia and community outreach.

Tahoma West - \$38,915

Tahoma West provides a venue for students to express their art, culture, and literature through a student-centered publication. Tahoma West requested less funding this year. Their hope is to increase their digital presence and save funds through decreased printing costs.

Volunteer Services - \$24,284

Volunteer Services provides opportunities for students to serve in the community and advance our mission as an urban serving university. Therefore, the Committee thought it important to support a volunteer services program, which enhances opportunities for civic engagement. The increase in allocation is due to the addition of a breakaway coordinator who organizes the two spring breakaway trips.

Steps/SSMP - \$90,000

The Steps/Student Mentoring Programs proposal encompassed two programs. The first being a program that matches a faculty or staff member with a UW Tacoma student to serve as a mentor. The second pairs university student mentors with students from local high schools in a partnership focused on student development and success. STEPS mentors share knowledge and experience in navigating the complicated and challenging process of higher education, graduation and career exploration. The allocation increase is to fund a third STEPS coordinator as the program expands to Stadium High School.

OUWTpost - \$19,876

With the closure of Longshoreman's Hall to make way for the University Y Student Center project, improvements to the OUWTpost were requested. Staff and some activities will need to be moved to the OUWTpost for the next two years while the Y building is constructed. This will allow for better programming and gathering spaces for students.

Health & Wellness Education and Promotions - \$18,300

This proposal was to develop health and wellness awareness and education for the UWT community. The program serves to create a more holistic approach to Health and Wellness. The small increase is for additional staffing for outreach activities.

Academic Advising Center - \$0

The Academic Advising Center requested funding for 6 student workers to help with basic advising services. Although the Committee expressed a need for additional resources in the advising center due to waitlists, there were reservations expressed as to whether this was the

responsibility of the university to fund additional resources in the advising center. The Committee decided not to fund this proposal.

Student Involvement - \$421,340

Student Involvement provides much of the staffing and resources to administer the wide variety of student engagement activities on campus. The bulk of the increase in next year's allocation is to pay for a new position, the Assistant Director of Student Programs, as well as increasing overall student programming.

The Ledger - \$142,732

This proposal was for the campus student newspaper. The newspaper provides students an opportunity to write for a publication, and inform students about campus life/issues. The small increase in allocation is for a layout manager that provides additional assistance in putting together the weekly publication.

Diversity Resource Center - \$122,000

The Diversity Resource Center is a service to the students, which strives to create a welcoming and inclusive campus environment that enables all members of the UW Tacoma community to learn through the exploration of human differences. The DRC provides programs and support in three main areas: enhancing campus education; developing Community Partnerships; and building a diverse campus community. The increase in allocation was for a program coordinator and additional student hours to help with the operation and administration of the center.

Recreation & Fitness Center - \$140,145

The Fitness Center provides recreational, educational, and fitness opportunities to the students of UW Tacoma, all of which are essential to the student experience. Recreation & Fitness will continue to expand and provide additional fitness offerings for students. The increased allocation is for replacement equipment, student leader training, facility rentals, and fitness classes.

Childcare Assistance Program - \$72,000

This program is important to the campus as it allows students with children to receive funding for childcare that gives them space/time to attend classes. This program was funded at the same amount. The program will be under new leadership and the Committee wants the program to develop guidelines and timelines for growth.

Conference and Event Fund (CEF) - \$135,000

The Committee supports funding for the Conference and Event Fund as it allows opportunities for students who are not directly involved with the SAB to be involved in the event planning process. Through this fund students, faculty, and staff can submit a request for funding to bring a broad spectrum of activities to our campus for the benefit of the students. The fund also supports students to attend conferences and training which provide skill enhancement and enrichment. A small increase was allocated to pay for additional training funds to meet demand.

Associated Students of the University of Washington Tacoma (ASUWT) - \$141,602

ASUWT (student government) represents and promotes student interests, needs, and welfare within the university community through committee representation and administrative level interactions. It also provides for the expression of student opinion and interests to the community at large through community involvement and assists the University in providing physical and social environments that are student centered. The small increase in allocation was for tri-campus meetings, and student government training.

Student Health Services - \$305,048

Health Services provide basic primary care for students. As the student population has grown, need for additional health services has grown as well. Due to rising medical costs, the annual request from Health Services has seen a marginal increase. The Committee deemed these costs just and necessary in light of how many students have been using the services.

University Y Student Center

The SAFC approved two motions regarding the University Y Student Center. First, they approved a student fee of \$180/quarter to pay for the project. The fee will begin when the University Y Student Center opens; expected to begin for the 2015-16 fiscal year. Second, the SAFC approved the \$4 million in long term reserves be released for use in this project along with the \$4 million contribution from the University.

Operational Guideline Changes

The SAFC made some revisions to its by-laws to ensure better efficiency and clarity about roles and expectations of its members. Throughout the year, the Committee discussed how to improve the efficiency of our process as well as ensure best practices and best use of student funds. The revisions will be submitted to the Chancellor and Board of Regents for approval.

Closing Comments

SAFC believes that if the Chancellor and the Board of Regents approve these recommendations, these services and activities will positively enhance the lives of the students at UW Tacoma. We thank you for your time and consideration.

Regards,



Nikolay Sorochuk
Chair, 2012-13 Services and Activities Fee Committee
University of Washington Tacoma



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May 13, 2013

Nikolay Sorochuk
Chair, 2012-2013 Services and Activities Fee Committee
University of Washington Tacoma

Dear Nikolay:

Thank you for submitting the recommendations of the Services and Activities Fee dated May 8, 2013. I accept the recommendations, and extend thanks to you and the committee for your thoughtful deliberations.

