

**Student Fee Advisory Committee**  
**Fact Sheet**

**ORGANIZATION:**

A. Organization Contact Information

**Associated Student Government of  
The University of Connecticut at Waterbury**

99 East Main Street  
Waterbury, CT 06702  
203 236-9801  
203 236-9841

B. History/Mission of Organization

1. History

Began in 1946 and has existed continuously.

2. Mission Statement

Provide representative student government to the student body, provide an effective means of communication between the student body, the faculty and the administration and to supervise all student activities paid for with student fees and ensure said activities are based on student interest.

C. Student Fees – dollar amount students pay per year

\$70.00 per year

D. Eligible Participants – what students may participate in your activities?

All fee paying students, others members of the community and guests of student may participate in activities that are not cost per person for the activity.

E. Governance (please identify the governance structure of your organization and identify those who are students and those who are not students)

1. Executive Officers

Joseph DeLorenzo	President
Jessica Jaramillo	Vice President
Coralys Datiz	Treasurer
Renee Taylor	Secretary

Senators (not executive)

2. Board of Directors

None

3. Paid Positions

It is important for the Student Fee Advisory Committee to understand who is being paid (if anyone), review the rationale behind these payments, how the rates are determined, and what internal oversight exists within the organization to oversee these payments.

If you pay student officers or other student positions and/or any member of your Board of Directors (whether they are students or community members), please complete the following information.

**Student Officers (elected positions) paid (please list the titles):**

- Method of payment (hourly wages, semester stipend, etc) for each position

Elected

President	Semester Stipend
Vice President	Semester Stipend

Hired

Treasurer	Semester Stipend
Secretary	Semester Stipend

- Rate of payment for each position

President	\$200.00 per semester
Vice President	\$150.00 per semester
Treasurer	\$250.00 per semester
Secretary	\$175.00 per semester
Events Coord.	\$225.00 per semester

- History and Rationale for payment for each position

President; The President started getting paid mid-year of 2006-07. The rationale was because of direct hours spent in the ASG office and because the Secretary and Treasurer have been paid for years and this caused some members problem. Currently, the payment of president is now under review, and payment will be made either partially or in full based the actions of the president.

Vice President; started getting paid mid-year of 2006-07. The rationale was because of direct hours spent in the ASG office and because the Secretary and Treasurer have been paid for years and this caused some members problem. Currently, the payment of vice-president is now under review, and payment will be made either partially or in full based the actions of the vice-president.

Secretary; has been paid as long as anyone remembers but it is not known when it first started. The rationale as it is understood it is because it is not an elected position and because the work is review by auditors and, if there is a complaint, by the Freedom of Information Commission. This position contains more liability than elected positions.

Treasurer; has been paid as long as anyone remembers but it is not known when it first started. The rationale as it is understood it is because it is not an elected position and because the work is reviewed by auditors. This position contains more liability than elected positions.

The Events Coordinator, an appointed position, has been paid off and on. It was decided this year that it has again become a big enough job that requires the time so that it deserves to be paid. This person is in charge of all social events done by ASG.

**Appointed student positions paid (please list):**

The Secretary and Treasurer are appointed paid positions. They are appointed by the President, from those who apply. Treasurer and Secretary are considered employees because there work is administrative. The Events Coordinator is also appointed but from the Senators and they retain voting privileges

**Board of Director Positions paid (please list):**

None

## Regional Campus Student Activity Fund Budget Narrative Questions

Please answer the following questions in support of your budget proposal:

1. How are you **spending your funds** now? Briefly describe the programs and services provided.

Associated Student Government spends their funds in a variety of ways. A lot of budget is based on entertainment (i.e. caricaturists, psychics, etc.) We couple some events with food. Other clubs come to us for money should they need support. In all respects, we gather and welcome all students while they are on campus. Our goal is to remain involved and reassure the students that we advocate for their needs and welcome their input.

2. Please explain any **significant changes in your budget/spending plan** for the FY17 (July 1, 2016-June 30, 2017) and for FY18 (July 1, 2017-June 30, 2018) fiscal years.

For FY17 Waterbury has more clubs and they are doing more programs so ASG has had to trim down what they do. For FY18 the previous surplus will be gone so ASG will have to cut out spending that they did this year with surplus.

3. Do you anticipate any **changes in income from other sources** (non-student fee) during the FY17, FY18 and FY19 fiscal years? If so, briefly explain.

