

**2009 WSU Legislative Reporting Requirements**

**Prepared by the WSU Budget Office and WSU Government Relations**

**August 19 Draft**

WSU Requirement	Due Date	Bill No. & Sec.	Summary of Bill
<p>WSU should participate in a “system design” report for Washington that is due to the governor and the appropriate committees of the Legislature by Dec. 1, 2009.</p> <p><b>Contacts: *J Gardner, J. Sherman, L. Ganders</b></p>	<p>12.01.09</p>	<p>HB 1244:  <b>Legislative Operating Budget 09-11</b>             Sec. 612 (1)</p>	<p>The Higher Education Coordinating Board shall complete a system design planning project that defines how the current higher education delivery system can be shaped and expanded over the next ten years to best meet the needs of Washington citizens and businesses for high quality and accessible post-secondary education.</p>
<p>WSU should participate in a HEC Board tuition policy study makes recommendations for flexibility, accessibility, and differentiation among Washington’s various public baccalaureate tuition rates.</p> <p><b>Contacts: J. Sherman, J. King, L. Ganders</b></p>	<p>11.01.09</p>	<p>ESHB 2344:  <b>Tuition Bill</b>            Sec. 2</p>	<p>Examines policies that couple higher tuition with more financial aid, and differential tuition by mission, campus, credit hours, program, delivery method, etc.</p>

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<p>WSU must participate in a Higher Education Coordinating Board (HECB) work group to improve the effectiveness, efficiency, and quality of education relative to the use of technology.</p> <p><b>Contact: V. Murali</b></p>	12.1.09 & 12.1.10	HB 1946 <b>Carlyle Bill</b>	Reports are to recommend governance and funding models as well as accountability measures for information technology.
<p>All reports required by the Legislature must be submitted only in an electronic format. Reports must be submitted electronically to the chief clerk of the house of representatives and the secretary of the senate. All Annual and biennial reports to the governor shall be provided only in electronic format.</p>	Effective 7.26.09	ESHB 2327: <b>Reporting Elimination Bill</b>  Sec. 24	Eliminating or reducing the frequency of reports prepared by state agencies.
<p>WSU is required to file a quarterly report with OFM regarding Federal Stabilization Funds allocated by the Legislature for this biennium. Data includes specific projects or activities funded, and the number of jobs created or saved through the availability of the funds.</p> <p><b>Contacts: *M. Skinner, L. Ganders Budget Office</b></p>	At least quarterly.	State Stabilization Funds (American Renewal and Recovery Act Expenditures)	<b>Federal Education Stabilization Funds</b>  Recipients of federal stimulus funding will provide reports detailing their use of the funding.
<p>WSU is required to file a report with OFM regarding all federal stimulus funds, most notably research grants or projects awarded by federal agencies. Must include the specific projects or activities funded, and the number of jobs created or saved through the availability of the funds.</p> <p><b>Contacts: *H.Grimes, L. Ganders Office of Research &amp; Graduate School</b></p>	At least quarterly.	American Renewal and Recovery Act Expenditures other than state fiscal stabilization funds	Recipients of federal stimulus funding.

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<p>WSU is required to report to the higher education committees and the relevant fiscal committees of the legislature on its plans for achieving its enrollment requirements.</p> <p><b>Contacts: *J. King, J.Fraire, and C. Fulkerson Budget Office/Enrollment Mgmt/IR</b></p>	9.01.09	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec. 602 (3)</p>	WSU is expected to enroll and educate at least 22,250 full-time equivalent state-supported students per academic year.
<p>WSU College of Education shall develop a plan to increase the number of math and science teacher endorsements and certificates granted by the institution.</p> <p><b>Contacts: *J. Sherman, W. Bailey, P. Erdman, and M. Griswold Provost/COE/COS</b></p>	Annually beginning 10.30.09	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec. 601 (4)</p>	WSU College of Education shall report the plan to the governor, the relevant policy committees of the legislature, the higher education coordinating board (HECB) and the professional educator standards board (PESB).
<p>WSU shall report to higher education coordinating board progress towards developing and implementing outreach programs designed to increase awareness of higher education to K-12 populations.</p> <p><b>Contacts: *J. Sherman, M.Tate, and J. Fraire Enrollment Mgmt/Student Svc.</b></p>	Annually on Oct.1st	<p>HB 1694: <b>2009 Supplemental Operating Budget</b></p> <p>Sec. 604(13)</p>	<b>Baccalaureate Sector Report:</b> Public Institutions of higher education should make an effort to introduce students and inform students of post-secondary opportunities in Washington state.
<p>WSU shall report its progress and ongoing efforts toward meeting state accountability measures to the higher education coordinating board. The reporting period is prior to November 1, 2009.</p> <p><b>Contacts: *J. Sherman, L. Ganders, J. King, M. Skinner, and C. Fulkerson IR/Budget Office &amp; Others</b></p>	11.1.09	<p>HB 1694: <b>2009 Supplemental Operating Budget</b></p> <p>Sec. 604 (12)</p>	The higher education coordinating board, the office of financial management, and the higher education institutions negotiated a set of accountability measures.

