



MEMORANDUM

TAB H

September 18, 2020

USHE - Annual Institutional Residences Expense Report

Utah Board of Higher Education Policy [R207, Institutional Residences for Colleges and Universities in the Utah System of Higher Education](#), requires USHE institutions to submit an annual report summarizing the actual and budgeted expenses, as approved by the institution's respective Board of Trustees, for institutional residences.

The Board has asked for an annual report summarizing the actual and budgeted expenses associated with institutional residences, including maintenance costs, custodial and domestic assistance, and insurance.

This report is used not only to inform the Board about institutional residence expenditures but also to help Boards of Trustees and institutions monitor and maintain appropriate internal controls, ensure that institutional residence budgets and expenses are reviewed and approved annually, and provide transparency regarding the facility's operation and maintenance costs.

The attached report summarizes the approved budget and expenditures for each institutional residence for the past three fiscal years. Footnotes have been added to describe:

- 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 information item only; no action is required.

Attachments:

Utah System of Higher Education
Institutional Residences Expense Report
FY 2018-2021

	2017-18		2018-19		2019-20		2020-21	Source of Funds	Square Footage
	Budget	Actual	Budget	Actual	Budget	Actual	Budget		
UofU	\$ 66,260	\$ 56,094	\$ 64,000	\$ 60,630	\$ 71,400	\$ 62,549	\$ 76,350	Discretionary	8,803
USU ¹	\$ 72,000	\$ 72,000	\$ 72,000	\$ 85,866	\$ 72,000	\$ 99,079	\$ 72,000	E&G	12,403
WSU ²	\$ 28,300	\$ 22,068	\$ 28,300	\$ 11,337	\$ 28,300	\$ 22,780	\$ 29,150	E&G	-
SUU ³	\$ 42,000	\$ 30,033	\$ 289,999	\$ 302,157	\$ 490,500	\$ 589,159	\$ 33,800	E&G, Discretionary	3,892
Snow ⁴	\$ 10,100	\$ 7,026	\$ 10,100	\$ 15,260	\$ 59,052	\$ 83,051	\$ 11,400	E&G, Discretionary	6,128
DSU ⁵	\$ 28,500	\$ 111,472	\$ 152,000	\$ 151,683	\$ 23,500	\$ 18,636	\$ 27,500	E&G, Auxiliary	5,246
UVU ^{2,6}	\$ 116,500	\$ 19,824	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	E&G	-
SLCC ²	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	\$ 21,300	Discretionary	-

Board Policy R207, *Institutional Residences for Colleges and Universities in the Utah System of Higher Education*, 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

¹USU - FY20 budget and actual difference was due to additional maintenance and repair.

²WSU, UVU (FY19 and forward), SLCC - amounts reflect housing allowance and institutional functions.

³SUU - remodel of newly purchased home during FY19 and FY20 with \$320,000 for construction and \$130,000 for landscaping using discretionary funds; remodel of current residence to Child & Family Development Center funded from private donations.

⁴Snow - FY20 budget and actual difference was due to major upgrades and remodel between presidents.

⁵DSU - remodel project was started in FY18 to replace the 24-year-old kitchen (original to construction) and simultaneously remodel the dining and living space to better accommodate group meetings and donor events. The remainder of this project will be completed in FY19. Remodeling project was funded by auxiliary reserves.

⁶UVU - May 2018 Board of Regents approved repurposing the institutional residence to an Alumni house effective 7/1/2018, with the new president to receive a housing allowance.

Technical Colleges do not have institutional residences nor do Presidents receive a housing allowance.