We do not expect any income change for the next few years.

4. What are the current and projected **levels of your reserves/fund balances**? If you have a fund balance, please describe the use/purpose of these resources.

ASG started this year with a 7.800+ surplus. ASG three years ago was very conservative and left a 15,000.00 surplus since then ASG has used the surplus to avoid raising fees but it is decreasing quickly. By The end of this year the fund balance will be down to around 2000.00 which is to be carried over as a safety net.

5. Please describe the organizational priorities you address in your proposed FY19 budget. Are there any concerns or issues the Committee should be aware of when reviewing your budget?

Our priority is to have at least one small event a week rather than one huge event every now and then so students cannot miss out with the little time they have on campus. Being a regional campus, students are not on campus any more than they have to be to attend to their personal lives. We do our best to build community and build as much as a residential bond of students as possible.

ASG is unique in the way that we relate to all students, rather than clubs that relate to a specific group. We support all clubs, ideas and most importantly create a community among students. We do not connect with them as much as clubs do, but we help them establish the connections they need to be part of groups they are passionate about.

6. Relative to your fund balance (if you have one), what do you anticipate your accounts payable (items to pay for) and accounts receivable (money to collect) will be over the last two months of the fiscal year (May and June)?

Last Year in May and June there were \$6279.00 paid out and \$840.00 in income. It is probably high in what was paid out but because of the procard being used the bill from the Student Activities Business Office will cause somethings to be paid later and Student fee will come in.

7. Please describe how students (number and/or percentage of total student population) **utilize your services and/or participate** in your programs? Do faculty/staff (number/percentage) benefit? Do members of the local community (number/percentage) benefit?

The students utilize our programs to become more social in an environment that we create. This socializing, we hope, will lead to a community that people will know of each other. There are approximately 700 fee paying students on the Waterbury Regional Campus. It is hard to estimate how many of the 700 participate. Last year the highest participation in one event was Stuff a Husky at just under 200 between 25 and 30%. As for the faculty/staff and the local community, all events that priced per student, these events solely go to students (i.e. Stuff a Husky) and only to fee paying student get to go. In an event of a performer, faculty/ staff are invited to come. Our outreach to our community is made by offering volunteer opportunities such as the yearly thanksgiving volunteer service held by a nearby church.

8. When was an audit last performed by the University's Office of Audit, Compliance and Ethics? Please list the date the final Audit report was submitted to you, the list of any financially related Recommendations, and a status report on the actions taken to comply with the Recommendation(s).

ASG was last audited June of 2009 and there were 3 recommendations: better ticket control, a website and better inventory. ASG has worked on all three, they haven't charged for hardly anything but do ticket control when they do, they have put information on the University website but it could still be improved and they have done inventory.

9. Is there any **additional information** that the committee should be aware of in reviewing your budget proposal?

We would like the committee to know we are confident in ASG's abilities as a whole and will gladly answer any more questions you have.

University of Connecticut  
**Student Activity and Service Fee Advisory Committee**  
**Activity Fee Budget Update & Projection Form - Fiscal Year 2016-2019**

