Memorandum

Date: 8/7/2007

To: Charlotte Tullos/VP Student Affairs and Enrollment Management

Cc: Carmen Rahm/ITS; Don Diebert/ITS

From: Dave Storla/ITS

RE: Recap of Student Technology Committee Activities for FY06

The following activities involving the Student Technology Fee and the Student Technology Committee occurred during FY07:

Monetary: (See page 2 for details)   HIGHLIGHTS: Total revenue generated from the tech fee during FY07 was $829,830.00 compared to $800.830.00 in FY06.   A total deduction of $24,829.10 covers a special item (explained below) leaving a net revenue for FY07 of $805,000.90.   Total expenses were $737,619.85 leaving a balance of $67,381.05 for the year. Adding the FY06 balance to the carry forward balance from prior years ($207,831.26) leaves a July 1, 2007 balance of $275,212.31.

A few figures need an explanation:

The revenue deduction of $24,829.10 paid for a mandatory administrative fee for all "self-support accounts" such as the Tech Fee.

The financial figures in this document include a total of approximately $80,842.00 to cover expenses attributed to FY07 but which had not yet been recorded at the end of June 2006. Details of the items included in the $80,842.00 are outlined at the bottom of page 2 of this document.

The $149,320.68 expense (called Program Expense) is funds paid to various Community Colleges where CWU students use the local computer facilities. CWU collects the technology fee from our students and then pays the colleges based on their computer use fee structure.

Projects Supported by the Tech Fee during the year: Funding approved by the Committee in FY07 for new lab computers was expended and student share of software renewals for Microsoft Office, Anti-virus and a student share of Internet usage costs were paid.

The Committee also approved the expenditure of approximately $39,500 for Technology Projects submitted by CWU individuals.   In May, six such projects were approved. Projects included 3 printers for the Library, 3 laptops for checkout at CWU-Yakima, funds for closed caption decoders on classroom projectors, 3 e-mail kiosks, 6 Tablet pc's for Writing Center and funds for computing upgrades for the tax preparation project **At the end of June 2007 approximately $25,500.00 of these funds had not yet been spent.**

Respectfully submitted,

David L. Storla/Student Tech Fee Advisor

Financial Detail (see page 1 for highlights and explanations)

Revenue:

Add: FY07 Revenue from Tech Fee	$829,830.00		
Add: Other income	$0.00		
Less: mandatory assessments	**$24,829.10**		
Net Revenue for FY07			**$805,000.90**

Expenses:

Wages:

Temporary	$10,996.83		
Students	$240,700.77		
Overtime	$191.73		
Total Wages		$251,889.33	
Benefits:		$8,660.88	

Goods & Services:

Toner for printers	$31,813.17		
Paper for printers	$30,407.07		
Supplies	$1,883.43		
Telephone & Long Distance	$5,745.58		
Repairs	$5,001.61		
Equipment **(see details below)**	**$132,097.12**		
Software	$20,091.34		
Software Maintenance **(details below)**	**$27,632.54**		
Program Expenses **(details below)**	**$149,320.68**		
Capitalized Equipment	$2,516.20		
Student share of Internet Costs	$70,500.00		
Miscellaneous	$60.90		
Total Goods & Services		$477,069.64	

Total Expenses **PAID During FY07**			$737,619.85
Net **INCREASE** in Account During FY07			$67,381.05
Add: Carry Forward from Prior Years			$207,831.26
Balance of funds available for 7/1/2007			**$275,212.31**

Pending Expenditures: (already Included in Expenses)
  Equipment (Tech Fee Grants)   ESTIMATED COSTS

3 e-mail kiosks	$6,000.00		
6 Tablets PC's for Writing Cntr	$12,500.00		
tax prep computer equipment	$2,000.00		
Closed Caption Decoders	$5,000.00		
		$25,500.00	

  Software Maintenance

SPSS renewal	$9,493.00		
Minitab renewal	$2,289.00		
		$11,782.00	

  Tech Fee Reimbursements

to Edmonds CC	$41,862.00		
to Green River CC	$980.00		
		$42,842.00	

Tech Project funds not yet expended			**$80,124.00**