



ASI Executive Committee Minutes 23-01

Monday, August 15, 2022 at 5:30pm

Zoom: <https://csusm.zoom.us/j/911111111111>

Posted: Friday, August 12, 2022

This meeting is being facilitated through an online zoom format, consistent AB361

ASI Executive Committee 22/23

Eryqa Flores
Chair and Chief of Staff

Julia Glorioso
President & CEO

Bryan Roberson
Executive Vice President

Ernest Cisneros
VP of Student & University Affairs

Advisors

Annie Macias
Executive Director

Ashley Fennell
Assoc. Director, Government
Affairs & Initiatives


ITEM	SUBJECT	PRESENTER
1	Call to Order The meeting was called to order at 5:36pm	Julia Glorioso President & CEO
2	Roll Call Present: Eryqa, Julia, Bryan, Ernest, Annie, Ashley	Julia Glorioso President & CEO
3	Recognition of Guests None	Julia Glorioso President & CEO
4 Action	Approval of Agenda Chair approved by unanimous consent None opposed Motion Carries	Julia Glorioso President & CEO
5 Action	Approval of Minutes Chair approved by unanimous consent None opposed Motion Carries	Julia Glorioso President & CEO
6 Information	Open Forum* None	Julia Glorioso President & CEO
7 Action	Approval of amendments to the 22/23 ASI Budget Description: Review of updates to the ASI 22/23 budget based on organization restructure, cost of living and California minimum wage increases. Fiscal Impact: Yes See attached for document reviewed Presenter discussed minimum wage increases and salary adjustments as well as ASI Cougar Pantry grants. Ashley wondered about adjustments for 2 nd year staff in CalFresh and CAB. Adjustments made in MCT and CAB as well. Presenter also reviewed corporation charge based on salary and benefits. Ernest had questions about predictions for the future for 5-year projections. Presenter mentioned examining ASI programs and operations if decrease in enrollment and no grants. Ernest motioned to approve the amendments to the 22/23 ASI Budget Eryqa-2nd None opposed Motion Carries	Annie Macias Executive Director
8 Action	Undesignated ASI Reserves Description: The Committee will review and approve a plan for the undesignated portion of the reserves. Fiscal Impact: Yes See attached for document reviewed Presenter discussed reserve “budgets” and need to adjust where funds are allocated. Presented ideas to the committee including ALF, SEF, and Wellness & Recreation Facility. At the will of the Chair this item was tabled to Internal Operations Committee meeting.	Annie Macias Executive Director



<p>9 Action</p>	<p>Approval of updates to 2022/2023 ASI Meeting Schedule Description: Review updates to meeting dates for Executive Committee schedule. Fiscal Impact: None See attached for document reviewed Presenter reviewed dates for fall executive committee meetings to take place on the 3rd Monday of every month at 4pm. Ernest motioned to approve updates to 22/23 ASI Meeting Schedule. Bryan-2nd None opposed Motion Carries</p>	<p>Ashley Fennell <i>Associate Director, Government Affairs & Initiatives</i></p>
<p>10 Information</p>	<p>Reports Julia – trainings, meet & greets, ASI goals Ernest- ISS taskforce, CIO search, trainings/meetings Eryqa- on-boarding, HR training, planning for training Bryan- budget, ALF, SEF overview Annie- New hire training for Talisha Ashley- photos, timesheets, agenda</p>	<p>Julia Glorioso President & CEO</p>
<p>11 Information</p>	<p>Announcements Julia- selecting Diversity & inclusion representative- Shannon Rice Ernest- office hours</p>	<p>Julia Glorioso President & CEO</p>
<p>12 Action</p>	<p>Adjournment Meeting was adjourned at the will of the chair at 6:35pm</p>	<p>Julia Glorioso President & CEO</p>

* Public comment will be limited to a maximum of 5 minutes per guest. Chair will determine allocated amount per meeting.

I, Eryqa Flores, 22/23 ASI Chair & Chief of Staff, hereby certify that the above minutes were approved by Executive Committee at a regularly scheduled meeting held on October 17, 2022


 Eryqa Flores (Jan 3, 2023 10:21 PST)

01/03/2023

Eryqa Flores

Date

Associated Students, Inc
of California State University San Marcos

Annual Budget

2022-2023



ASSOCIATED STUDENTS, INC. (ASI)