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<p><b>The WSU Small Business Development Center system shall provide a written progress report and a final report to the appropriate committees of the legislature.</b> The report must deal with requirements to integrate, target, coordinate and tailor its services, and the amount and use of funding received through a new business assistance account. The SBDC is directed to report on its application to the U.S. Small Business Administration for a special emphasis initiative to target assistance to the state's smaller businesses.</p> <p><b>Contacts: *L. Ganders, B. Rogers SBDC/ Govt. Relations</b></p>	<p>12.1.09 and 12.1.10</p>	<p>SSB 5723: <b>Small Business Assistance</b> Sec. 1 (6)</p>	<p>The SBDC will work with specified state and local economic and workforce development organizations to integrate, target, coordinate, and tailor its services and to establish and expand satellite offices when financially feasible. The SBDC is directed to request approval from the U.S. Small Business Administration for a special emphasis initiative to target assistance to the state's smaller businesses.</p>
<p><b>WSU shall report to the relevant policy and fiscal committees of the legislature, demonstrating how it has modified financial aid during the current academic year to provide additional assistance.</b></p> <p><b>Contacts: *M. Skinner Budget Office</b></p>	<p>12.1.09 and 12.1.10</p>	<p>HB 1244: <b>Legislative Operating Budget 09-11</b>  Sec. 603 (9)</p>	<p>Each governing board shall assure that at least one-seventh of the additional tuition revenue that would otherwise be collected as a result of resident undergraduate tuition increases in excess of seven percent per year is used to provide additional financial aid to resident undergrad students.</p>

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<p><b>W.S.U. extension energy program shall provide a report to the governor and appropriate legislative committees on its grant program for community-wide residential upgrades as well as commercial energy efficiency programs.</b> The report should include the number of grants awarded; number of jobs created or maintained; number and type of individuals trained through workforce training and apprentice programs; number of veterans, members of the national guard, and individuals of low-income and disadvantaged populations employed by pilot programs; and amount of funding provided through the grants.</p> <p><b>Contacts: *L. Ganders, J. Fey, J. King, D. Bernardo Energy Program/Others</b></p>	<p>12.1.09 and 12.1.10</p>	<p>E2SSB 5649: <b>Federal Stimulus for Energy Efficiency Buildings</b> Sec. 102(5)(a) and (b)</p>	<p>WSU Energy Program will implement grants for pilot programs that provide community-wide residential and commercial energy efficiency upgrades.</p>
<p><b>WSU shall revise its proposed performance agreement.</b> If adopted, it must report progress toward its performance targets during the preceding academic year to the state performance agreement committee.</p> <p><b>Contacts: *L. Ganders, *J. Sherman, M. Skinner, J. King, C. Fulkerson IR/Budget Office/Others</b></p>	<p>Prior to 11.1.10</p>	<p>HB 1244: <b>Legislative Operating Budget 09-11</b>  Sec. 601 (5)</p>	<p>Each public four-year institution of higher education shall develop performance agreements for the period September 1, 2009, through June 30, 2015. It includes student enrollment levels by campus, degree production, high-demand degree production, retention, efficiency to degree and capital investment required.</p>

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<p><b>Agencies are required to submit a report to the legislature and the office of financial management on voluntary retirement, separation, and/or downshifting incentive programs.</b> The report should include information on the details of the program including resulting service delivery changes, agency efficiencies, the cost of the incentive per participant, the total cost to the state, and the projected or actual net dollar savings over the 2009-11 biennium.</p> <p><b>Contacts: *M. Skinner, T. Elliot-Cheslek, L. Ganders, &amp; R. Heath HRS/Budget Office</b></p>	6.30.11	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec 912</p>	<p>Agencies may implement a voluntary retirement, separation, and/or downshifting incentive program that is cost neutral or results in cost savings over a two year period following the commencement of the program, provided that such a program is approved by the director of financial management.</p>
<p><b>Institutions of higher education shall report personnel data to the State.</b> Annual contract amounts, number of contract months, and funding sources shall be consistently reported for employees under contract.</p> <p><b>Contacts: *R. Grunewald, C. Fulkerson, T. Elliot-Cheslek HRS/Budget Office/IR</b></p>	None specified	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec 601 (2)</p>	<p>Uniform higher education reporting procedures shall be established by the dept. of personnel for use by the reporting institutions.</p>
<p><b>Institutions of higher education receiving state and federal appropriations shall allot anticipated state, federal, and tuition expenditures by budget program and fiscal year.</b></p> <p><b>Contacts: *M. Skinner, *P. Beeson, J. King Budget Office</b></p>	Due dates made annually by OFM	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec 601 (6)</p>	<p>In an effort to facilitate transparency and compliance with the American Recovery Act and Reinvestment Act.</p>

