

Student Activity and Service Fee Advisory Committee
Fact Sheet

ORGANIZATION: Summer Student Activities

A. Organization Contact Information- Amanda Foxen

1. Address- 2110 Hillside Rd, Unit 3008- SU Rm. 307
2. Phone number- 860-486-3423
3. Fax number-860-486-1689
4. Web address- summer.studentactivities.uconn.edu

B. History/Mission of Organization

1. History: The UConn Summer Student Activities Program has existed for over 25 years. It was originally a collaborative venture between the Student Union and the Division of Continuing Studies. The Division of Continuing Studies established the Summer Program fee and collected the fee. The money collected was then given to the Student Union to provide programs and services for UConn Summer students. During the 2006 fee process, responsibility for the fee and program was given to the Department of Student Activities. Then in 2014, Summer Programs changed its name to Summer Activities to prevent confusion with the Summer Programs Academic Program.

2. Mission Statement:

The mission of UConn Summer Activities is to provide programming and social opportunities for UConn Summer Students and the University community.

C. Student Fees – dollar amount students pay per year:

Currently, the fee is \$16.00 per student. This is a one-time fee regardless of the number of classes or sessions a student participates in.

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

The primary focus for participants is registered UConn Summer Students; however, the entire University community is invited to participate in some events alongside these students. If there is a cost per participant (ticket, purchasing a product, etc.) – non-UConn undergraduate participants pay a higher price.

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-

There are no Summer Activities student officers.

2. Board of Directors-

There is not a board of Directors for Summer Activities.

3. Paid Positions

It is important for the Student Activity and Service 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): N/A

- Method of payment (hourly wages, semester stipend, etc) for each position
- Rate of payment for each position
- History and Rationale for payment for each position

Appointed student positions paid (please list):

- Method of payment (hourly wages, semester stipend, etc) for each position
Summer Student Activities typically has 3-4 employees who are responsible for the planning, promotion and execution of Summer events. In the past we have hired at least 1 Graduate Assistant and 2 UConn Undergraduate Students. All positions are paid hourly.
- Rate of payment for each position
Staff are paid \$10.00-\$20.00 per hour depending on their past experience, skills and abilities.
- History and Rationale for payment for each position
Over the summer, students are unable to volunteer to program as they would during the academic year due to a variety of reasons. The first major contributing factor is that the class schedule for the summer is much different during the year (longer classes, multiple times a week) and second, is more students commute during the summer which makes staffing multiple events a week difficult without compensation. Students who are hired are given many developmental opportunities throughout the summer and because of their commitment to the program from early planning to final wrap-up, most need compensation in order to fulfill their duties (housing, transportation, etc.) which makes these positions being paid essential.

Board of Director Positions paid (please list): N/A

- Method of payment (hourly wages, semester stipend, etc) for each position
- Rate of payment for each position
- History and Rationale for payment for each position

Storrs 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.

The Summer Activities Activity fee has an explicit purpose to provide programming for students who participate in a UConn Summer Sessions. We offer a variety of events including but not limited to weekly ice cream socials, trips to off campus locations to visit and experience different attractions, snacks, movies, prizes, games and other things to engage students while they are on campus taking classes.

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.

There are no significant changes in my budget/spending plan for Summer Activities.

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 foresee any changes for income.

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.

The current fund balance sits around \$21,000

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?

No adjusted priorities have been addressed in regards to the FY19 budget. We continually strive to create engaging, interactive Summer Activities for students who remain on campus during the summer, and while their priorities and interest may shift, our goals have not.

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)?

Our activities run June through August, expenditures begin in March and payables continue through September.

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?

Our events are targeted towards students who are taking classes at the University

of Connecticut – Storrs during the summer. While our target is UConn students, many events are open to faculty/staff, other UConn affiliates, and local communities build a more vibrant and active campus climate through the summer.

Our most student-centered activities are Wednesdays and Thursdays – Wednesdays occurring during the lunch-time hours with the hopes of engaging commuter and residential students who are between classes. Thursday evenings our activities in the residence halls aim to engage with the population who are living there. On average, any of our events we have attendance from 25 to 100 people each and every week. Additionally, we offer trips (students are given the opportunity to purchase tickets several days before they go on-sale to the public) which can accommodate at least 50 students – these trips have been extremely popular and successful, and we hope to increase the diversity of trips offered while maintaining relatively low costs for students to attend. Wednesday activities drew at least 655 attendees, and Thursdays drew about 385.

