

Student Activity and Service Fee Advisory Committee
Fact Sheet

ORGANIZATION:

A. **Organization Contact Information**

1. **Address**

55 Elizabeth St, Hartford CT 06105

2. **Phone number**

Jamie Druzinsky – (860) 418 9923
Anthony El-Hachem – (860) 680 8981

3. **Fax number**

None

4. **Web address**

SBA@UConn.edu

B. **History/Mission of Organization**

1. **History**

Founded in 1959, the University of Connecticut School of Law Student Bar Association (SBA) is the student government of the University of Connecticut School of Law. Membership consists of students elected annually by the Day, Evening, and L.L.M. Divisions of the Law School. The SBA manages a budget derived from student activities fees to support the Law School's student organizations, to fund community activities, and to promote the quality of student life. In addition, the SBA selects students to serve on faculty committees, provides feedback to the administration, and is active in a multitude of issues affecting students at the Law School.

2. **Mission Statement**

We, the students of The University of Connecticut School of Law, do hereby establish the Student Bar Association and its governing Board, whose purposes shall include:

1. The promotion of such activities as may be of interest to the student body;
2. The promotion of cordial and effective relations among students, faculty, and administration of the Law School, and with the University at large, other law schools and the community; and
3. The expression and representation of student opinion on matters pertaining to the law, to the Law School and to the Student Bar Association.

C. Student Fees – dollar amount students pay per year

\$82/Semester
\$164/Academic Year

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

Events that are sponsored in whole or in any part by the SBA are open to all students enrolled at the School of Law. This includes students across any of the Law School's class years or divisions.

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

Jamie Druzinsky – President
Nick Smarra – Vice President
Sara Bonaiuto – Chief Administrative Officer
Anthony El-Hachem – Chief Financial Officer

2. Board of Directors

None

3. Paid Positions

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.

The SBA currently uses its funds to support over forty student organizations as well as events both on and off campus. These funds support student organization sponsored lectures, as well as competitions and conferences.

Student Organizations submit detailed proposals at the beginning of the fall and spring semesters outlining all the events that they anticipate for that semester. These projections include expected attendance, any outside speakers or audience, room reservations, vendor quotes among other details. The SBA Budget Committee then meets and allocates available funds appropriately based on our bylaws and guidelines, and reviews any supplemental requests that may arise throughout the year.

Some programs provided through our organizations include the Public Interest Law Auction, which raises money for student stipends to engage in summer work that would otherwise be unpaid as well as student group registration fees for tournaments and conferences. We also assist in the funding of all four of our on campus academic journals (Connecticut Law Review, Connecticut Insurance Law Journal, Connecticut International Law Journal, and the Public Interest Law Journal.) We further help fund student organizations to bring leading legal scholars and practitioners to campus to discuss particular issues related to the diverse areas of interest among our student groups.

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.

The only changes have been adjusting to a lower enrollment leading to less expenditures. Revenues and expenses reported on the spreadsheet may have experienced nominal oscillation from the original plan due to these fluctuations.

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.

No changes are anticipated from non-student fee sources.

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.

Current balances as of 12/31/2016

Checking	\$27,437.91
STIF	\$19,721.19

FY17 Year End Estimate

Checking	\$23,523.00
STIF	\$19,760.00

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?

Each year the SBA budget committee receives requests for funding of academic and non-academic student events that exceed the SBA's ability to fund. Considering the limitation on resources available the SBA hopes to continue to fund and extend funding to the following types of events: expand interscholastic competitions, updates to Journal processes and infrastructure, increase our student presence at academic conferences, fund additional training opportunities, and finally fund more external speeches and engagements.

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)?

Est. Accounts Payable = \$11,600
Est. Accounts Receivable = \$2,500

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?

Almost all students are at least indirectly benefited by the SBA's programs through attendance at student group meetings and guest speakers, competitions, symposia, participation in a journal, and many more. The majority of the student body is affiliated with at least one student group, with many students taking on an active role in more than one group. SBA activities are broadcast through the University's recently-updated web calendar in order to encourage faculty, staff, and community participation. Noteworthy events this past year include:

William R. Davis Mock Trial Competition
Alva P. Loiselle Moot Court Competition

Diversity Week
Public Interest Law Group Auction
The Connecticut Law Review Symposium
The Connecticut Insurance Law Journal Symposium
The Connecticut Journal of International Law Symposium
The Connecticut Public Interest Law Journal Symposium

Further, past improvements that have been funded with the student activity fee have been a benefit to the student body and law school community as a whole. One example is the contributions to the renovation of the Law Library's 4th Floor Student Organization Center, which included the purchase of furniture for the benefit of students.

