



# Western Oregon UNIVERSITY

November 16, 2016

**Memorandum**

To: Incidental Fee Committee

From: Darin E. Silbernagel   
Director of Business Services

Subject: 2017-2018 Incidental Fee Revenue Projection

This memo is to give a revenue projection for the 2017-2018 academic year based on what we know at this time. The calculation of the revenue for the term is based on the following formula. The head count times 92%, times the full time rate of \$274 plus Wellness at \$67 a term for a total of \$341. Head count is based on estimated fall term enrollment with an expected 6% drop in head count between fall and winter and winter and spring terms respectively.

Incidental Fee Projection  
Academic Year 2017-2018

<u>Term</u>	<u>Head Count</u>	<u>Regular Amount</u>	<u>Front Load Wellness Ctr.</u>	<u>With Wellness Ctr.</u>
Fall	4,852	\$1,223,092	\$325,084	\$1,548,176
Winter	4,561	1,149,737	305,587	1,455,324
Spring	4,287	<u>1,080,667</u>	<u>287,229</u>	<u>1,367,896</u>
Subtotal		3,453,496	917,900	4,371,396
Interest Revenue		<u>25,000</u>	<u>0</u>	<u>25,000</u>
Projected 2017-2018 Total Incidental Fee		3,478,496	917,900	4,396,396

The June 30, 2017 unencumbered reserve balance is projected at \$666,475 of which I am recommending you hold \$15,000 for utilities, \$100,000 to cover salary increases, student minimum wage, student stipends and OPE increases (16-18). This leaves \$551,475, which meets the minimum 10% recommended reserve. For each one dollar the fee is increased or decreased, you can expect an annual net change of \$12,604/ \$13,700.

If you have any questions, let me know and I will do my best to answer them.

DES:IFC2017-1.Doc

cc: Rex Fuller  
Eric Yahnke

**Director of Business Services**