

Memorandum

Date: 8/12/2008
To: Charlotte Tullos/VP Student Affairs and Enrollment Management
Cc: Carmen Rahm/ITS; Don Diebert/ITS
From: Dave Storla/ITS
RE: Recap of Student Technology Committee Activities for FY08

The following activities involving the Student Technology Committee occurred during FY08:

Monetary: (See page 2 for details) HIGHLIGHTS: Total revenue generated from the tech fee during FY08 was \$810,714.50 compared to \$829,830.00 in FY07. A total deduction of \$24,321.44 covers a special item (explained below) leaving a net revenue for FY08 of \$786,393.06. Total expenses were \$781,755.60 leaving a balance of \$4,637.46 for the year. Adding the FY07 balance to the carry forward balance from prior years (\$310,133.99) leaves a July 1, 2007 balance of \$314,771.45.

A few figures need an explanation:

The revenue deduction of \$24,321.44 paid for a mandatory administrative fee for all "self-support accounts" such as the Tech Fee.

The \$84,315.86 expense (called Program Expense) is funds paid to various Community Colleges where CWU students use the local computer facilities. CWU collects the technology fee from our students and then pays the colleges based on their computer use fee structure. **As of June 30, 2008 there will be a total of \$24,273 in additional Program Expense due to Highline CC (\$22,593) and Green River CC (\$1,680).**

Finally, the total expense for Goods & Services of \$519,186.07 reflects \$80,124 that was for expenses incurred in FY07 but paid in FY08. This included \$25,500 in Equipment for Tech Fee Grants, \$11,782 for Software renewals, and \$42,842 owed to Edmonds CC and Green River CC for Program Expenses.

Projects Supported by the Tech Fee during the year: Funding approved by the Committee in FY08 for new lab computers was expended and student share of software renewals for Microsoft Office, Anti-virus, Minitab and SPSS statistical software and the student share of Internet usage costs were paid.

The Committee also approved the expenditure of approximately \$39,400 for Technology Projects submitted by CWU individuals. In May, eight such projects were approved. Projects included 5 cell phones plus 1 years service for Public Safety, 2 laptops for checkout at CWU-Moses Lake, software/hardware for new museum in Dean Hall, loaner camcorders for Ed Tech Center, reimbursement funds for DSS software, 2 e-mail kiosks in Rec Center, 3 years access to international job databases and funds for SURC ticketing hardware/software. **At the end of June 2008 approximately \$20,000.00 of these funds had not yet been spent.**

Respectfully submitted,

David L. Storla/Student Tech Fee Advisor

Financial Detail (see page 1 for highlights and explanations)			
Revenue:			
Add: FY08 Revenue from Tech Fee	\$810,714.50		
Add: Other income	\$0.00		
Less: mandatory assessments	\$24,321.44		
Net Revenue for FY08			\$786,393.06
Expenses:			
Wages:			
Temporary	\$1,225.50		
Students	\$255,954.96		
Overtime	\$41.63		
Total Wages		\$257,222.09	
Benefits:		\$5,347.44	
Goods & Services:			
Toner for printers	\$24,447.55		
Paper for printers	\$51,229.22		
Supplies	\$2,731.15		
Telephone & Long Distance etc.	\$7,917.97		
Repairs	\$2,050.69		
Maintenance/Moving/Setup	\$5,140.87		
Office Copier Supplies	\$441.23		
Subscriptions	\$4,672.80		
Equipment	\$208,596.36		
Software	\$20,845.73		
Software Maintenance	\$25,381.38		
Program Expenses	\$84,315.86		
Capitalized Equipment	\$10,662.69		
Student share of Internet Costs	\$70,500.00		
Miscellaneous	\$252.57		
Total Goods & Services		\$519,186.07	
Total Expenses PAID During FY08			\$781,755.60
Net INCREASE in Account During FY08			\$4,637.46
Add: Carry Forward from Prior Years			\$310,133.99
Balance of funds available for 7/1/2008			\$314,771.45
Pending Expenditures:			
Equipment (Tech Fee Grants) ESTIMATED COSTS			
Ticketing software/hardware for SURC		\$3,000.00	
Dean Hall Museum Software/hardware		\$14,000.00	
Camcorders for Ed Tech Center		\$3,000.00	
			\$20,000.00
Tech Fee Reimbursements			
to Highline CC		\$22,593.00	
to Green River CC		\$1,680.00	
			\$24,273.00