Services & Activities Fee Annual Program Review

Program Name: **Admin Fee**

Program Manager: Joel Klucking

Fiscal Year: FY2024

1. In what ways does your program support CWU students? Please be specific, yet concise.

   > It could be said that all student-centered programming is reliant on the services provided as they likely include staffing, purchases and computers.
   >
   > This is a negotiated and formulaic support of specific services provided to the S&A Funded areas.

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

   > N/A

3. What is the overall purpose of your program and what service(s) does your program provide?
   a. Are there overlaps or intersections with other university programs who have a similar purpose or service?

   >

4. How does your program align with the purpose of S&A funding? "*Supporting cocurricular and extracurricular activities and programs participated in by students in the furtherance of their education.*"

   > All cocurricular and extracurricular activities and programming are reliant on the services provided as they likely include staffing, purchases and computers.

5. How does your program support CWU's mission and goals? (https://www.cwu.edu/mission/)

> Unifying Value: Student Success
>
> CWU creates pathways for students of all backgrounds to reach their academic and professional goals. Through providing a supportive learning environment, faculty and staff inspire students to become engaged professionals, active citizens, and lifelong learners.
>
> We values this and in order to promote student success, there are services that must be available to the S&A Funded areas.

6. Please provide detailed information regarding who utilizes your program? (*Students, faculty, staff, community? Specific demographic information? Class standing, gender, ethnicity, transfer, campus location, etc*.)

> These metrics are in the quadrennial request. They relate to the Staff numbers, PAFs and various purchasing and computing services provided.

7. How many unique CWU students utilize your program or services?
    a. How do you gather these metrics?
    b. If you do not, what is preventing you from getting that data and how are you determining usage by CWU students?

> It is unknown. We do have metrics of PAFS, Pos, Travel and other expenditures that utilize the HR,Payroll,A/P, Purchasing and Computing services. Those calculations are in the Quadrennial request.

8. Are there any current vacant positions in your program?

> no

9. Given the budget reductions taking place and continuing for the remainder of the funding cycle, please tell us what specific impacts those reductions have had on your program compared to what was originally planned and including in your initial base funding request.

> The same budget pressures that are impacting the S&A Funds, due to reduced enrollments, are impacting the support services provided by the Admin Fee funding.

10. Are there any circumstances or challenges that are currently impacting your ability to use your base funding allocation this year?

no

11. What growth or increases would you like to see in your program in the future?