

SERVICE & ACTIVITY FEE ANNUAL REPORT

Wildcat Films: \$3,992 as of 9/30/21

The Committee would like to see this program continue as they see it as a valuable service and a good learning opportunity beyond the classroom. They would like to express that the department should support this program with a technical staff person and accounting/billing services.

Fiscal Year:	FY2021
Program Name:	Wildcat Films
Manager:	t.b.d. (Cait Dalton previously managed the finances of Wildcat Films. A replacement for her has not been named.)

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.

n/a

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

Wildcat Films is a student-led production house. There are three student “employees” who serve in leadership roles, going above and beyond the normal duties set forth in the class. In light of financial constraints, these are no longer paid positions, which necessitated a reduction in responsibilities.

With advisement from the faculty advisor, student employees guide, lead and manage fellow students in all aspects of film production from conceptualization to delivering the end product. Student producers are responsible for the securing clients and producing specific projects for those clients. Due to the cessation of funding by S&A, Wildcat Films has not been able to produce specific content for S&A.

Early in the quarter, Wildcat Films was advised that the Production Services Agreement it had been using when contracting with clients needed to be reviewed and approved by CWU business affairs. At such time, we ceased using that contract, pending administration approval to modify and/or use that agreement. Likewise, the Completion of Services Agreement that was to be used in conjunction with billing clients is also awaiting review and approval by CWU business affairs. With this aspect of the class in limbo, student productions have not included budgeting, contract negotiation or business management. Student productions have instead been pursued much like productions for FILM 440 - Corporate Media, with the primary focus being film production, editing and basic participant contracts.

When administration approval to use client contracts is received and processes/personnel to administer billing/spending are in place, Wildcat Films could resume operations under a business model.

In Fall 2021, there were eight students in Wildcat Films. Some of their clients included The CWU Football Team, the new science building, the theater department’s production of *Eurydice*, the USCWU Voter Registration initiative, CWU’s EMT program, ISSS’s Faces of Central, and Central Newswatch.

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

n/a

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

Positive fund balance is a rollover of earned income outside of S&A allocations. We will continue to charge against those funds until exhausted

For the reasons described above, there has been no economic activity for Wildcat Films in Fall 2021 – no S&A funds in or out.

Service & Activities Base Funding Financial Overview
For the month ended June 30, 2021

Department: CAT TV

Fund: F:522

As of 10/21/21

	FY21 Actuals	FY20 Actuals	FY19 Actuals	FY18 Actuals
Revenues				
CWU-Contribution/Donation	0	0	135	0
CWU-Sales and Services	2,006	3,466	3,125	4,447
CWU-Allocation (Revenue)	19,985	19,985	19,415	19,415
Total Revenues	21,991	23,451	22,675	23,862
Transfers				
Total Transfers	0	0	0	0
Expenses				
CWU-Student/Temporary/Overtime	1,160	4,662	1,042	5,772
Total Salaries	1,160	4,662	1,042	5,772
CWU-Benefits	32	99	23	154
Total Salaries & Benefits	1,193	4,761	1,066	5,926
CWU-Goods	375	190	1,851	488
CWU-Supplies	0	0	533	940
CWU-Repairs/Maintenance	0	0	0	20
CWU-Program	47	121	80	0
CWU-Travel	0	715	1,865	0
CWU-Equipment/Software (Non-Capita)	41,700	4,108	0	13,697
Bad Debt	0	0	0	0
Total Goods & Services	42,123	5,133	4,329	15,145
Total Expenses	43,316	9,895	5,395	21,071
Net Resources	(21,325)	13,556	17,280	2,791
Projected Beginning Fund Balance	36,338	22,781	5,501	2,710
Projected Ending Fund Balance	15,013	36,338	22,781	5,501