

Business Auxiliaries Services: Organizational Chart



Auxiliary Services is a self supported and internally funded group of departments that work collaboratively and represent philosophies and standards from their respective divisions of Business and Financial Affairs and Student Affairs and Enrollment Management. Steve Rittereiser is the Assistant Vice President of Business Auxiliaries and Public Safety. He has management and administrative responsibility for the business auxiliaries of Dining Services, Retail Services (Wildcat Shop, Conference and Catering Services), Parking Services and Enterprise Accounting.

Wildcat Shop provides the Ellensburg campus and the six University centers with a full line of academically related products and services. The Store maintains competitive retail prices in the store and on our online web site.

Conference and Catering hosts over 875 events and almost 50,000 visitors and guests each year. This newly combined department includes the dining catering sales and service staff and conference services team. Revenues help support the expenses of the housing and dining units and are an important recruitment and marketing arm of the University.

Dining Services provides a variety of quality menus and services in modern surroundings for CWU students, the university community, and guests. All Dining Services locations offer convenience and chef quality products in comfortable, clean facilities that function as gathering places for social and educational interaction. Dining Services operates ten unique restaurants, two convenience stores and three espresso bars.

Connection Card provides CWU identification cards to the entire campus community. These cards are also utilized as debit cards for the dining operations, library cards, membership cards for the student recreation facility and door access cards in some academic buildings and residence halls.

Copycat Shop assists the university by providing mass document copying and handles paper stock delivery to various campus departments

Enterprise Accounting This department provides the operational divisions support services including financial reporting, projections, budgeting and control, customer billings, and maintenance of the campus connection debit card system

Parking Services manages safe parking for over 4,000 vehicles. The Parking Services Kiosk, located off of University Way west of Munson Hall, provides information regarding parking, the University, and the community.

Auxiliary Services Computing Services supports all auxiliary units by providing systems database, hardware maintenance, and user support. This includes interfacing with the all CWU legacy applications, Connection Card system, ResNet patron support, web page development and maintenance, accounting reports, housing reports, and new application development. Student apprentices are the backbone of this service.

Business Auxiliary Custodial Services is responsible for the daily care of the student residence halls, preparation of campus apartments for new contracts, SURC dining facilities and Wildcat Shop.

University Housing and New Student Programs is part of the Auxiliary Services partnership and under the management and supervision of the Vice President for Student Affairs and Enrollment Management. It includes 20 residence hall facilities with a capacity of 2,480 students and 410 apartment units, including three apartment complexes which house an additional 900 people. Our facilities offer students the convenience of living near the academic heart of the University at a reasonable cost, and with many living-style options. Within the University Housing arena there is professional and paraprofessional staff living in the residence hall facilities among the students. They provide community related activities and educational programs. These activities and programs include Living and Learning Communities and Theme Housing, which allow over 500 students to connect with faculty outside the classroom. Also, professional and paraprofessional staff enforces University conduct codes and conduct administrative functions crucial to occupancy management.