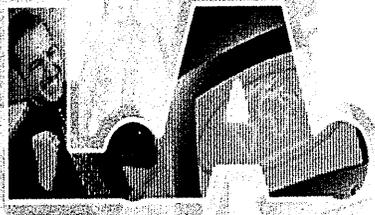
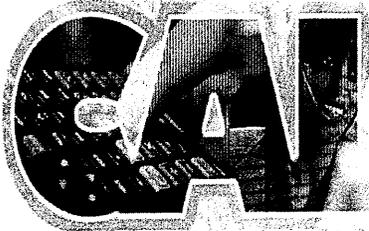


Associated Students, Inc.



The Student Government of the University of North Carolina at Charlotte



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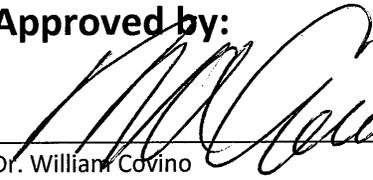
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PRESIDENT'S OFFICE

2017-2018

ASI Approved 6&6 Budget Review

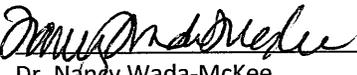
Approved by:



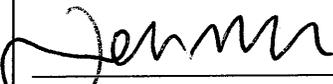
 Dr. William Covino Date 5/2/18
 University President



 Lisa M. Chavez Date 4/27/18
 VP of Administration Finance & CFO



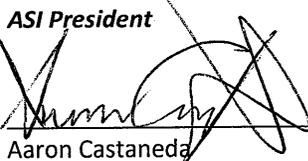
 Dr. Nancy Wada-McKee Date 4/23/18
 VP of Student Life



 Dr. Jennifer Miller Date 4/23/18
 Dean of Students



 David Zitser Date 4/19/18
 ASI President



 Aaron Castaneda Date 4/19/18
 ASI Vice President for Finance



 Josef W. Weser Date 4/19/18
 ASI Executive Director



MEMORANDUM

DATE: Monday, April 16, 2018

TO: Dr. Nancy Wada-McKee
Vice President for Student Life

Lisa Chavez,
Vice President of Administration and Chief Operating Officer

William A. Covina, President
California State University, Los Angeles

FROM: Intef W. Weser, ASI Executive Director 
David Zitser, ASI President
Aaron Casaneda, ASI Vice President for Finance
Dr. Jennifer Miller, Dean of Students

CC: ASI BOD, Finance Committee, ASI Staff, & File

SUBJECT: 2017-18 ASI 6&6 Budget Review

Attached is the 2017-2018 Associated Students, Inc. 6&6 Budget Review approved by the Finance Committee, Board of Directors, and reviewed and approved by the University Budget Office.

Once the proposed budget is approved, by the Vice Presidents, we ask that the budget be forwarded to the President's Office for final approval.

If you have any questions, please contact Aaron Castaneda or Intef W. Weser at 323-343-4778.

Tel: (323) 343-4770

Fax: (323) 343-6415

www.calstate-la.edu/asi

5154 State University Drive, Room 105
Los Angeles, California 90032

Associated Students, Inc.
CALIFORNIA STATE UNIVERSITY, LOS ANGELES



"...For the Students, by the Students!"

2017-18 Approved 6&6 Budget Review

Revised
Thursday, March 15, 2018

:

