

SERVICE AND ACTIVITY FEE ANNUAL REPORT

GENERAL INFORMATION	
Reporting Year:	2017
Reporting Program:	Office of Undergraduate Research/SOURCE
Funded PID:	4001700003
Program Manager	Jamie Gilbert

Financial Report Back:	
<b>FUND BALANCE</b>	<b>\$ (12,142.76)</b>
REVENUE:	
S&A Funds Received	\$ 5,400.00
Self Support Funds Earned	\$ -
Other Funds Received	\$ -
<b>TOTAL REVENUE:</b>	<b>\$ 5,400.00</b>
EXPENSES:	
STUDENT PAYROLL	\$ -
NON STUDENT PAYROLL	\$ -
BENEFITS	\$ -
GOODS & SERVICES	\$ 22,825.64
<b>TOTAL EXPENSES:</b>	<b>\$ 22,825.64</b>
TRANSFERS IN	\$ 11,380.00
TRANSFERS OUT	\$ -
<b>NET CHANGE</b>	<b>\$ (18,188.40)</b>

Please list any S&A funded position 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.

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. The event in 2017, was the 22nd year that the event has been held on this campus, and the second time that SOURCE took place over two days on the Ellensburg campus, plus an evening event at the Des Moines campus. SOURCE is free to all attendees of which the majority are CWU students.

In 2017, SOURCE included:

- 472 oral, creative expression, and poster presentations from students in 55 departments on two campuses
- 18 of these presentations were presented at the Des Moines campus
- 704 total student presenters
- 127 judges from the campus and community (there are two judges per presentation)
- 115 student volunteers who served as check-in and room attendants as well as several other roles
- 5 students majoring in Event Planning, Public Relations, Human Resources, Psychology, and Sociology who organized volunteers, ran a testimonial booth at SOURCE, and assisted with promoting and planning; 2 of these students are online students who not only assisted in the Ellensburg SOURCE but were essential in helping with the Westside SOURCE.
- A graduate assistant who assisted in organizing and marketing, seeking sponsorship, and preparing videos to help students prepare for SOURCE
- 8,025 attendees over two days
- Three Keynote Speakers: Dr. Scott Freeman, Yakama Tribesman Anthony Washines, and Dr. Ann McMahon (Westside SOURCE Keynote).
- There were discussion luncheons held with Dr. Scott Freeman and Anthony Washines, where students could come and have an open discussion with them before their talk.

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