Sincerely,

Debra Friedman
Chancellor

UW Tacoma

"University YMCA" Student Center Pro Forma

(based on all SAF revenues, expressed in thousands)

	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
UW Tacoma														
Academic Year FTE (average)	3,750	4,125	4,574	4,940	5,335	5,762	6,223	6,720	7,258	7,839	8,000	8,000	8,000	8,000
Summer FTE (average)	1,163	1,279	1,407	1,548	1,702	1,873	2,060	2,266	2,493	2,742	3,016	3,318	3,649	4,014
Quarterly Assessment														
SAF Revenue from Special Assessment (Student Center)	-	-	2,652	2,869	3,104	3,358	3,633	3,931	4,253	4,602	4,733	4,786	4,844	4,908
Existing SAF Annual Revenue	1,878	2,058	2,372	2,612	2,849	3,141	3,459	3,810	4,196	4,622	4,771	4,866	4,963	5,063
SAF Annual Budget Allocation	(1,825)	(1,880)	(1,936)	(1,994)	(2,054)	(2,116)	(2,179)	(2,245)	(2,306)	(2,421)	(2,542)	(2,670)	(2,803)	(2,943)
Payment to Y-Operating Expenses and Student Membership			(1,932)	(2,087)	(2,253)	(2,434)	(2,628)	(2,839)	(3,066)	(3,973)	(4,055)	(4,055)	(4,055)	(4,055)
Debt Service	-	-	(718)	(861)	(861)	(861)	(861)	(861)	(861)	(861)	(861)	(861)	(861)	(861)
Net Cash after Debt Service	53	179	438	539	784	1,088	1,424	1,796	2,217	1,969	2,045	2,066	2,089	2,112
Debt Service Coverage Ratio			1.61	1.63	1.91	2.26	2.65	3.09	3.57	3.29	3.38	3.40	3.43	3.45
SAF Reserves														
Beginning Balance	3,578	110	290	737	1,296	2,114	3,236	4,714	6,571	8,877	10,952	13,143	15,378	17,675
Net Cash Flow after Debt Service	53	179	438	539	784	1,088	1,424	1,796	2,217	1,969	2,045	2,066	2,089	2,112
Investment Earnings	55	2	9	20	34	34	54	61	90	106	145	169	209	232
Student Center Capital (allocated 2012)	424	-	-	-	-	-	-	-	-	-	-	-	-	-
Student Center Capital Contribution	(4,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
Long Term Fund Balance	110	290	737	1,296	2,114	3,236	4,714	6,571	8,877	10,952	13,143	15,378	17,675	20,019

VII. STANDING COMMITTEES

A. Academic and Student Affairs Committee

in Joint Session with

B. Finance, Audit and Facilities Committee

Update on Proposed Fiscal Year 2014 Operating and Capital Budgets and Tuition Rates; and Legislative Process

This item is for information only.

VII. STANDING COMMITTEES

A. Academic and Student Affairs

in Joint Session with

B. Finance, Audit and Facilities Committee

UW Medicine Board Annual Patient Safety and Quality Committee Report

For information only

Attachments

1. UW Medicine Board Patient Safety and Quality Committee, Annual Report to the Board of Regents June 2013
2. Accountable Care Organizations: An Introduction



UW Medicine Board
Patient Safety and Quality Committee
Annual Report to the UW Board of Regents

June 2013

UW Medicine

HARBORVIEW MEDICAL CENTER | NORTHWEST HOSPITAL & MEDICAL CENTER | VALLEY MEDICAL CENTER | UW MEDICAL CENTER
UW NEIGHBORHOOD CLINICS | UW PHYSICIANS | UW SCHOOL OF MEDICINE | AIRLIFT NORTHWEST

**UW Medicine Board Patient Safety and Quality Committee
Annual Report to the UW Board of Regents
June 2013**

Table of Contents

1. Introduction.....	1
2. Governing Documents and Committee Charters.....	3
a. UW Medicine Coordinated Quality Improvement Program (CQIP).....	3
b. UW Medicine Board Patient Safety & Quality Committee Charter	4
c. UW Medicine Quality & Safety Executive Committee (QSEC).....	5
d. UW Medicine Quality & Safety Coordination Committee (QSCC).....	6
3. UW Medicine Patients Are First Executive Steering Committee.....	6
4. Culture of Safety/Major Quality and Safety Initiatives at UW Medicine	7
5. Standardization of Best Practices: Training and Other Clinical Transformation.....	8
6. Performance Measurement and Local and National Benchmarking.....	10
7. Managing Harm Events at UW Medicine	11
8. Pay for Performance / Value-Based Purchasing	12
9. Conclusion	13

1. Introduction

The UW Medicine Board Patient Safety and Quality Committee is providing the second annual report to the UW Board of Regents to inform the Regents on the patient safety and quality improvement programs at UW Medicine.

2. Governing Documents and Committee Charters

UW Medicine Coordinated Quality Improvement Program (CQIP)

Quality improvement programs for hospitals in Washington are required as a matter of facility licensure (RCW 70.41.200). UW Medicine, which consists of hospital and non-hospital components, chose to formalize its program by creating and submitting a Coordinated Quality Improvement Program (CQIP) plan (RCW 43.70.510) to the Washington Department of Health in order to provide a framework for its joint quality improvement efforts and to receive the same confidentiality protections for its collaborative work granted to hospitals under state law. The initial CQIP plan was approved on January 30, 2008, by the Department of Health. Since that time, the scope, components and operation of UW Medicine and associated quality improvement activities have expanded. For this reason, UW Medicine and each of its hospitals are in the process of modifying the CQIP in order to ensure that its coordinated quality improvement and malpractice prevention programs, and its peer review processes, continue to be appropriately organized, as well as to ensure that all applicable privileges, immunities, and protections for quality improvement, malpractice prevention and peer review are preserved.

