

# S&A Annual Financial Report Questionnaire

## ASCWU Club Senate

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Annual Financial Report. Items that are vague, such as "contract services" should be clearly explained. Please include an explanation of increases or decreases from the previous year's expenses.

Club senate provides financial support for nearly 150 clubs. Support is majority funding of travel to conferences, events and club development opportunities. Events also include the planning and execution of a quarterly club fairs. Additional funding supports student positions to support the senate and create programming and awareness opportunities. Club senate is a student governed program.

2. What was your fund balance at the end of the year? If positive or negative, please provide a detail explanation.

Approximately \$16,000. Positive funding is related to conservative financial planning to aid in a strong carry forward for incoming board members to this position each year. Specifically, it is proposed that this budget purchase two years of the Presence club management software at \$18,000 per year at the end of the FY20 fiscal year.

3. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. Please list all funding received for this program and the source(s) of the funding.

No. ASCWU is a historically funded SA program and is not eligible for state funding. Without a specific fee to support ASCWU it would not exist.

4. Are there any long-term obligations or contracts associated with this funding request?

Insurance contract, annually (approximately \$30,000) and increases as the number of the clubs increases.

Anticipated Presence Club Management Software, annually (\$18,000) and is a fixed rate.

5. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.

This budget supports student assistant wages and benefits for students only. No FTE are paid for out of this budget. Typically, this position will hire 1-3 student positions annually. The VP for Clubs is not paid out of this budget.

6. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics as applicable.

Leading up to FY20 detailed club member manifests were not easily documented. Thanks to the implementation of the Student Engagement Coordinator position and the integration of the Presence Club Management Software we anticipate being able to provide more detailed data in future years.

During this fiscal year there were approximately 150 registered clubs/organizations.

Club Affiliation List:

Club Name
21st Century Skills Educators
A Capella
Accounting and Finance
Actuarial Science
AEG (Association of Environmental and Engineering Geologists)
AGC (Associated General Contractors)
Alpha Kappa Psi
American Choral Directors Association (CWU-ACDA)
American Society of Mechanical Engineers (ASME)
Anthropology Student Association
Arnold Air Society
ASL Club (American Sign Language Club)
Association for Computing Machinery (ACM)
Association of Latino Professionals

ASSP (American Society of Safety Professionals)
Astronomy
Band Club
Barbell and Powerlifting Club
Bass Club
Beta Alpha Psi
Biology Club
Brother 2 Brother
Campus Ambassadors
Catholic Campus Ministry
Central African Student Assoc. (CASA)
Chemistry Club
Chi Alpha Christian Fellowship
Child Life Club
Chinese Students and Scholars Association (CSSA)
College Success Foundation (CSF)
Cosplay Club
CTEA (Central Technology Education Association)
CWU USITT
CWU Wesley
Cyber Security

D&D
Dance Marathon
Data Science Club
Economics
Electric Vehicle Club
Energy Club
Environmental Club
Exercise Science Club
Family and Child Life Grad Club
Family Science
FCA (Fellowship of Christian Athletes)
FFPCWU (Future Financial Planners)
Film Club
Flute
Flying Wildcats
Food Science and Nutrition Club
Funk Club
Game Development
Generation Action
Geology
Give CWU
Happiness Club

Her Campus
Hip Hop Central
History Club
Hot New Jam
IDS Student Council
IEEE (Institute of Electrical and Electronic Engineers)
IET (Industrial Engineering and Technology) + Manufacturing and Design
Indian Student Assoc.
Inklings
International Club
Investment Group
JEN (Jazz Education Network)
Kappa Sigma
KLUB FM
Lambda Pi Eta
LatinX
Law and Justice Club
LDSSA (Latter-day Saint Student Assoc.)
LEADers
Mariachi CWU
Marketing Association
Math Club

MCA (Mechanical Contractors Association)
Mock Trial Club
Museum Club
Music Industry Club
NAfME
Namakemono Anime
NES Student Teaching Support Club
Philosophy and Religious Studies Club
Political Science Club
Pre-Dental Club
Pre-Med
Pre-Vet Club
Primate Awareness Network
PRSSA (Public Relations Student Society of America)
Psychology Club
Public Health
PUSH
REC Life
Robotics
Rotaract Club of Ellensburg
Russian Club
SALT

Saudi Club
Saxophone
Scholars in Action
SNATS
Society for Human Resource Management
Society for Student Accountants
Society of Physics Students (SPS)
Sociology
Sport Management
Student Alumni Association
Student Art Club
Student Council for Exceptional Children
Supply Chain Management Association
Swing Cats
Table Tennis
Translatus
Trumpet
Tuba and Euphonium
Veterans Club
Westside Psychology Club
Wildcat Battalion Club
Women in Aviation