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<p>Washington State University shall notify the office of financial management of the number of full-time student equivalent enrollments budgeted for each of their campuses.</p> <p><b>Contacts: *J. King, J. Fraire- Enrollment Mgmt./Budget Office</b></p>	None specified	<p>HB 1244: <b>Legislative Operating Budget 09-11</b></p> <p>Sec 602(4)</p>	For purposes of monitoring and reporting statewide enrollment.
<p>The university shall provide data to the office of financial management regarding math and science enrollments, graduations, and the employment of college graduates related to state investments in math and science programs.</p> <p><b>Contacts: *J. Sherman, C. Fulkerson, L. James IR/Others</b></p>	None specified	<p>ESHB 1694: <b>2009 Supplemental Operating Budget</b></p> <p>Sec. 604(2)</p>	Data must be collected by OFM regarding math and science programs.
<p>The WSU student support services program shall report annually to the office of financial management and the appropriate policy and fiscal committees of the legislature on the retention and completion rates of students served through expansion of the TRIO program. Retention rates shall continue to exceed 85 percent for TRIO students in this program.</p> <p><b>Contacts: *J. Sherman, M. Tate Student Svc./ Provost Office</b></p>	None specified	<p>ESHB 1694: <b>2009 Supplemental Operating Budget</b></p> <p>Sec. 604(5)</p>	Funding was provided to expand the number of TRIO eligible students served in the student support services program at Washington State University by 250 students each year.

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<p>The department of general administration must collect the data from WSU and other four-year institutions for each project covered by new apprenticeship utilization requirements. For contracts advertised for bid on or after January 1, 2010, the apprenticeship utilization provisions may apply.</p> <p><b>Contacts: *D. Carlson, G. Royer, G. Schlatter Capital Planning &amp; Dev/Budget Office</b></p>	None specified	<p>ESSB 5873: <b>Apprenticeship Bill</b> Sec 1(d) &amp; 5(a)</p>	<p>Public works contracts awarded by state four-year institutions of higher education are subject to apprentice utilization provisions. The apprentice utilization requirements are phased in over a three-year period.</p>
<p>WSU is required to provide progress reports on the pre-design of capital projects in excess of \$5 million. Reports will be submitted in a format to be developed by the office of financial management. The pre-design document shall include but not be limited to program, site, and cost analysis in accordance with the pre-design manual adopted by the office of financial management.</p> <p><b>Contacts: *D. Carlson, G. Royer, G. Schlatter Capital Planning &amp; Dev/Budget Office</b></p>	Annually on: July 1 and Dec 31	<p>ESHB 1216: <b>House-Senate Compromise Capital Construction Budget</b> Sec 6002</p>	<p>Capital appropriations in the capital budget in excess of \$5,000,000 shall not be expended or encumbered until the office of financial management has reviewed and approved the agency's pre-design. The reports are intended to expedite approval.</p>
<p>The WSU Board of Regents is required to provide data regarding the percentage of students receiving financial aid, the sources of aid, and the percentage of total costs of attendance paid for by aid.</p> <p><b>Contacts: *M. Skinner, * J. King, C. Hoyt, C. Flores Financial Aid/Budget Office</b></p>	Prior to reducing or increasing tuition for each academic year	<p>SSB 5734: <b>Graduate and Non-Resident Student Tuition</b> Sec 1(3)(b)</p>	<p>The governing boards shall consult with existing student associations or organizations with student undergraduate and graduate representatives regarding the impacts of potential tuition increases.</p>

