

# Annual Report

## Academic Year '14 – '15



**UNIVERSITY OF CALIFORNIA,  
WASHINGTON CENTER**

1608 Rhode Island Ave., NW • Washington, DC

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## Introduction

Twenty-five years ago in Fall 1990, the University of California launched its first experiential learning term in Washington, DC. Back then, students lived in a residential hotel in Arlington, VA and commuted across the Potomac River to internships throughout the District of Columbia. Then, at night they met for classes in a small rented conference room in a DC office building. What started with a handful of students has since grown to over a thousand students a year participating in the system-wide experiential learning program of the University of California, Washington Center (UCDC). Indeed, next year is the fifteenth anniversary of the opening of the UC Washington Center facility at 1608 Rhode Island Ave, NW. This program is the premier and by far the largest non-DC university experiential learning program in the nation's capital. The pages that follow describe the activities of the UC Washington Center over the last fiscal year with particular attention to its governance structure, details about its operational units (academic, residential, student services, facilities, parking, tech, research leases, and events), finances and most importantly the students that come from throughout the UC system to work and study in Washington, D.C.



California Plinth, National World War II Memorial on the National Mall

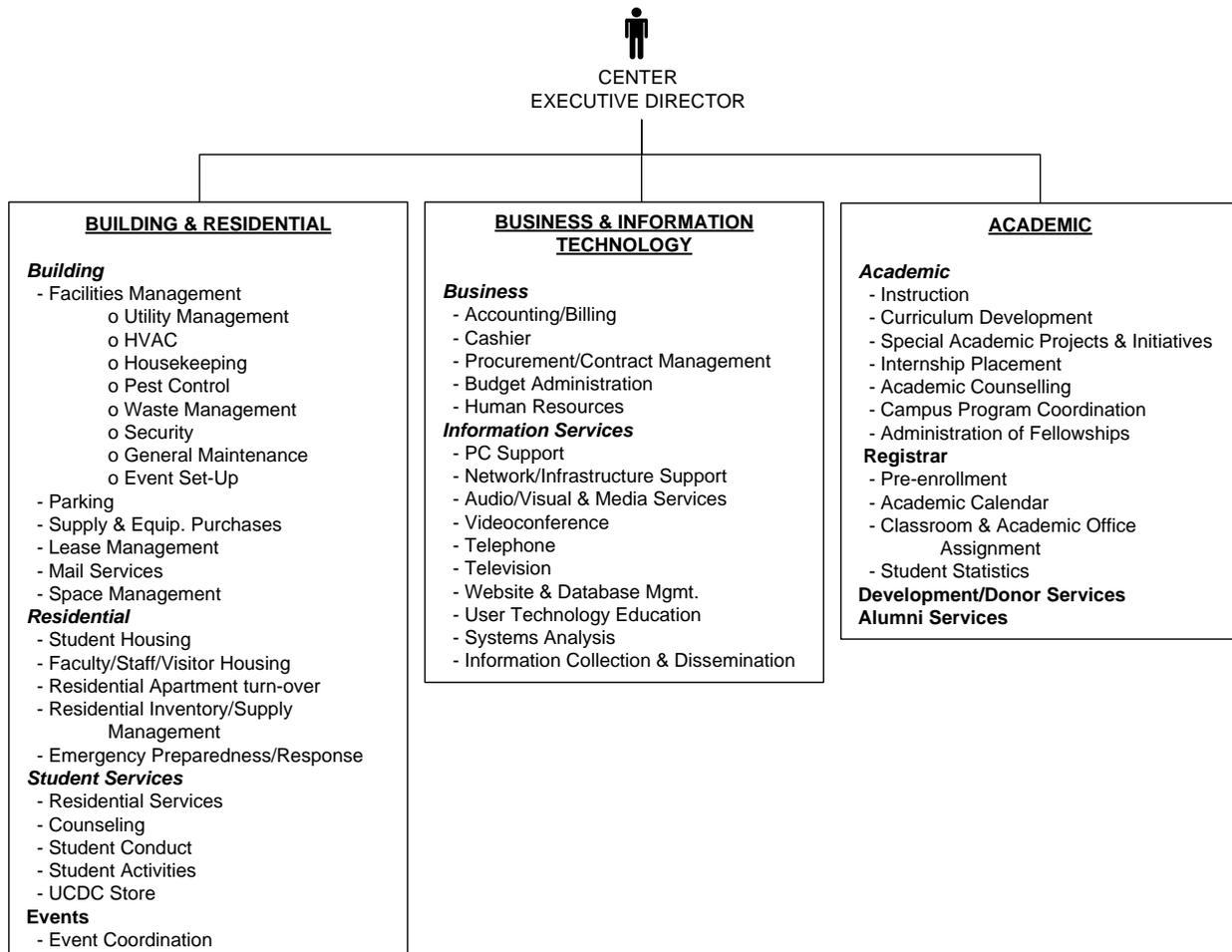
*“UCDC is everything that it is touted up to be and more. The experience and readiness for future academic and career endeavors that the students leave with is unmatched by any other program.”*

Testimonial from a Spring '15 Quarter UCDC Student

## Governance and Operational Structure

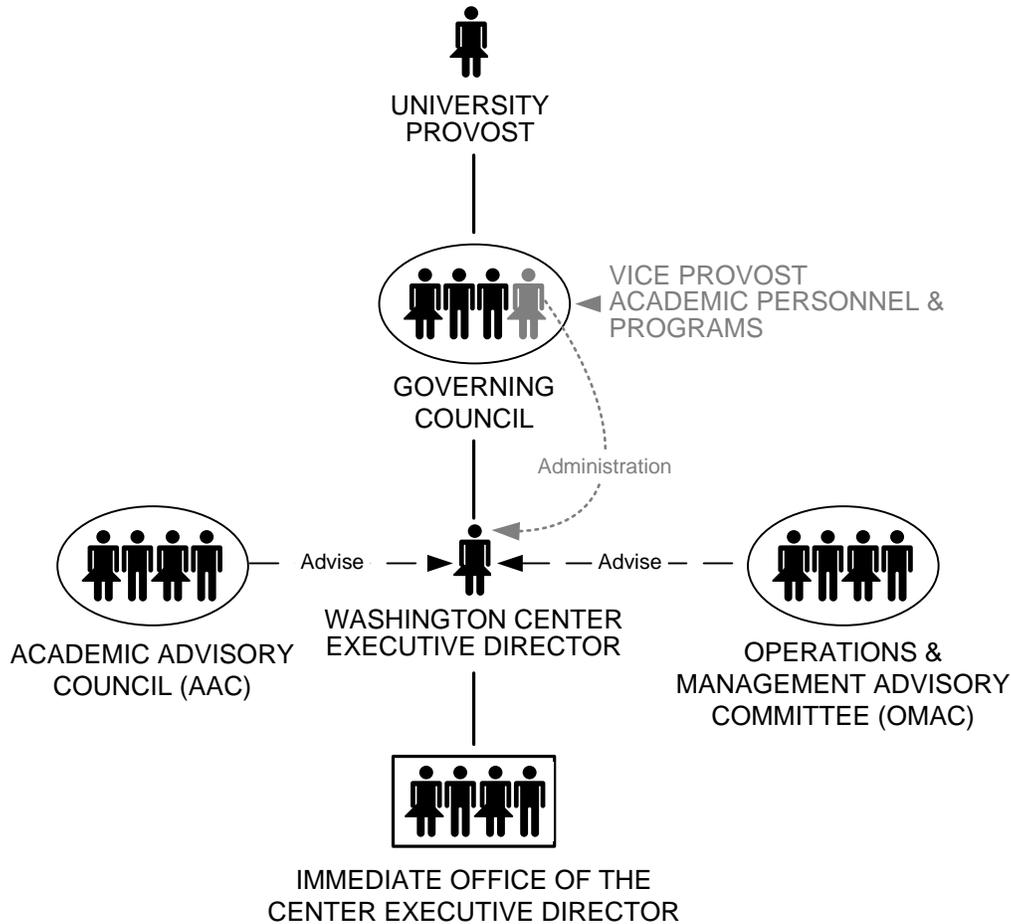
The University of California has had an experiential learning program in Washington, DC since 1990. This initially consisted of individual academic programs of the University of California. In 2001, a new 11-story facility opened at 1608 Rhode Island Avenue, NW to house the University’s academic programs, Office of Federal Governmental Relations, and some of its Washington, DC-based research units. The facility also provides classroom space and housing for students and faculty. In 2010, the nine individual DC-based campus academic programs began the process of consolidating into one system-wide academic program at the UC Washington Center (UCDC). Concurrently, the financial structure of the UC Washington Center was updated to reflect the new reality of this principally self-funded operation.

The core services of UCDC are organized under the Executive Director and provided to the various constituencies (academic, research, students & faculty, governmental relations and visitors) by the Executive Director’s Immediate Office. These services include academics, events, building management, residential, parking, business, information technology, alumni relations, and other functions.



Organization of Services Provided by UCDC

The UC Washington Center is a unit organized under the Department of Academic Personnel & Programs (APP) within the University of California Office of the President's (UCOP) Division of Academic Affairs. Like the rest of UCOP the Center's financial transactions are processed through UCLA Corporate Financial Services. Governance of the Washington Center is provided by a Governing Committee of senior UC management and representatives of the system-wide Academic Senate appointed by the University Provost. Two other advisory boards assist the Executive Director in establishing Center policy and serve as a knowledge resource for the wide variety of issues that confront the Center. These boards are the Academic Advisory Council (AAC) and Operations & Management Advisory Committee (OMAC).

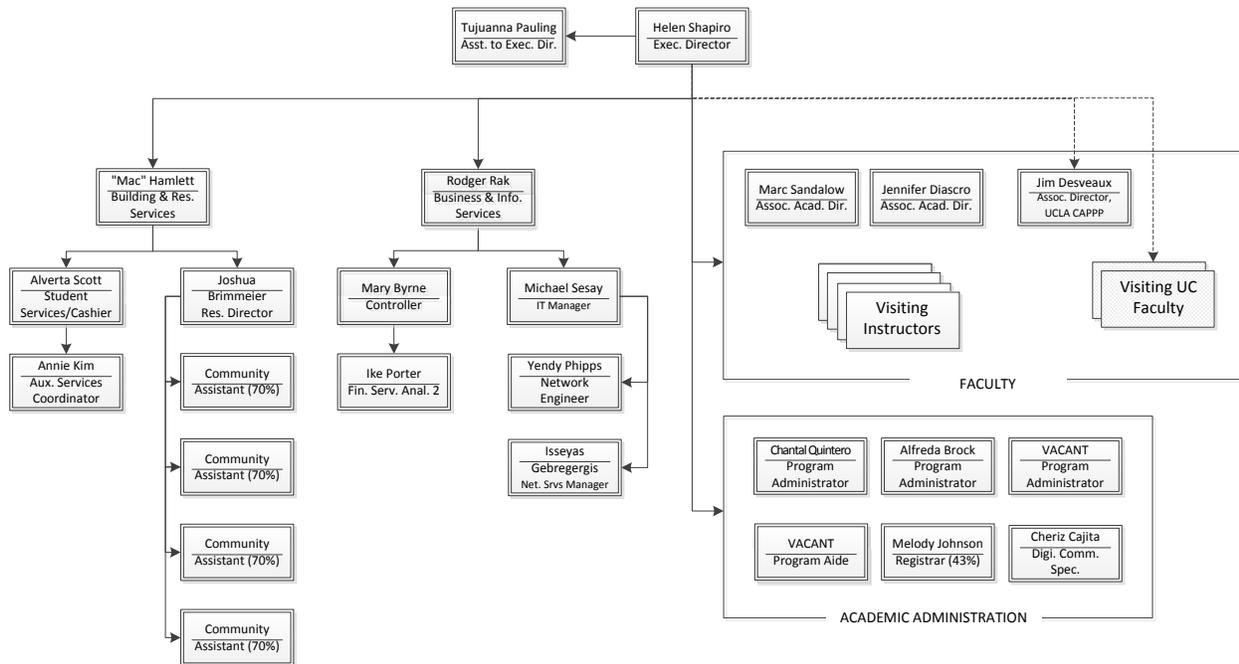


Governing Council of the UC Washington Center – The membership of this council includes senior UC management and representatives of the system-wide Academic Senate. They are appointed by the University Provost with input from the various stakeholders. The Vice Provost of Academic Personnel & Programs is a member of the Governing Council and serves as the administrative link and advocate of the program to the UC Office of the President. The Governing Council selects the Executive Director, authorizes the Washington Center's annual operating budget and provides oversight of the Washington Center's overall operations.

Academic Advisory Council (AAC) – The AAC approves UCDC courses and visiting instructors and also advises the Executive Director on aspects of academic policy that have Center-wide ramification. AAC members also serve as advocates on campus for the system-wide academic program. Its membership includes one faculty representative from each of the undergraduate campuses, faculty-at-large

members and a representative from UCOP Academic Affairs. Members of this committee are nominated by the campus Executive Vice Chancellors/Provost and appointed by the University Provost. The Provost also appoints one of the faculty members as committee chair to lead the meetings and develop meeting agendas in conjunction with the Executive Director. The Chair serves on the Governing Council as liaison from the AAC.

Operations & Management Advisory Committee (OMAC) – The OMAC advises the Executive Director on aspects of operational or management policy that have Center-wide ramifications. This committee consists of representatives from major non-academic stakeholders in the Center. The membership of this committee is drawn from the campuses and UCOP and represents a wide range of specialties. Members are appointed by the University Provost. The Provost also appoints one of the members as committee chairman to lead the meetings and develop meeting agendas in conjunction with the Executive Director.



Organization Chart for the Immediate Office of the Executive Director (Fall 2015)

## **Academic**

UCDC is a system-wide academic program providing experiential learning opportunities in Washington, DC, for UC students from all nine undergraduate campuses. The system-wide program was formed in August 2010 when the academic programs of Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, San Diego, Santa Barbara, and Santa Cruz were consolidated under the Executive Director of the UC Washington Center. As a system-wide program, UCDC is responsible for the developing and delivering curriculum, attracting visiting faculty, and cultivating internship opportunities for students. UCDC recruits visiting faculty from among interested UC faculty, and visiting instructors from among professional practitioners in the Washington D.C. area. Each campus has responsibility for recruiting and selecting students.

The planning for course offerings is coordinated through the UCDC Office of the Registrar. UCDC students participate in an internship and an appropriate combination of a core research seminar and electives. There are two types of research seminars at UCDC, general and thematic. General research seminars provide an introduction to the basics of academic research and require students to produce a lengthy research paper on a topic of their choosing. Because campuses vary in their pedagogical requirements, core seminars are designed to accommodate the needs of all students. Thematic seminars focus on specific topics such as the Congress or Politics & Media and are designed to complement internship placements as well as to immerse students in a topic relevant to their Washington experience. Students are usually required to complete several analytical writing assignments. Elective course topics are selected and designed to take full advantage of Washington's many unique resources and opportunities.

In academic year '14 – '15 a total of 577 UC undergraduate students participated in the UCDC academic year program. Also, UCDC partners with other undergraduate universities to expand the course offerings available to UCDC students, particularly semester students. This last academic year, UCDC hosted an additional 152 students from partner schools that included Carnegie Mellon University, University of Michigan, Notre Dame University, University of Pennsylvania, University of San Francisco, and University of Sydney.