Under the CQIP, the delivery of healthcare services to patients in all components of UW Medicine, as well as services delivered by UW Medicine affiliated providers at other institutions or locations, are subject to retrospective and prospective review for the purposes of: (a) improving the quality of care of patients and preventing medical malpractice; (b) assessing the competence of, and maintenance of relevant information concerning, individual physicians affiliated with UW Medicine; (c) resolving patient grievances; (d) developing information concerning negative outcomes and incidents, liability claims, settlements and awards, costs of insurance, and patient injury prevention; (e) delivering educational programs concerning quality improvement and patient safety, etc.; and (f) maintaining and improving policies to ensure these purposes are served.

By delegation from the Board of Regents and the President of the University, the CEO, UW Medicine and Dean of the School of Medicine exercises responsibility for overseeing, planning and coordinating the resources of UW Medicine, including its QI activities.

The UW Medicine Board Patient Safety and Quality Committee serves in an advisory role to the CEO, UW Medicine and Dean of the School of Medicine with respect to QI activities of UW Medicine. The CEO, UW Medicine and Dean of the School of Medicine has assigned responsibility for operation of the CQIP to the UW Medicine Quality & Safety Executive Committee (QSEC). This committee is responsible to the CEO, UW Medicine and Dean of the School of Medicine for the policy and operational components of the CQIP and may delegate to other UW Medicine quality improvement committees as necessary to accomplish its work.

The UW Medicine quality improvement committees and the UW Medicine CQIP serve as forums to share systemwide standards and best practices from each site. For example, Harborview Medical Center (HMC), Northwest Hospital and Medical Center (NWH), Valley Medical Center (VMC), University of Washington Medical Center (UWMC) and Seattle Cancer Center Alliance (SCCA) have quality improvement plans and activities under RCW 70.41.200. The UW School of Medicine clinical departments conduct ongoing evaluations of the qualifications and competency of health professionals, and of the quality of care provided by department health professionals under RCW 70.41.190 and RCW 43.70.510, including Mortality and Morbidity (M&M) peer review process. UW Medicine component and affiliated entities have ongoing provider credentialing and privileging processes and activities.

The UW Medicine Quality & Safety Executive Committee has oversight responsibility for selected University and UW Medicine QI activities described in the CQIP plan, including communications by and between the various components of UW Medicine. Members of the UW Medicine Quality & Safety Executive Committee and its primary sub-committee, the UW Medicine Quality & Safety Coordination Committee, also participate in quality improvement, quality assurance, medical malpractice prevention and peer review at University member organizations, affiliated institutions or facilities, and approved sites of practice. Support for these functions is provided by the Chief Health System Officer, UW Medicine/Vice President for Medical Affairs, University of Washington (CHSO/VPMA) and Vice Dean for Clinical Affairs and Graduate Medical Education, University of Washington School of Medicine.

UW Medicine Board Patient Safety & Quality Committee Charter

The UW Medicine Board, which is comprised of community leaders appointed by the Board of Regents, advises the CEO, UW Medicine and Dean of the School of Medicine in strategic planning and oversight of programs across UW Medicine. Through its Patient Safety and Quality Committee, the UW Medicine Board provides guidance and advice regarding patient safety and quality, including: review and

evaluation of the patient safety and quality programs of UW Medicine; strategic planning and program development; risk assessment; analysis of emergent and ongoing system-wide patient safety and quality issues; analysis and advice on proactive risk mitigation plans for any patient safety and quality items that could result in patient harm or potential loss of public trust in UW Medicine; and resource allocation associated with UW Medicine patient safety and quality. In addition, the committee also periodically reviews the CQIP. For these purposes, the UW Medicine Board may receive documents and information generated, collected and maintained as a part of UW Medicine's CQIP and, to that extent, functions as a quality improvement committee under WAC 246-50-020(1)(b).

UW Medicine Quality & Safety Executive Committee (QSEC)

The CEO, UW Medicine and Dean of the School of Medicine has delegated operational authority for the coordinated quality improvement program and this CQIP to the UW Medicine Quality & Safety Executive Committee (QSEC) and appoints its members. The QSEC's purpose is to organize, coordinate and align QI efforts among all UW Medicine components (UWMC, HMC, NWH, VMC, UW Physicians (UWP), UW Neighborhood Clinics (UWNC), Airlift Northwest (ALNW) and UW School of Medicine), University member and affiliated organizations, and Approved Sites of Practice to ensure that quality of care is reviewed across all locations where University-affiliated providers deliver services.

The QSEC also: (1) supports hospital-based QI programs as needed by authorizing and directing hospital incident reporting, peer review and M&M processes as required by The Joint Commission (TJC) or other accreditation bodies, into the CQIP process; (2) through review of quality improvement reports, professional liability claims and litigation, seeks to avoid negative financial implications and damage to reputation related to adverse patient events by providing education and "lessons learned" to the hospitals and clinical services; and (3) integrates Research Adverse Event Reviews into QI and clinical risk management reviews. The QSEC's purposes also include ensuring that existing QI programs within UW Medicine component entities are aligned with this CQIP, avoiding duplication of resources, prevention of delayed recognition of potentially compensable patient safety events and practice events, management and mitigation of such events, and damage to reputation. The QSEC functions as a quality improvement committee under WAC 246-50-020(1)(b).

UW Medicine Quality & Safety Coordination Committee (QSCC)

The QSCC is a sub-committee of the Quality & Safety Executive Committee, from which it receives executive direction, and reports to on a quarterly basis. The QSCC oversees and relies on the established component parts of QI processes including hospital-based committees, UW School of Medicine departmental reviews including M&M processes, blood borne pathogen policy reviews, peer review processes related to physician competence, event and incident reports, Pharmacy and Therapeutics (P&T) Committee reviews, Infection Control Committee reviews, and departmental and Graduate Medical Education (GME) Committee evaluations of GME program participants. The QSCC may form sub-committees and task force workgroups to perform the work of the committee. The QSCC, and any subcommittees formed at its direction, function as QI committees under WAC 246-50-020(1) (b).

