

SERVICE & ACTIVITY FEE ANNUAL REPORT

Office of Undergraduate Research: \$24,850

The Committee recognizes this as a valued service to students that has been under-supported by other areas. The committee agreed to increase funding to allow for the growth in demand for research and travel grants.

Fiscal Year: _____

Program Name: Office of Undergraduate Research

Program Manager: _____

Please list any S&A funded positions that have been vacant longer than six (6) months. If any vacancies exist, please explain how you utilized the funds and what your long term plans are for the position.

Please provide an overview of the student centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.

Please provide a detailed explanation of any fund transfers from one service and activities fund budget to another.

Please provide an explanation for any positive or negative fund balances at year end.

FY2020

Symposium on University Research and Creative Expression

Please provide an overview of the student centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.

The Office of Undergraduate Research (OUR) sponsors and runs SOURCE, the Symposium of University Research and Creative Expression. SOURCE is a university –wide event that showcases all disciplines of research, scholarship, and creative activities by undergraduate and graduate students, faculty, and staff at CWU.

SOURCE took place during the third week of May 2020, virtually hosted in partnership with the Student Opportunity Center. There were a total of 200 oral, poster, and creative expression presentations – a decrease from previous years, but an excellent turnout for our first virtual event planned within two months after in-person events were shut down for the year.

FY2020

Office of Undergraduate Research

Please provide an overview of the student centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.

The Office of Undergraduate Research supports undergraduate students through small grants for travel and research. All currently enrolled CWU students are eligible. There are two deadlines per year: the first Wednesdays of November and February. Students who are funded through the Office of Undergraduate Research are required to present their work at SOURCE. Travel grants are available to support undergraduate students to travel to a conference to present their work or to perform. Individual students can request up to \$750; groups of three or more students can request up to \$1500. With different circumstances this year, we changed travel grants to presentation grants, and we changed our amounts to \$300 for individuals and \$600 for groups. The student(s) must be the lead author(s) on the work and be the main presenter in order to be eligible. Research grants are available to undergraduate students engaged in mentored research to cover costs associated with research, scholarship, or creative activities.

In total, \$28,913.55 in funding was awarded to students in 2019-2020 of the total \$50,732.80 in requested funding for the year. Overall, the provided funding served a total of 69 undergraduate students at Central Washington University.

The OUR purchased and is actively promoting an institutional membership to the Student Opportunity Center (S.O.C.), which is a database, researchable by discipline or interest, for student grants, internships, publishing openings, etc. The S.O.C. is free to all CWU students.

The OUR also purchased and is actively promoting CWU's institutional membership in the Council of Undergraduate Research (CUR). The CUR mission is to support and promote high-quality undergraduate student-faculty collaborative research and scholarship. CUR membership is free to all CWU students.

Service & Activities Base Funding Financial Overview

For the month ended October 31, 2020

Department: Undergraduate Research

Fund: F:522

As of 11/13/20

	FY21 Actuals + Forecast	FY20 Actuals	FY 19 Actuals	FY18 Actuals
Revenues				
CWU-Allocation (Revenue)	24,850	24,850	24,850	24,850
Total Revenues	24,850	24,850	24,850	24,850
Transfers				
Total Transfers	0	0	0	0
Expenses				
Total Salaries	0	0	0	0
Total Salaries & Benefits	0	0	0	0
CWU-Goods	0	0	3,000	5,596
CWU-Supplies	0	0	0	216
CWU-Program	12,000	9,464	6,256	2,954
CWU-Travel	22,388	17,530	8,433	11,163
Bad Debt	0	0	0	0
Total Goods & Services	34,388	26,993	17,689	19,929
Total Expenses	34,388	26,993	17,689	19,929
Net Resources	(9,538)	(2,143)	7,161	4,921
Projected Beginning Fund Balance	12,917	15,060	7,900	2,978
Projected Ending Fund Balance	3,379	12,917	15,060	7,900