### *Summer Session*

Since 2012, UCDC has offered summer curriculum for students interested in earning academic credit. Any UC student enrolled in at least two quarter (or 1.3 semester) units of academic summer coursework at UCDC and interning a minimum of 24 hours a week for ten weeks is eligible to apply. During the 2014 summer term, UCDC offered three academic courses including *Museums Studies*, *Foreign Policy in the Middle East* and *Science Policy*. UCDC had 61 students participating in the Summer Session this year. Many students participated in one or more elective courses and a for-credit internship bringing the total enrollments to 118. Also, UCDC awarded 11 UC students with UCDC Summer Public Service Fellowships, which recognize academic excellence and service accomplishments and provide some financial assistance for the summer. Summer '14 marked the entry of a new summer term academic partner, Purdue University.

### *Funding the Academic Program*

The UCDC academic program is funded by a transfer of Tuition and Student Services Fees (less a deduction of approximately a third from these funds for Return to Financial Aid) from each participating UC campus. The campus contributions are based on each campus's student participation

in the UCDC program (see table below).

At the start of the fiscal year, UCOP transfers an amount equal to the total participation fees to UCDC. Campuses are then charged by the UCOP Budget Office for their share of these fees. UCDC also annually receives approximately \$60K in tuition buyout (19900) funds as of FY '13-'14.

Additionally, in Summer '12, UCDC entered into a revenue sharing agreement with UCLA Summer Sessions. UCDC receives approximately 52% of tuition fees paid to UCLA by students participating in the UCDC summer session.

In addition to unit operating expenses, the academic unit pays a share of Building Management, Security System & Security, Utilities and Technology expenses. In FY '14-'15 this amounted to approximately 32% of academic program expenditures. These expenses are allocated to the academic program through the Facilities Matrix Recharge. Utilities and a portion of the Building Management expense is presently funded by an allocation from the UC Office of the President.

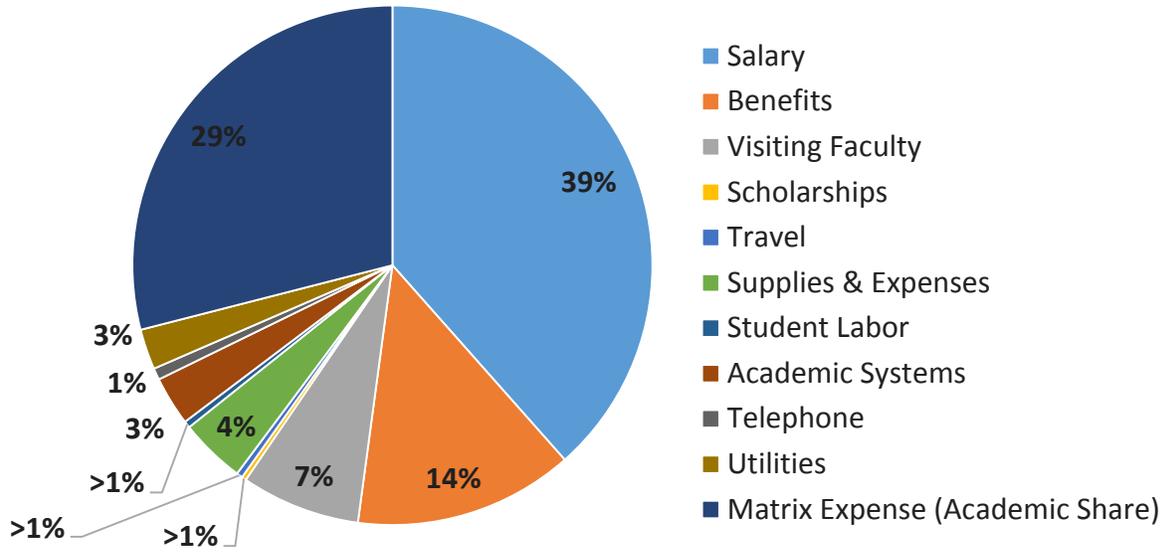
	Commitments				Actual			
	Fall	Winter	Spring	Total	Fall	Winter	Spring	Total
<b>UC Academic</b>								
Berkeley	26		26	52	28		17	45
Davis	25	22	25	72	22	23	25	70
Irvine	23	20	23	66	24	25	22	71
Los Angeles	30	27	30	87	27	27	28	82
Merced	8		4	12	8		4	12
Riverside	20	17	20	57	21	13	19	53
San Diego	27	24	27	78	26	19	23	68
Santa Barbara	31	28	31	90	33	21	27	81
Santa Cruz	22	19	22	63	22	19	21	62
<b>TOTAL</b>	<b>212</b>	<b>157</b>	<b>208</b>	<b>577</b>	<b>211</b>	<b>147</b>	<b>186</b>	<b>544</b>
<b>Other Academic</b>								
Carnegie Mellon Univ.	10		10	20	10		10	20
Notre Dame Univ.	16		16	32	10		16	26
Univ. of Michigan	20		24	44	21		24	45
Univ. of Pennsylvania	12		12	24	10		12	22
Univ. of San Francisco	6		6	12	8		11	19
University of Sydney <sup>1</sup>		20		20		20		20
<b>QUARTER</b>	<b>178</b>	<b>177</b>	<b>178</b>	<b>533</b>	<b>175</b>	<b>167</b>	<b>165</b>	<b>507</b>
<b>SEMESTER</b>	<b>98</b>	<b>0</b>	<b>98</b>	<b>196</b>	<b>95</b>	<b>0</b>	<b>94</b>	<b>189</b>
<b>GRAND TOTAL</b>	<b>276</b>	<b>177</b>	<b>276</b>	<b>729</b>	<b>270</b>	<b>167</b>	<b>259</b>	<b>696</b>

<sup>1</sup> UC campus winter quarter commitments adjusted to accommodate participation by University of Sydney

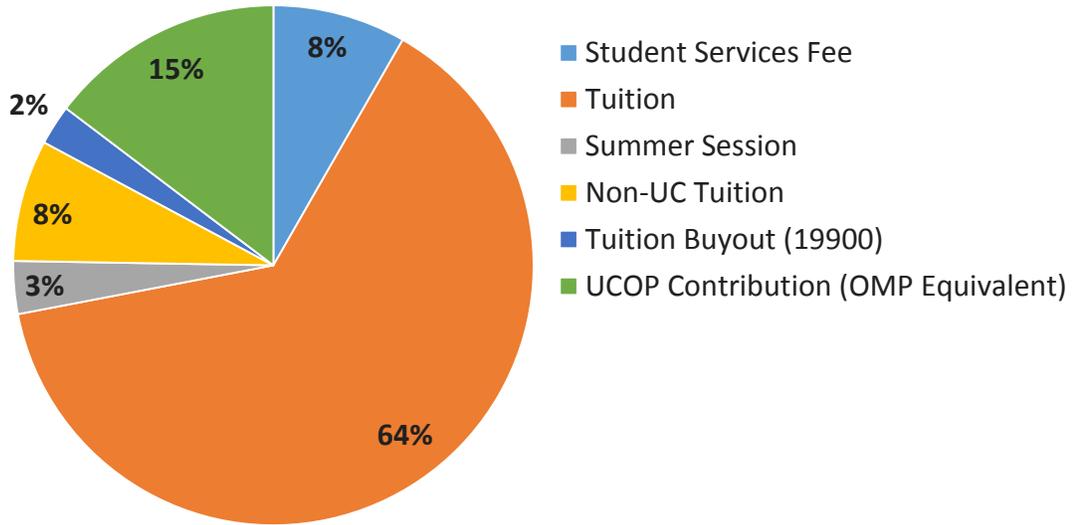
Commitments & Participation by Campus for Academic Year '14-'15

Distribution of Academic Budget - FY '14-'15

Expenditures



Appropriations & Revenues



## Registrar

The Registrar of the UC Washington Center works closely with the Executive Director to create and oversee the quarter and semester elective course matrix for each term as well as the themed and general research seminars. The Registrar serves as faculty liaison and is responsible for creating and updating a Faculty Resource Guide; providing an initial faculty orientation to the UCDC academic program; procuring textbooks and/or readers for the reserve library; assisting with appointments and serving as a point of contact for faculty throughout each academic term. In addition, the Registrar ensures campus sponsorship of electives; reconciles student elective registration; assists with coordination of reporting of grades; assigns classrooms; generates pre-enrollment reports and course rosters; administers “GoSignMeUp” (UCDC’s pre-enrollment on-line system); develops an annual academic calendar with campus programs and UCDC operational units; oversees end-of-term course evaluations; gathers statistical information and prepares an annual report. The Registrar creates, revises, updates and uploads course information in the Academic section of the [www.ucdc.edu](http://www.ucdc.edu) website. In addition, the Registrar assumes responsibility for working directly with UCLA Extension to set up and oversee the ongoing winter academic program with The United States Study Centre at the University of Sydney, and acts as primary liaison/point of contact with the director of the program.



Researching a paper at the Library of Congress

In the academic year 2014-15, the Center offered a total of 21 quarter and semester track electives in a variety of disciplines including political science, international relations, economics, communications, arts and humanities, history and social science. Through the semester course track, semester students may enroll and earn credit in electives offered by the academic programs of Berkeley, Merced, University of Michigan, Notre Dame, University of Pennsylvania and University of San Francisco. Semester based students had an opportunity to choose from six electives in the fall term and nine electives in the spring term. Quarter system students chose from five electives in fall '14, six in winter '15 and five in spring '15. The total quarter elective participation was 55% for fall '14, 61% for winter '15 and 48% for spring '15.

The fall '14 academic term offered nine research seminars – four un-themed and five themed. Topics included Congress, Media, U.S. Supreme Court, International Policy, and Washington Focus. Forty percent of students enrolled in un-themed; 60 % enrolled in themed. In the winter '15 academic term ten research seminars were offered – seven themed and three un-themed. Topics included Congress, Media, U.S. Supreme Court, International Policy, Art and Washington Focus. Fifteen percent enrolled in un-themed; 85 % enrolled in themed. In spring quarter '15, seven research seminars were offered – two un-themed and five themed. Topics included Congress, Media, U.S. Supreme Court, International Policy and Washington Focus. Eleven % enrolled in un-themed; 89 % enrolled in themed.

The Center hosted 15 instructors from within the Washington community. They not only taught electives, seminars or workshops but also were encouraged to participate in Center forums and other special events.

Instructor	Elective	UC	PhD	Discipline
<b>Fall 2014</b>				
<b>Quarter</b>				
Jessica Dawson	Politics of Museums	<input type="checkbox"/>	<input type="checkbox"/>	Political Science
Juliet Eilperin	Green Politics	<input type="checkbox"/>	<input type="checkbox"/>	Political Science/Environmental Studies
Christopher Preble	U.S. Foreign Policy		•	International Relations/Political Science
Joel Swerdlow	Beyond War and Peace		•	Political Science
Melissa Schwartz	Strategic Communication			Communication
<b>Semester</b>				
Ken Goldstein	Campaigns and Elections		•	Political Science
Genevieve Lester	Spies: The Politics of Intelligence		•	Political Science
<b>Winter 2015</b>				
<b>Quarter</b>				
Leila Austin	U.S. Foreign Policy and the World	<input type="checkbox"/>	•	International Relations/Political Science
Charles Evered	Theater and Film in D.C.	•	•	Theater Arts/Political Science
Jeffrey Haydu	Food Advocacy and Policy Making	•	•	Sociology
Steve Mufson	Energy: Powering the Economy	<input type="checkbox"/>	<input type="checkbox"/>	Environmental St/Political Science
Jeffrey Morley	The CIA: 1947 to present	<input type="checkbox"/>	<input type="checkbox"/>	History/Political Science
Roger Reynolds	Art in Our Capital	•	•	Music
<b>Semester</b>				
Ken Goldstein	Campaigns and Elections		•	Political Science
Marc Goldwein	Fiscal Policy Making in the U.S.		<input type="checkbox"/>	Economics/Political Science
<b>Spring 2015</b>				
<b>Quarter</b>				
Ahmad Atif Ahmad	Mind of Egypt	•	•	Religious Studies/Political Science
Michael Cohen	Electoral Politics: Elections/Media/Strategy	<input type="checkbox"/>	•	Communication/Political Science
James Desveaux	Bureaucracy and Public Management	•	•	Political Science
Sally McKee	Collecting Ourselves and Others	•	•	History
Christopher Preble	U.S. Foreign Policy		•	International Relations/Political Science

UCDC Elective Courses – AY '14-'15

## Center Forums

The Center Forums series brings accomplished professionals, politicians, scholars, journalists, artists, scientists, and even Supreme Court Justices to UCDC each week for an informal Q&A with students.

Attendance averaged over 100 students for the 21 forums held in 2014-2015. The roster of high profile speakers included: Ruth Bader Ginsburg, Associate Supreme Court Justice; Tom Ridge, former Secretary of Homeland Security; Jane Harman, President Wilson Center; Raj De, General Counsel, National Security Agency; Abderrahim Foukara, Washington Bureau Chief Al Jazeera; Catherine Novelli, Undersecretary of State; Amy Walter, Cook Political Report; Ashley Spillane, President Rock the Vote; Jose Magana-Salgado, Immigrant Legal Resource Center; Leonard Bailey, Cybercrimes Division Department of Justice; Thea Lee, AFL-CIO; Steve Scully, C-SPAN; Maxwell John Love, President U.S. Students Association; Zac Coile, Director of Communications for Senator Barbara Boxer; John Woodland, Central Intelligence Agency; Kevin Nealer, Scowcroft Group; Andrea Senteno, MALDEF; John Lawrence, former Chief of Staff to Speaker Nancy Pelosi; Hope Hall, Obama Videographer; Julia Sweig, Cuba scholar; and Mike Canning, "Hollywood on the Potomac" author.

Among those who have agreed to speak in Fall 2015 are Elena Kagan, Associate Supreme Court Justice; Ann Ravel, Chairman of the Federal Elections Commission; Anita Dunn, former White House Communications Director; John Sampson, director of government relations for Microsoft; and Anne Gearan, Washington Post.

Speakers, in addition to discussing topics related to their expertise, typically describe their progression from college undergraduate to their current position and offer advice to students interested in pursuing their field.



Supreme Court Justice Ruth Bader Ginsburg talks with Jess Bravin

## UCDC Website

UCDC's updated website ([www.ucdc.edu](http://www.ucdc.edu)) went online in 2012-2013, the first overhaul of the Center's Internet presence since the building opened in 2001. The website includes hundreds of up-to-date pages of information for students, prospective students, parents, faculty, administrators, internship sponsors, event planners, and alumni. Academic calendars, class schedules, contact information for faculty, course materials, descriptions of the program, links to campuses, activity sign-ups, a housing handbook, advice on finding internships, arriving in Washington and local restaurants can all be found on the website. The site contains profiles of successful students and announcements of achievement by faculty and staff. The site also serves as a vehicle to quickly disseminate information on Washington events or incidents in the building.



Photo of the Week from February, 2015

page and in other UCDC materials (including this report).

Students are able to register for courses on-line, which allows the Center to control class size and generate rosters. Starting in April 2014, students have been able to enter personal information directly into UCDC's Student Information System when they apply, eliminating duplication and streamlining the previous campus-by-campus process. Alumni can connect with other Washington-area UC graduates. The web site also allows event planners to see the layout of the center's meeting rooms and check on availability.