3. Patients Are First Executive Steering Committee

The Patients Are First initiative has been implemented under the leadership of the CHSO/VPMA throughout UW Medicine as an organizational framework for delivering consistent service excellence to every patient, every time. In support of this initiative, UW Medicine has continued the engagement of the Studer Group, LLC, and a national expert consultant group on implementing evidence-based practices that improve service, satisfaction, quality and safety while reducing costs. The framework includes the deployment of evidenced-based leadership tools and tactics across the health system to achieve goals related to quality, safety, satisfaction and fiscal responsibility. Performance measurement of these established Pillar Goals and Metrics are shared throughout the organization with all levels of staff. Through Patients Are First, UW Medicine is creating better leaders and greater consistency across the health system, refining our metrics to support systems of accountability, and providing staff, managers, physicians and leaders with the tools, tactics and reports to achieve our strategic outcomes.

UW Medicine has established four “Pillars” as the foundation for building a Patients Are First culture.

- Focus on Serving the Patient and Family: serve all patients and family members with compassion, respect and excellence;
- Provide the Highest Quality Care: provide the highest quality, safest and most effective care to every patient, every time;
- Become the Employer of Choice: recruit and retain a competent, professional workforce focused on serving our patients and their families;

- Practice Fiscal Responsibility: ensure effective financial planning and the economic performance necessary to invest in strategies that improve the health of our patients.

4. Culture of Safety: Major Initiatives at UW Medicine

The UW Medicine Board Quality and Safety Committee has expressed considerable interest in how culture of safety is measured and promoted across the organization. In the annual work plan for the quality committee, the board has include specific agenda items requesting details of the culture of safety survey, openness to reporting medical errors, methods of ensuring accountability, and efforts to standardize expectations for culture change.

With this directive, the UW Medicine Quality and Safety Executive Committee has working closely with its sub committees, executive teams across UW Medicine entities, and the clinical and quality and safety leadership to define key initiatives to demonstrate progress in culture of safety and quality.

Culture of safety surveys have been distributed to each inpatient facility over the past several years. It is recognized that each entity has used slightly different surveys and sampling methods, however, the overall results show similar trends. Overall patient safety scores ranged from 64% to 78% across the four inpatient facilities, representing “middle of the pack” rankings when compared to other academic institutions. Areas for greatest opportunity include direct feedback to staff and faculty after errors or unsafe conditions have been reported to demonstrate loop closure and that the problems have been addressed. The survey results also identified the need to work on handoff’s and transitions of care as particularly vulnerable periods in patient care, as well as the importance of non-punitive reporting and the essential value of team work. These responses provide an excellent roadmap for ongoing attention and focus. It was also concluded that UW Medicine would distribute the same survey across the enterprise to ensure the greatest opportunity to measure and accelerate improvements in a standardized fashion.

Two very important UW Medicine initiatives that directly address the culture of safety include the adoption of a “Just Culture” framework, and the role of TeamSTEPS in promoting highly effective inter-professional communication and teamwork.

Just Culture

In 2009, UW Medicine embarked on the journey to become a “Just Culture.” The UW Medicine “Just Culture” focuses on creating a learning culture, designing and implementing safety systems, and managing behavioral choices that promote and improve patient safety. The Just Culture approach emphasizes the importance of training and systems to support personal accountability and corporate self-regulation in safety matters. Physicians and staff are encouraged to provide essential safety-related information based on establishing a clear line between acceptable and unacceptable behavior.

TeamSTEPPS

UW Medicine began deployment of Team Strategies and Tools to Enhance Performance and Patient Safety (TeamSTEPPS) in 2008 to improve patient safety by improving communication and teamwork skills among its health professionals. UW Medicine is a national training site for TeamSTEPPS, with 127 master trainers on staff. Over 1,500 UW Medicine faculty and staff have trained in TeamSTEPPS, including operating room, intensive care unit, emergency room and labor and delivery personnel. Since 2010, all incoming residents and fellows (over 200 per year) have been trained in TeamSTEPPS during orientation.

As one of eight test hospitals for the World Health Organization Surgical Checklist project, UW Medicine introduced TeamSTEPPS principles in the final pre-surgery checklist that is used routinely by our surgeons. Just as pilots rely on checklists to operate airplanes safely, the Surgical Checklist has been demonstrated to reduce deaths and complications substantially among surgical patients. Our physicians have been national leaders in implementing the Surgical Checklist and are responsible also for implementation throughout other Washington hospitals.

5. Standardization of Best Practices: Training and other clinical transformation programs

Over the past year, UW Medicine leadership has made new strides in promoting standardization of best practices. Work in standardization can generally be grouped into two major categories. The first relates to the standardization of training and clinical skill and is best represented in the work being coordinated through ISIS. The second area of focus regards standardization of clinical practice, and is being led primarily through the Transformation of Care process. These are described as follows:

Institute for Simulation and Interprofessional Studies (ISIS)

Following the example of the aerospace industry training model that uses simulation for training and testing, UW Medicine has led the nation in the use of simulation technology training for healthcare. Since 2006, UW Medicine's Institute for Simulation and Interprofessional Studies (ISIS) has pioneered simulation training and retraining for health professionals to improve healthcare through increased patient safety. Within safe and realistic learning environments, ISIS trains healthcare professionals to be effective, efficient clinicians and adept team communicators. Training occurs on sophisticated mannequins, through virtual electronic cases, and on machines that simulate clinical settings; all include metrics by which trainees' skills and progress are measured. ISIS simulation facilities are located at UW Medical Center, Harborview Medical Center and Northwest Hospital.

With expansion to these three facilities, UW Medicine has dramatically increased ISIS training. For example, the Harborview site provided more than 31,500 documented learner hours in fiscal year 2010, with trainees participating from multiple specialties, including emergency medicine, neurological surgery, orthopedics, otolaryngology, vascular surgery and nursing. ISIS has been recognized by the Josiah Macy, Jr. Foundation in New York as a national leader in using simulation for interprofessional team training of healthcare professionals.