Budget Call Timeline for Fiscal Year 2022/2023

Date	Description
Friday, January 28, 2022	Budget request email will be sent out to all ASI.
January 33- Feb 4, 2022	ASI Supervisors will meet with their students from the ASI entities to review prior year expenses to actuals, discuss needs and begin developing a budget.
February 7-11, 2022	Each department supervisor will meet with the ASI Financial Services and Student Organization Accounts Coordinator to review their proposed budget.
Friday, February 19, 2021	All budget proposals need to be submitted to the ASI Financial Services and Student Organization Accounts Coordinator.
Monday, February 28, 2022	Submission to the Internal Operations Committee Chair as an action item for the Internal Operations Committee's agenda.
Friday, March 11, 2022	Internal Operations Committee meets to determine new initiatives and review the proposed ASI master budget for Fiscal Year 2022/2023. All departments should have a student representative in attendance to present their requested budget.
Friday, March 11, 2022	Submission to Board of Directors (BOD) Chair and Chief of Staff as an action item to the Board's agenda.
Friday, March 18, 2022	BOD reviews and approves 2022/2023 ASI Master Budget.
Friday, April 15, 2022	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th.
Friday, April 22, 2022	BOD meeting reserved for budget adjustment if needed.
Monday, April 25, 2022	ASI memo, 2022/2023 approved budget narrative, signed BOD minutes due to CSUSM VPFA for signature.
Friday, April 30, 2022	ASI memo, 2022/2023 approved budget narrative, signed BOD minutes due to CSUSM President for signature.
Monday, May 16, 2022	2022-2023 ASI Master Budget signed and posted on ASI website

**Associated Students, Inc of CSU San Marcos
Budget Guiding Principles**

As of October 12, 2018, reviewed October 9, 2021 by Internal Operations Committee

Transparency:

The ASI budget should be timely, simple to understand, and be easily communicated to the campus community and stakeholders.

Adaptability:

The ASI budget allocations should be consistent with ongoing ASI initiatives and flexible with new initiatives, while keeping in mind mandatory cost increases.

Operational Expenses vs Program Services:

The ASI budget allocations should review the percentages of the operational expenses and program services to ensure a sustainable ratio exists between the two categories.

Operational Expenses are the costs of supporting the student services and programs that ASI provides such as cost of copy machines, telephones, auditing services, bank charges, etc. Operational Expenses are found in the Management and general categories under the audited financial statements.

Program Services are the costs of ASI programs and services such as Campus Activities Board, Cougar Pantry, 24/5 Library Zone, etc.

Maximize Student Opportunities

The ASI budget will prioritize student employment opportunities and direct funding support such as ASI Leadership Fund, Student Emergency Fund, Sustainability Projects Fund, etc.

2022-2023 ASI Budget Summary

		20/21 Approved Virtual	21/22 Approved	22/23 Proposed
Revenue				
	Fall Headcount	13,395	13395	13,395
	Spring headcount	13,395	13395	13,395
	Fee Amount per semester	\$ 75	\$ 75	\$75
	REVENUE TOTAL	\$ 2,009,250	\$ 2,009,250	\$ 2,009,250
Expenses				
2101	Operations	\$ 290,417	\$ 353,014	\$ 481,763
2102	Board of Directors	\$ 155,364	\$ 150,300	\$ 117,558
2103	ASI President	\$ 18,986	\$ 21,427	\$ 21,427
2107	Campus Activity Board	\$ 201,781	\$ 272,596	\$ 266,514
2108	Media and Marketing	\$ 202,005	\$ 194,622	\$ 222,743
2110	General Student Programs	\$ 404,290	\$ 418,414	\$ 304,651
2111	ASI Executive Vice President	\$ 72,708	\$ 77,302	\$ 76,959
2118	ASI Vice President of Student & University Affairs	\$ 21,458	\$ 25,802	\$ 25,302
2121	University Cost Recovery	\$ 118,225	\$ 125,425	\$ 144,885
2124	ASI Chair & Chief of Staff	\$ 1,500	\$ 18,802	\$ 18,790
2125	ASI Cougar Pantry	\$ 155,925	\$ 214,838	\$ 199,449
2126	Festival 78	\$ 119,000	\$ 131,000	\$ 128,500
	EXPENSES TOTAL	\$ 1,761,659	\$ 2,003,542	\$ 2,008,541

Notes

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GRAND TOTAL \$ 247,591 \$ 5,708 \$ 709