The site is updated regularly. Weekly "web" meetings provide a forum for anyone who wants to contribute. Information on upcoming forums and Washington programs keep the page fresh. A "Photo of the Week" contest elicits hundreds of student photo submissions, many of which are prominently featured on the web

## Washington Crash Course

UCDC provides training the first week of students' arrival to orient them for their first days on the job, position them to take full advantage of their internships, and give them a crash course on Washington politics and policy. The training is conducted by Associate Academic Director Marc Sandalow and is drawn from the Congressional Management Foundation's curriculum provided to new Congressional staff and members. Sessions include topics such as internship expectations, laying the groundwork for a fulfilling internship, ethics and safety, and a primer on issues facing the current Congress. Approximately 300 UCDC students completed this training this last academic year.

## Matsui Fellowships

The Robert T. Matsui-University of California Congressional Fellowship honors the late Robert T. Matsui, a distinguished graduate of U.C. Berkeley and the U.C. Hastings College of Law, who represented the people of Sacramento in the U.S. House of Representatives for more than a quarter century until his passing in 2005. The fellowship provides a package of financial support (ranging from \$1,500 to \$2,000 per student), placement assistance, and special training and programming for outstanding UC students who devote their term in Washington to working for the Congress. The Fellowship recognizes that Congressional internships are the inspiration and launching point for the careers of some of the nation's most distinguished public servants. Congressional interns gain an important perspective on American public life, valuable professional networking and communications skills, and an important credential for those who wish to return to work in Congress or elsewhere in federal or California government. At the end of each term, recipients attend a ceremony with Representative Doris Matsui, who now represents her husband's old district. In 2014-2015, UCDC distributed \$28,500 in scholarships to 18 students. In the previous years, the program had been jointly operated by UC and the Robert T. Masui Foundation. UCDC took full control in 2013. To date, more than \$225,000 has been distributed to roughly 150 students.



Representative Doris Matsui with Fall 2014 Matsui Fellowship Recipients

### **Career Panels, Networking & Alumni Development**

UCDC seeks to provide alumni in the Washington metropolitan area with ongoing career, educational and social networking opportunities. Alumni groups are invited to use the Center for club meetings, social gatherings, and professional networking. Also, recent alumni and prospective students are welcomed at Center Forums, graduate program information sessions, and more. Each term, young alumni are invited to UCDC for a UC Alumni Career Networking Night that provides current UCDC students the opportunity to hear from local UC Alumni who work in the public sector, Capitol Hill, media, the private sector, and science and technology.



## **Building Services**

### *Introduction*

The UC Washington Center Building Services are managed by the Manager of Building and Housing Services and provide ongoing services to the Center community for maintenance and housing needs. The manager is responsible for the overall maintenance and operation of the facility, including the preparation of apartments during quarterly 'turn-overs' and a host of other services. Following are brief descriptions of these units within Building Services:

### *Facilities Management*

All building contracts except for access, life safety monitoring, and indoor plant maintenance are the responsibility of Complete Building Services (CBS). CBS is currently in their 8th year of a 5-year contract with a 5-year extension option. CBS manages all of the physical plant areas as well as housekeeping and custodial services, trash removal, pest control, elevator service, security services, and the quarterly turnover of the residential apartments. Through the use of an on-line maintenance request system and a computerized Maintenance Management System, all maintenance, preventative, corrective, and emergency, is requested and tracked. The CBS on-site staff includes a Project Coordinator, and two Maintenance Mechanics.

### *Mail Services*

All mail and packages for center faculty, staff, and students are delivered in bulk and sorted by Building and Residential Services staff. Since the Center faces a tremendous amount of turnover throughout the year, the majority of mail delivered is for previous students and faculty. Priority mail is returned while non-priority mail is destroyed per United States Postal Standards and Practices. The Center coordinates with over six package delivery companies such as FedEx, UPS and private courier services. Mail is sorted daily and delivered to mailboxes on the 3rd floor for faculty and staff, and the 4th floor for students.

### *Visitor Services*

In support of the visitor services program at the Center, Building Services provides access items (keys, access cards, IDs) to guests of the Center. For residential guests, vacant apartments are prepared for incoming guests and amenities are provided including linens, towels, and toiletries. The Center also has accommodated participants in conferences held at UCDC or the surrounding area. In Fiscal Year '14-'15 our guest housing operation generated over \$47,000 in revenue and an additional \$30,000 in recharges to campus programs.



## Residential Life

### *Introduction*

The Residential Life Office is comprised of the Director of Student Services, Student Services Coordinator, Auxiliary Services Coordinator, and four Community Assistants (CAs). The Residential Life team is responsible for the governance and safety of the students residing in the center. Residential Life creates programs, educational opportunities, and community service events which help our residents to become more aware global citizens. Our staff seeks to create a strong and collaborative community and encourages student engagement through events and activities designed to enhance the out-of-classroom experience. This year, the Residential Life team continued the tradition of encouraging students to become active and engaged community members by organizing the Residential Hall Association (RHA). RHA put on 9 programs from July 2014-June 2015 including several cultural events designed to enhance our students' understanding of diversity and inclusion.

### *Mission*

The Residential Life Office supports the University of California's mission by fostering co-curricular opportunities and providing quality facilities and services that enhance student growth and development in a residential living and learning environment.

### *Philosophy*

All members of the University of California, Washington Center's Residential Life Office are dedicated to student-centered programs, services, and interactions. We are committed to continuous learning. Our operating style is transparent and responsive to students' needs and interests through partnerships with students, faculty, staff, alumni, and guests.

The Residential Life Office endeavors to provide a safe, secure, healthy, clean, and well-maintained environment that supports learning beyond the traditional classroom boundaries. As a result of living at the UC Washington Center, students will further develop: academic skills, leadership skills, professional aptitude, personal skills, civic and community responsibility, and an understanding and appreciation of human differences.



UCDC Students and Residential Life Staff on an excursion to Busboys & Poets restaurant

### *The Community Assistants*

The Community Assistants (CAs) are live-in staff members. They serve as the first line of response to critical incidents in the UC Washington Center's residential floors. Each of the CAs has experience as a Residence Advisor on a UC Campus. Additionally, two of the CAs have been students in the UCDC program previously. This shared experience assists them in their efforts to relate to and be a resource for students. The CAs and Residential Life Staff work to maintain a safe environment by maintaining a 24-hour on call duty phone for emergency response. The CAs attend a weeklong training at the start of their time at UCDC and continue to have professional development opportunities throughout the year.

### *Mental Health Services*

UCDC's Residential Life program contracts with Parkhurst and Associates to provide mental health resources to the residents of the Center. This program began during the 2007-2008 academic year. Residents have the option of participating in small group therapy sessions, making individual appointments with counselors, or attending walk-in hours offered two evenings a week at the Center. During the Academic Year 2014-2015 we saw significant increase in the usage of services with a 38% increase in the number of students taking advantage of the services.

### *Move-In, Orientation, & Welcome Week*

UCDC conducted 6 distinct move-ins over Academic Year 2014-2015 with Welcome Weeks and Orientation sessions. We served about 1,100 students over the course of the academic year. UCDC's Orientation Sessions are moving toward a more concise program which is divided into two parts; an Academic session with the Executive Director & Program Administrators and a Residential Life session which includes floor meetings and a presentation from the Residential Life Director. This more concise model ensures that all students are receiving accurate information in a manner that works for them. UCDC's Welcome Week consists of five distinct welcome activities: two District of Columbia experiences which vary based on the season (exploring local monuments, favorite restaurants such as Ben's Chili Bowl, museum excursions and more), a shopping trip to Target complete with D.C. metro guidance, and two social programs.



UCDC Students enjoy pizza in the 4<sup>th</sup> floor student lounge during Welcome Week

### *Programming Model*

The Residential Life Office at UCDC operates a programming model which incorporates learning outcomes and categorizes programs based on the learning outcomes. CAs are required to produce programs in all categories throughout the year while also giving thought to the safety, feasibility, and inclusiveness of the programs. The programming categories include: Social, Community Service, Inclusion/Social Justice, Wellness, District of Columbia Experience, Partnership Programs, and Passive Programs/Bulletin Boards. In 2014-2015, Residential Life put on 72 programs with over 2,400 student visits to the programs.

### *Student Conduct*

UCDC operates a Student Code of Conduct in line with its Residential Life Contract and policies. UCDC sends all student records back to the home campus of the student if they accept responsibility or are

found responsible for violations of the code of conduct. Additionally, UCDC has joined the rest of the University of California system in utilizing Symplicity's Advocate conduct software to enhance student recordkeeping.

### *Avenue C*

In June 2014, Residential Life spearheaded an effort to add a small food service component to UCDC to enhance the student experience at UCDC. After a great deal of research, Avenue C from Canteen was selected as our vendor of choice. We collaborated with Canteen to bring in an unstaffed food market which has about 300 items, including fresh foods such as salads, sandwiches, fruits, and vegetables. These options allow for a greater sense of convenience for our students at UCDC at prices comparable to local grocers. In response to student requests, we are exploring healthier and more vegetarian food options.

### *External Review*

In May, UCDC commissioned an external review of the Residential Life program. The review yielded four primary recommendations and five secondary recommendations. The primary recommendations included: reorganization of student services and residential life; enhancing our hours of availability for students; continued and enhanced utilization of the UC Residential Education & Housing Directors groups; all of which will begin to be implemented for the 2015-16 Academic Year.

## **Student Services**

Throughout each term, the Center sponsors a variety of activities including trips to historical sites, museums, theaters, sporting events, cultural activities and area attractions (many trips are to sites outside of the immediate Washington area.) Some activities are free of charge, while others require a fee to cover transportation, admission, tour guide fees, etc. All activities are available on a first-come first-served basis. Activities are posted on the Center's website, elevator and weekly newsletter. All trips are chaperoned by a UCDC Community Assistant or staff member, faculty or graduate fellow. In FY '14-'15, Student Services sponsored 22 trips or activities with a total of 836 students participating in the activities. Total revenue from these activities was almost \$30,000.

The Student Services unit also sells a line of UCDC branded items. UCDC Gear includes a T-shirts, sweatshirts, lanyards, tote bags, ID holders, Camelbak® water bottles and mugs. Items are sold to students, alumni, faculty & staff at the Residential Life office. Revenues from the sale of UCDC Gear in FY '14-'15 were \$5,200. Payment is via credit card, check or money order.



## Information Services

Information technology is fundamental to the teaching, research, and public service mission of the UC Washington Center. The Center's interaction with its wide range of constituencies including students, faculty, researchers, staff and others is facilitated by technology: e-mail, personal computing and network services, telephones, television and classroom A/V as well as numerous other online academic, administrative and business systems.

UCDC Tech At-a-Glance	
NETWORK ACCOUNTS MANAGED	2,248
NETWORK ACCOUNTS CREATED	2,097
CENTER MANAGED PCS	170
PERSONALLY-OWNED NETWORK DEVICES REGISTERED	1,012
NETWORK APPLIANCES	64
TELEPHONES	122
TELEVISIONS	115

Daily operations of the Information Services unit are overseen by the IT Operations Manager. His team includes a Network Services Manager and an Enterprise Infrastructure Engineer. The management of network resources is divided into two parts—infrastructure and network services. The Network Services Manager provides maintenance and support of all network-based services (including network servers). The Enterprise Infrastructure Engineer is responsible for the maintenance and support of the Center's network infrastructure as well as its telephone and television infrastructures. The tech staff's duties include support of faculty & staff personal computing, management of the student computer lab and support of classroom A/V.

During the '14-'15 academic year the Center continued to develop its custom programmed Student Information System (SIS). The SIS is built on the Drupal framework. Also the Center continues to use several cloud-based systems including GoSignMeUp to track course enrollments, Blackboard for the online management of courses and TurnItIn's plagiarism detection system. In December '14, it was determined that student demand was exceeding available Internet bandwidth. Over the next seven months the Center worked with UCOP to develop a plan and budget for a four-fold upgrade of bandwidth. This project was approved by the President in June '15. It is anticipated that this bandwidth increase will be completed during the Fall '15 term. Further, the student computer lab along with the pay-for-print system were downsized and moved to a new location. Students are increasingly bringing their own network connected devices resulting in a concomitant reduction in demand for the resources of the Center's shared computer lab.



Updated Student Computer Lab at the UC Washington Center

The chart below is an overview of the services provided by the Information Services unit of the Center to its constituencies.

<b>User hardware &amp; software support</b>
<input type="checkbox"/> Technical support of faculty and staff hardware and core software; <input type="checkbox"/> Management and support of student computer lab and printing services;
<b>Data Center management &amp; support</b>
<input type="checkbox"/> Daily monitoring, management & maintenance of network servers (file/print, e-mail, web, etc.); <input type="checkbox"/> Creation and administration of network and e-mail user and group accounts and directories; <input type="checkbox"/> Install, maintain, and upgrade network server software and hardware; <input type="checkbox"/> Data center security management (virtual & physical);
<b>Network infrastructure management (routers, switches and firewalls)</b>
<input type="checkbox"/> Daily monitoring, management & maintenance of network infrastructure (routers, switches and firewalls, etc.); <input type="checkbox"/> Install and upgrade network infrastructure software and hardware; <input type="checkbox"/> Troubleshoot network infrastructure hardware and software problems; <input type="checkbox"/> Network infrastructure security management;
<b>Audio/Visual support &amp; media services</b>
<input type="checkbox"/> Technical support of A/V enabled classrooms & conference rooms and UC & non-UC events;
<b>Telephone</b>
<input type="checkbox"/> Technical support & maintenance of facility telephone system;
<b>Television</b>
<input type="checkbox"/> Technical support & maintenance of facility television system;
<b>Website and database management</b>
<input type="checkbox"/> Website & database creation & management and user management ( <a href="http://www.ucdc.edu">www.ucdc.edu</a> , SIS); <input type="checkbox"/> Management of cloud-based systems (GoSignMeUp, Blackboard, TurnItIn, Regroup, Advocate, etc.);
<b>Administration &amp; Other</b>
<input type="checkbox"/> Inventory management; <input type="checkbox"/> Training & systems analysis.

## **Parking**

The Center has 42 parking spaces in a two-level parking garage located under the building. Monthly parking is provided to faculty, staff, and students, as well as CBS on-site employees. UCDC averaged 24 monthly parkers. Daily parking is also available for faculty, staff, students and guests of the Center. Fiscal Year '14-'15 saw 2,040 daily spaces occupied - an average of 170 daily parkers per month. Total parking revenue for Fiscal Year '14-'15 was \$41,817.

## **Lease Management**

The Center leases office space to several research and academic entities. For Fiscal Year '14-15 the Center continued its lease relationship with the Inter-University Program in Latino Studies, the Institute on Global Conflict and Cooperation, The UC Berkeley School of Public Health, Student Press Law Center University of Notre Dame Washington Program, University of San Francisco and the Consortium of Universities for Global Health.

Office and classroom space was also leased to the University of Pennsylvania Washington Academic Program, the University of Michigan Washington Program, the University of Wisconsin – Madison and the UCDC Law Program. Other academic institutions leasing classroom space included Cal State Fullerton, Columbia University Law, James Madison University, Penn State University, Smith College, University of Connecticut, University of Georgia Law, University of New Mexico, University of Southern California, and University of Virginia. For Fiscal Year '14- '15 the office lease operation received gross revenues of \$180,000.