Transformation of Care (ToCC) Committee

The ToCC is a UW Medicine enterprise level committee with a primary charge to transform clinical practice by seeking standardization of practice, cost reduction and educational outreach in the clinical arena. The committee structure is set up to promote system level initiatives such as Length of Stay reductions and uniform purchasing of devices and pharmaceuticals, as well as, support for initiatives at each institution that are unique to the services at the local level. For example, an initiative at HMC would include a focus on spinal implants, while at the UWMC a strong focus on chemotherapeutics would be involved.

The ToCC process is already yielding positive results both in terms of actual cost reductions and efficiency gains, but perhaps even more importantly, in setting expectations for rigorous review of all products used in the clinical environment. It is well known that individual physicians have individual preferences based on historical patterns or where and how people trained. The ToCC process is aimed at working in a collaborative and iterative fashion to provide the clinical data and cost information

needed to generate constructive dialogue across physicians to promote much greater standardization in clinical care.

6. Performance Measurement and Local and National Benchmarking

UW Medicine uses national and regional benchmarking tools to drive performance improvement. Leaders across UW Medicine monitor all such benchmarking reports as a way to gauge the success of our performance relative to other institutions. UW Medicine has a single mission; to improve the health of the public. In pursuit of this mission, UW Medicine has a large, comprehensive clinical care program, a large and diverse range of health professional education and training programs and one of the largest, most advanced biomedical research programs in the world.

For performance measurement and benchmarking, UW Medicine's clinical programs are compared with other major academic medical centers, especially those performing a similar spectrum of clinical care. The University Healthsystem Consortium (UHC) provides benchmarking data. Each year the UHC generates a national scorecard combining mortality, core measures and readmissions, harm events, efficiency and patient satisfaction. Over the past 6 years, UW Medicine has shown substantial improvements relative to other academic health systems, with our institutions now performing in the top third nationally on most measures.

These data show outstanding progress relative to other leading academic institutions across the county. While this performance relative to national benchmarks generates substantial recognition, there are many options for medical care available to patients in our own region. Because UW Medicine competes with a wide range of outstanding medical programs in the Puget Sound region and in the northwest generally, it is essential that UW Medicine leaders challenge our systems to be as efficient, patient-centered and high quality as any in the region.

Numerous comparative tools are available to assess overall performance relative to Washington State hospitals. Leapfrog and Centers for Medicaid & Medicare Services (CMS) are two of the leading national-scale web-based comparative reports readily available to the general public. At a regional-level there are also three prominent publicly available comparative tools including the Washington State Hospital Association site, the Puget Sound Health Alliance and the COAP/SCOAP collaborative programs. The combined efforts of UW Medicine hospitals as represented on these performance scorecards shows the substantial improvements made over the past several years relative to other local institutions.

In addition, the US News and World Report issues hospital rankings annually. In 2013, UWMC was listed as one of the top 20 Honor Roll “Best Hospitals” in the country based on the outstanding clinical programs and physicians. All four UW Medicine hospitals “HMC, UWMC, VMA and NWH) were listed in the top 10 metropolitan rankings of the US News and World Report best hospitals in the region. UWMC received the top #1 ranking followed by HMC as the #2 ranking for the best hospitals in the region.

7. Managing Harm Events at UW Medicine

Health care professionals and staff across UW Medicine are expected to report adverse and sentinel events through supervisory or management leadership using the electronic incident report tools when witnessing or becoming aware of a harm event or near miss. Fully-automated, electronic incident reporting systems are available and in use by physicians and staff at ALNW, HMC, UWMC, VMC and NWH. Hall Health Primary Care Center (HHPCC) and UW Neighborhood Clinics (UWNC) use electronic incident report forms that are captured in a database that also receives daily downloads of incident reports from Each clinical department also reviews harm events within the context of departmental Morbidity and Mortality (M&M) conferences. Planning is underway for UW Medicine to integrate its disparate electronic incident reporting systems in 2014 in order to capture incidents across the system at all levels of care.

UW Medicine quality, patient safety, and risk management professionals collaborate to review incident reports on a daily basis. Incidents involving serious outcomes of care that may qualify as adverse or sentinel events and require further review via Root Cause Analysis (RCA) are identified and reported to senior leadership, including the Medical Director, Chief Nursing Officer, Director of Quality Improvement, and the Director of Risk Management. The Risk Management and Quality Improvement departments review incident reports and M&M case reviews for possible reportable or reviewable events and take immediate steps to investigate and mitigate situations involving patient harm.

UW Medicine has adopted definitions set out by the following organizations:

- Joint Commission (TJC): A Sentinel Event is an unexpected occurrence involving death or serious physical or psychological injury, or the risk thereof. Serious injury specifically includes loss of limb or function. The phrase, ‘or the risk thereof’ includes any process variation for which a recurrence would carry a significant chance of a serious adverse outcome.

- State Department of Health (DOH): Per RCW 70.56.010, an Adverse Event is described as the list of 29 serious reportable events adopted by the National Quality Forum (NQF) in 2011. NQF has further stated that “adverse events are serious, largely preventable, and of concern to healthcare providers, consumers, and all stakeholders.”

All UW Medicine components review serious outcomes of care using a formal review process that invites participation by the health professionals involved in an adverse or serious event. The hospital components use a more formal process known as a Root Cause Analysis to determine what may have caused the event (e.g. human factors, system design issues, and training/education). The review focuses primarily on systems and organization processes, and identifies potential improvements in those processes or systems that would tend to decrease the likelihood of such events in the future. It may also determine, after analysis that no such improvement opportunities exist. UW Medicine components also track patient complaints and grievances and incorporate this information in the medical staff reappointment processes.

