**Western Washington University**

**Services and Activities Fee Committee
Meeting Minutes**

**Thursday, February 17, 2022; 1:00-2:00 pm**

**Microsoft Teams**

**Present:** Michael Sledge, Debbie Curry (recorder), Linda Beckman, Eric Alexander, Raquel Vigil, Glory Busic, Noemi Bueno, Steve Card, Mac Franks, Adam Leonard, Caitlin Summers, Cody Fowler, Lucy Caples, Travis Cram, Rebecca McLean, Ichi Kwon, Mary Piekarczyk, Quin Wilder

**Absent:** Jack Herring

**Guests:** Megan McGinnis (DRAC), Susanna Schronen (VU Operations)

**Agenda Items:** 1) Approval of 2/10/2022 Minutes, 2) Electing Chairperson Reminder, 3) Fee Overview,
4) Last Year’s Worksheet Overview

Michael Sledge called the meeting to order at 1:03 pm.

**Approval of 2/10/22 Meeting Minutes?**

Michael asked for a motion to approve the minutes: Mac moved to approve the minutes. Quin seconded that motion. By a show of hands there were six votes to approve, 0 nays, and 0 abstains. The meeting minutes for February 10, 2022, were approved.

**Electing a Chairperson**

Michael reminded the committee that the chairperson needs to be elected at the next meeting among the voting representatives, and asked students to express any interest to him directly or here within committee.

Glory expressed she didn’t personally have capacity for filling the position but believes it’s an important role and a great opportunity for someone to gain experience facilitating a meeting and encouraged anyone interested to reach out to her for support if that was something they felt would be helpful – she would be happy to lend support to anyone wanting to learn the skill.

Michael thanked Glory for her offer of support and agreed that it is a great opportunity for learning, adding he felt we were proving to be a friendly group and hoped people were becoming more comfortable with the meetings.

Quin added that he too is unable to commit to the chair position having similar concerns as Glory but offered to take on the role of vice chair in support of the person who is elected as committee chair.

Addressing the fees trend history information discussed at the last meeting, Michael referenced the email he sent out Tuesday, 2/15 with links to the [Tuition and Mandatory Fees Table](https://public.tableau.com/app/profile/wwu.budget.office/viz/TuitionandMandatoryFees/Story1) and the [History, Budget & Financial Planning for WWU](https://bfp.wwu.edu/history) including information on how to navigate and access information from these sites. Anyone with questions can reach out to either Michael or Linda.

Linda also provided a sample worksheet which has been placed in the “File” folder on the “General” channel of the S&A Fee Committee 2022 Teams site. Michael reminded the committee to please download a copy of this worksheet to your personal computer before playing around in the worksheet. Any changes made within Teams will save those changes to that document, making the document unusable for others. Anyone with questions can contact Michael or Linda, and it is hoped that a revised and simpler version of the worksheet will be available soon.

**Constituent Information Presentations:**

**Athletics (Mac Franks / Steve Card)**

Mac presented the following Athletics overview and operating budget highlighting specific successes for each bullet point followed by a brief Q&A. Steve also provided additional input during the Q&A.

Mac began by introducing himself and shared a little information about his time at Western followed with highlights of the information provided in the following documents which had been provided to the committee prior to today’s meeting.

* **This is WWU:** Western Washington University is a four-year public institution located in Bellingham, Washington (population 87,000), 90 minutes North of Seattle and 55 miles south of Vancouver, British Columbia, Canada. Surrounded by the San Juan Islands and Bellingham Bay to the West, and Mt. Baker and the Cascade Mountain Range to the East, the Western campus is an idyllic setting for outdoor adventure, community involvement and higher learning.

* **Student-Athletes:** In 2021-22, approximately 300 students will participate in 15 varsity sports at WWU, 6 for men and 9 for women. WWU is in its 24th year as a member of NCAA Division II since joining the ranks in September 1998.

* **Athletic Success:** The last three years have been a challenge with the global pandemic, but through it all WWU has achieved great success in competition, combining to win 11 Great Northwest Athletic Conference titles and made 15 trips to the NCAA Division II Championships. So far in 2021-22 the volleyball team advanced to the Final Four, women’s soccer played in their sixth consecutive West Regional Final and the men’s and women’s cross-country teams both place 2nd at the conference championships. Viking teams are always a fixture in the national rankings and in the hunt for a place in the NCAA Division II Championships across all 15 sports.

* **Academic Success:** WWU Athletics has enjoyed success not only in competition, but also excelled in the classroom. Western’s student-athletes have earned the prestigious NCAA Presidents’ Award for Academic Excellence in four of the last five years and was one of just four public institutions out of 43 award winners in 2021. WWU Athletics recorded a school-record 92% Academic Success Rate and an 85% Graduation Rate. WWU also set a record with 115 GNAC Academic award winners and 33 FAR Academic awards from the GNAC in 2020-21.

