

Services and Activities Fee Committee
Base Funding Request for FY2014-FY2017

Name of Program, Activity, or Service **Symposium On University Research and Creative Expression (SOURCE)**

S&A Project ID/ID's

Submitted By Kara Gabriel; Chair, SOURCE Committee; gabrielk@cwu.edu

Total Annual Base Funding Requested \$ 5,400

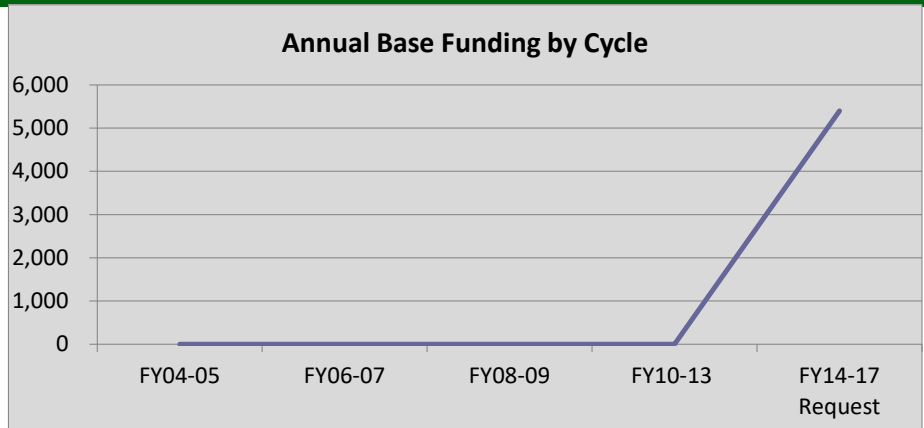
BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE

The Symposium On University Research and Creative Expression (SOURCE) is held every May in the Student Union and Recreation Center. It provides a showcase in which Central students from all disciplines can present their research, scholarship, or creative activities in one of many presentation formats, including oral presentations, online oral presentations, poster presentations, creative expression, creative works, fashion design, and video production. SOURCE began in 1995 and student involvement as presenters and attendees has continued to grow. In both 2011 and 2012, SOURCE had over 300 presentations with more than 500 student authors and co-authors. On the day of SOURCE, hundreds of students as well as faculty, staff, and community members attend the presentation sessions. SOURCE also has expanded to the university centers where students can present their work. SOURCE is sponsored by the Office of Undergraduate Research but continued growth in student presentations and attendance has increased costs associated with space and equipment rentals in the Student Union and Recreation Center as well as the costs of printing SOURCE programs for the student presenters that then provide verification of student's participation when they list this professional experience on their resume.

ANNUAL BASE FUNDING REQUEST SUMMARY

(Provide the data for the chart below on the second tab. The chart will auto populate.)

	<i>Annual Base Amount</i>
Admin/Exempt Payroll	\$ -
Civil Service Payroll	-
Student Payroll	-
Employee Benefits	-
Goods & Services	5,400
Travel	-
Equipment	-
Annual Base Expenses	5,400
<i>Less: Annual Other Funding Sources</i>	-
Annual Base Funding Request	\$ 5,400



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ANNUAL BASE EXPENSES

BASE ADMIN / EXEMPT PAYROLL EXPENSE

Admin/Exempt Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
	-	per Year	1.0	1	15.0%	-
	-	per Year	1.0	1	15.0%	-
	-	per Year	1.0	1	15.0%	-
BASE <u>ADMIN/EXEMPT</u> PAYROLL EXPENSE TOTAL					-	-

BASE CIVIL SERVICE and TEMP PAYROLL EXPENSE

Civil Service/Temp Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-
	-	per Month	12.0	1	15.0%	-

Base Funding Request

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	- per Month	12.0	1	15.0%	-
BASE <i>CIVIL SERVICE and TEMP</i> PAYROLL EXPENSE TOTAL					-

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BASE STUDENT PAYROLL EXPENSE

Student Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
BASE <u>STUDENT</u> PAYROLL EXPENSE TOTAL						-

BASE EMPLOYEE BENEFITS EXPENSE

Payroll Category	Overall Benefits %	Annual Base Amount
Admin/Exempt	N/A	-
Civil Service	N/A	-
Student	N/A	-
BASE <u>EMPLOYEE BENEFITS</u> EXPENSE TOTAL		N/A

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BASE GOODS & SERVICES EXPENSE

Description of Goods & Services Expense		Annual Base Amount
SURC space and equipment rentals, including set-up and cleaning, and SURC technician staff.		2,400
SOURCE programs for distribution to student presenters.		3,000
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		-
		-
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		-
		-
		-
BASE <u>GOODS & SERVICES</u> EXPENSE TOTAL		5,400

BASE TRAVEL EXPENSE

Description of Travel Expense		Annual Base Amount
		-
		-
		-
		-
		-
		-
		-
		-