8. Pay for Performance/Value-Based Purchasing

Value-Based Purchasing (VBP) and Pay For Performance (P4P) programs that are applied to health care payment calculations. In principle, an institution is rewarded or penalized based on a set of pre-defined quality goals. Earliest versions of P4P, were loosely termed “Pay For Participation” which meant that an institution that fully participated in data collection and reporting was eligible for the full incentive payment from the payer (most notably Medicare). Such programs are now transitioning to be based on the actual performance relative to the quality goal.

Medicare has developed a Value-Based Purchasing (VBP) formula that is based on the Core Measures and the inpatient patient experience survey data. CMS is currently withholding 1% of the base payments for patients with Fee-For-Service Medicare coverage. A hospital is then eligible to “earn back” the amount withheld based on a performance score weighted 70% by Core Measures and 30% by HCAHPS. The VBP program will be budget neutral such that roughly half of the hospitals nationwide will receive a bonus payment above the amount withheld while the other half will receive less than the amount withheld. The first distribution of “earn back” payments will occur in October 2012, based on performance between July 1, 2011 and March 31, 2012. This VBP formula is part of a multi-year CMS program that will steadily increase the amount of payment at risk (1% in FY12 to 2% in FY 2017) and

steadily increase the measures that are included in the performance score. Other P4P and VBP programs are also underway including a CMS readmission incentive program, CMS Meaningful Use incentive program focused on adoption of electronic health records and multiple health plan-specific programs. UW Medicine has organized a systemwide Meaningful Use Committee to coordinate these efforts.

9. Conclusion

UW Medicine's mission is to improve the health of the public through outstanding patient care, education and research. The clinical care delivery system is well recognized for excellence due to its renowned faculty and staff. UW also attracts the best and brightest students and resident trainees from across the nation. As an organization we continuously strive to improve and excel in patient safety and quality.

This proactive attitude is at the heart of the culture that is evident across UW Medicine. With many resources available locally and nationally for comparative benchmarking, UW Medicine has been able to assess where we are in the top tier and where we have opportunities for improvement. This document has outlined the key drivers that are helping to transform the environment, culture and expectations in pursuit of the highest level of quality, safety and cost effective service for our patients.

UW Medicine is demonstrating rapid and consistent improvement throughout our clinical care delivery system. Physicians and staff are working with the common sense of purpose and recognize the satisfaction that comes with reaching shared goals. UW Medicine is committed to clinical excellence and strives to be the leader in quality, safety, satisfaction and cost effective care to fulfill our mission of improving health.

Accountable Care Organizations: An Introduction

UW Medicine

HARBORVIEW MEDICAL CENTER | NORTHWEST HOSPITAL & MEDICAL CENTER
VALLEY MEDICAL CENTER | UW MEDICAL CENTER | UW NEIGHBORHOOD CLINICS
UW PHYSICIANS | UW SCHOOL OF MEDICINE | AIRLIFT NORTHWEST

ACCOUNTABLE CARE

- A collaboration among healthcare providers and payers whereby financial incentives are established to manage the care of a specific population.
- Goals are to maximize healthcare quality, maintain population health and create efficiencies that reduce the growth of healthcare costs.

ACCOUNTABLE CARE ORGANIZATION (ACO)

- A network of healthcare professionals, hospitals, clinics and other facilities that assume responsibilities for the healthcare of populations of patients.
- Works to ensure high-quality, efficient health care at the lowest possible cost for the population served.

*Source: Ramsey, Paul “The ABC’s of Accountable Care”
PSBJ, July 27, 2012*

ACCOUNTABLE CARE ORGANIZATIONS

- Created under Affordable Care Act (ACA) in 2010 by Centers for Medicare & Medicaid Services (CMS) as a strategy to control costs and maximize quality for Medicare patients.
- In many states, ACOs are being created that are separate from the federal incentive program to serve particular populations.

*Source: Ramsey, Paul “The ABC’s of Accountable Care”
PSBJ, July 27, 2012*

ACCOUNTABLE CARE ORGANIZATION

Desirable Characteristics of an ACO:

- A network of hospitals, clinics and other health care facilities of sufficient size and geographic distribution to meet the needs of the population served.
- Information technology platform that supports the coordination of evidence-based health care and integrated clinical, operational and financial decision-making.