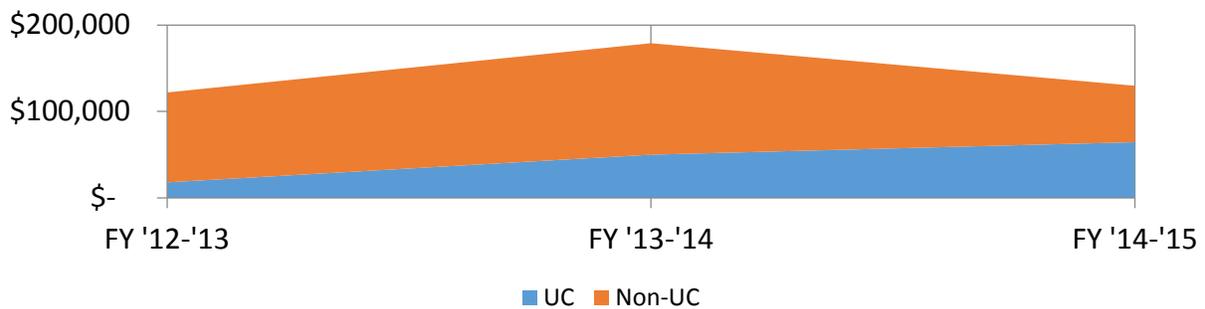
An event in the 1<sup>st</sup> floor foyer of the UC Washington Center

**Events**

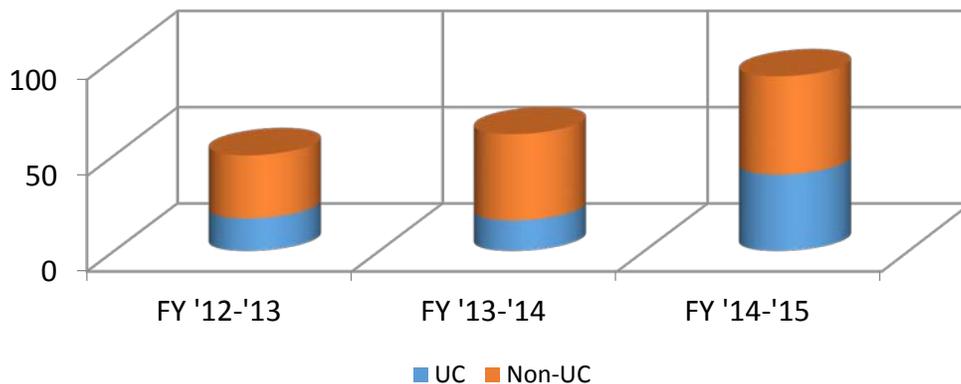
Among its many missions UCDC provides space to units of the University of California, associated organizations and others in the Higher Education community for the purpose of hosting conferences, lectures, symposia and other meetings which further the purpose of education and research. It also provides space for University events sponsored by UC alumni, for meetings of recognized alumni groups or for University fund raising activities (including solicitation and acknowledgement of donations for the University or UCDC).

UCDC has a variety of venues from the 2,600 sq. ft. Multi-purpose room and Auditorium (1,500 sq. ft.) to smaller classroom and conference rooms. The Event Services unit provides coordination and planning of room scheduling, room setups, event security, event cleanup, catering coordination, housing coordination and general support. In addition, events may utilize UCDC’s extensive A/V infrastructure.

In FY 14 - 15, UCDC hosted 91 events earning approximately \$130,000 in gross revenue. UCDC hosted 51 non-UC events generating revenues of almost \$65,000. Forty additional events were hosted by UC affiliated organizations for another \$65,000 in revenues. It should be noted that the number of events have steadily increased but the number of large scale events has diminished somewhat from FY ’13-’14.



*Comparison of Revenues — FY '12-'13 through FY '14-'15*

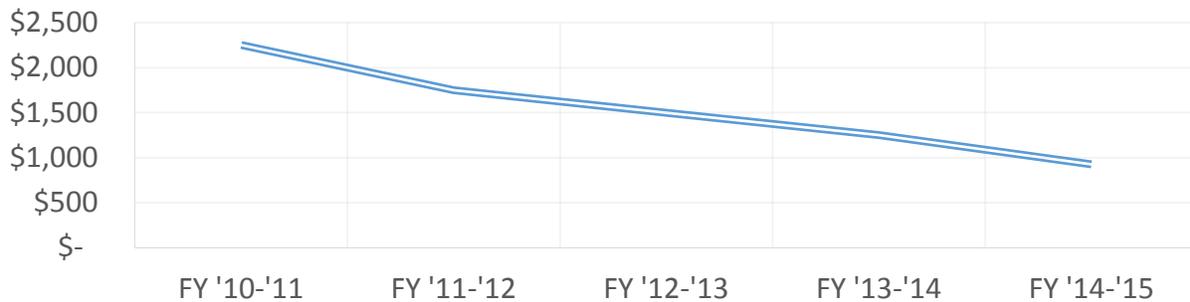


*Comparison of the Number of Meetings — FY '12-'13 through FY '14-'15*

### Copy/Printing Services

UCDC provides pay-as-you-go copy, scanning and network printing to students in its Student Computer Lab. Student IDs have a barcode on the reverse. This is linked to an account for use with the copy/printing services. Copy/printing accounts may be recharged with cash at a self-serve machine on the 1st floor. Over the last few years there has been a decided downward trend in student use of printing and copying services. It is assumed that this is principally due to introduction of the Blackboard course management system and the expanded use of digital delivery of documents.

Self-serve copy and network printing services are provided to faculty and staff via an established recharge protocol. For FY '14-'15 black and white printing, copying and scanning cost five cents per page and color printing cost 15 cents per page. Faculty and staff copy & printing expenses are invoiced/recharged on a quarterly basis. It is anticipated that due to the downward trend of utilization there will be significant increases in the per page cost of copy/printing in future years to sustain this service.



*Comparison of Revenue from Student Printing FY '10-'11 through FY '14-'15*

### Reserves

The UC Washington Center maintains reserves for funding major maintenance expenses such as repair and replacement of major building equipment and systems (boilers, HVAC systems, electrical, etc.) and technology renewal which includes replacement of network, classroom technology and other infrastructure. The unusual nature of the Center, which combines an auxiliary self-supporting residential operation with other non-residential operations of the University (academics, federal relations, research, etc.) in one facility, necessitates that funding for major building maintenance be separated into two parts. Planning for major maintenance (residential and non-residential) is laid out in the Center's 30 year building maintenance plan. The residential operation as the largest stakeholder provides 66% of the total annual contribution to the major maintenance reserve. The remaining 34% is contributed by non-residential operations of the Center.

In Spring '15, UCDC performed a major overhaul of its methodology for accumulating reserves. Dedicated accounts were created for residential (M-763045-75936) and non-residential (M-648000-75936) major maintenance as well as for technology renewal (M-721226-75936). Going forward allocations from the Residential, Parking and Research Lease operations will be distributed to the reserves identified above.

## **Other Funds**

UCDC maintains several funds for the administration of gifts that it has received over the years. Of particular note are gifts from the Robert T. Matsui Foundation which provides fellowships and forums.

### *Robert T. Matsui Forums*

(Related FAU: M-408010-40027)

This is used to fund forums or seminars at UCDC in topics relating to public service. Funding for this activity is provided by The Matsui Foundation for Public Service.

### *Robert T. Matsui Congressional Fellowships*

(Related FAU: M-408010-40031)

Provides fellowships to UCDC students engaged in internships on Capitol Hill. Funding for this award is provided by The Matsui Foundation for Public Service.

### *Reilly and Others Fellowship*

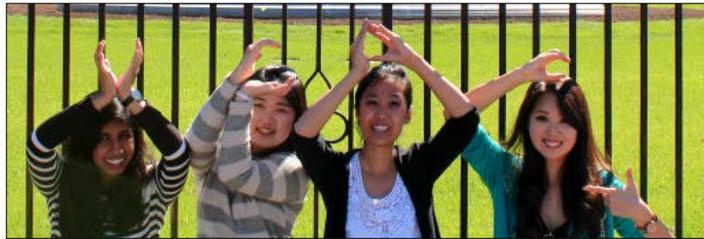
(Related FAU: M-408010-40045)

This fund is used for fellowships awarded to UCDC students with emergencies or sudden hardships. Funding for this award is provided by Clinton Reilly Holdings of San Francisco and other sources.

### *Various Donors*

(Related FAU: M-408013-40842)

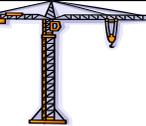
This fund was established for the collection of small gifts to UCDC from alumni and clients.



## UCDC Financials

### Introduction

The Center’s principal expense obligations are the operating expenses of its service units (Academic, Building Management, Residential Services & Information Services), utilities, debt service on the original construction loan, creation and maintenance of a reserve for major maintenance and regular renewal of its technology infrastructure, renewal of other fixtures & furnishings and access to the Internet (see chart of principal obligations below).

Obligation	Funding Source
 <p><b><u>Unit Operating Expenses</u></b></p> <ul style="list-style-type: none"> <li>• Academic</li> <li>• Building Management</li> <li>• Events</li> <li>• Information Services</li> <li>• Residential Services               <ul style="list-style-type: none"> <li>○ Student Activities</li> <li>○ UCDC Gear</li> <li>○ Mental Health Services</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Student Fees (Academic)</li> <li>• Allocations from UCOP (Academic)</li> <li>• Facilities Matrix Recharge (Building Management &amp; Information Services)</li> <li>• Fees &amp; Recharges (Events &amp; Student Activities)</li> </ul>
 <p><b><u>Utilities</u></b></p> <ul style="list-style-type: none"> <li>• Electric</li> <li>• Gas</li> <li>• Water/Sewer</li> </ul>	<ul style="list-style-type: none"> <li>• Actual expenses recharged to Stakeholders based on Facilities Matrix Recharge allocations</li> </ul>
 <p><b><u>Debt Service</u></b></p> <ul style="list-style-type: none"> <li>• Residential</li> <li>• Non-Residential</li> </ul>	<ul style="list-style-type: none"> <li>• Student Fees &amp; Other Income (Residential)</li> <li>• Allocation from UCOP (Non-Residential)*</li> </ul>
 <p><b><u>Major Maintenance</u></b></p> <ul style="list-style-type: none"> <li>• Residential</li> <li>• Non-Residential</li> </ul>	<ul style="list-style-type: none"> <li>• Student Fees &amp; Other Income (Residential)</li> <li>• Surplus from Research Leases &amp; Parking</li> <li>• Recharge from Events</li> <li>• Ad hoc Funding</li> </ul>
 <p><b><u>Technology Infrastructure Renewal</u></b></p>	<ul style="list-style-type: none"> <li>• Surplus from Research Leases &amp; Parking</li> <li>• Recharge from Events</li> <li>• Ad hoc Funding</li> </ul>
 <p><b><u>Internet</u></b></p>	<ul style="list-style-type: none"> <li>• Allocation from UCOP—ITS</li> </ul>

\*The UC Washington Center facility at 1608 Rhode Island Ave., NW in Washington, DC is owned and operated by the University of California, Office of the President. By long-standing agreement, UCOP covers UCDC’s annual Non-Residential Debt Service. Non-Residential Debt Service is on floors 1 through 3 which include public space, research leases, FGR and the academic program areas.

In 2002, the Facilities Matrix Recharge was formalized as the methodology for the allocation of core operational costs (building management, security, information services and utilities) among the principal stakeholders of the Center. Stakeholders include the Residential, Parking and Research Lease operations as well as the Academic unit and Federal Governmental Relations. Other independent recharges for copying and event services were established as well. Telephone charges remain a direct pass through to building occupants. The other principal component of the Center's operation is the UC system-wide academic program.

Also as an auxiliary operation, UCDC provides residential housing to student participants and visiting faculty and staff. In FY '14-'15, the student residential rate for UC students was \$1,202 a month. This was a 3% increase over the previous year. UCDC is a participant in the UC Housing System (UCHS). As a condition for the approval of external financing the UC Regents, in January 1999, stipulated that repayment of the residential portion of the debt "shall be made from the net revenues of the University of California Housing System (UCHS) with the condition that so long as such portion of debt is outstanding, the UCHS fees shall be established at levels sufficient to meet all requirements of the UCHS Revenue Bond Indenture and to provide excess net revenues sufficient to pay the debt service and related obligations of this portion of the proposed financing...." In addition to housing, in FY '14- '15 the residential operation received commissions from laundry machines and an ATM.

The Center provides three other auxiliary services. These are parking, lease space to University & non-profit research groups and events. Gross revenues collected by these services are generated as usage fees or rents and are used to offset expenses specific to the service. Per an agreement with UCOP, net revenues from parking and research leases are then allocated via 50/50 split to reserves for non-residential major maintenance and technology renewal. This step is intended to encourage greater local incentive and responsibility for non-residential major maintenance and technology renewal.

The principal amount of the debt service on the building is \$27,835,000 and is allocated 66% residential and 34% non-residential. The Center's residential housing operation must cover the debt service share through housing rents. UCOP pays the non-residential share of the debt service. The debt service loan was refinanced in 2011 reducing the total interest payment due. In FY '14-'15 the total debt service payment was \$1,697,228. The residential share came to \$1,144,575 and was fully funded by the Center's residential operation. The non-residential share was \$552,653. UCDC has a 500Mb/second Internet connection courtesy of special funding from Information Technology Services (ITS) at UCOP. In winter '15 because of significant bandwidth utilization issues, particularly within the residential operation, a request was submitted to UCOP for a fourfold increase (2Gb/second) of its Internet bandwidth.

UCDC uses a methodology for representing its corporate level financials recommended by the Financial Subcommittee of the UCDC Governing Council. Under this methodology, appropriations and expenses are recorded in the final location of activity. This ensures that transactions are counted only one time. UCDC uses a format for the presentation of its corporate level financials that shows activities as appropriations/revenues and expenses. This departs from the basic cost accounting model used by other UCOP units. In Spring 2015, UCDC's Operations & Management Advisory Committee (OMAC) reviewed this methodology and suggested additional changes to better display inventoried stock, reserves, major maintenance and renewal expenses and scholarships which were not visible in previous representations. This new model is used below.