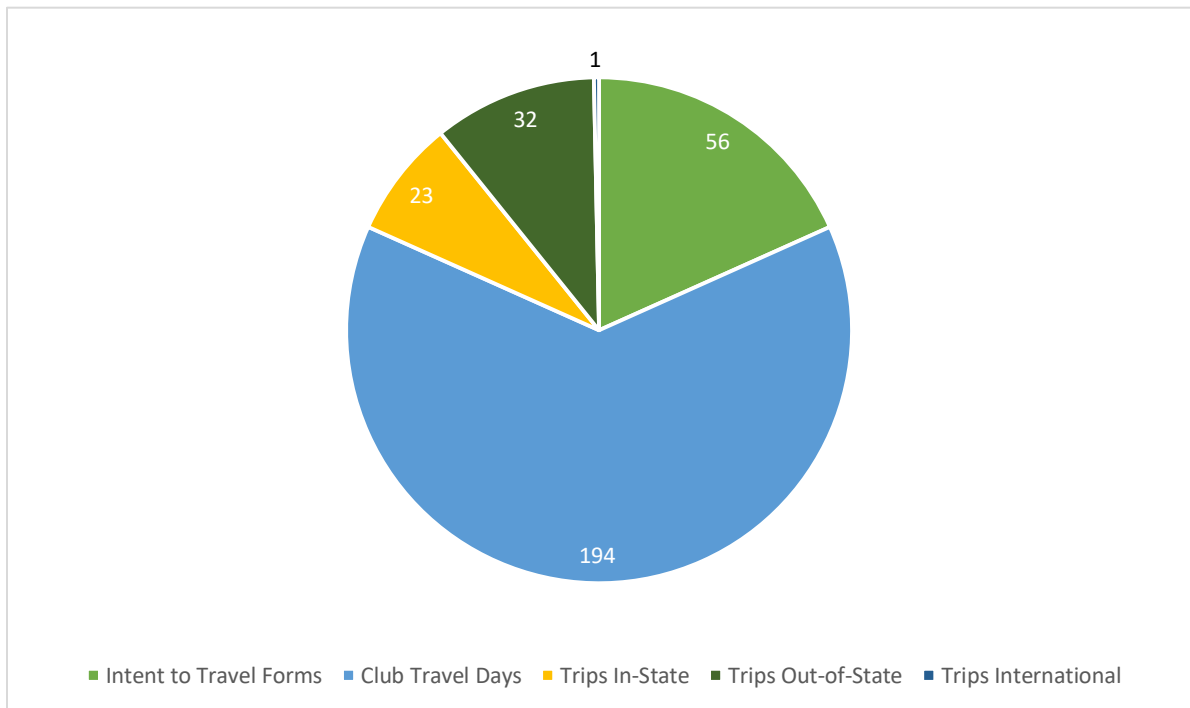
Women in Business

Women in Science  
Technology, Engineering  
and Math

7. How do you assess the effectiveness of the services and activities you provide to students? Is student input collected and used in this process?

This particular allocation has a long-standing history of student support, most notably through the travel funding aspect. Below you will find information specific to travel of clubs in the fiscal year.

A steady increase of new clubs being developed annually show ample support and effectiveness for this budget.



8. Does your program have an advisory committee? If so, in what capacity is it involved in your budgeting process?

Clubs can submit Club Funding Requests when they would like to acquire funding from Club Council, Student Academic Senate (SAS), and/or Services and Activities (S&A) for things like club travel, events, advertisement, and more. The following steps will guide you through creating and submitting a Club Funding Request.

**1. Complete the [Funds Council Request Form](#)**



This form is the first step in the funding request process and requires basic club information, a proposed budget, and an explanation of what the funding will be used for.

## **2. Schedule a Funds Request Consultation (Optional)**

This optional consultation allows clubs to meet with a Student Engagement Team Member to discuss and look over their funds request and/or presentation for any discrepancies, areas of improvement, or as just one last check before presenting. These consultations can be scheduled before finishing the Funds Council Request Form above, during its creation or your presentation's creation, or after everything has been completed and submitted.

## **3. Present at Funds Council**

After submitting your Funds Council Request Form, your club is required to present your funding request at a Funds Council meeting. Clubs must follow the [Funding Request Presentation Template](#) to ensure all of their necessary information is present and available for Funds Council members to vote efficiently and effectively.

## **4. Post-Vote Purchasing Meetings (if applicable)**

If your club *does* receive funding from Funds Council, you can schedule a purchasing meeting to pre-pay for any items or services that your club plans to use in the future like hotels, flights, CWU motor pool, etc. Please note, pre-purchases cannot be made for items or services with variable/changing prices like Uber, Lyft, etc.

## **5. Report Back**

After your club uses the funds you were allocated by Funds Council, you are also required to complete a [Report Back Submission](#). This is a quick description of your funds usage to help Club Council, SAS, and S&A see and have records of how their budgets are being spent and to display all of the great things your clubs are doing through successful planning and execution!

9. What would be the impact to students if this program's funding were increased by 15-20%?

There would be a significant positive impact to the programs funded by this account. In fact, instead of limiting the number of clubs who receive funds annually due to the amount of money available we would be able to fund every club with a certain dollar figure annually. All clubs would receive funding and, in turn, allow for great growth of the clubs programming at CWU.

10. What would be the impact to students if this program's funding were decreased by 15-20%?

Significant limited in travel or growth opportunities for clubs.

11. What are your program goals or learning/operational objectives? How are you assessing the effectiveness of your program in achieving those targets?

There are no specific learning outcomes for this funded area at this time. Because of annual leadership change consistent and regular learning outcomes are difficult to manage and track. However, ASCWU officers do produce goals annually to support their specifically funded areas.