ACCOUNTABLE CARE ORGANIZATION

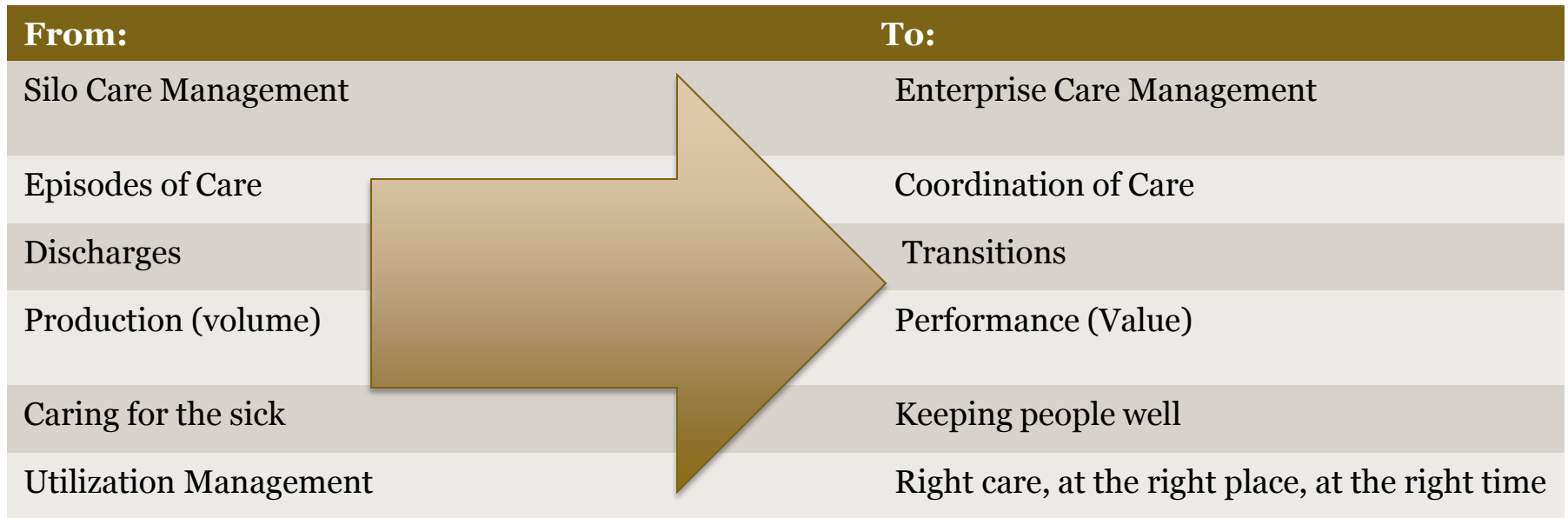
Desirable Characteristics of an ACO

- Standardization of care protocols based on evidence-based research
- Financial ability to enter into risk arrangements and the capability to manage financial risk proactively
- Governance arrangements to align hospital and physician interests, including development of new incentive plans

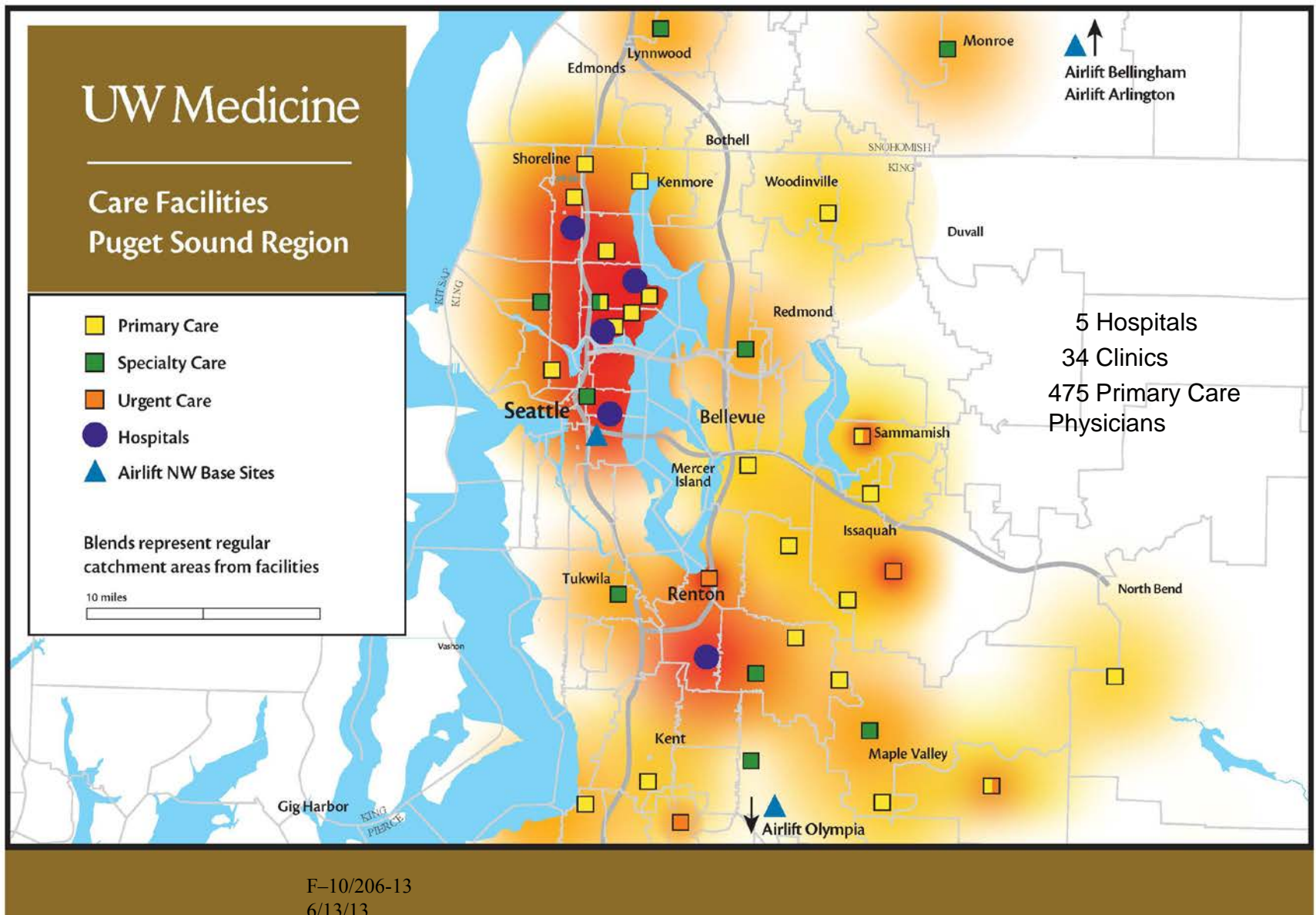
*Source: Ramsey, Paul “The ABC’s of Accountable Care”
PSBJ, July 27, 2012*

CLINICAL INTEGRATION APPROACH

- Achieve agreement on clinical objectives (reduce ED visits, reduce readmissions, reduce infections, etc.).
- Develop protocols for care management coordination including high risk patients.
- Focus on the paradigm shift



CLINICAL SITES IN PUGET SOUND



UW MEDICINE ACO STRUCTURE

ACO infrastructure focused on:

- Care management
- Finance
- Performance management
- Network operations
- Compliance
- Administration
- Information management/analytics