**APPROPRIATIONS/REVENUE**

	'14-'15	'15-'16 (Projected)
Student Fees <sup>1</sup>	2,001,089	2,288,886
<b>TOTAL FEE REVENUE</b>	<b>2,001,089</b>	<b>2,288,886</b>
UCOP Contribution (Academic Program + FGR Support)	580,043	595,817
<i>Academic Program (including support for facilities overhead)<sup>2</sup></i>	<i>414,611</i>	<i>414,611</i>
<i>FGR Support (apportioned share of facilities matrix)</i>	<i>165,432</i>	<i>181,206</i>
UCOP Contribution to Non-Res. Debt Service <sup>3</sup>	552,653	582,758
UCOP ITS Contribution to Internet Access <sup>4</sup>	32,400	73,200
<b>TOTAL UCOP APPROPRIATIONS</b>	<b>1,165,096</b>	<b>1,251,775</b>
Residential <sup>5</sup>	3,080,685	3,542,925
Research Leases <sup>6</sup>	180,009	205,000
Parking	41,817	40,000
Events	129,748	125,000
Copying Services	9,209	9,000
<b>TOTAL OTHER REVENUE</b>	<b>3,441,469</b>	<b>3,921,925</b>
<b>TOTAL APPROPRIATIONS/REVENUE</b>	<b>6,607,654</b>	<b>7,462,586</b>

**EXPENDITURES**

	'14-'15	'15-'16 (Projected)
Academic	1,565,062	1,849,358
Residential	376,952	420,000
Research Leases	32,479	30,000
Parking	18,444	18,000
Events	146,901	145,000
Copying Services	12,375	12,000
Building Management <sup>7</sup>	1,523,234	1,803,264
Technology Operations <sup>8</sup>	481,413	613,717
Debt Service <sup>3, 9</sup>	1,697,228	1,726,776
Internet Access <sup>10</sup>	32,400	73,200
<b>TOTAL EXPENDITURES</b>	<b>5,886,488</b>	<b>6,691,315</b>

<b>ANNUAL BALANCE</b>	<b>721,166</b>	<b>771,271</b>
<b>CARRYFORWARD<sup>11</sup></b>	<b>267,596</b>	<b>312,276</b>
<b>INVENTORIAL STOCK<sup>12</sup></b>	<b>8,925</b>	<b>9,000</b>

**MAINTENANCE / UPGRADES**

	'14-'15	'15-'16 (Projected)
Residential Major Maintenance <sup>13</sup>	102,806	593,741
Non-Residential Major Maintenance <sup>14</sup>	31,282	303,537
Technology Renewal <sup>15</sup>	159,975	437,532
<b>TOTAL MAINTENANCE/UPGRADES</b>	<b>294,063</b>	<b>1,334,810</b>

**RESERVES**

	'14-'15	'15-'16
Debt Service (Residential) <sup>16</sup>	286,144	286,005
Residential Major Maintenance	4,583,552	4,700,000
Non-Residential Major Maintenance	75,176	65,329
Technology Renewal	74,114	350,000
<b>TOTAL RESERVES</b>	<b>5,018,986</b>	<b>5,401,334</b>

<b>ANNUAL OPERATING POSITION<sup>17</sup></b>	<b>5,722,609</b>	<b>5,159,070</b>
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<b>SCHOLARSHIPS, GIFTS &amp; GRANTS</b>	<b>84,803</b>	<b>65,588</b>
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**NOTES:**

<sup>1</sup> Student fees revenues include UC tuition + student services fees less return to aid, COVC experiential learning assessments established in 2015, summer session, and tuition from USSC and Carnegie Mellon programs. Revenues for '15-'16 assume no additional student fees revenue.

<sup>2</sup> Includes \$60,000 in permanent tuition buyout and \$354,611 used to help defray Academic program facilities matrix expenses.

<sup>3</sup> Floors 1 - 3 for the purpose of debt service are considered non-residential. Under an agreement with UCOP in spring '08, UCOP fully funds non-residential debt service for the UC Washington Center. This agreement was re-iterated in Winter '12 by UCOP senior management.

<sup>4</sup> UCOP ITS presently covers the full annual connectivity expense of UCDC's Internet connection. Proposal to quadruple the bandwidth was approved by the President for FY '15-'16.

<sup>5</sup> Includes Student Services unit revenue.

<sup>6</sup> Revenue estimate for FY '15-'16 includes income from new lessee Student Press Law Center.

<sup>7</sup> Includes Building Management, Security & Security Systems & Utilities expenses; routine building maintenance also included in expense.

<sup>8</sup> Projected Technology Operations expense for FY '15-'16 exceeds facilities matrix contribution. In FY '15-'16, deficit is estimated to be at least \$100K.

<sup>9</sup> Floors 4 - 11 for the purpose of debt service are considered residential. UCHS policy requires that UCDC's Residential operation meets annual debt service contribution.

<sup>10</sup> Internet bandwidth expanded from 500 Mb/second to 2 Gb/second in FY '15-'16.

<sup>11</sup> Annual Operating Position from previous fiscal year - (Inventorial Stock + Reserves) = Carry Forward.

<sup>12</sup> The UCDC Student Services unit operates a small school store offering UCDC Gear items to students. Inventorial Stock consists of unsold UCDC Gear items.

<sup>13</sup> Floors 4 - 11 for the purpose of major maintenance are considered residential. Residential major maintenance is supported out of residential operations revenues.

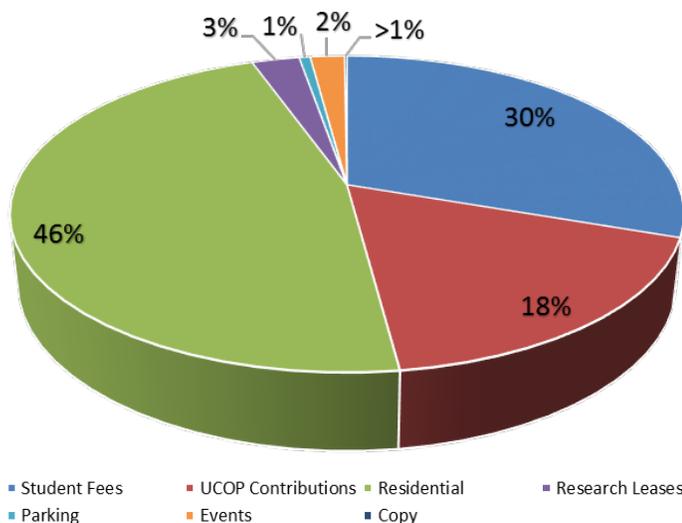
<sup>14</sup> Floors 1 - 3 for the purpose of major maintenance are considered non-residential.

<sup>15</sup> Technology Renewal includes planned renewal of UCDC's technology infrastructure (Local Network Infrastructure, Facility Wireless, Network Services, Classroom A/V, Television, & Student Computer Lab).

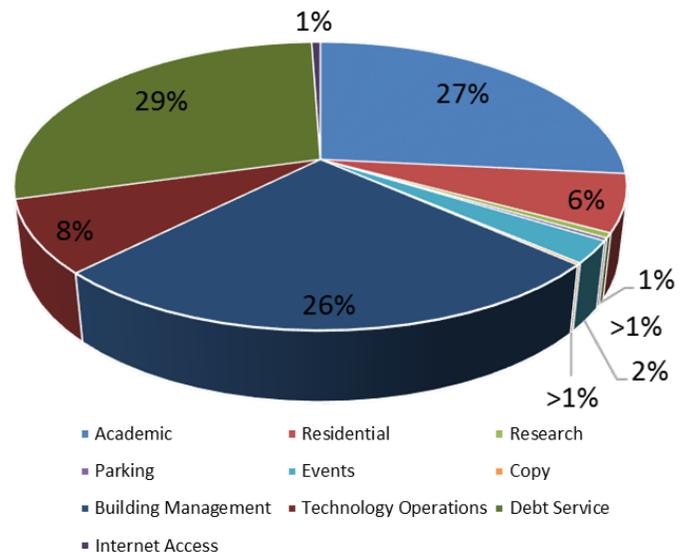
<sup>16</sup> UCHS policy requires that the UCDC Residential operation carry a 25% debt service reserve above the current year's debt service obligation.

<sup>17</sup> (Annual Balance + Carryforward + Inventorial Stock + Reserves) - Maintenance/Upgrades = Annual Operating Position.

**Appropriations/Revenues**



**Expenditures**



**Comparison of Appropriations/Revenues and Expenditures for FY '14-'15**

## Facilities Matrix Recharge

The basic model for the financial structure of the UC Washington Center (UCDC) was outlined in the draft business plan prepared by Financial Management in the Office of the President before the opening of the current facility in 2001. The “Matrix” was based on a cost recovery system that formally allocates a share of the cost for services of centralized building, security, technology and utility costs among the Center’s principal stakeholders. The principal stakeholders of UCDC include Residential, Parking, Academic, Research and the Office of Federal Governmental Relations (FGR). Allocations of the expense are expressed as a percentage share of cost of the budgets for building and for technology.

Building Operating Expenses	2015-2016	Residential	%	Parking	%	Academic	%	Research	%	FGR	%
<b>Operating Expenses</b>											
Building Management	\$ 979,944	\$ 597,766	61.0%	\$ 9,799	1.0%	\$ 274,384	28.0%	\$ 41,158	4.2%	\$ 56,837	5.8%
Security System & Security	\$ 266,320	\$ 191,751	72.0%	\$ 13,316	5.0%	\$ 34,622	13.0%	\$ 11,185	4.2%	\$ 15,447	5.8%
Cable/Satellite	\$ 970	\$ 786	81.0%	\$ -	0.0%	\$ 184	19.0%	\$ -	0.0%	\$ -	0.0%
Technology	\$ 481,209	\$ 31,279	6.5%	\$ -	0.0%	\$ 324,816	67.5%	\$ 45,715	9.5%	\$ 79,400	16.5%
Sub-total Operating Expenses	\$ 1,728,443	\$ 821,581		\$ 23,115		\$ 634,006		\$ 98,058		\$ 151,683	
<b>Utilities</b>											
Electric	\$ 361,441	\$ 260,238	72.0%	\$ -	0.0%	\$ 65,059	18.0%	\$ 15,181	4.2%	\$ 20,964	5.8%
Gas	\$ 74,541	\$ 53,670	72.0%	\$ -	0.0%	\$ 13,417	18.0%	\$ 3,131	4.2%	\$ 4,323	5.8%
Water/Sewer	\$ 121,018	\$ 104,075	86.0%	\$ -	0.0%	\$ 10,892	9.0%	\$ 1,815	1.5%	\$ 4,236	3.5%
Sub-Total Utilities	\$ 557,000	\$ 417,982		\$ -		\$ 89,368		\$ 20,127		\$ 29,523	

### Notes

- Annual Transfer of Funds from Stakeholders
- Recharge of Expenses Performed Monthly (estimated annual expense)

## Facilities Matrix for FY '15-'16

- ❖ **Building Management** – Building Management includes non-security costs associated with the master building management contract with Complete Building Services (CBS) and the operating costs of the Building Management unit. CBS provides building maintenance and custodial services. Percentage allocations for building management expenses are based on the assignable square feet occupied by each stakeholder.
- ❖ **Security System & Security** – Percentage allocations for security system & security expenses are based on assignable square feet occupied by each stakeholder modified by utilization of security services. The utilization of security services modifier is based on the average number of building access cards issued to a particular stakeholder. As security services are provided 24 hours a day, seven days a week, 365 days a year, this methodology provides the best measure of activity and resources dedicated to providing security services to each stakeholder.
- ❖ **Cable/Satellite** – Percentage allocations for cable/satellite service are based on the number of TV outlets provided to a stakeholder. The residential portion of the Center is by far the biggest consumer of this service.
- ❖ **Technology** – Provides funding for the Information Services unit. Percentage allocations for technology are based on a series of time/motion studies.
- ❖ **Utilities** – UCDC utility expenses include electric, gas and water/sewer. The percentage allocations for each utility are determined based on assignable square feet occupied by each stakeholder modified by utilization. Not surprisingly the largest consumer of utilities is the residential program. Budget amounts for utilities are based on an analysis of trends in previous years as well as research on forecasted rates. If necessary, utility budgets are revised mid-year to account for unforeseen changes in utility costs and/or utilization. The principal stakeholders are charged actual utility expenses on a monthly basis.

# The UCDC Student Academic Year '14 – '15



**UNIVERSITY OF CALIFORNIA,  
WASHINGTON CENTER**

1608 Rhode Island Ave., NW • Washington, DC

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## ***INTRODUCTION***

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The information contained in this report was compiled by the Office of the Registrar of the University of California, Washington Center (UCDC) from data drawn from the UC Washington Center Student Information System as well as other sources. The UC system-wide academic program of the Center includes participants from Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, Santa Barbara, Santa Cruz and San Diego.

Information contained within the UCDC Student Information System (SIS) is self-reported. In Spring 2014, UCDC brought a new SIS online. This system requires mandatory reporting of a variety of statistical data but for the first time offered students the option of choosing Undisclosed among the selections. Interestingly, in questions about parental college attendance and parental income a significant number of students chose the Undisclosed option.

The new UCDC SIS also includes an expansion of potential choices for internships over previous years. The three year comparison to previous years, though not a pure apples to apples comparison, is retained as a means of comparing current internship participation in some of the large categories such as Congress, Advocacy Organizations, Federal Agencies, etc. to historical trends.

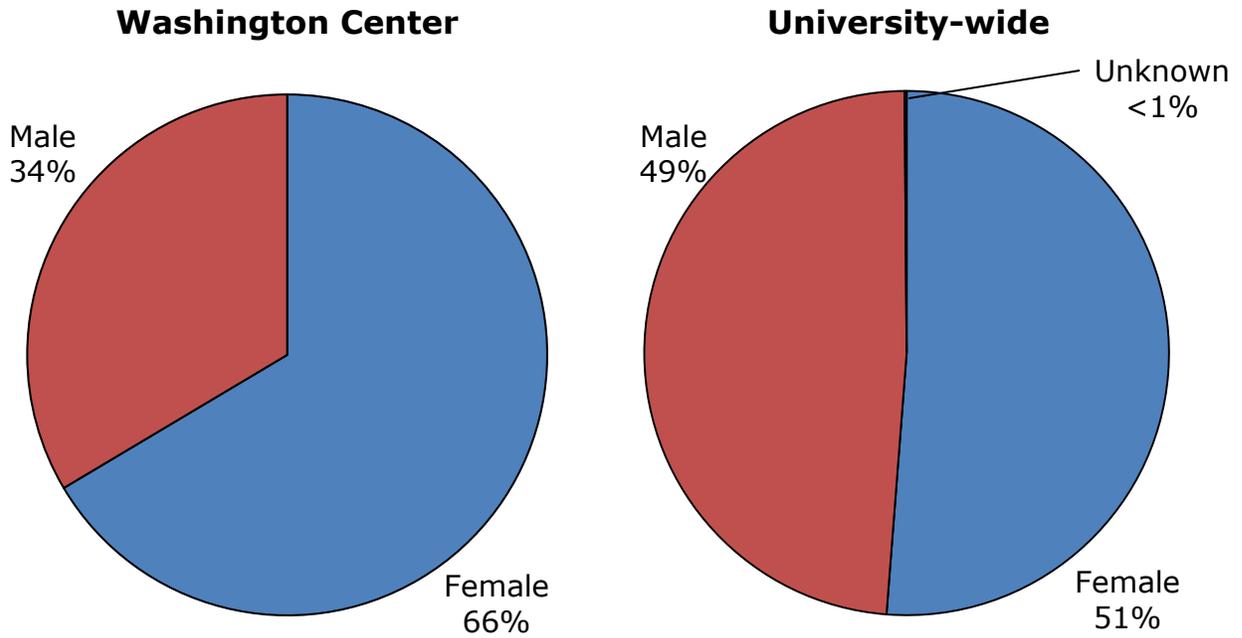
Also, starting with this academic year students were surveyed about the cost of participating in the UCDC program versus corresponding expenses on the campuses. The base cost of participating in UCDC interestingly compares favorably to UC's average cost for a quarter on a campus. The students who are most seriously impacted from a financial perspective by participation in UCDC are those who relied on work study or other employment—there are no such opportunities at UCDC—and those who had lease obligations in California in addition to the housing expense at UCDC.

UC system-wide information is drawn from information provided by the University of California Office of the President's Information Technology Services, Business Intelligence & Reporting Unit and the system-wide Department of Student Affairs.