Summer Activities most popular event that draws tons of students, staff/faculty, and community members is Tons of Fun Tuesdays Ice Cream event. This year, we served close to 2,400 people from June through August. Undergraduate Students are charged \$1 and non-undergraduates are charged \$3. We created a larger break for students paying the summer fee.

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).

To my knowledge, Summer Activities has not been audited.

9. When reviewing the results from the Tier III Awareness, Familiarity and Use survey from last spring, what is your organization’s focus on regarding areas for improvement? What actions have you taken so far this year to improve? What results are you proud of and are working to maintain?

N/A

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

Summer Activities works to make UConn Storrs a more vibrant and engaging community for students taking classes throughout the summer. While the needs of a student taking courses over the summer differs greatly due to schedule changes, these students continually need and deserve outlets and areas to socialize and feel connected all summer long. Summer Activities connects students by offering no/low cost activities that bring students out of their rooms, and into the community. As there is an increase for the number of students taking courses over the summer, we hope to grow our programs to meet their needs and expectations.

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

Organization: Summer Activities
 Contact Person: Amanda Foley
 Phone: 860-864-5245

	FY16 Actual	FY17 Original	FY17 UPDATED	FY18 Original	FY18 UPDATED	FY19 PROJECTED
Sub code Description	Amount	Amount	Amount	Amount	Amount	Amount
Revenues:						
501 Donations	\$	\$	\$	\$	\$	\$
502 Dues						
512 Advertising						
513 Awards and Prizes						
515 Contractual Services						
516 Co-Sponsorships						
517 Food Sales	5,567	7,000	7,000	7,000	7,000	8,000
518 Merchandise Sales						
519 Participation Fees	9,439	8,000	9,500	8,000	9,500	10,000
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.)	38,497	45,000	40,000	45,000	40,000	42,000
Total Revenues:	\$ 53,502	\$ 60,000	\$ 56,500	\$ 60,000	\$ 56,500	\$ 60,000
Expenditures:						
601 Donations	\$	\$	\$	\$	\$	\$
602 Dues						
603 Gifts						
604 Photocopying						
605 Postage						
606 Printing	298	750	650	750	650	650
607 Promotional Items	953	3,000	1,000	3,000	1,000	1,000
608 Refreshments - Organization		250	250	250	250	250
609 Subscriptions						
610 Supplies - Organization	414	500	500	500	500	500
611 Telephone						
612 Advertising						
613 Awards and Prizes	15	250	150	250	150	150
615 Contractual Services	15,983	20,000	16,000	20,000	16,000	16,000
616 Co-Sponsorships						
617 Cost of Goods Sold - Food Sales	10,213	5,500	5,500	5,500	5,500	5,500
618 Cost of Goods Sold - Merchandise Sales	7,200	6,000	7,500	6,000	7,500	7,500
619 Participation Fees						
620 Refreshments - Events/Programs	6,772	6,500	6,500	6,500	6,500	6,500
621 Supplies - Events/Programs	4,608	4,000	4,500	4,000	4,500	4,500
622 Registration Fees						
623 Rental	753	1,000	1,000	1,000	1,000	1,000
624 Travel	4,016	5,000	4,000	5,000	4,000	4,000
625 Equipment		1,000	1,000	1,000	1,000	1,000
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)	15,460	16,000	16,000	16,000	16,000	16,500
643 Wages - Non-Student (Tier III)						
644 Wage Taxes - Student (Tier III)	40	200		200	0	0
645 Wage Taxes - Non-Student (Tier III)						
Total Expenditures:	\$ 66,727	\$ 69,950	\$ 64,550	\$ 69,950	\$ 64,550	\$ 65,050
Revenues Less Expenditures:	\$ (13,225)	\$ (9,950)	\$ (8,050)	\$ (9,950)	\$ (8,050)	\$ (5,050)
Use of Surplus:	\$ 13,225	\$ 9,950	\$ 8,050	\$ 9,950	\$ 8,050	\$ 5,050
Total (Must be equal to or greater than zero.):	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Fund Balance At Beginning Of Year:	\$ 34,739	\$ 21,514	\$ 21,514	\$ 11,564	\$ 13,464	\$ 5,414
Fund Balance At Year End:	\$ 21,514	\$ 11,564	\$ 13,464	\$ 1,614	\$ 5,414	\$ 364