Dept. ID: 2101 Operations | Chargebacks: 210101

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes
613808	16803	Salaries - Pro Staff: Business Operations Analyst	\$ -	\$ -	\$ 69,000	
613808	16803	Benefits - Pro Staff: Business Operations Analyst	\$ -	\$ -	\$ 27,600	
613808		General Salary Increase adjustments (GSI)	\$ 23,160	\$ 23,955	\$ 23,243	3% GSI per ASI Professional Staff position
613808	16803	Salary - Executive Director	\$ 123,000	\$ 123,000	\$ 137,000	up to \$137,000
613808	16803	Benefits - Executive Director	\$ 49,200	\$ 49,200	\$ 54,800	
613816	16803	Corp Admin Charge 8%	\$ 19,829	\$ 82,638	\$ 93,637	8% of salary and benefits of all Corporation employees ; pro staff, part-time, student employees, and Graduate Assistants
660858		Corp Education Benefits	\$ 6,400	\$ 6,400	\$ 3,200	\$3,200 for one employee, requires pre-approval
660858		Prof. Development	\$ 8,590	\$ 5,775	\$ 6,600	Professional development for 8 staff @ \$825
606001		Systemwide Travel	\$ -	\$ 5,000	\$ 5,000	advisor travel to AOA, CSUnity, and CHES
604001		Telecommunications/ Phones	\$ 9,905	\$ 12,000	\$ 8,000	
613810		Auditing Expenses	\$ 25,000	\$ 25,000	\$ 30,000	
660001		Postage/Mail	\$ -	\$ 500	\$ 500	
660003		Office Supplies	\$ 10,000	\$ 10,000	\$ 10,000	
660010		Insurance/CSURM A	\$ 7,929	\$ 6,044	\$ 7,683	
660010		Dividend	\$ (1,596)	\$ (1,998)	\$ -	
660835		Signa - Copier Lease			\$ 1,200	Leased for 5 years
660805		Membership Dues	\$ 2,500	\$ 2,000	\$ 2,000	NACA, ACUI, AOA, Adobe membership
613807		Legal	\$ 5,000	\$ 3,000	\$ 1,500	
660851		Bank Charges	\$ 1,500	\$ 500	\$ 800	
		Total	\$ 290,417	\$ 353,014	\$ 481,763	

Dept. ID: 2101 Operations | Chargebacks: 210101

GSI Calculation:

Staff	Salary	Benefits	8% Corp Cost	Total Cost per position
Executive Director	\$ 137,000	\$ 54,800	\$ 15,344	\$ 191,800
Associate Director of Student Engagement	\$ -	\$ -	\$ -	\$ -
Associate Director of Gov. Affairs & Initiatives	\$ 95,000	\$ 38,000	\$ 10,640	\$ 133,000
Business Operations Analyst	\$ 69,000	\$ 27,600	\$ 7,728	\$ 96,600
Student Engagement Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454
Media & Communications Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454
Student Organizations & Projects Specialist	\$ 50,000	\$ 20,000	\$ 5,600	\$ 70,000
Cougar Pantry Coordinator	\$ 67,467	\$ 26,987	\$ 7,556	\$ 94,454
	\$ 553,401	\$ 221,360	\$ 61,981	\$ 774,761
		3% GSI if approved		\$ 23,243

Dept. ID: 2102 Board of Directors

Account #	Dept. ID	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes											
613808	2102	16803	Salaries - Pro Staff: A.D. of Government Affairs & Initiatives	\$ 72,000	\$ 72,000	\$ 49,684	Eliminate AD, start with GA under AED for Fall 22 and turn into Coordinator for Spring 2023	Graduate Assistant										
									Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%			Total Cost	
613808	2102	16803	Staff: A.D. of Government Affairs & Initiatives	\$ 28,800	\$ 28,800	\$ 19,874		summer	\$ 16.50	12	15	\$ 2,970	\$ 356					
606001	2102		Travel	\$ -	\$ 3,000	\$ 5,000	CSUnity for BODers, CHESS for BODers	winter	\$ 16.50	4	20	\$ 1,320	\$ 158					
609008	2102		Scholarship	\$ -	\$ 12,000	\$ 12,000	BOD scholarships \$500 per semester for 12 representatives excludes Execs	spring	\$ 16.50	17	20	\$ 5,610	\$ 673					
660842	2102		Student Activities	\$ 32,000	\$ 20,000	\$ 20,000	16 BOD Parking Passes, 4 Execs summer passes, trainings, collabs, shirts											Total \$ 15,510 \$ 1,861 \$ 1,390 \$ 18,761
660842	2102	10216	Veteran's Rep	\$ 1,500	\$ 2,000	\$ 1,500												
660842	2102	10217	Sustainability Rep	\$ 1,500	\$ 2,000	\$ 1,500		Coordinator (Half of										
660842	2102	10218	Diversity & Inclusion Reps	\$ 3,000	\$ 2,000	\$ 1,500		Salary										\$34,174.00
660842	2102	10220	CSTEM Reps	\$ 1,500	\$ 1,500	\$ 1,000		Benefits										\$13,669.60
660842	2102	10221	COBA Reps	\$ 1,500	\$ 1,500	\$ 1,000		8% Corp Cost										\$3,827.49
660842	2102	10222	COEHHS Reps	\$ 1,500	\$ 1,500	\$ 1,000		Total Cost										\$51,671.09
660842	2102	10223	CHABSS Reps	\$ 1,500	\$ 1,500	\$ 1,000												
660842	2102	10224	ASI General Elections	\$ 2,500	\$ 2,500	\$ 2,500												
			Total	\$ 155,364	\$ 150,300	\$ 117,558												

Dept. ID: 2103 ASI President

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	16804	Salaries - SA	\$ 16,013	\$ 16,013	\$ 16,013	
613808	16804	Benefits - SA 4%	\$ 641	\$ 504	\$ 504	
613808	16804	Benefits - SA- Summer 12%	\$ -	\$ 410	\$ 410	
606001		Travel	\$ -	\$ 3,500	\$ 3,500	
660842		Student Activities	\$ 1,000	\$ 1,000	\$ 1,000	
TOTAL			\$ 18,986	\$21,427	\$21,427	