UW MEDICINE ACO MEDICAL HOME

DRIVING A DIFFERENTIATED MEMBER EXPERIENCE



- Integrated primary care team
- Convenient access
 - 24-hour access to community care nurse advice line
- Seamless personal communication
- Seamless continuity of care between ambulatory sites (urgent, emergent, primary and specialty care) and inpatient care
- Epic-based care standards

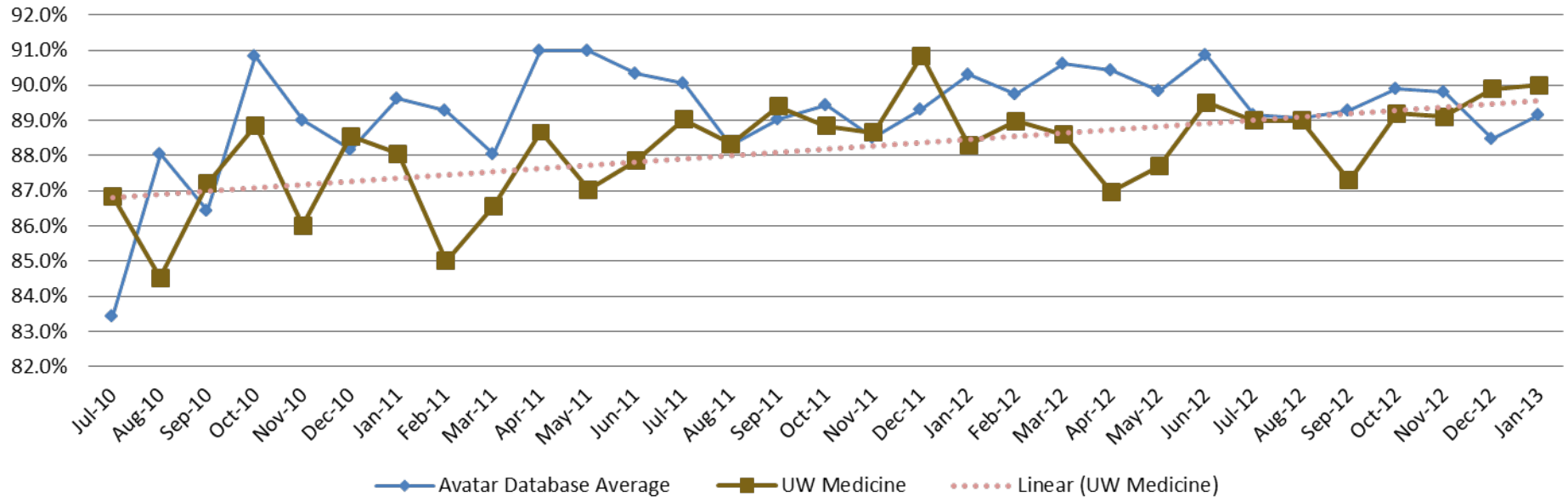
STANDARDIZED QUALITY METRIC REPORTING

UW Medicine ACO will use a standardized report set for Quality Metrics which includes:

- Patient Experience
- Continuity of Care
- Chronic Care Management
- Preventive Care and Screening
- Appropriate Use of Care

PATIENT SATISFACTION – CLINIC VISITS

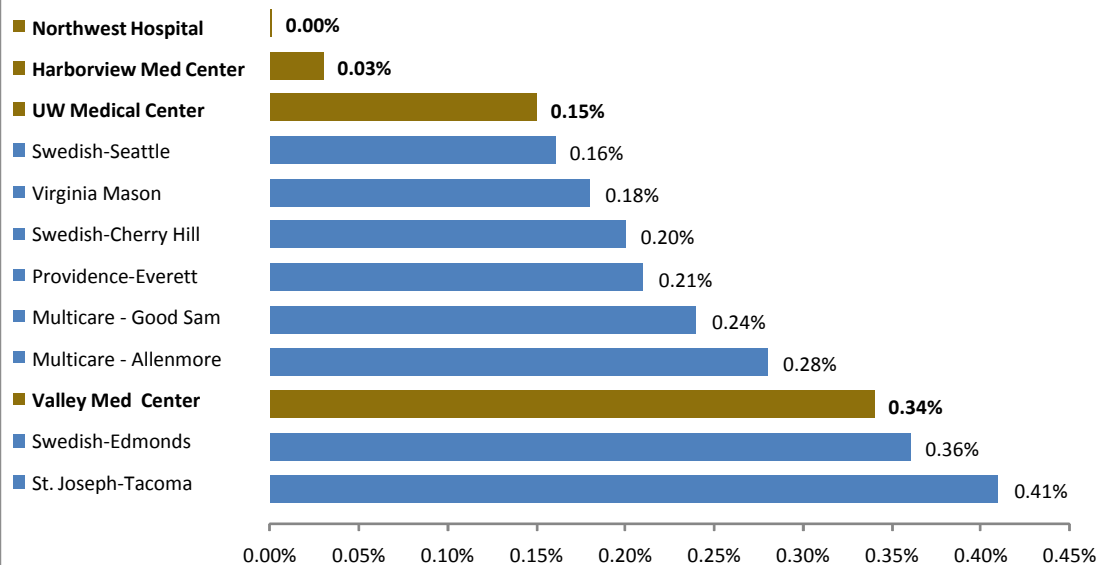
**UW Medicine – Overall rating for clinic visits
Percent of Patients giving rating of “Yes Definitely”
for "Willingness to Recommend Doctor's Office"**



UW Medicine – Current excellent performance at 90% stating “Yes Definitely.”

COST CONTROL – REDUCTION OF READMISSIONS

**Medicare Penalty Assessment Percentage
for Readmissions - 2013**



Puget Sound Business Journal,
October 2012.

UW Medicine's hospitals' Medicare readmission rate penalty in three of its four hospitals, is significantly lower than other hospitals in the Puget Sound Region.