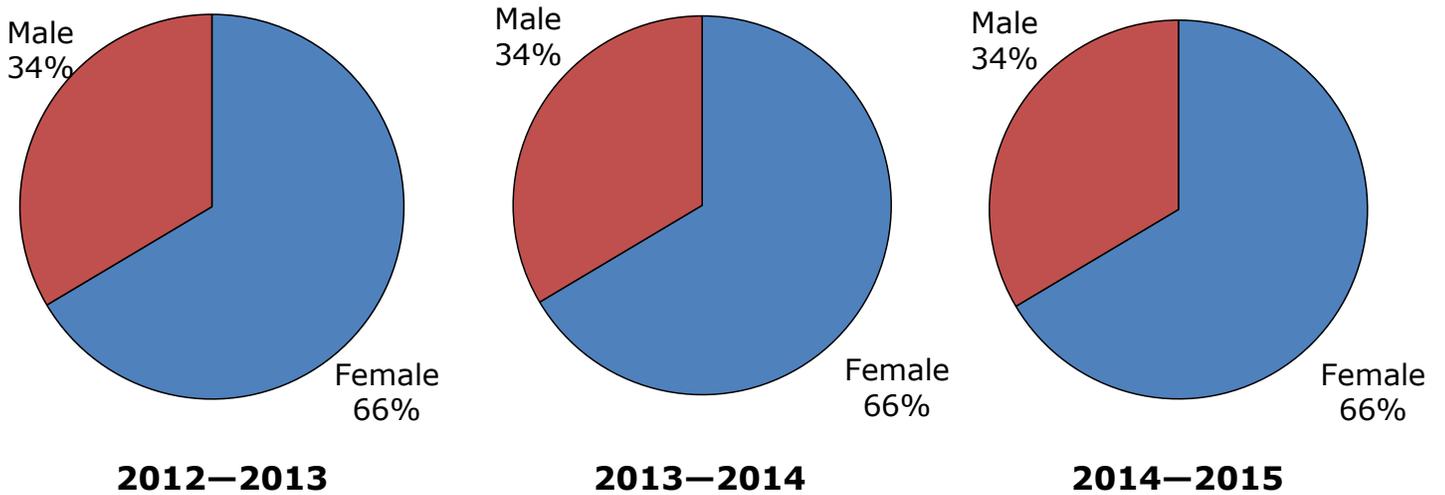
# ***GENDER***

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## ***Comparison to UC as a Whole for Academic Year 2014–2015***

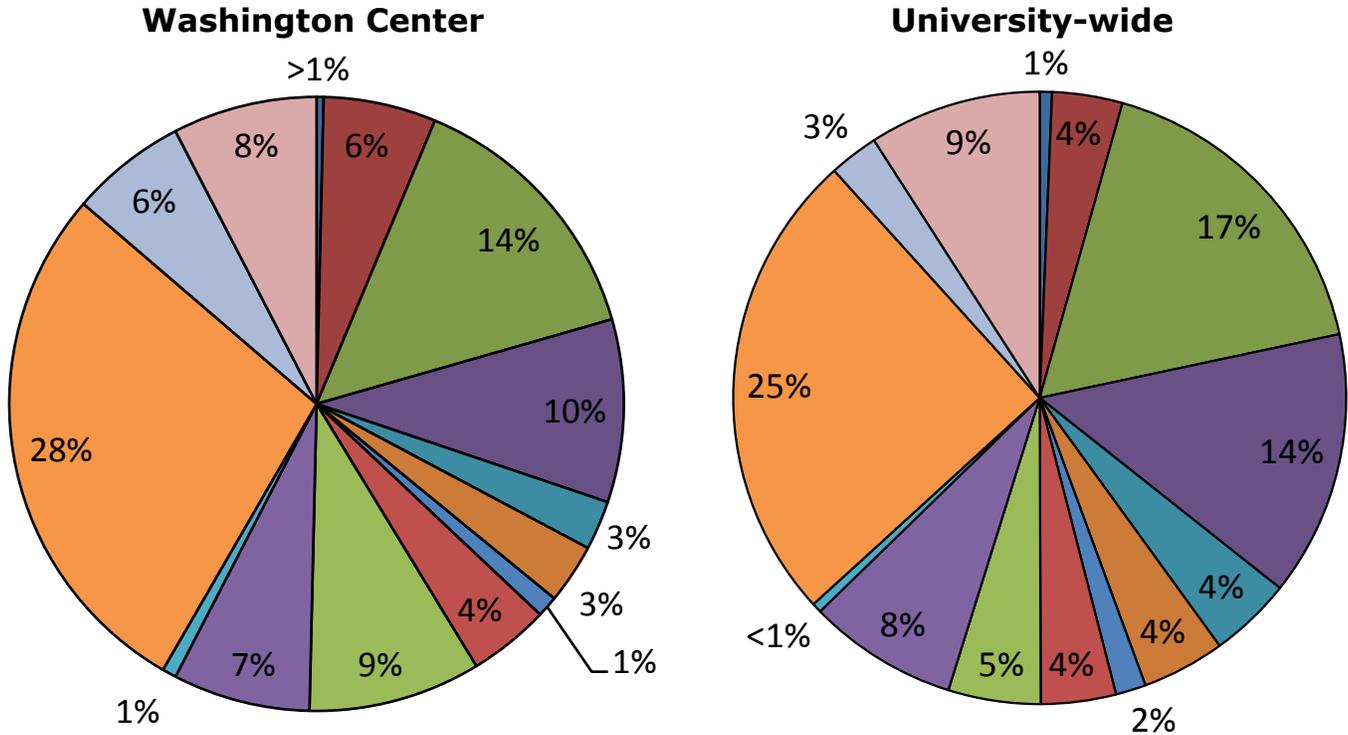


## ***Comparison of gender at the Center over last 3 academic years***

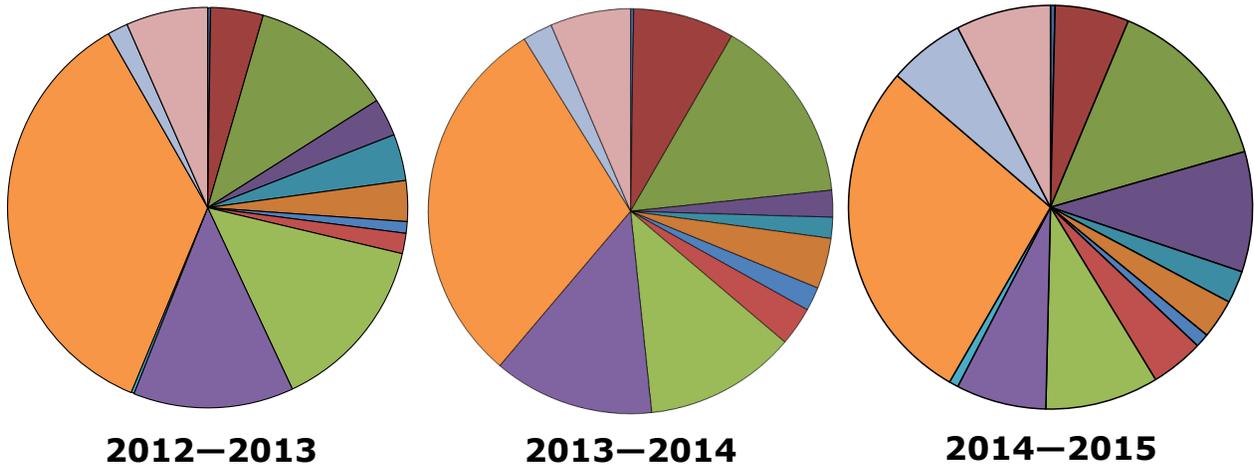


# ETHNICITY

## Comparison to UC as a Whole for Academic Year 2014–2015



## Comparison of ethnicity at the Center over last 3 academic years



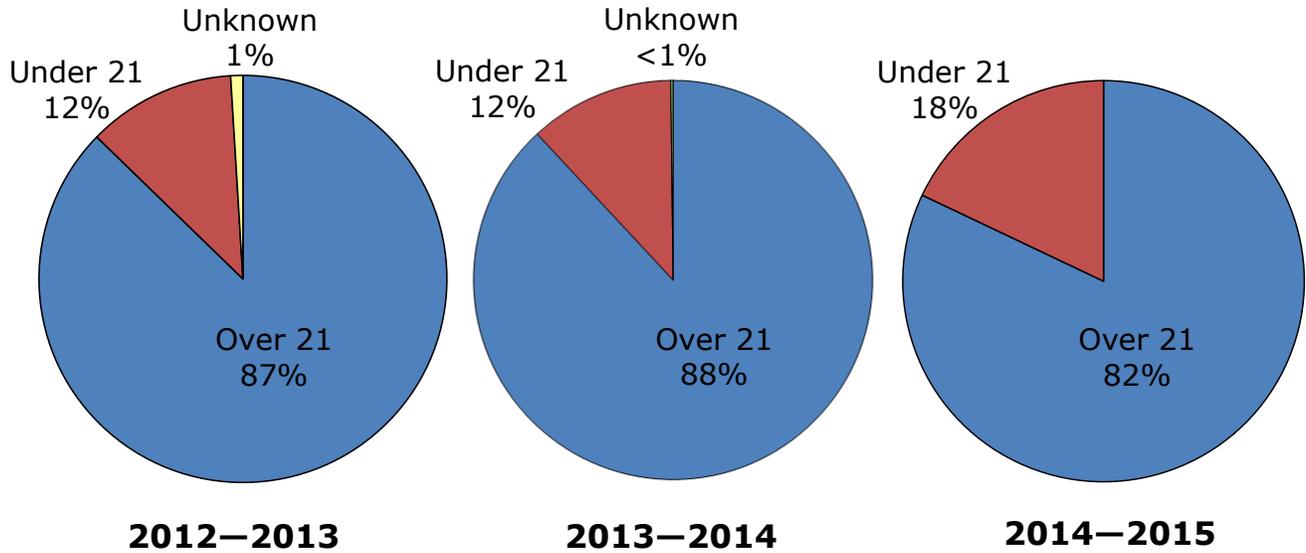
- American Indian/Alaskan Native
- Black/African American
- Chicano/Mexican American
- Chinese/Chinese American
- East Indian/Pakistani
- Fillipino American/Filipino
- Japanese/Japanese American
- Korean/Korean American
- Latino/Other Spanish American
- Other Asian
- Pacific Islanders/Micro/Polynesian
- White/Caucasian
- Declined to State
- Other

## ***STUDENT AGE & ACADEMIC STATUS***

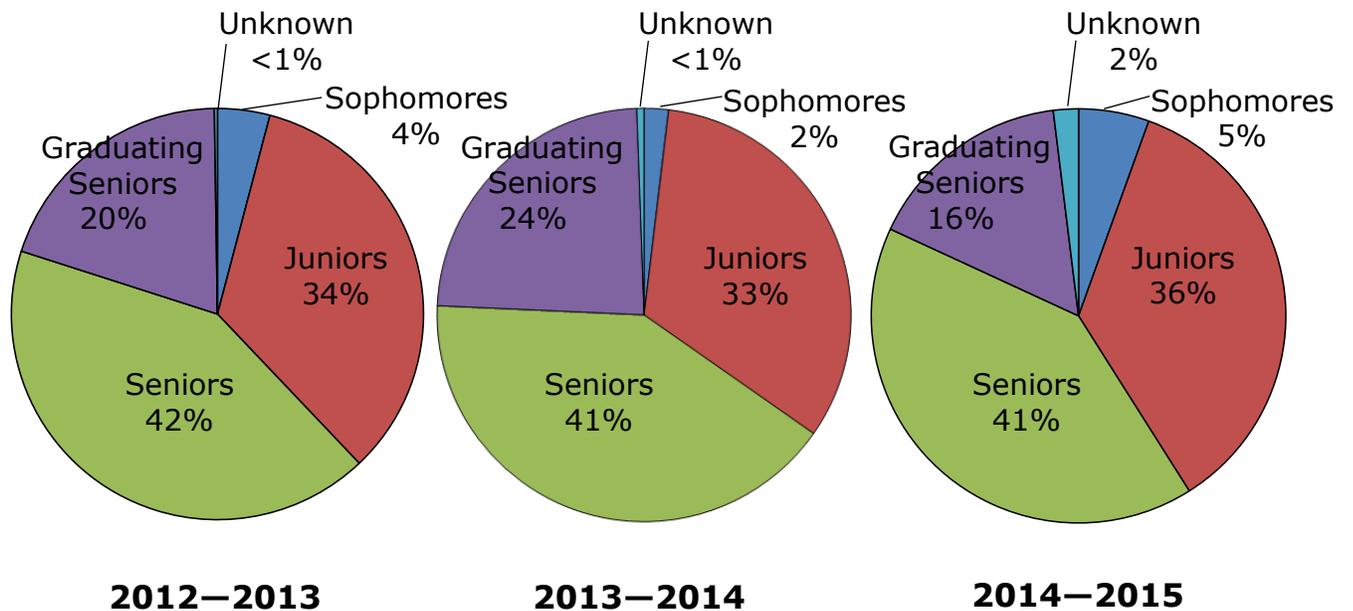
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The bulk of students enrolled in the Center’s undergraduate academic program are upper division undergraduates over the age of 21.

### ***Breakout of students 21 or older over the last 3 academic years***



### ***Breakout of academic status over the last 3 academic years***

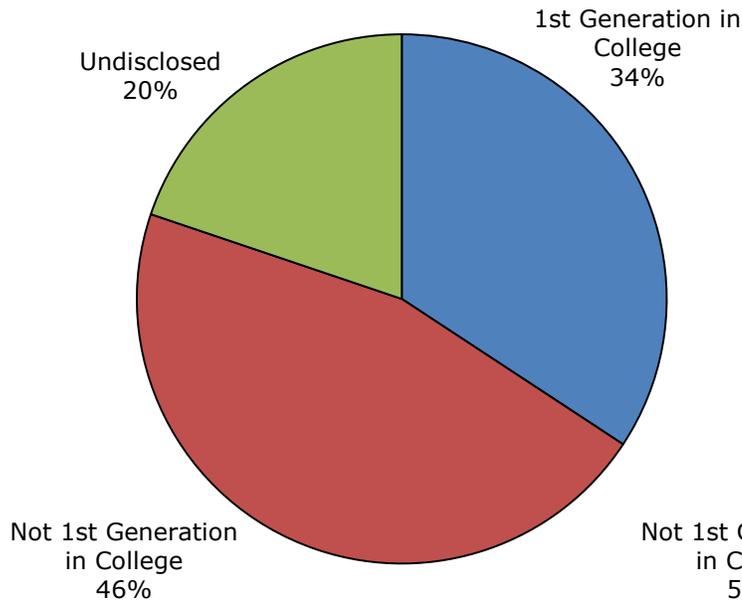


# ***PARENTAL COLLEGE ATTENDANCE***

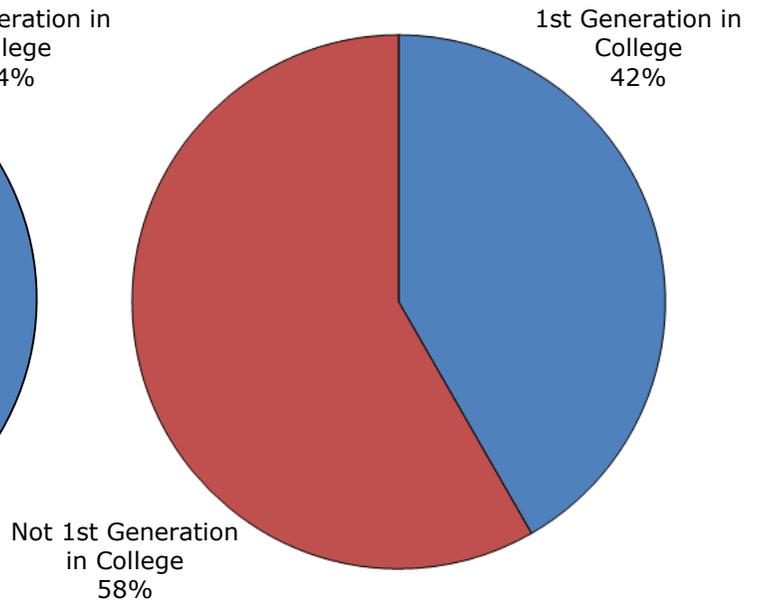
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## ***Comparison to UC as a Whole for Academic Year 2014–2015***