President	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
summer (June - Aug)	\$ 17.50	13	15	\$ 3,413	\$ 410	
fall	\$ 17.50	19	20	\$ 6,650	\$ 266	
spring	\$ 17.50	17	20	\$ 5,950	\$ 238	
Total				\$ 16,013	\$ 914	\$ 1,354

Dept. ID: 2107 Campus Activities Board (CAB)

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes
613808	16803	Student Engagement Coordinator	\$ 61,000	\$ 63,586	\$ 67,467	
613808	16803	Student Engagement Coordinator	\$ 24,400	\$ 25,434	\$ 26,987	
613808	16803	Salary - Grad Assistant	\$ -	\$ 14,850	\$ 15,510	
613808	16803	Benefits - GA 12%	\$ -	\$ 1,782	\$ 1,861	
613808	16804	Salaries - Student Assistants	\$ 34,169	\$ 72,996	\$ 78,358	
613808	16804	Benefits - SA	\$ 1,367	\$ 2,656	\$ 4,831	
		Benefits - Summer- SA		\$ 792		
660842		Student Activities	\$ 5,000	\$ 7,000	\$ 8,000	
660842	10701	Novelty & Variety	\$ 20,000	\$ 22,500	\$ 22,500	
660842	10704	Community Service	\$ 4,000	\$ 7,000	\$ 3,000	
660842	10705	On The Road	\$ 4,000	\$ 7,500	\$ 2,500	
660842	10706	TLAN	\$ 2,500	\$ -	\$ -	
660842	10707	Cougar Pride & Traditions	\$ 25,000	\$ 31,000	\$ 20,000	
660842	10711	Alternative Spring Break	\$ 15,550	\$ 15,500	\$ 15,500	
660842	10713	Marketing	\$ -	\$ -	\$ -	
660835		Office Equip/Computers	\$ -	\$ -	\$ -	
		Total	\$ 201,781	\$ 272,596	\$ 266,514	

CAB: 1st year spring hire	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 15.00	5	10	\$ 750	\$ 90	
fall	\$ 15.00	17	15	\$ 3,825	\$ 153	
winter	\$ 15.00	2	15	\$ 450	\$ 18	
spring	\$ 15.50	17	17	\$ 4,480	\$ 179	
Total				\$ 9,505	\$ 440	\$ 796

summer	\$ 15.00	5	10	\$ 750.00	\$ 90.00	
fall	\$ 15.00	17	15	\$ 3,825	\$ 153	
winter	\$ 15.00	2	15	\$ 450	\$ 18	
spring	\$ 15.50	17	17	\$ 4,480	\$ 179	
Total				\$ 9,505	\$ 440	
Total for 3 specialist				\$ 28,514	\$ 1,321	\$ 2,387

CAB: 2nd year pride	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 15.00	6	15	\$ 1,350	\$ 162	
fall	\$ 15.25	17	20	\$ 5,185	\$ 207	
winter	\$ 15.25	2	20	\$ 610	\$ 24	
spring	\$ 15.50	17	20	\$ 5,270	\$ 211	
Total				\$ 12,415	\$ 605	

Total for 2 specialists: \$ 24,830 \$ 1,209 \$ 2,083

Graduate Assistant	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
summer	\$ 16.50	12	15	\$ 2,970	\$ 356	
fall	\$ 16.50	17	20	\$ 5,610	\$ 673	
winter	\$ 16.50	4	20	\$ 1,320	\$ 158	
spring	\$ 16.50	17	20	\$ 5,610	\$ 673	
Total				\$ 15,510	\$ 1,861	\$ 1,390

