

SERVICE & ACTIVITY FEE ANNUAL REPORT

SURC Operations: \$121,476

The S&A Committee continues to support these areas under a flat funding agreement that was effective 2006. The committee plans on reviewing and clarifying the language regarding salary increases.

Fiscal Year: FY2020
Program Name: SURC Operations
Manager: Cherie Wilson

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.

One (1) Programs Support Supervisor 2 position. We haven't rehired this position because of the universities hiring freeze.

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

Student Union Operations supports the daily management of various services within the Student Union including: Building Services, Event Support Services, and Information Center. This area supports 5 full time staff and 25 student employees. Even though our building hours were limited due to COVID-19, we still continued to employ our students to ensure the building continued to serve students and our student employees were still able to support their needs.

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

None

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

The positive fund balance is due to the vacant position we were unable to hire for because of the hiring freeze.

Service & Activities Base Funding Financial Overview

For the month ended October 31, 2020

Department: Student Union Operations

Fund: F:550

As of 11/13/20

	FY21 Actuals + Forecast	FY20 Actuals	FY 19 Actuals	FY18 Actuals
Revenues				
CWU-Sales and Services	143,568	158,517	211,513	203,889
CWU-Rent	92,334	104,000	102,500	89,546
CWU-Cash Over/Short	0	60	0	0
CWU-Other	0	53	0	0
CWU-Allocation (Revenue)	307,992	307,992	303,799	250,393
Total Revenues	543,894	570,622	617,812	543,828
Transfers				
Total Transfers	0	0	0	0
Expenses				
CWU-Salary and Wage (Staff)	174,636	231,275	266,543	188,645
CWU-Student/Temporary/Overtime	120,219	131,100	148,901	147,888
Total Salaries	294,855	362,376	415,444	336,533
CWU-Benefits	75,008	100,181	108,362	91,695
Total Salaries & Benefits	369,863	462,557	523,806	428,228
CWU-Goods	11,105	11,696	12,105	15,551
CWU-Services	800	138	786	482
CWU-Supplies	17,217	15,617	23,306	26,257
CWU-Utilities	9,217	7,224	8,761	7,629
CWU-Repairs/Maintenance	6,720	65	1,239	8,644
CWU-Insurance	0	19,616	17,459	16,222
CWU-Program	6,980	14,684	7,412	5,245
CWU-Travel	0	2,010	5,310	4,398
CWU-Equipment/Software (Non-Capita)	6,720	2,477	10,103	4,167
CWU-Transfer (Expense In)	0	(9)	0	0
Bad Debt	121	180	(220)	795
Total Goods & Services	58,881	73,697	86,262	89,389
Total Expenses	428,745	536,254	610,068	517,617
Net Resources	115,149	34,368	7,744	26,210
Projected Beginning Fund Balance	662,861	628,493	620,749	59,231
Projected Ending Fund Balance	778,011	662,861	628,493	85,441