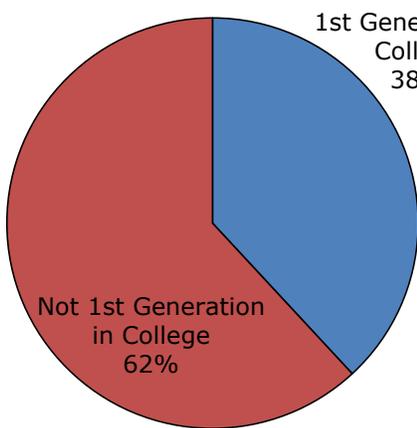
**Washington Center**



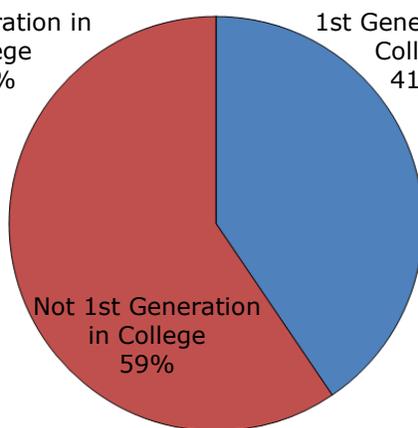
**University-wide**



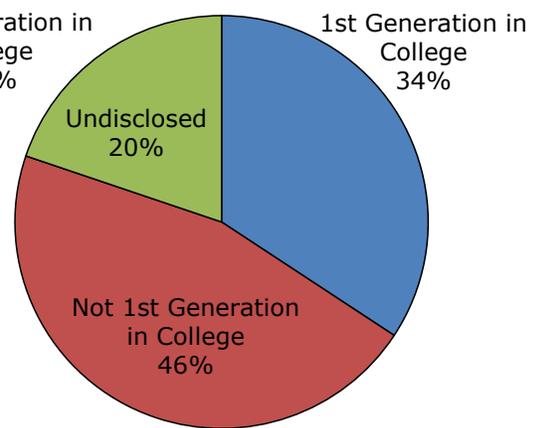
## ***Comparison of parental college attendance at the Center for the last 3 academic years***



**2012–2013**



**2013–2014**



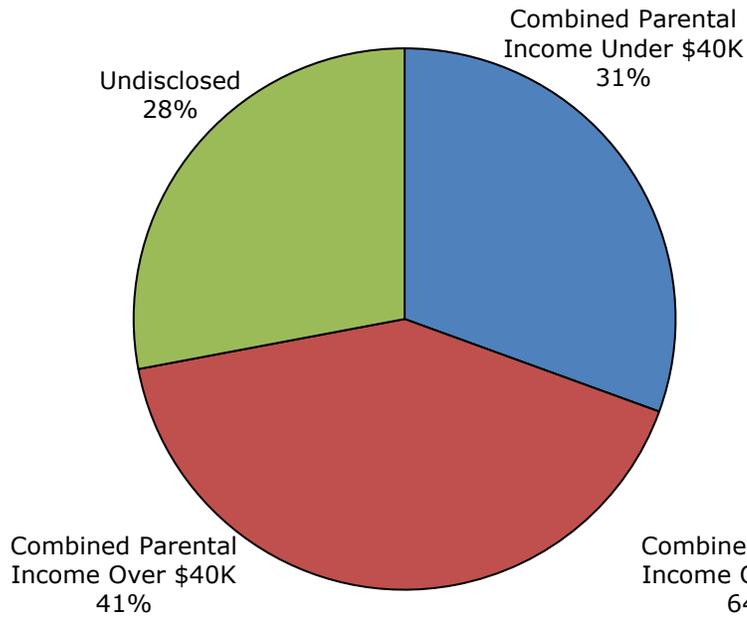
**2014–2015**

# ***PARENTAL INCOME***

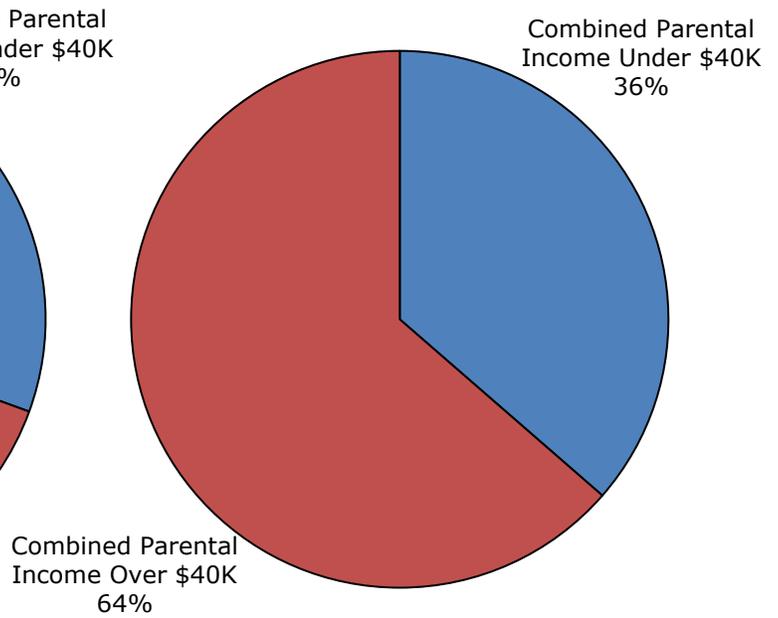
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## ***Comparison to UC as a Whole for Academic Year 2014–2015***

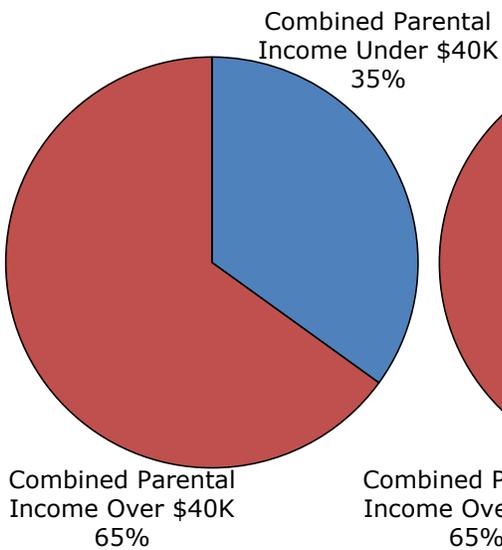
**Washington Center**



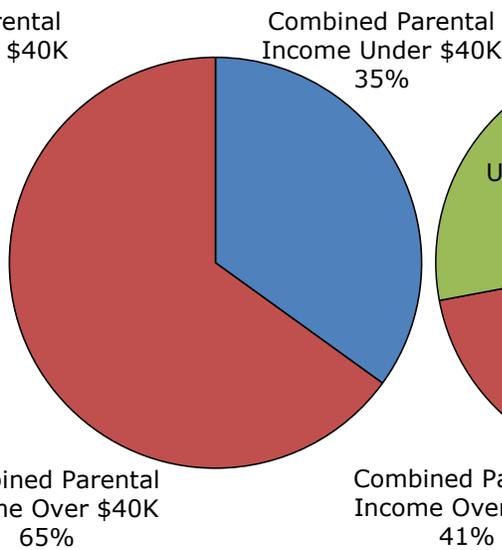
**University-wide**



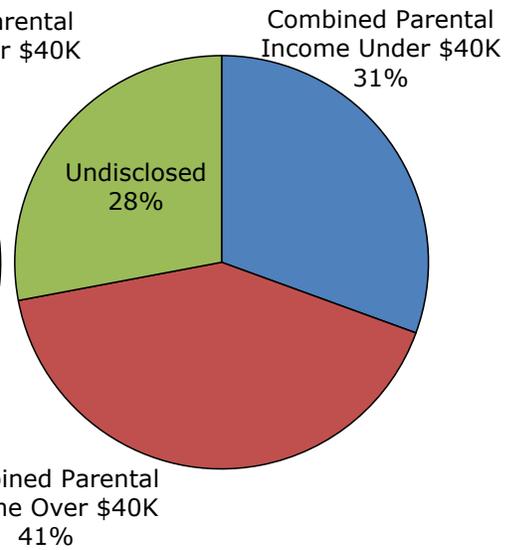
## ***Comparison of combined parental income at the Center for the last 3 academic years***



**201–2013**



**2013–2014**



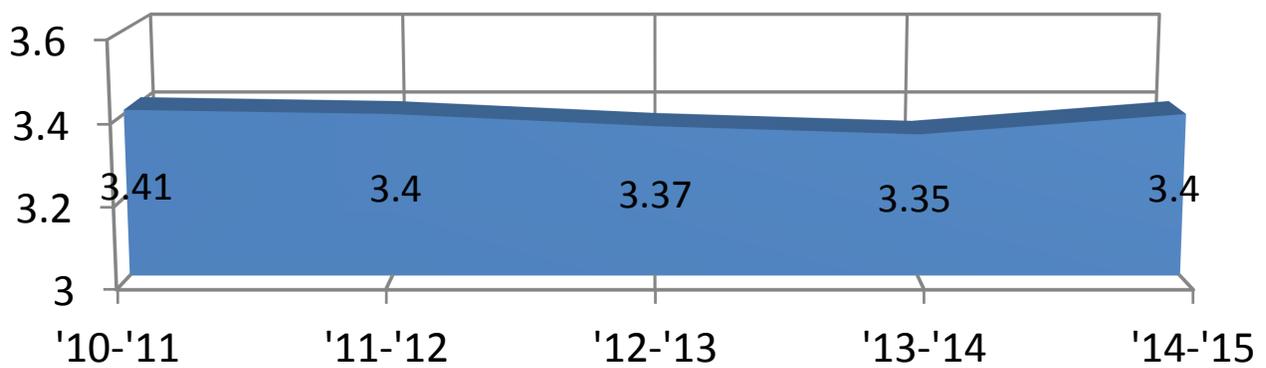
**2014–2015**

## ***AVERAGE GPA OF PROGRAM PARTICIPANTS***

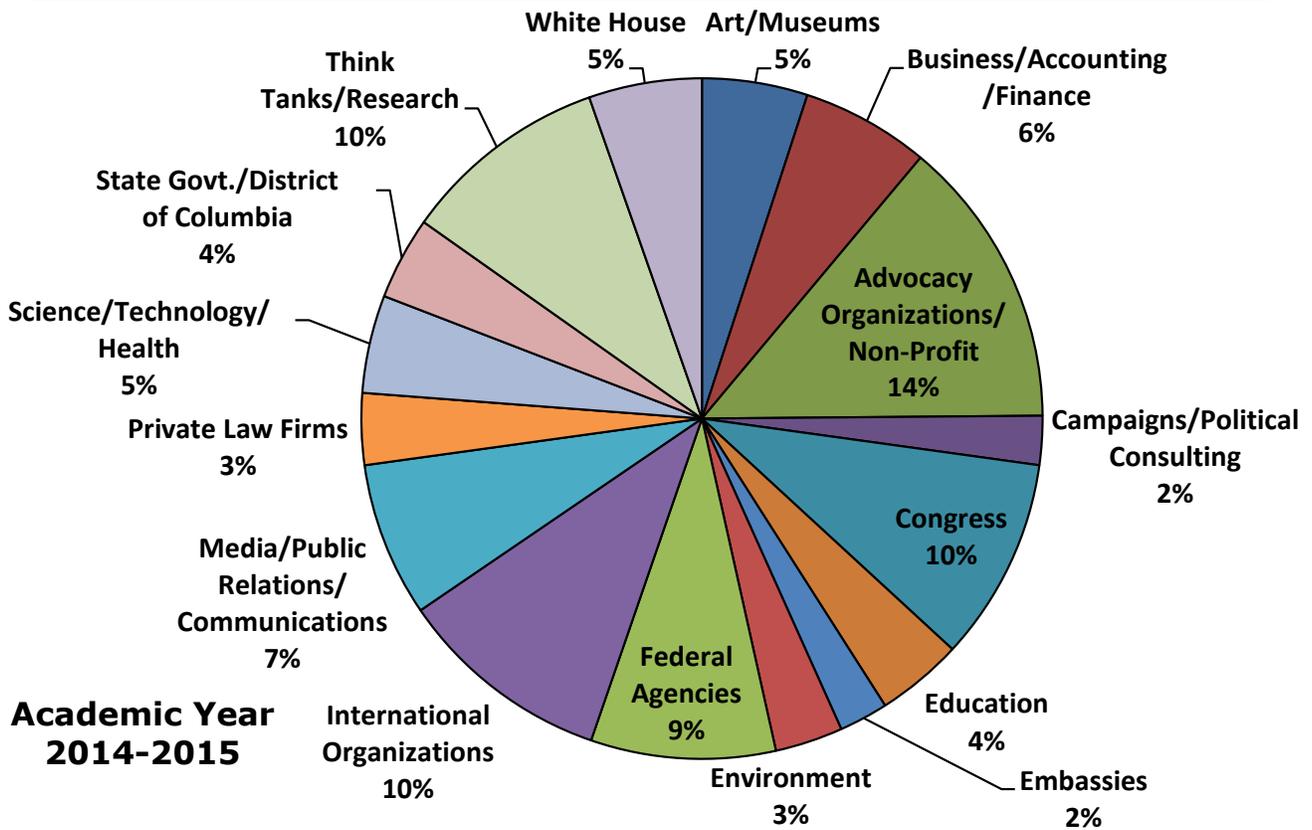
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Average GPA information is tabulated from self-reported data drawn from the UCDC Student Information System.