Grand Totals \$ 78,358 \$ 4,831 \$ 6,655

Dept. ID: 2108 Media & Marketing

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes	MCT: 2nd media	Rate	Weeks	Hours	Salary	CORP Benefit:	CORP Admin 8%
613808	16803	Salaries - Pro Staff: Media & Communications Coordinator	\$ 59,200	\$ 62,748	\$ 67,467		summer	\$15.25	10	15	\$ 2,288	\$ 275	
613808	16803	Benefits - Pro Staff: Media & Communications Coordinator	\$ 23,680	\$ 25,099	\$ 26,987		fall	\$15.50	17	15	\$ 3,953	\$ 158	
613808	16804	Salaries - Student Assistants	\$ 68,626	\$ 51,361	\$ 58,935		winter	\$15.50	2	15	\$ 465	\$ 19	
613808	16804	Benefits	\$ 2,322	\$ 1,850	\$ 2,634		spring	\$15.50	17	15	\$ 3,953	\$ 158	
613808	16804	Benefits - SU SA 12%	\$ 1,269	\$ 614									
Total											\$ 10,658	\$ 609	\$ 901
613808	16803	Part-time position			\$ 27,300								
613808	16803	Part-time position benefits			\$ 10,920		MCT: 2nd midyear social	Rate	Weeks	Hours	Salary	CORP Benefit:	CORP Admin 8%
613808	16803	Salaries - GA	\$ -	\$ 12,445	\$ -		summer	\$15.25	6	10	\$ 915	\$ 110	
613808	16803	Benefits - GA 12%	\$ -	\$ 1,505	\$ -		fall	\$15.25	17	15	\$ 3,889	\$ 156	
660842		Student Activities	\$ 1,500	\$ 10,000	\$ 9,000		spring	\$15.50	17	15	\$ 3,953	\$ 158	
660842	10801	Cougar Pride Swag	\$ 10,000	\$ 9,000	\$ 7,000								
Total											\$ 9,214	\$ 442	\$ 772
660842	10802	ASI Branded Operational Supplies	\$ 8,000	\$ 9,000	\$ 5,000								
660842	10804	MCT Equipment	\$ 15,000	\$ 10,000	\$ 7,000		MCT: 3rd midyear media	Rate	Weeks	Hours	Salary	CORP Benefit:	CORP Admin 8%
660842	10805	Outreach & Volunteer Programs	\$ -	\$ 1,000	\$ 500		summer	\$15.75	10	15	\$ 2,363	\$ 284	
Total											\$ 202,005	\$ 194,622	\$ 222,743
Total											\$ 10,931	\$ 182	\$ 889

MCT: 1st midyear social	Rate	Weeks	Hours	Total	CORP Benefit:	CORP Admin 8%
summer	\$15.00	6	10	\$ 900	\$ 108	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	

Total \$ 9,128 \$ 437 \$ 765

MCT: 1st midyear media	Rate	Weeks	Hours	Total	CORP Benefit:	CORP Admin 8%
summer	\$15.00	10	15	\$ 2,250	\$ 270	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	

Total \$ 10,478 \$ 599 \$ 886

MCT: 1st social	Rate	Weeks	Hours	Total	CORP Benefit:	CORP Admin 8%
summer	\$15.00	2	10	\$ 300	\$ 36	
fall	\$15.00	17	15	\$ 3,825	\$ 153	
winter	\$15.00	2	15	\$ 450	\$ 18	
spring	\$15.50	17	15	\$ 3,953	\$ 158	

Total \$ 8,528 \$ 365 \$ 711

Grand Total \$ 58,935 \$ 2,634 \$ 4,926

Dept. ID: 2110 General Student Programs

Account #	Class Code	Account Description	20/21 Virtual	21/22 Approved	22/23 Proposed	22/23 Notes	Front Desk - First Year	Rate	Weeks	Hours	Total	Corp Benefits %	Corp Admin 8%
613808	16803	Salaries - Student Organization and Project Specialist	\$ 56,000	\$ 61,703	\$ 50,000	Full-time - hourly - non-exempt	summer	\$ 15.50	5	15	\$ 1,162.50	\$ 139.50	
613808	16803	Benefits - Student Organization and Project Specialist	\$ 22,400	\$ 24,681	\$ 20,000		Retreat/Training	\$ 15.00	2	60	\$ 1,800	\$ 216	
613808	16803	Salaries - Associate Executive Director	\$ 75,000	\$ 75,000	\$ 95,000	up to \$95,000	fall	\$ 15.00	20	45	\$ 13,500	\$ 540	
610838	16803	Benefits - Associate Executive Director	\$ 30,000	\$ 30,000	\$ 38,000		spring	\$ 15.50	20	45	\$ 13,950	\$ 558	
613808	16803	Salary - Grad Assistant	\$ 12,981	\$ -	\$ 12,540	BOD events and Initiatives Grad Assistant							
613808	16803	Benefits - GA 12%	\$ 1,558	\$ -	\$ 1,505	BOD events and Initiatives Grad Assistant							
613808	16804	Salaries - Student Assistant	\$ 2,920	\$ 23,740	\$ 30,413	Up to 4 front desk students to cover 40 hrs.							
613808	16804	Benefits - SA 4%	\$ 117	\$ 950	\$ 1,454		Fall	\$ 16.50	19	20	\$ 6,270	\$ 752	
660842		Student Activities	\$ -	\$ 700	\$ 700	Front Desk Training	spring	\$ 16.50	19	20	\$ 6,270	\$ 752	
660842	11001	ASI Retreats	\$ 7,500	\$ 20,400	\$ 20,400								
660842	11002	LEAD	\$ 1,500	\$ 1,500	\$ -								
660842	11003	Social Justice Summit	\$ 2,000	\$ 2,000	\$ -								
660842		Volunteer Support			\$ 1,000	Annual recognition, semester team building, and orientation							
660842	10706	TLAN		\$ 5,000	\$ 5,000	Moved from 2107							
660858		LEAP		\$ 1,240	\$ 1,240								
660842		ASI 30 Year Planning		\$ 5,000		SWAG, Banquet, additional marketing							
660842		Uniforms		\$ 3,000	\$ 3,000	uniforms for all ASI							
660842	11004	24/5 Library	\$ 150,000	\$ 150,000	\$ -	Per MOU, last funding FY 21/22							
660842	11007	Sustainability	\$ 15,000	\$ 10,000	\$ 10,000								
		USU Art	\$ -	\$ 3,500	\$ 2,000								
660835		Office Equip/Computers	\$ 12,400	\$ -	\$ 12,400	All IITS charges and Esign Support Charge							
		Total	\$ 404,290	\$ 418,414	\$ 304,651								