* **National Power:** Following the 2021 fall sports season, WWU was ranked No. 18 in the Learfield Directors’ Cup NCAA Division II standings, earning points from national championship appearances by volleyball, women’s soccer, and men’s cross country. The 175 points earned was also the top mark by a GNAC member school. Prior to the shutdown of the seasons in 2019-20, WWU was ranked No. 2 in the standings. Western has also placed in the top 20 in eight of the last 12 years, including 26th in 2015-16, 36th in 2014-15 and 20th in 2013-14, and has been among the top 100 every season as an NCAA II member (no awards in 2019-20 or 2020-21).

* **Dominating the GNAC:** WWU has won 12 Great Northwest Athletic Conference All-Sports Championships, including eight straight from 2008-09 to 2015-16. WWU finished 2nd in the all-sports standings each of the last three years after a new point system was developed, ending the string of eight consecutive titles. WWU was poised to add another trophy to the collection winning six of seven team titles in 2019-20 before the pandemic shut the season down and no award was given in each of the last two years.

* **Championships Success:** WWU has won 11 team national championships in the history of the athletic department, including recent national titles by Women’s Rowing (2017), Women’s Soccer (2016) and Men’s Basketball (2012). The rowing program has won eight NCAA II titles, including an unprecedented seven consecutive from 2005-2011. The Volleyball program has played for the NCAA II West Regional in five of the last six seasons, earning national runner-up honors in 2007 and 2018, and reaching the Final Four in 2015 and 2021. In addition to winning the 2016 title, the women’s soccer program has played in each of the last six West Regional finals and advanced to nine consecutive NCAA Championships. The softball program won the school’s first team national title in 1998 at the NAIA level. Several Track & Field athletes have won individual national championships, including two-time winner Bethany Drake in the javelin (2014, 2017), and the cross-country program is a regular in the NCAA Championships.

* **Hardwood Success:** Both the WWU men’s and women’s basketball programs have recorded over 1,000 wins in the history of each program. The men’s program has advanced to NCAA II Tournament nine times, winning the national title in 2012, and the women’s program has played in the NCAA Tournament in 17 of 22 seasons at the NCAA II level. The women’s program is one of less than 20 programs across all levels of women’s collegiate basketball to record 1,000 all-time wins.

* **Community Service:** WWU student-athletes have raised thousands of dollars for the PeaceHealth Cancer Center in Bellingham, with each program holding special cancer awareness games. WWU’s Student-Athlete Advisory Committee (SAAC) has also raised money for the Washington Make-a-Wish chapter, created care packages for Lydia Place helping homeless families and the Track & Field program has held a food drive for the Bellingham Food Bank to help supply food to families for the Thanksgiving holiday and also conducted sweatpants drive for the Lighthouse Mission.

* **Hall of Fame:** WWU’s Athletic Hall of Fame has inducted over 150 members that span the 118-year history of Western’s athletic programs. The WWU Hall of Fame is the second oldest among Pacific Northwest colleges and universities.

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| **WWU Athletics Operating Budget 2019-20** |
|  | State Funds |  $ 1,459,579  | 35.4% |
|  | S& A Funds (salaries/benefits & travel) |  $ 2,045,101  | 49.5% |
|  | Fundraising |  $ 180,785 | 4.4% |
|  | Ticket Sales |  $ 135,650  | 3.3% |
|  | Advertising/Marketing |  $ 258,000 | 6.2% |
|  | Other Revenue |  $ 48,900 | 1.2% |
|  | **Total Budget** |  **$ 4,298,303**  | **100.0%** |

As a follow up, Steve thanked Mac for a well-done overview and added a few comments:

With regards to state funds, 100% goes to support salaries and benefits for Athletics full-time staff. Funds from the S&A Fee covers about 50% of the operating budget. Advertising and sponsorships, ticket sales and other revenue, such as the $100 student athlete health fee go towards support of training room efforts. We also have scholarship budgets for the Athletes. Our summer camps are self-sustaining and funds raised through camps are used to run those camps.

To elaborate a bit on a few of the things Mac mentioned, Steve noted we pride ourselves on being student-first focused – on Academic success Western student athletes have earned the NCAA Presidents’ Award for Academic Excellence in four of the last five years; and recorded 92% academic success rate and 85% graduation rate. On the National level WWU ranked 18 in the Learfield Director’s Cup NCAA Division II standings. Athletes are excelling from both ends of the spectrum as far as what is important in collegiate athletic programs and Western is one of the most revered athletic departments on the West Coast and recognized on a national level. Steve expressed how proud he is of the athletes, coaches and staff who spend hours making sure the program is something to be proud of.