Many faculty members and alumni often participate in events funded with the student activity fee, acting as moderators at debates or symposia and acting as coaches for the many Moot Court or Mock Trial competitions that our students enter. This advantageously provides students with invaluable learning and networking opportunities with accomplished professionals.

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).

The last audit was Fall of 2008.

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

The SBA handles all governance and financial management for student organizations and their activities on the Law School campus. The Office of the Bursar and Business Office at the Law School provide budget development support, co-sign checks, and provides any additional financial assistance required. The SBA's advisor, per *University By-Laws*, is Anne Rajotte.

The student organizations receiving funding from the SBA represent an extremely broad range of social, political, cultural, ethnic, religious, age, and gender diverse groups. While each of the over 40 student groups significantly differs in their specific goals, the end-result is to advance the quality of the student life experience for all at the law school.

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

Organization: Law-Student Bar Association
 Contact Person: Diana Chiofalo
 Phone: (860) 870-8148

	FY16 Actual	FY17 Original	FY17 UPDATED	FY18 Original	FY18 UPDATED	FY19 PROJECTED
Sub code Description	Amount	Amount	Amount	Amount	Amount	Amount
Revenues:						
501 Donations	\$ 149	\$	\$ 334	\$	\$ 200	\$ 200
502 Dues						
512 Advertising						
513 Awards and Prizes						
515 Contractual Services						
516 Co-Sponsorships		300	395	300	300	300
517 Fund Sales						
518 Merchandise Sales						
519 Participation Fees	13,507	10,000	12,000	12,000	12,000	13,000
522 Registration Fees						
523 Rental						
524 Travel						
530 Penalties and Fees						
531 Miscellaneous	119		250		200	200
532 Prior Year Income						
533 Change Fund Returns						
540 Business Taxes (Tier III/Unv.)						
546 Interest (Unv.)	52	25	80	25		
547 Student Fees (Tier III/Unv.)	81,576	83,640	75,000	85,700	75,000	78,720
Total Revenues:	\$ 95,814	\$ 93,965	\$ 87,889	\$ 97,605	\$ 87,710	\$ 92,420
Expenditures:						
601 Donations	\$ 150	\$	\$ 334	\$	\$ 200	\$ 200
602 Dues						
603 Gifts						
604 Photocopying						
605 Postage						
606 Printing	32					
607 Promotional Items						
608 Refreshments - Organization	155	250	250	250	250	250
609 Subscriptions						
610 Supplies - Organization		300	300	300	300	300
611 Telephoning						
612 Advertising						
613 Awards and Prizes						
615 Contractual Services	2,718	4,500	5,600	4,500	6,000	6,000
616 Co-Sponsorships	77,420	65,000	45,000	65,000	60,000	60,000
617 Cost of Goods Sold - Fund Sales						
618 Cost of Goods Sold - Merchandise Sales						
619 Participation Fees	2,050	2,000	2,000	2,000	2,000	2,000
620 Refreshments - Events/Programs	20,267	20,000	20,000	20,000	20,000	20,000
621 Supplies - Events/Programs		350	450	350	350	350
622 Registration Fees						
623 Rental	2,000	2,000	2,000	2,000	2,000	2,000
624 Travel	5,000	5,000	5,000	5,000	5,000	5,000
625 Equipment		500			500	
626 Equipment - Capital						
627 Insurance		2,000			2,000	
628 Repairs and Maintenance						
629 Utilities	1,622	0,000	1,200	1,000	1,000	1,000
630 Penalties and Fees		25		25		
631 Miscellaneous						
632 Prior Year Expenses						
633 Change Funds						
640 Business Taxes (Tier III/Unv.)						
641 Funded Benefits (Tier III)						
642 Wages - Student (Tier III)						
643 Wages - Non-Student (Tier III)						
644 Wage Taxes - Student (Tier III)						
645 Wage Taxes - Non-Student (Tier III)						
Total Expenditures:	\$ 110,112	\$ 101,823	\$ 80,634	\$ 101,825	\$ 96,000	\$ 96,000
Revenues Less Expenditures:	\$ (14,298)	\$ (7,858)	\$ 7,255	\$ (4,220)	\$ (8,290)	\$ (3,580)
Use of Surplus:	\$ 11,670	\$ 7,860	\$ 0	\$ 4,220	\$ 8,290	\$ 3,580
Total (Must be equal to or greater than zero.):	\$ 0	\$ 0	\$ 7,255	\$ 0	\$ 0	\$ 0
Fund Balance At Beginning Of Year:	\$ 30,371	\$ 45,200	\$ 55,893	\$ 17,609	\$ 41,140	\$ 14,878
Fund Balance At Year End:	\$ 35,891	\$ 57,059	\$ 63,148	\$ 31,389	\$ 34,850	\$ 11,298