CSUSM IITS Cost - Technology Items	Rate	Weeks	Hours	Salary	CORP Benefits	Corp Admin 8%
ASI Computers						
Conference Room				1	\$ 300	
BOD		BOD, 1		11	\$ 3,300	
		5 students, 1 GA, & 1 staff		7	\$ 2,100	
MCT		1 pantry, 1 surface		4	\$ 1,200	
CP		Suite		5	\$ 1,500	
Digital Signage				1	\$ 300	
Esign support					\$ 1,300	
Total				37	\$ 12,400	

Dept. ID: 2111 Executive Vice President

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
613808	16804	Salaries - SA	\$ 15,098	\$ 15,428	\$ 15,098	
613808	16804	Benefits - SA 4%	\$ 604	\$ 488	\$ 475	
613808	16804	Benefits - SA Summer	\$ -	\$ 386	\$ 386	
613808	16804	12%	\$ -	\$ 386	\$ 386	
606001		Travel	\$ -	\$ 1,000	\$ 1,000	
660842	11103	Student Emergency Fund	\$ 20,750	\$ 35,000	\$ 35,000	increase at mid-year if enrollment projections are higher than
660842	11104	ASI Leadership Fund	\$ 35,000	\$ 25,000	\$ 25,000	Allocating to student orgs and virtual conferences
TOTAL			\$ 72,708	\$77,302	\$76,959	

Executive Vice President	Rate	Weeks	Hours	Salary	Corp benefits %	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	19	20	\$ 6,270	\$ 251	
spring	\$ 16.50	17	20	\$ 5,610	\$ 224	
Total				\$ 15,098	\$ 861	\$ 1,277

Dept. ID: 2118 Vice President of Student and University Affairs (VP SUA)

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
613808	16804	Salaries - SA	\$ 15,098	\$ 15,428	\$ 15,428	
613808	16804	Benefits - SA 4%	\$ 604	\$ 488	\$ 488	
613808	16804	Benefits - SA - Summer 12%		\$ 386	\$ 386	
613816	16804	Corp Admin charge 8%	\$ 1,256	\$ -	\$ -	
606001		Travel	\$ -	\$ 5,000	\$ 5,000	Limited travel permitted 20/21 and CSSA/CHESS online
660842		Student Activities	\$ 3,500	\$ 3,500	\$ 3,000	NVRD, Elections - increase based on programming
660842	11801	Lobby Corp	\$ 1,000	\$ 1,000	\$ 1,000	
TOTAL			\$ 21,458	\$ 25,802	\$ 25,302	

Vice President of Student and University Affairs	Rate	Weeks	Hours	Total	Corp Benefits	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	18	20	\$ 5,940	\$ 238	
spring	\$ 16.50	19	20	\$ 6,270	\$ 251	
Total				\$ 15,428	\$ 875	\$ 1,304

Dept. ID: 2121 University Cost Recovery

Account #	Account Descriptions	20/21 Approved Virtual	21/22 Approved	22/23 Proposed	Notes
613814	University Indirect Cost Recovery	\$ 22,186	\$ 23,537	\$ 42,998	
613814	Business & Financial Services MOU	\$ 96,039	\$ 101,888	\$ 101,887	
TOTAL		\$ 118,225	\$ 125,425	\$ 144,885	

Dept. ID: 2124 Chief and Chair

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 proposed	Notes
613808	16804	Salaries - SA	\$ -	\$15,428	\$15,428	
613808	16804	Benefits - SA 4%	\$ -	\$ 488	\$ 1,125	
613808	16804	Benefits - Summer - SA 12%		\$ 386	\$ 238	
606001		Travel	\$ -	\$ 1,000	\$ 1,000	Limited travel permitted in 20/21
660842		Student Activites	\$ 1,500	\$ 1,500	\$ 1,000	BOD Team Development
TOTAL			\$ 1,500	\$18,802	\$18,790	

Chief & Chair	Rate	Weeks	Hours	Total	Corp Benefi	Corp Admin 8%
summer (June - Aug)	\$ 16.50	13	15	\$ 3,218	\$ 386	
fall	\$ 16.50	18	20	\$ 5,940	\$ 238	
spring	\$ 16.50	19	20	\$ 6,270	\$ 251	
Total				\$ 15,428	\$ 875	\$ 1,304

