

SERVICE & ACTIVITY FEE ANNUAL REPORT

FISCAL YEAR 2024

Program Name: Manastash

Program Manager: Dr. Ali Unal

1. Please list any S&A funded position that have been vacant longer than one (1) month. If any vacancies exist, please explain how you utilized the funds and what your long-term plans are for the position.

N/A – However, we now have a *Manastash* intern, in a similar arrangement as Lion Rock, who will work as the Managing Editor throughout the year. We are also planning to pay the intern a stipend for the work they will do beyond the credit hours they complete in ENG 490.

2. Please provide an overview of the student-centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.

We have two practicum courses in our department solely focused on Manastash, one for editing a journal and one for publishing a journal. In those classes, students learn about editing and publishing processes of a literary journal from a professor who then acts only as an advisor while students read, select, and curate all the submissions for the journal. Then in the Spring, they design, produce, and print the journal under, again, the supervision of their professor. All the decisions are made by our students so that they gain invaluable experience in managing a literary magazine as editor-in-chief, managing editor, and genre editors. In a joint event with Lion Rock, they arrange a launch party at the SOURCE event to promote their magazine and read their works in this event. Aside from 40 students who take these classes, Manastash also publishes over 50 student works and distribute the issues for free through library, SOURCE and other means. They learn both the creative and professional side of writing.

This year, we worked with the College of High School Program and Lion Rock Visiting Writers Series to organize a creative contest for High Schools in the area. The program manager visited the Cle Elum High School to introduce *Manastash* and present the contest. The other high schools were also given promotional materials, flier for the contest, and necessary information. We received 10 submissions from Cle Elum and published 4 high school students' works in the Volume 34 of *Manastash*. We also hosted those students and their families at the *Manastash* Reading and Launch Party at the SOURCE. We are hoping to expand the contest even further with the help of our new intern.

Next year it'll be the 30th anniversary of *Manastash*'s first issue. We'll be hoping to create a marketing and promotional push to introduce the journal to all the CWU students and highlight its importance in student success.

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

N/A

4. Please provide an explanation for any positive or negative fund balances at year end.

We have currently \$3,153.38 in S&A account.

**Service & Activities Base Funding
Financial Overview**
For the month ended September 30, 2024
 Department: English Dept
 Student Activities
 No Component
 As of 10/22/24

	FY22 Actuals	FY23 Actuals	FY24 Actuals
Revenues			
CWU-Allocation (Revenue)	4,927	4,667	4,667
Total Revenues	4,927	4,667	4,667
Transfers			
CWU-Transfer (Intra-Fund Out)	0	(8,330)	(4,432)
Total Transfers	0	(8,330)	(4,432)
Expenses			
Total Salaries	0	0	0
Total Salaries & Benefits	0	0	0
CWU-Goods & Services	0	0	0
CWU-Goods	241	426	160
CWU-Supplies	168	0	0
CWU-Program	0	430	75
Bad Debt	0	0	0
Total Goods & Services	408	856	235
Total Expenses	408	856	235
Net Resources	4,518	(4,518)	0
Projected Beginning Fund Balance	0	4,518	0
Projected Ending Fund Balance	4,518	0	0