2017-18 Approved 6&6 Budget Review				Proposed																				
Revenue and Investments		2016/2017	2017/2018	2017/2018	Net Budget	Percent																		
Description of Item		Actual	Approved Budget Priorities	6&6 Budget Review	Modification	Change																		
Fee Revenue *																								
Current Year Spending	\$	1,453,671	\$ 1,589,146	\$ 1,589,146	\$ -	0.00%																		
Current Year Spending	\$	1,453,671	\$ 1,589,146	\$ 1,589,146	\$ -	0.00%																		
Other Projected Revenue																								
Interest Income, Los Angeles Investment Fund (L.A.I.F.), & Unrealized Gain/Loss	\$	13,033	\$ 8,000	\$ 13,000	\$ 5,000	62.50%																		
Student & University Support Revenue	\$	21,028	\$ 18,850	\$ 18,450	\$ (400)	-2.12%																		
Total Other Revenue	\$	34,061	\$ 26,850	\$ 31,450	\$ 4,600	17.13%																		
Total Revenue	\$	1,487,732	\$ 1,615,996	\$ 1,620,596	\$ 4,600	0.28%																		
Projected Expenses																								
Administration	\$	395,815	\$ 450,959	\$ 446,275	\$ (4,684)	-1.04%																		
ASI Student Government	\$	482,292	\$ 547,247	\$ 534,580	\$ (12,667)	-2.31%																		
Student & University Support	\$	553,746	\$ 590,940	\$ 639,741	\$ 48,801	8.26%																		
Total Unit Expense	\$	1,431,853	\$ 1,589,146	\$ 1,620,596	\$ 31,450	1.98%																		
Total Revenue	\$	1,487,732	\$ 1,615,996	\$ 1,620,596	\$ 4,600	0.28%																		
Total Unit Expense	\$	1,431,853	\$ 1,589,146	\$ 1,620,596	\$ 31,450	1.98%																		
Net Operating Income/(Deficit)	\$	55,878	\$ 26,850	\$ -																				
Fund Balance																								
Beginning Fund Balance	\$	1,582,416																						
Net Operating Income/(Deficit)	\$	55,878																						
Ending Fund Balance	\$	1,638,294																						
3%	\$	49,149																						
Net Current Year Spending	\$	1,589,145																						
<table border="1"> <tr> <td colspan="6">Trailer System</td> </tr> <tr> <td colspan="6"> <ul style="list-style-type: none"> A.S.I. operates off of a Trailer System model. This allows A.S.I. to allocate funds for activities and programs with a greater degree of certainty. 3% of the total trailer system is being set aside for contingency operating costs which totals: </td> </tr> <tr> <td colspan="6" style="text-align: right;">\$ 49,149.00</td> </tr> </table>							Trailer System						<ul style="list-style-type: none"> A.S.I. operates off of a Trailer System model. This allows A.S.I. to allocate funds for activities and programs with a greater degree of certainty. 3% of the total trailer system is being set aside for contingency operating costs which totals: 						\$ 49,149.00					
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Administration Description of Item	2016/2017 Actual	2017/2018 Approved Budget Priorities	Proposed 2017/2018 6&6 Budget Reivew	Net Budget Modification	Percent Change	2017-18 Approved 6&6 Budget Review Comment/Variance Explanation
Expenses *						
Personnel						
Staff Salaries	\$ 138,958	\$ 157,166	\$ 156,330	\$ (836)	-0.53%	Salary savings (merit adujtments)
Staff Benefits & Annual contribution to VEBA Trust post retirement account (\$5,000)	\$ 36,050	\$ 63,768	\$ 63,435	\$ (333)	-0.52%	Salary savings.
Student Salaries	\$ 45,628	\$ 58,370	\$ 58,370	\$ -	0.00%	
Total Personnel	\$ 220,636	\$ 279,303	\$ 278,135	\$ (1,168)	-0.42%	
Supplies and Services						
Staff Development	\$ 60	\$ 910	\$ 910	\$ -	0.00%	
Dues/Subscriptions	\$ 2,496	\$ 983	\$ 1,016	\$ 33	3.36%	Increase to reflect NACAS dues.
Bank Charges	\$ 1,541	\$ 3,360	\$ 1,811	\$ (1,549)	-46.10%	Savings due to maintaining a high enough balance in bank account.
Operating Expenses (Supplies & Services)	\$ 20,396	\$ 6,030	\$ 6,030	\$ -	0.00%	
Technology Related	\$ 1,397	\$ 11,413	\$ 11,413	\$ -	0.00%	
Payroll Charges	\$ 6,159	\$ 7,105	\$ 7,105	\$ -	0.00%	
Human Resources	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.00%	
Total Supplies and Services	\$ 37,048	\$ 34,801	\$ 33,285	\$ (1,516)	-4.36%	
Travel						
Seminars, Conf., Memberships and Travel	\$ 6,583	\$ 9,410	\$ 9,410	\$ -	0.00%	
Total Travel	\$ 6,583	\$ 9,410	\$ 9,410	\$ -	0.00%	
Contracts, MOU's and Leases						
University Accounting Services	\$ 57,560	\$ 57,560	\$ 57,560	\$ -	0.00%	
Auditing Services & Contractual Services	\$ 19,422	\$ 21,625	\$ 21,625	\$ -	0.00%	
Fee Collection Services	\$ 10,796	\$ 10,807	\$ 10,807	\$ -	0.00%	
Insurance	\$ 5,911	\$ 8,000	\$ 8,000	\$ -	0.00%	
Legal Services	\$ 1,953	\$ 7,000	\$ 5,000	\$ (2,000)	-28.57%	Projected savings based on need for the balance of the year.
Lease Chargeback's	\$ 22,453	\$ 22,453	\$ 22,453	\$ -	0.00%	
Total Contracts, MOUs and Leases	\$ 118,095	\$ 127,445	\$ 125,445	\$ (2,000)	-1.57%	
Equipment						
Capital Equipment & Loss of Disposal of Fix Assets	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Depreciation	\$ 13,453	\$ -	\$ -	\$ -	#DIV/0!	
Total Equipment & Depreciation	\$ 13,453	\$ -	\$ -	\$ -	#DIV/0!	
Total Administrative Expenses	\$ 395,815	\$ 450,959	\$ 446,275	\$ (4,684)	-1.06%	