Dept. ID: 2125 Cougar Pantry

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Approved	22/23 Proposed	Notes	Pantry Specialist - First Year with ASI (3)	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
613808	16803	Salaries -Cougar Pantry Coordinator	\$ 39,520	\$ 61,527	\$ 67,467		summer	\$ 15.00	4	5	\$ 300	\$ 36.00	
613808	16803	Benefits -Cougar Pantry Coordinator	\$ 15,808	\$ 24,611	\$ 26,987		fall	\$ 15.00	21	15	\$ 4,725	\$ 189.00	
613808	16803	Benefits -Cougar Pantry Coordinator	\$ 15,808	\$ 24,611	\$ 26,987		spring	\$ 15.50	19	15	\$ 4,418	\$ 176.70	
613808	16804	Salaries -Student Assistants	\$ 43,332	\$ 56,440	\$ 71,190	9 student assistants- 3 first year, 3 second year, and 1 forth year, 2 CalFresh Specialists (increase to minimum wage to \$15 for all and increase 25 cents for returners)							
613808	16804	Benefits - SA 4%	\$ 1,733	\$ 2,170	\$ 5,306								
613808	16804	Summer 12%	\$ -	\$ 590									
613816	16803	Corp Admin Charge 8%	\$ 8,031	\$ -	\$ -		Pantry Specialist - (3) Second Year with ASI						
660842		Student Activities	\$ 10,000	\$ 5,000	\$ 3,000	Trainings, uniforms	summer	\$ 15.25	12	10	\$ 1,830	\$ 219.60	
660842	12502	Food	\$ 20,000	\$ 35,000	\$ -	Reduce on 6/1, awarded SD grant for 22/23	fall	\$ 15.25	19	15	\$ 4,346	\$ 173.85	
660842	12501	Operations	\$ 5,000	\$ 8,000	\$ 10,000		spring	\$ 15.50	19	15	\$ 4,418	\$ 530.10	
660842	12503	Programming	\$ 5,000	\$ 10,000	\$ 5,000								
606001		Travel	\$ -	\$ 3,000	\$ 2,000	Limited travel permitted in 20/21							
660842	12504	Van	\$ 7,500	\$ 8,500	\$ 8,500		Pantry Specialist - Third Year with ASI (1)						
		Total	\$ 155,925	\$ 214,838	\$ 199,449		summer	\$ 15.75	12	10	\$ 1,890	\$ 226.80	
							fall	\$ 16.00	19	15	\$ 4,560	\$ 547.20	
							spring	\$ 16.25	19	15	\$ 4,631	\$ 555.75	
							Total for 1 specialist				\$ 11,081	\$ 1,329.75	\$ 992.88

22-23 Grants

San Diego Foundation Grant - Pantry Food Cost \$ 35,200
 IRA funding for Cal Fresh Specialist \$ 19,000

CalFresh Specialist - (2) Second Year with ASI	Rate	Weeks	Hours	Salary	Benefits %	Corp 8%
summer	\$ 15.25	12	0	\$ -	\$ -	
fall	\$ 15.25	19	0	\$ -	\$ -	
spring	\$ 15.50	19	0	\$ -	\$ -	
				Total for 1 specialist	\$ -	\$ -
				Total for 2 specialist	\$ -	\$ -
				Grand Total	\$ 71,190	\$ 5,305.50
						\$ 6,119.64

Dept. ID: 2126 Festival 78

Account #	Class Code	Account Descriptions	20/21 Virtual	21/22 Proposed	22/23	Notes
660842	12601	Volunteers	\$ -	\$ 2,000	\$ 2,000	
660842	12602	Marketing	\$ 7,000	\$ 7,000	\$ 5,000	
660842	12603	Promotions	\$ -	\$ 6,000	\$ 4,000	
660842	12604	Production	\$ 40,000	\$ 40,000	\$ 40,000	
660842	12605	Artist/Hospitality	\$ 66,000	\$ 66,000	\$ 69,500	
660842	12606	Activities/Entertainment	\$ 6,000	\$ 7,000	\$ 5,000	
660842	12607	Décor	\$ -	\$ 2,000	\$ 2,000	
660842		Art	\$ -	\$ 1,000	\$ 1,000	
		TOTAL	\$ 119,000	\$ 131,000	\$ 128,500	

Associated Students, Inc. of California State University San Marcos
Notes to Financial Statements (NET ASSETS)
Years Ended June 30, 2022 and 2021

Net assets without donor restrictions for the years ended June 30, 2022 and 2021 are as follows:

	2022	2021
Undesignated	\$ 1,727,973	\$ -
Board designated		
Reserved for working capital and current operations	602,341	602,341
Reserved for capital equipment replacement and acquisition	100,593	74,724
Reserved for planned future growth	301,388	301,388
Reserved for student emergency fund		252,350
Reserved for cougar pantry remodel construction contingency		83,000
Reserved for refrigerated lockers installation		9,528
Reserved for wellness and recreation building		982,942
Reserved for CalFresh outreach		47,652
Reserved for San Diego bank grants		1,225
Reserved for giving day funds		560
	<u>\$ 2,732,295</u>	<u>\$ 2,355,710</u>

per reserve policy

	Minimum		Maximum
Working capital	20%	of annual budget	75%
Equipment	50%	of annual fixed asset total	100%
Program development	10%	of annual budget	15%