Organization: Waterbury ASG

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

	FY16 Actual	FY17 Original	FY17 UPDATED	FY18 Original	FY18 UPDATED	FY19 PROJECTED
Sub code Description	Amount	Amount	Amount	Amount	Amount	Amount
<b>Revenues:</b>						
501 Donations	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
502 Dues	_____	_____	_____	_____	_____	_____
512 Advertising	_____	_____	_____	_____	_____	_____
513 Awards and Prizes	_____	_____	_____	_____	_____	_____
515 Contractual Services	100	_____	_____	_____	_____	_____
516 Co-Sponsorships	235	_____	_____	_____	_____	_____
517 Food Sales	_____	_____	_____	_____	_____	_____
518 Merchandise Sales	_____	_____	_____	_____	_____	_____
519 Participation Fees	_____	_____	_____	_____	_____	_____
522 Registration Fees	_____	_____	_____	_____	_____	_____
523 Rental	_____	_____	_____	_____	_____	_____
524 Travel	_____	_____	_____	_____	_____	_____
530 Penalties and Fees	_____	_____	_____	_____	_____	_____
531 Miscellaneous	_____	_____	_____	_____	_____	_____
532 Prior Year Income	_____	_____	_____	_____	_____	_____
533 Change Fund Returns	_____	_____	_____	_____	_____	_____
540 Business Taxes (Tier III/Univ.)	_____	_____	_____	_____	_____	_____
546 Interest (Univ.)	_____	_____	_____	_____	_____	_____
547 Student Fees (Tier III/Univ.)	46,764	49,000	48,440	49,000	49,000	49,000
<b>Total Revenues:</b>	<b>\$ 47,099</b>	<b>\$ 49,000</b>	<b>\$ 48,440</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>
<b>Expenditures:</b>						
601 Donations	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
602 Dues	_____	_____	660	_____	660	660
603 Gifts	_____	_____	_____	_____	_____	_____
604 Photocopying	_____	_____	_____	_____	_____	_____
605 Postage	_____	_____	_____	_____	_____	_____
606 Printing	_____	_____	_____	_____	_____	_____
607 Promotional Items	_____	100	_____	_____	_____	_____
608 Refreshments - Organization	171	100	_____	50	0	_____
609 Subscriptions	_____	_____	_____	_____	_____	_____
610 Supplies - Organization	33	300	160	300	150	150
611 Telephone	_____	_____	_____	_____	_____	_____
612 Advertising	_____	100	0	100	0	_____
613 Awards and Prizes	150	100	120	100	100	100
615 Contractual Services	32,929	35,000	33,173	33,500	30,000	30,000
616 Co-Sponsorships	438	2,500	5,738	2,500	7,500	7,500
617 Cost of Goods Sold - Food Sales	_____	_____	_____	_____	_____	_____
618 Cost of Goods Sold - Merchandise Sales	_____	_____	_____	_____	_____	_____
619 Participation Fees	_____	_____	_____	_____	_____	_____
620 Refreshments - Events/Programs	7,562	8,000	9,008	7,500	6,000	6,000
621 Supplies - Events/Programs	292	1,500	2,041	1,500	1,500	1,500
622 Registration Fees	1,335	1,350	665	420	440	440
623 Rental	_____	_____	1,000	_____	_____	_____
624 Travel	945	1,000	90	220	100	100
625 Equipment	_____	_____	4	150	100	100
626 Equipment - Capital	_____	_____	_____	_____	_____	_____
627 Insurance	_____	_____	_____	_____	_____	_____
628 Repairs and Maintenance	_____	_____	_____	_____	_____	_____
629 Utilities	_____	_____	_____	_____	_____	_____
630 Penalties and Fees	_____	_____	_____	_____	_____	_____
631 Miscellaneous	_____	_____	_____	_____	_____	_____
632 Prior Year Expenses	_____	_____	_____	_____	_____	_____
633 Change Funds	_____	_____	_____	_____	_____	_____
640 Business Taxes (Tier III/Univ.)	_____	_____	_____	_____	_____	_____
641 Employee Benefits (Tier III)	_____	_____	_____	_____	_____	_____
642 Wages - Student (Tier III)	1,425	2,000	1,788	2,000	2,500	2,500
643 Wages - Non-Student (Tier III)	_____	_____	_____	_____	_____	_____
644 Wage Taxes - Student (Tier III)	16	22	_____	22	_____	_____
645 Wage Taxes - Non-Student (Tier III)	_____	_____	_____	_____	_____	_____
<b>Total Expenditures:</b>	<b>\$ 45,297</b>	<b>\$ 52,072</b>	<b>\$ 54,447</b>	<b>\$ 48,362</b>	<b>\$ 49,050</b>	<b>\$ 49,050</b>
<b>Revenues Less Expenditures:</b>	<b>\$ 1,802</b>	<b>\$ 6,928</b>	<b>\$ 4,003</b>	<b>\$ 638</b>	<b>\$ 150</b>	<b>\$ 150</b>
<b>Use of Surplus:</b>	<b>\$ 0</b>	<b>\$ 3,072</b>	<b>\$ 6,007</b>	<b>\$ 0</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>Total (Must be equal to or greater than zero.):</b>	<b>\$ 1,802</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 638</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Fund Balance At Beginning Of Year:</b>	<b>\$ 6,004</b>	<b>\$ 5,829</b>	<b>\$ 7,806</b>	<b>\$ 2,757</b>	<b>\$ 1,799</b>	<b>\$ 1,749</b>
<b>Fund Balance At Year End:</b>	<b>\$ 7,806</b>	<b>\$ 2,757</b>	<b>\$ 1,799</b>	<b>\$ 3,395</b>	<b>\$ 1,749</b>	<b>\$ 1,699</b>