The last point Steve made addressed the exposure Athletics brings to the university through the athletes, noting as an example, in 2012 the men’s basketball team won the NCAA championship which was televised on CBS with 3.5 million viewers across the country, which was a two-hour advertisement for WWU. Western has a great reputation on a national level as an intercollegiate athletics program, and as an institution.

Steve offered to answer any questions.

**Athletics Q&A:**

Michael asked Steve to talk a bit more about the graduation rates. Steve explained that WWU has an all-time high of 92% academic success rate, which qualifies for the Presidents’ Award of Excellence. Also, the federal graduation rate, a much stricter metric was at 85% which speaks to the retention of our student athletes. Steve thought the federal graduation rate for Western is about 69%, which he felt was tremendous. Steve also made the point in terms of differences between Division 1 and Division 2: D2 is about balance where academics and athletics are concerned and that’s the main pillar D2 stands on and WWU is a great example of that. D2 graduation rates across the country are above that of D1 and students in general. As Mac mentioned, the number of students receiving academic awards just keeps growing every year. Steve extended great appreciation to the coaches for understanding the rigors of WWU and how difficult is it to navigate through them, and recognizing and identifying student athletes, knowing they can be successful on both levels.

Quin was curious about the costs students incur over and above what any fees may cover. Steve responded that when it comes to travel, uniforms, or the core elements of Athletics, the students don’t pay anything for those. But in some cases, like in track, athletes must buy their own shoes, golf teams must buy their own clubs–athletes come to the program knowing they have a financial commitment to being a part of the program. Another difference in D1 schools, like University of Washington, is that they can be more generous in providing students with personal equipment.

Mac added that at WWU he felt the focus is not as much on gear as it is on the trainers, staff, and coaches, as well as team travel to meets and games, and even with the financial differences that WWU staff is incredible and that is clear from the success Athletics has had nationally and regionally.

Mary asked about financial aid support for students. Steve responded there doesn’t seem to be that kind of problem. Occasionally a student will have those needs, and Athletics supports this as much as possible. Typically, students come to Western prepared with the equipment they need.

Noemi asked Steve for a little more detail regarding the number of coaches Athletics has and if they coach more than one team. Steve responded that every program (men’s/women’s soccer, softball, rowing, volleyball, and basketball) has a full-time head coach and at least one assistant coach, except for golf and track where there are only head coaches (men’s/women’s). Track is the exception with one full-time coach and two full-time assistant coaches, with over 100 student athletes involving many different disciplines and events that each require certain levels of specialty. We also have paid grad students as stipend coaches and several community member volunteers.

Travis asked if coaching personnel, especially stipend people, have other ties to Western. Steve indicated sometimes but that is not something that consistently works out. The hourly support staff around game operations are highly specialized and these people play crucial roles. We have about 2,025 students in the marketing intern program on campus marketing our games as they gain incredible knowledge and experience in their field. Also, we have several people that are full-time staff members on campus that assist us in this area.

There were no further questions for Steve or Mac; Michael thanked both Mac and Steve for their presentation.

**Campus Recreations (Cody Fowler / Caitlin Sommers)**

Cody began by explaining the differences between Sport Clubs and Intramurals. Sport Clubs being the closest thing to an intercollegiate team without being an official D2 NCA intercollegiate team. They travel for regional and national tournaments, practice 3-4 times a week, and pay to play–in fees and paying for their own personal equipment. Intramurals is focused on fun and bringing students together, takes place on campus, typically there are no set practices, and it is very affordable, especially compared to community options like the local YMCA.

Cody presented the following Campus Recreation Services, Intramural Sports and Sport Clubs overview followed by a brief Q&A. Caitlin also provided additional input during the Q&A.

**Campus Recreation Services:** Campus Recreation Services strives to empower the Western community to achieve and maintain a healthy lifestyle and develop leadership abilities by providing the highest quality of recreational and co-curricular programs and services in an environmentally sustainable facility.

Campus recreation is made up of all the happenings inside of the Wade King Student Recreation Center including fitness classes, aquatics, fitness machines, climbing wall, and health and wellness, but the reach of campus recreation is much further than the center. Offerings also include summer sport camps, intramural sports, and Sport Clubs.

Seventeen professional and classified staff members and over 200 student staff make up Campus Recreation Services.

**Sport Clubs**: Sport Clubs are student organizations run by, and for, students. Ninety percent (90%) of all Sport Clubs must consist of full-time Western Washington University students. Club participation opens doors for students to develop leadership skills while they’re involved in recreational and social interaction with others who have the same interests. It also allows students to have a more competitive athletic experience while attending Western.