	June 2022 Reserve
June 2022 annual budget	2,009,250
June 2022 Fixed asset total	100,593

	Minimum	Maximum
Working capital	401,850	1,506,938
Equipment	50,297	100,593
Program development	<u>200,925</u>	<u>301,388</u>
Total	<u>653,072</u>	<u>1,908,918</u>

Undesignated	1,727,973	Are there any board designation for this amount? Do you want to increase the amount for working capital?
Working capital and current operations	602,341	The \$602,342 is the amount designated for June 2021. What % of budget do you want in working capital? You can have up to 75% of the budget in working capital.
Capital equipment replacement and acquisition	100,593	
Planned future growth	301,388	

<u>2,732,295</u>	Total
2,732,295	Total Fund balance @ 6/30/22
<u>(2,732,295)</u>	
<u>0</u>	

Acct Type Fdescr	Acct Fdescr	Actuals - June 2021
30 - Fund Equity and Reserves	303090 - Other Reserves	(1,377,257.00)
	304011 - Reserve Equipment Acquisition	(74,723.00)
	304012 - Reserve Program Development	(301,388.00)
	304099 - Reserve Designated FB Offset	2,355,710.00
	304807 - Reserve Working Cap&Curr Ops	(602,342.00)
	305002 - Fund Balance - Continuing Appr	(2,355,710.35)
30 - Fund Equity and Reserves Total		(2,355,710.35)

check figure		
	June 2021	June 2022
	2,355,710	2,732,295
	(2,355,710)	(2,732,295)
	-	(0)

ASI Meeting Schedule 2022/2023

ALL Committee Meetings will take place via in USU 2310 unless otherwise indicated on posted agenda

Board of Directors	
Date	Time
Friday, August 19	2:30-4pm
Friday, September 2	2:30 - 4pm
Friday, September 16	2:30 - 4pm
Friday, October 7	2:30 - 4pm
Friday, October 21	2:30 - 4pm
Friday, November 4	2:30 - 4pm
Friday, November 18	2:30 - 4pm
Friday, December 9	2:30-4pm
Friday, January 20	2:30-4pm
Friday, February 3	2:30 - 4pm
Friday, February 17	2:30 - 4pm
Friday, March 3	2:30 - 4pm
Friday, March 17	2:30 - 4pm
Friday, April 7	2:30 - 4pm
Friday, April 21	2:30 - 4pm
Friday, May 12	2:30 - 4pm
Advisors: Ashley Fennell & Annie Macias	

Student Advocacy Committee	
Date	Time
Friday, September 23	2:30 - 4pm
Friday, October 28	2:30 - 4pm
Friday, December 2	2:30 - 4pm
Friday, January 27	2:30 - 4pm
Friday, February 24	2:30 - 4pm
Friday, April 28	2:30 - 4pm
Advisors: Jason Schreiber & Ashley Fennell	

Internal Operations	
Date	Time
Friday, September 9	2:30 - 4pm
Friday, October 14	2:30 - 4pm
Thursday, November 10	12:00 - 1:00pm
Friday, February 10	2:30 - 4pm
Friday, March 10	2:30 - 4pm
Friday, April 14	2:30 - 4pm
Advisors: Annie Macias and Deborah Davis	

Executive Committee	
Date	Time
Monday, August 15	5:30 - 6:30pm
Monday, September 19	4:00 - 5:00pm
Monday, October 17	4:00 - 5:00pm
Monday, November 21	4:00 - 5:00pm
Monday, December 19	4:00 - 5:00pm
* Schedule dependent upon committee availability	
Advisors: Ashley Fennell & Annie Macias	

Elections Committee*	
Date	Time
TBD	TBD
* Schedule dependent upon committee availability	
Advisors: DOS Representative and OIE Representative	

Awards Committee*	
Date	Time
TBD	TBD
* Schedule dependent upon committee availability	
Advisors: Ashley Fennell & Daphne Calagus	

BOD Professional/Personal Development		
Date	Time	Topic
8/17- 8/19/22	All Day	BOD Training
8/22 - 8/24/22	All Day	ASI Retreat
Friday, September 2	4-5:30	TBD
Friday, October 7	4-5:30	TBD
Friday, November 4	4-5:30	TBD
Friday, December 9	4-5:30	TBD
Friday, January 13	All Day	BOD Mid-Year Retreat
1/18-1/19/23	All Day	ASI Retreat
Friday, February 3	4-5:30	TBD
Friday, March 3	4-5:30	TBD
Friday, April 7	4-5:30	TBD
Advisor: Ashley Fennell		

Personnel Committee*	
Date	Time
TBD	TBD
* Schedule dependent upon committee availability	
Advisors: Alan Brian & Michelle Hinojosa	