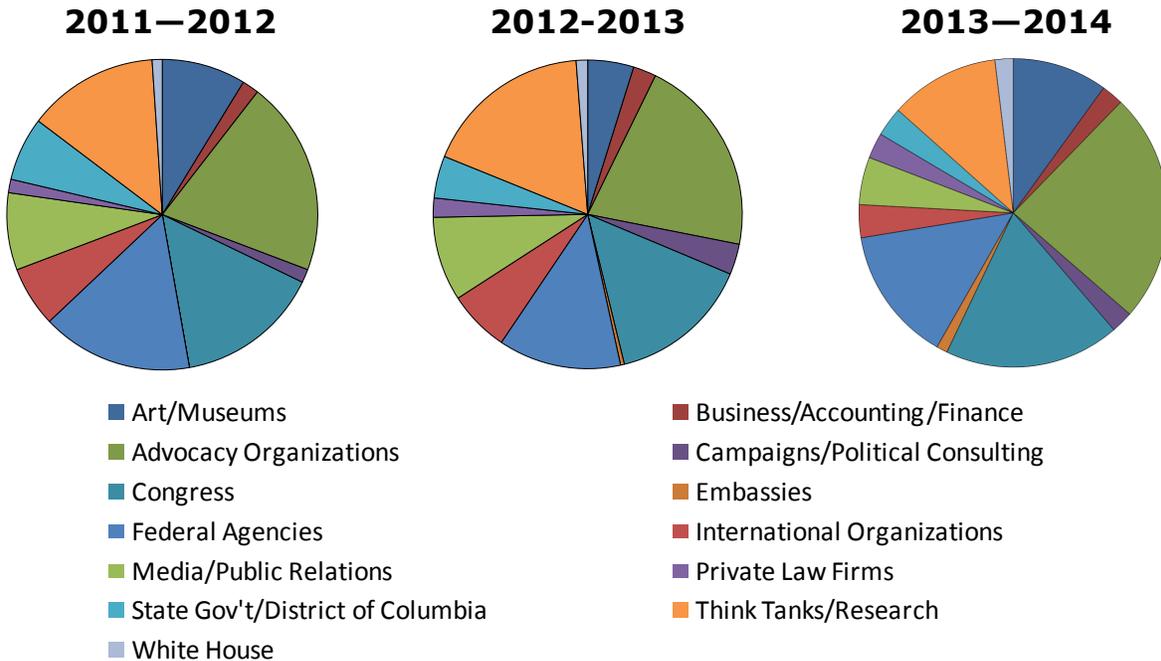
### ***Average UCDC program participants GPA over the last 5 academic***



# INTERNSHIPS

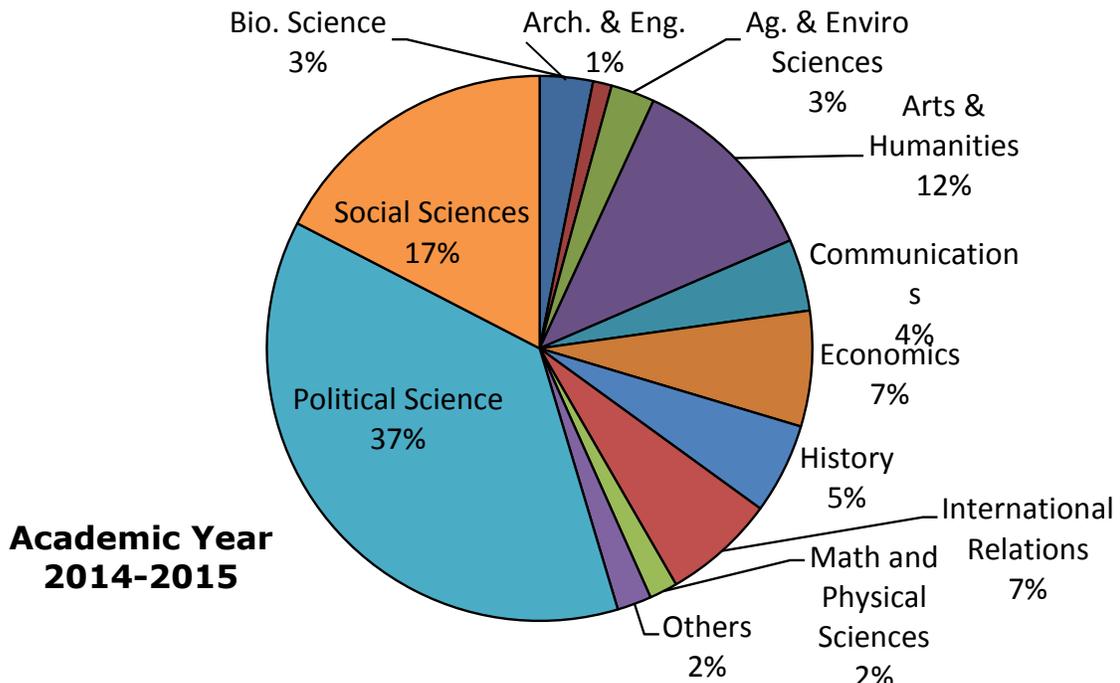


## Comparison of internships at the Center over previous 3 academic years\*

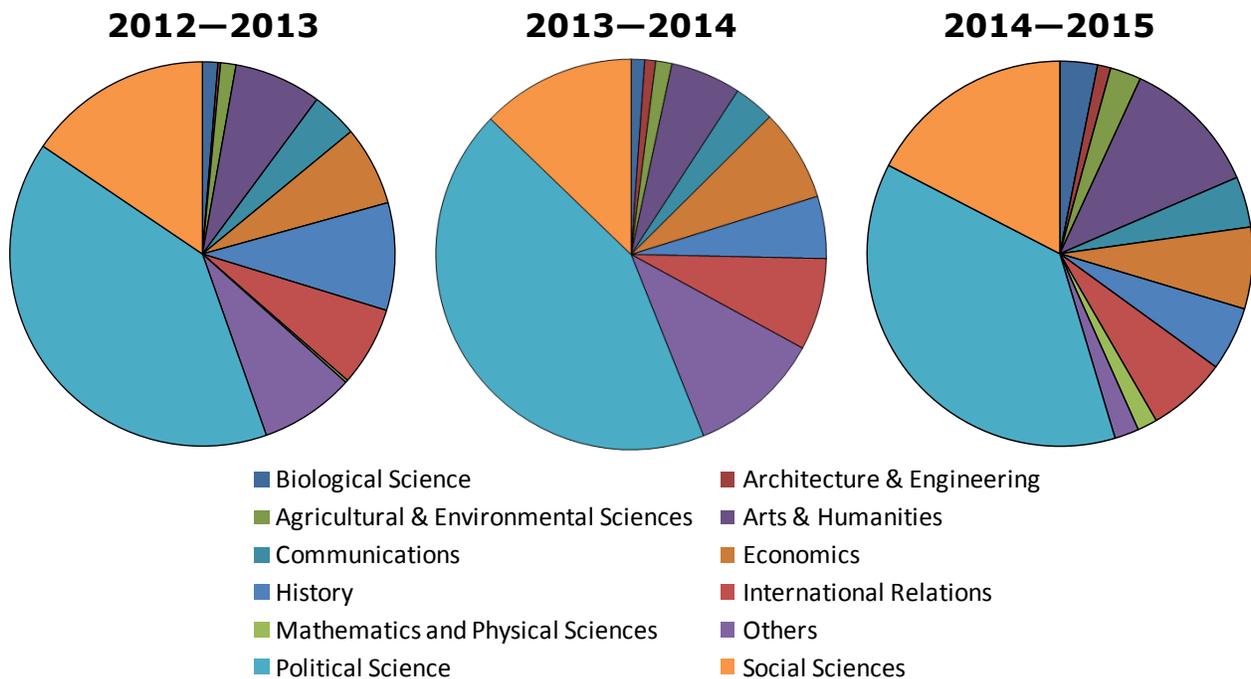


\*In academic year '14-'15 UCDC expanded the number of internship category choices.

# MAJORS



## Comparison of majors at the Center over last 3 academic years

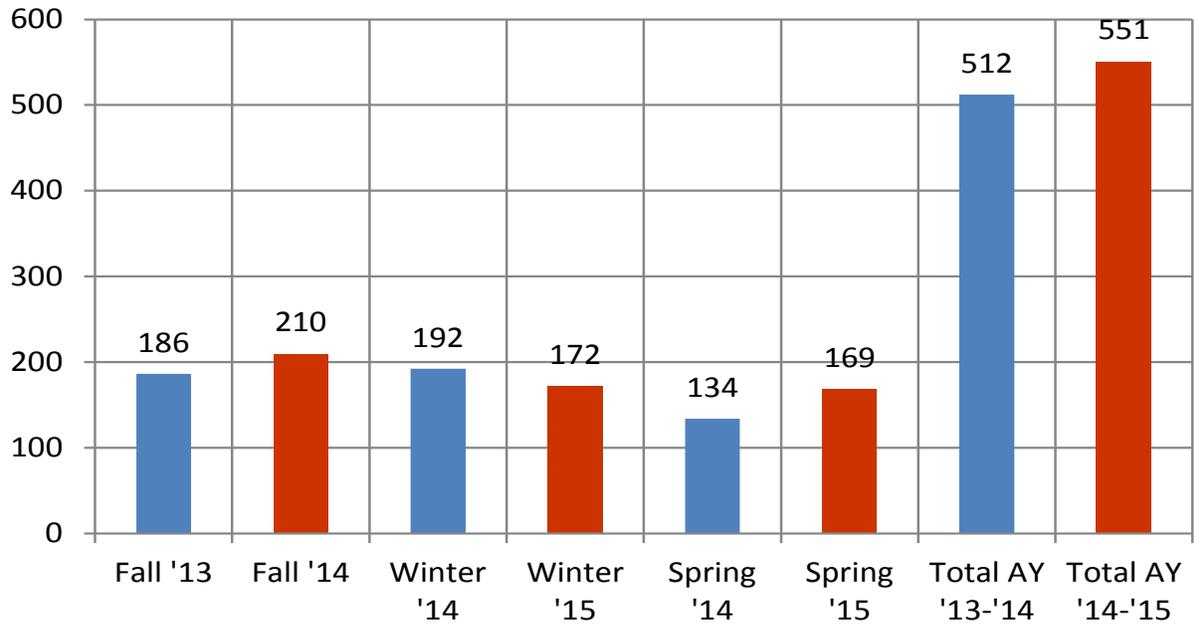


**Notes:**

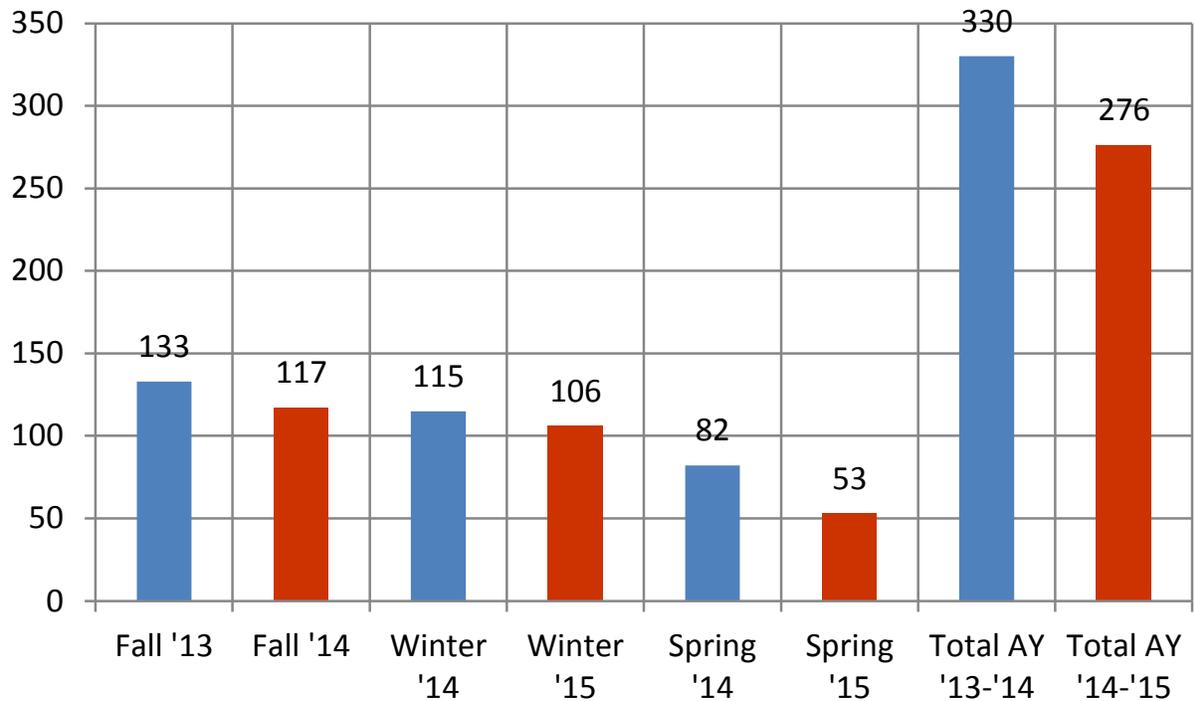
- Agricultural and Environmental Sciences including Animal Physiology, Conservation, etc.
- Arts & Humanities include Cultural & Ethnic Studies, Fine & Performing Arts, Language, Liberal Studies, Literature, Rhetoric, Philosophy, etc.
- Biological Science includes Biology, Biochemistry, Bioengineering, Cell Biology, etc.
- Mathematics and Physical Sciences includes Chemistry, Chemical Engineering, Physics, etc.
- Others includes majors that are not readily classifiable into a larger discipline.
- Social Sciences include Anthropology, Criminology, Education, Geography, Psychology, Sociology, Social Policy, etc.

## ***COURSE PARTICIPATION***

### ***Participation in Seminars: AY '13-'14 & '14-'15***



### ***Participation in Electives: AY '13-'14 & '14-'15***



**Notes:**

Fall and Winter terms include quarter and semester participation for UC students. Spring is for quarter students only.

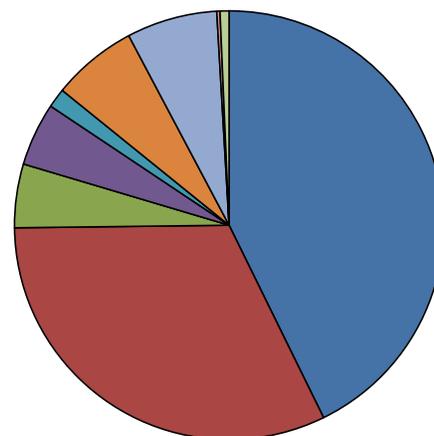
## Cost of Participation in UCDC—AY '14-'15

In Fall '14, UCDC initiated an online survey of students regarding the cost of participation in the UCDC program. This survey was repeated all three quarters. The aggregated results are provided in Table 1 below. Each quarter a group of students who were determined to be a representative sample of UC campuses and median spending behaviors were invited to participate in focus groups to discuss actual expenses incurred while at UCDC. The average cost for California residents living on and off a UC campus is provided in Table 2 for comparison.

The loss of income from work-study and/or other employment and additional lease expenses that students might incur back on their home campus while at UCDC do not affect all students and are included as separate line items. 55% of the students within the focus groups reported loss of work-study or other employment income due to participation in the UCDC program. 33% reported an added lease expense burden due to an inability to terminate or sublet lease agreements in California while at UCDC.

**Table 1 - UCDC Student Expense Survey Results**

Expense Category	Average	Median
• Tuition & Registration Fees	\$ 4,433	\$ 4,433
• Housing	\$ 3,326	\$ 3,326
• Airfare	\$ 498	\$ 563
• Clothes	\$ 494	\$ 400
• Commuting	\$ 151	\$ 140
• Entertainment	\$ 667	\$ 600
• Food	\$ 708	\$ 725
• Course Materials	\$ 25	\$ 20
• Incidentals	\$ 70	\$ 78
<b>TOTAL</b>	<b>\$ 10,372</b>	<b>\$ 10,285</b>



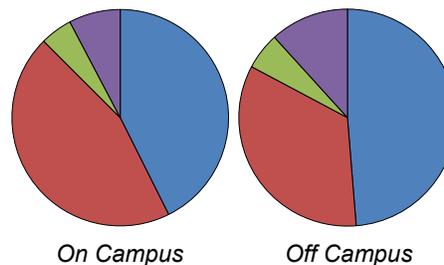
Breakout by Expense Category

### Other Costs

Loss of Work-Study/Other	\$ 1,839	\$ 2,000
Lease Expense	\$ 881	\$ 1,115

**Table 2 - Average Quarter Costs for California Residents**

Expense Category	Living on	Living off
• Tuition & Registration Fees	\$ 4,433	\$ 4,433
• Room & Board	\$ 4,667	\$ 3,100
• Books and Supplies	\$ 500	\$ 500
• Personal/Transportation	\$ 800	\$ 1,067
<b>TOTAL</b>	<b>\$ 10,400</b>	<b>\$ 9,100</b>



On Campus

Off Campus

Source: University of California Admissions: Tuition and Cost of Attendance (<http://admission.universityofcalifornia.edu/paying-for-uc/tuition-and-cost/index.html>)