Our sport club program currently consists of 25 teams and over 800 student athletes. Sport club teams are required to not only compete in sanctioned league events but must also give back to the community. Each team is required to do between 150-200 hours of community service a year. Along with volunteering each team is required to fundraise at least half of what their team is allocated from the Service and Activities Fee.

**Intramural Sports**: Campus Recreation Services provides Intramural Sports as an opportunity for current students, faculty, and staff as well as current students from university affiliates such as Northwest Indian College and Bellingham Technical College to compete in a variety of organized competitive sports on the campus of Western Washington University. These programs exist to provide our participants with opportunities in personal development in a variety of programs of leisure activity, social interaction and the development of lasting relationships, leadership skills in directing group participation, voluntary participation, regardless of ability level, in a safe community, establishing positive attitudes toward recreational activity to carry with them past graduation.

This year we offered 20 leagues/tournaments with different opportunities for students to participate. These sports range from flag football to basketball and soccer to softball. These opportunities have attracted over 3,000 participants in the past years.

**Service and Activities Fee Allocation (Traditional Year):**

**Campus Recreation Allocation (Traditional Year):**

The $467,941 allotted to campus recreation from the Service and Activities fee is split up between Administrative support and benefits (47%), Sport Clubs (40%), and Intramural Sports (13%).

**Administrative support (47%):**  This funding goes toward paying the professional and classified staff that support Intramurals and Sport Clubs. That includes 1-2 months of the Director, Associate Director, Fiscal Technician 2 and the Assistant Director of Sport Clubs and Intramurals. 100% of the Intramural Coordinator’s salary is paid out of this funding.

**Sport Clubs (40%):** Each team is allocated a portion of the roughly $187,000 based on travel needs, team size and other expenditures. This was increased by $75,000 seven years ago by the S&A committee to support sport club needs with regards to travel. With 25 teams traveling across the region and country, travel expenses make up 50% of the budget. The next largest amount of money goes toward rentals and leases for teams to practice and play such as Civic Field for the baseball team, The Sportsplex for the Ice Hockey and Figure Skating team and Orion Equestrian for the Equestrian team. From there the funds are split between league dues, tournament fees, and official fees.

**Intramural Sports (13%):** The money that is allotted to Intramural Sports covers the salaries of the student positions including 25 referees, 10 supervisors, and 1 office staff member. There is enough roll over from past years that we do not need to allocate much money to supplies or equipment.

Highlighting the pie chart and the S&A Fee allocation for Campus Rec, Cody commented that they have received an allocation of 7% of the total S&A Fee and after talking with Adam, regardless of if the fee goes up or goes down, Campus Rec will only be asking for the 7% allocation.

Explaining that 7% allocation within Campus Rec, Cody noted that 47% of the funds go to help pay pro staff salaries; 13% towards Intramurals, covering costs for 225 refs, 10 supervisors and one office staff member; and 40% towards Sport Clubs, which was increased 7 years ago by $75k to help support travel needs. The largest portion of the $187k goes towards rental and lease space for the various Sport Clubs, hockey being the most expensive.

Cody added that this budget can tend to be volatile because of the unknowns around how well certain Sport Teams may do. If they do well and keep playing making it to regional tournaments there are fees and costs associated with that, so they must plan for the unknown. It’s common for Campus Rec to have good budget rollover from previous years and can allocate money for supplies and equipment with those funds.

In addition to the information Cody provided, Caitlin added a bit more detail within the scope of Sport Teams and Intramurals, and also added that the main point she wanted to make was that Campus Rec is not looking to take a cut, because they need to meet wage requirements as well as other constituents, they are also not looking to get more funds but requesting to stay at the same allocation of 7% they have been getting. These numbers reflect pre Covid years and really what a normal year would look like for Campus Rec.

Michael thanked Cody and Caitlin and asked if anyone had questions for either of them.

**Campus Recreation Q&A:**

Rather than a question, Travis asked how programs can recover from the crazy turn this pandemic put us though, making the point that all constituents need to “get back to normal” and encouraged the voting members to consider in deliberations how they may deal with the weird outcomes that had been created. Adding the voting members have a tough puzzle to solve and a tough job this year.

Glory asked if there were other activities for students who are visually impaired or low vision. Cody responded that Goalball has been getting great reviews and they are working on creating a goalball tournament in the spring.

Michael asked for any general questions for the group – there were no further questions.

Michael thanked Cody and Caitlin.

Today’s meeting adjourned at 1:46 pm

Next meeting: Friday, February 24, 2022, 2:00-3:00 pm, Teams Virtual