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<p><b>Each state agency shall report data on the number of classified and exempt employees in the agency and the change compared to the previous report.</b> There are also requirements for the number of bonuses and performance-based incentives awarded to agency staff and the base wages of such employees; and (iii) The cost of each bonus or incentive awarded.</p> <p><b>Contacts: *R. Grunewald, T.Elliot-Cheslek HRS/Budget Office</b></p>	Annually (no date provided)	ESHB 2049: <b>Personnel Practices in Employment</b> Sec 2(4)	The Department of Personnel shall collect data and report annually to the Governor, appropriate committees of the Legislature, and the public via posting on the Department's website.
<p><b>State agencies, including institutions of higher education, shall allot and report full-time equivalent staff for capital projects in a manner comparable to staff reporting for operating expenditures.</b></p> <p><b>Contacts: *D. Carlson, G. Royer Budget Office</b></p>	Due dates made annually by OFM	ESHB 1216: <b>House-Senate Compromise Capital Construction Budget</b> Sec 6006	The 2009-11 State Capital Budget authorizes \$3 billion in new capital projects, of which \$1.8 billion are financed with new state general obligation bonds.
<b>REPORTING REQUIREMENT REPEALED:</b>			
<p><b>NO WSU REQUIREMENT</b></p> <p><b>Contacts: V. Murray, T. Ryan Facilities</b></p>	Annually on: 09. 01	ESHB 2327: <b>Reporting Elimination Bill</b> Sec 3 (5)	Repealed: Agencies shall submit their annual maintenance summary reports to the office of financial management by September 1 each year.

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<b>GREENHOUSE GAS BILL INFORMATION:</b>			
<p><b>All state agencies shall report estimates of greenhouse gas emissions, including 2009 levels of emissions, and projected emissions through 2035.</b> Agencies shall derive emissions estimates using an emissions calculator provided by the department of Ecology.</p> <p><b>Contacts: *L. Ganders, G. Royer, V. Murray, and T. Ryan- Facilities/Others</b></p>	6.30.10	E2SSB 5560: <b>Greenhouse Gas Limits</b> Sec. 2(2)(a)	All state agencies must meet the statewide Greenhouse Gas (GHG) emission limits and reduce emissions as follows: by July 1, 2020, to 15% below 2005 levels; by 2035, to 37% below 2005 levels; by 2050, to the greater of 57.5% below 2005 levels or 70% below expected state government emissions that year.
<p>Each state agency shall submit to the Department Ecology, a strategy to meet the statewide GHG emission limits. The strategy must address employee travel activities, teleconferencing alternatives, and include existing and proposed actions, a timeline for reductions, and recommendations for budgetary and other incentives to reduce emissions, especially from employee business travel.</p> <p><b>Contacts: *L. Ganders, G. Royer, V. Murray, and T. Ryan- Facilities/Others</b></p>	6.30.11	E2SSB 5560: <b>Greenhouse Gas Limits</b> Sec. 2(3)	All state agencies must meet the statewide GHG emission limits and reduce emissions as follows: by July 1, 2020, to 15% below 2005 levels; by 2035, to 37% below 2005 levels; by 2050, to the greater of 57.5% below 2005 levels or 70% below expected state government emissions that year.
<p>State agencies must report annually on the progress made to achieve these goals: (1) Phase in fuel economy standards for motor pools and leased vehicles to achieve an average fuel economy standard of thirty-six miles per gallon for passenger vehicle fleets by 2015; (2) Achieve an average fuel economy of forty miles per gallon for light duty passenger vehicles purchased after June 15, 2010; and (3) Achieve an average fuel economy standard of twenty-seven miles per gallon for light duty vans and sport utility vehicles purchased after June 15, 2010.</p> <p><b>Contacts: *L. Ganders, G. Royer, V. Murray, and T. Ryan- Facilities/Others</b></p>	Annually beginning 10.31.11	E2SSB 5560: <b>Greenhouse Gas Limits</b> Sec 6 (3)	All state agencies must meet the statewide GHG emission limits and reduce emissions as follows: by July 1, 2020, to 15% below 2005 levels; by 2035, to 37% below 2005 levels; by 2050, to the greater of 57.5% below 2005 levels or 70% below expected state government emissions that year.

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<p>Each state agency shall report to the Department of Ecology, the actions taken to meet the emission reduction targets under the strategy for the preceding fiscal biennium.</p> <p><b>Contacts: *L. Ganders, G. Royer, V. Murray, and T. Ryan- Facilities/Others</b></p>	<p>Oct 1 of even-numbered years beginning 10.1.12</p>	<p>E2SSB 5560: <b>Greenhouse Gas Limits</b> Sec 2 (4)</p>	<p>All state agencies must meet the statewide GHG emission limits and reduce emissions as follows: by July 1, 2020, to 15% below 2005 levels; by 2035, to 37% below 2005 levels; by 2050, to the greater of 57.5% below 2005 levels or 70% below expected state government emissions that year.</p>