

November 4, 2015

MEMORANDUM

TO: State Board of Regents

FROM: David L. Buhler

SUBJECT: USHE – Institutional Residences Annual Report

Regent Policy R207 requires that each USHE institution provide an annual report regarding institutional coverage of expenses for maintenance, repair, utilities, insurance, and domestic assistance related to the institutional residences (InstRes). Beyond the Regent Policy requirement, institutional representatives support the presentation of this information to the Regents to maintain proper institutional internal control, ensure that InstRes budgets are set and expenditures are monitored, support the InstRes as a sanctioned institutional offering, and to provide public exposure and feedback regarding the facility's operation and maintenance.

The attached report summarizes the approved budget and expenditures for each institutional residence over the past three fiscal years. Footnotes have been added to describe the following: any significant change from prior years; any significant variances between the budgeted and actual expenditures; and/or any significant capital improvements to the residence.

Commissioner's Recommendation

This is an informational item only; no action is needed.

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David L. Buhler  
Commissioner of Higher Education

DLB/GLS/BLS/JSA  
Attachment

## Utah System of Higher Education

### *Institutional Residences Operation and Maintenance Report*

*FY 2013-2016*

	2012-13		2013-14		2014-15		2015-16		Source of Funds	Square Footage
	Budget	Actual	Budget	Actual	Budget	Actual	Budget			
UU	\$ 53,225	\$ 53,389	\$ 60,900	\$ 60,844	\$ 63,000	\$ 59,519	\$ 65,600	Discretionary	8,800	
USU	\$ 72,000	\$ 67,426	\$ 72,000	\$ 71,667	\$ 72,000	\$ 63,940	\$ 72,000	E&G	12,403	
WSU <sup>1</sup>	\$ 22,600	\$ 21,489	\$ 27,400	\$ 21,292	\$ 28,300	\$ 21,220	\$ 28,300	E&G	-	
SUU <sup>2</sup>	\$ 54,500	\$ 56,143	\$ 67,000	\$ 69,890	\$ 68,000	\$ 31,075	\$ 83,000	E&G	11,314	
Snow <sup>3</sup>	\$ 7,000	\$ 22,327	\$ 7,000	\$ 13,926	\$ 12,000	\$ 4,386	\$ 10,900	E&G	6,128	
DSU <sup>4</sup>	\$ 19,650	\$ 11,180	\$ 19,650	\$ 12,869	\$ 59,500	\$ 64,798	\$ 72,000	E&G, Discretionary	5,246	
UVU <sup>5</sup>	\$ 43,940	\$ 33,788	\$ 191,940	\$ 161,823	\$ 48,687	\$ 32,447	\$ 40,940	E&G, Discretionary, Donor	6,235	
SLCC <sup>6</sup>	\$ 48,100	\$ 26,414	\$ 36,100	\$ 9,584	\$ 20,000	\$ 20,000	\$ 20,000	Discretionary	-	

Board Policy R207 provides for institutional coverage of expenses for maintenance, repair, utilities, insurance, and domestic assistance serving institutional purposes. Policy requires annual reports for the previous year's actual expenses and the current year's budget, as summarized in the table above.

*Footnotes to this table contain explanations of significant budget variances and also institutional residence capital improvements which are not reflected in the O&M amounts in the table above.*

<sup>1</sup> *WSU amounts reflect housing allowance and institutional functions.*

<sup>2</sup> *SUU replaced carpet in the institutional residence and welcomed a new President in FY 2014. Due to the change in presidency, occupancy has decreased along with costs of general maintenance. The HVAC will be replaced in FY 2016.*

<sup>3</sup> *Snow College made improvements and needed repairs to the grounds and institutional residence over what was originally budgeted for in FY 2013 and FY 2014.*

<sup>4</sup> *DSU addressed deferred maintenance issues on the institutional residence and replaced carpet, tile, and paint in FY 2015. ADA access improvements will be made in FY 2016 in order to comply with campus property requirements.*

<sup>5</sup> *UVU remodeled and increased square footage of the institutional residence in FY 2014 as was approved by the Board of Regents.*

<sup>6</sup> *SLCC sold the institutional residence in FY 2014, therefore subsequent amounts reflect only housing allowance.*