<i>Student Government</i> Description of Item	2016/2017 Actual	2017/2018 Approved Budget Priorities	Proposed 2017/2018 6&6 Budget Review	Net Budget Modification	Percent Change	2017-18 Approved 6&6 Budget Review Comment/Variance Explanation
Expenses *						
Personnel						
Staff Salaries	\$ 157,248	\$ 170,065	\$ 168,758	\$ (1,307)	-0.77%	Salary savings (merit adjustments)
Student Salaries	\$ 28,669	\$ 34,970	\$ 32,735	\$ (2,235)	-6.39%	Salary savings.
Benefits - Annual contribution to VEBA Trust post-retirement account (\$5,000)	\$ 69,904	\$ 75,054	\$ 74,346	\$ (708)	-0.94%	Salary savings.
Total Personnel	\$ 255,822	\$ 280,089	\$ 275,839	\$ (4,250)	-1.52%	
Supplies and Services						
Technology Related	\$ 4,621	\$ 25,980	\$ 29,198	\$ 3,218	12.39%	Funds allocated for new SSD cards and monitors to stay up-to-date with support services provided by ITS.
Marketing and Advertisement; Hospitality *	\$ 4,688	\$ 17,799	\$ 19,599	\$ 1,800	10.11%	Funds allocated to marketing initiatives.
Operating Expenses	\$ 27,004	\$ 9,903	\$ 9,903	\$ -	0.00%	
New DUES / SUBS / PUBLICATIONS	\$ -	\$ 4,580	\$ 4,580	\$ -	0.00%	
Amortization Expenses	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Total Supplies and Services	\$ 36,313	\$ 58,262	\$ 63,280	\$ 5,018	15.09%	
CSSA						
ASI Student Government Travel	\$ 24,735	\$ 37,825	\$ 31,970	\$ (5,855)	-15.48%	Savings to reflect actuals as of December 2017, and reflect remaining CSSA locations for the year.
Total CSSA	\$ 24,735	\$ 37,825	\$ 31,970	\$ (5,855)	-15.48%	
FT Staff Travel						
Travel (In State & Out of State)	\$ 16,010	\$ 10,365	\$ 10,365	\$ -	0.00%	
Total FT Staff Travel	\$ 16,010	\$ 10,365	\$ 10,365	\$ -	0.00%	
ASI President's Budget						
Hospitality	\$ 98	\$ 100	\$ 100	\$ -	0.00%	
Leadership Development	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Programming	\$ 47	\$ 750	\$ 750	\$ -	0.00%	
Total A.S.I. President's Budget	\$ 144	\$ 850	\$ 850	\$ -	0.00%	
Leadership Development & Specialized Training						
Leadership Development	\$ 53,600	\$ 40,872	\$ 33,293	\$ (7,579)	-18.54%	Reductions made after actuals of completed leadership development. Funds allocated to board priorities.
Total Leadership Dev. & Specialized Training	\$ 53,600	\$ 40,872	\$ 33,293	\$ (7,579)	-18.54%	
Grant-In-Aid						
Grant-In-Aid	\$ 95,668	\$ 118,983	\$ 118,983	\$ (0)	0.00%	
Total Grant-In-Aid	\$ 95,668	\$ 118,983	\$ 118,983	\$ (0)	0.00%	
Total Student Government Expenses *	\$ 482,292	\$ 547,247	\$ 534,580	\$ (12,667)	-2.31%	

Student & University Support						2017-18 Approved 6&6 Budget Review
	Description of Item	2016/2017 Actual	2017/2018 Approved Budget Priorities	Proposed 2017/2018 6&6 Budget Review	Net Budget Modification	
Revenue *						
Interest Income, Los Angeles Investment Fund (L.A.I.F.), & Unrealized Gain/Loss	\$ 13,033	\$ 8,000	\$ 13,000	\$ 5,000	62.50%	Increase is based on current Year to Date total of \$9,896 and last year's performance
Gift Contrib. Income	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Locker Revenue	\$ 4,700	\$ 4,100	\$ 4,200	\$ 100	2.44%	Increase is based on current Year to Date total of \$4,250 and last year's performance
Miscellaneous Revenue (Rev. Other, Music Concerts, Events, & Laptop Rev)	\$ 1,643	\$ 3,000	\$ 1,500	\$ (1,500)	-50.00%	Decrease is based on current Year to Date total of \$150 and last year's performance
Movie Ticket Sales	\$ 302	\$ 1,500	\$ 500	\$ (1,000)	-66.67%	Decrease is based on current Year to Date total of \$288 and last year's performance
Sea World Tickets	\$ 91	\$ 250	\$ 250	\$ -	0.00%	
Disneyland Sales	\$ 818	\$ -	\$ -	\$ -	#DIV/0!	
Commissions (Knott's Ticket Sales)	\$ 483	\$ 1,000	\$ 1,000	\$ -	0.00%	
Consignment Sales	\$ 12,991	\$ 9,000	\$ 11,000	\$ 2,000	22.22%	Increase is based on current Year to Date total of \$9,340 and last year's performance
Total Programming and Student Support Revenue	\$ 34,061	\$ 26,850	\$ 31,450	\$ 4,600	17.13%	
Expenses						
Student Support (formally Programming)						
Student Organization Direct Funding and Co-sponsorships	\$ 103,360	\$ 110,453	\$ 110,453	\$ -	0.00%	
Unrestricted Funding for the Finance Committee	\$ -	\$ -	\$ 48,801	\$ 48,801	#DIV/0!	Funds have been moved to Unrestricted after careful review of all line items.
Leadership Development	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
Programming & Advocacy (Expenses-Other)	\$ 225,284	\$ 209,689	\$ 211,439	\$ 1,750	0.83%	Raul Henderson Spirit Scholarships requires \$250 to be moved to the scholarship line item. Funding increase for internal event under Legislative Affairs.
Marketing and Advertisement	\$ 40,488	\$ 56,266	\$ 61,766	\$ 5,500	9.77%	Due to demand for blue books and scantrons an increase us needed.
Total Programming	\$ 369,133	\$ 376,408	\$ 432,459	\$ 56,051	14.89%	
Scholarships & Vouchers						
Student Book Voucher Program	\$ 12,039	\$ 15,000	\$ 9,500	\$ (5,500)	-36.67%	Fall and spring application pool was lower than normal allowing for this decrease.
Committee Permits/Vouchers	\$ 1,621	\$ 8,000	\$ 6,000	\$ (2,000)	-25.00%	Decrease in incentives to meet demand.
ASI Scholarships	\$ 4,000	\$ -	\$ 250	\$ 250	#DIV/0!	Raul Henderson Scholarships requires \$250 to be moved to this line item.
Total Scholarships & Vouchers	\$ 17,660	\$ 23,000	\$ 15,750	\$ (7,250)	-31.52%	
University Support						
Children's Center	\$ 140,000	\$ 137,732	\$ 137,732	\$ -	0.00%	
EOP	\$ 3,500	\$ 5,100	\$ 5,100	\$ -	0.00%	
EPIC (Educational Participation in Communities)	\$ 6,744	\$ 12,000	\$ 12,000	\$ -	0.00%	
College of Arts & Letters - Golden Eagle Radio	\$ 5,000	\$ 10,000	\$ 10,000	\$ -	0.00%	
Dreamers Resource Center	\$ 9,647	\$ 17,000	\$ 17,000	\$ -	0.00%	
Veterans Resource Center	\$ 2,063	\$ 9,700	\$ 9,700	\$ -	0.00%	
Total Student Support	\$ 166,953	\$ 191,532	\$ 191,532	\$ -	0.00%	
Total Programming and Student Support Expenses	\$ 553,746	\$ 590,940	\$ 639,741	\$ 48,801	8.26%	
Net Cost of Programming, Student & University Support	\$ 519,686	\$ 564,090	\$ 608,291	\$ 44,201	7.84%	