

ASUCD BUDGET SUMMARY: 2007-2008

| | | |
|-------------------------|------------|---------------------------------------|
| Activity: ADMIN GENERAL | #: 8041031 | Prepared by: M. Champagne/K. Oreschak |
|-------------------------|------------|---------------------------------------|

| | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|-----------------------------|--------------|--------------|-------------------|-------------|----------------|
| <i>INCOME</i> | | | | | |
| TOTAL INCOME | 74,816 | 79,716 | 79,716 | 79,716 | 79,716 |
| <i>EXPENSE</i> | | | | | |
| GENERAL ASSISTANCE/BENEFITS | 153,967 | 161,441 | 167,523 | 167,523 | 167,523 |
| ADMINISTRATIVE/PROGRAMMATIC | (53,270) | (52,970) | (52,970) | (53,970) | (53,970) |
| TOTAL EXPENSES | 100,697 | 108,471 | 114,553 | 113,553 | 113,553 |
| <i>RECONCILIATION</i> | | | | | |
| SUBSIDY | 25,881 | 28,755 | 34,837 | 33,837 | 33,837 |
| TRANSFERS TO/FROM RESERVES | | | | | |

INCOME

| | | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|-------|--|---------------|---------------|----------------|---------------|----------------|
| 11000 | Community Housing Listing Service-Students | 5,500 | 6,200 | 6,200 | 6,200 | 6,200 |
| 12000 | Community Housing Listing Service-Non-Students | 13,000 | 17,500 | 17,500 | 17,500 | 17,500 |
| 13000 | Community Housing Listing Service-Forms | 5,000 | 4,750 | 4,750 | 4,750 | 4,750 |
| 14000 | Rent - STA Travel | 45,216 | 45,216 | 45,216 | 45,216 | 45,216 |
| 15000 | Reimbursement - STA Travel | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| 16000 | Bank Charges | (5,400) | (5,450) | (5,450) | (5,450) | (5,450) |
| 17000 | Refunds | | | | | |
| 18000 | Bad Checks | | | | | |
| 19000 | Over and Short | | | | | |
| | TOTAL INCOME | 74,816 | 79,716 | 79,716 | 79,716 | 79,716 |

Descriptions for each source of income:

11000

12000

13000

14000 \$3768 x 12 mths

15000 Reimbursement for utilities, ads in Aggie, room rental, etc.

16000 Book Exchange, KDVS, Unitrans, Misc.

200 - SALARIES

Activity: ADMIN GENERAL

#: 8041031

Page 3

| JOB TITLE | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|---------------------------------------|--------------|--------------|----------------|--------------|----------------|
| a. Stipend by-Agreement Controller | 5,243 | 5,243 | 5,243 | 5,243 | 5,243 |
| b. Assistant to Controller | 0 | 840 | 868 | 868 | 868 |
| c. | | | | | |
| d. | | | | | |
| e. | | | | | |
| f. | | | | | |
| g. | | | | | |
| h. | | | | | |
| i. | | | | | |
| j. | | | | | |
| k. | | | | | |
| l. | | | | | |
| m. | | | | | |
| n. | | | | | |
| o. | | | | | |
| Stipend Total | 5,243 | 6,083 | 6,111 | 6,111 | 6,111 |

| Calculations | Starting/ Ending Dates | Weeks | Payrate/Week | # of Weeks Paid | Total |
|----------------------------|---------------------------|-------|--------------|-----------------|-------|
| a. Controller | 6/17/07-6/14/08 | 1-52 | 107 | 49 | 5,243 |
| b. Assistant to Controller | 9/23/07-6/07/08 | 15-51 | 28 | 31 | 868 |
| c. | | | | | 0 |
| d. | | | | | 0 |
| e. | | | | | 0 |
| f. | | | | | 0 |
| g. | | | | | 0 |
| h. | | | | | 0 |
| i. | | | | | 0 |
| j. | | | | | 0 |
| k. | | | | | 0 |
| l. | | | | | 0 |
| m. | | | | | 0 |
| n. | | | | | 0 |
| o. | | | | | 0 |

Weeks Excluded:

- a. 27, 28, 40
- b. 26-28, 39-41

200 - SALARIES - Cont'd

Activity: ADMIN GENERAL

#: 8041031

Page 4

| JOB TITLE | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|------------------------------------|---------------|---------------|----------------|---------------|----------------|
| Hourly | | | | | |
| a. Senior Staff Assistant (Pers) | 3,344 | 3,396 | 3,526 | 3,526 | 3,526 |
| b. Staff Assistant (Pers) | 3,190 | 3,416 | 3,322 | 3,322 | 3,322 |
| c. Staff Assistant (A/P) | 1,105 | 1,177 | 1,247 | 1,247 | 1,247 |
| d. Senior Staff Assistant (A/R) | 2,502 | 2,544 | 2,664 | 2,664 | 2,664 |
| e. Senior Staff Assistant (FD) | 4,176 | 4,248 | 4,446 | 4,446 | 4,446 |
| f. Staff Assistant (FD) | 3,591 | 3,744 | 3,907 | 3,907 | 3,907 |
| g. Staff Assistant (FD) | 3,559 | 3,686 | 3,744 | 3,744 | 3,744 |
| h. Staff Assistant (FD) | 3,546 | 3,673 | 3,907 | 3,907 | 3,907 |
| i. Staff Assistant (FD) | 3,546 | 3,673 | 3,861 | 3,861 | 3,861 |
| j. Staff Assistants (FD) - Summer | 3,218 | 1,320 | 1,609 | 1,609 | 1,609 |
| k. Staff Assistant (Pers) - Summer | 1,320 | 3,744 | 3,861 | 3,861 | 3,861 |
| l. Staff Assistants (FD) - Breaks | 620 | 640 | 660 | 660 | 660 |
| m. | | | | | |
| n. | | | | | |
| o. | | | | | |
| p. | | | | | |
| Hourly Total | 33,717 | 35,261 | 36,754 | 36,754 | 36,754 |

| Calculations | Starting/ Ending Dates | # of Hours/Week | Payrate/Hour | # of Weeks Paid | Total |
|------------------------|---------------------------|-----------------|--------------|-----------------|-------|
| a. SEE ATTACHED | | | | | 0 |
| b. | | | | | 0 |
| c. | | | | | 0 |
| d. | | | | | 0 |
| e. | | | | | 0 |
| f. | | | | | 0 |
| g. | | | | | 0 |
| h. | | | | | 0 |
| i. | | | | | 0 |
| j. | | | | | 0 |
| k. | | | | | 0 |
| l. | | | | | 0 |
| m. | | | | | 0 |
| n. | | | | | 0 |
| o. | | | | | 0 |
| p. | | | | | 0 |

| JOB TITLE | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|------------------------------------|---------------|---------------|----------------|---------------|----------------|
| Career Employees | | | | | |
| a. AAIII (50% ASUCD, 50% Reg Fees) | 11,256 | 19,644 | 20,484 | 20,484 | 20,484 |
| b. AAII (50% ASUCD, 50% Reg Fees) | 10,764 | 18,672 | 19,104 | 19,104 | 19,104 |
| c. AAI-60% part-time (100% ASUCD) | 11,700 | 12,186 | 13,518 | 13,518 | 13,518 |
| d. Senior Cashier (100% ASUCD) | 31,224 | 32,544 | 33,312 | 33,312 | 33,312 |
| Sub-total: | 64,944 | 83,046 | 86,418 | 86,418 | 86,418 |
| e. Reg Fee Reduction* | 27,230 | 7,662 | 7,662 | 7,662 | 7,662 |
| Career Total | 92,174 | 90,708 | 94,080 | 94,080 | 94,080 |

*(estimate) Determined by University

| Calculations | Starting/ Ending Dates | # of Months | Payrate/Month | Months x Rates | Total |
|------------------------------------|---------------------------|-------------|---------------|----------------|--------|
| a. AAIII (50% ASUCD, 50% Reg Fees) | 6/17/07-6/14/08 | 12 | 1,707 | 12 x 1707 | 20,484 |
| b. AAII (50% ASUCD, 50% Reg Fees) | 6/17/07-6/14/08 | 12 | 1,592 | 12 x 1592 | 19,104 |
| c. AAI-60% part-time (100% ASUCD) | 9/01/07-5/31/08 | 9 | 1,502 | 9 x 1502 | 13,518 |
| d. Senior Cashier (100% ASUCD) | 6/17/07-6/14/08 | 12 | 2,776 | 12 x 2776 | 33,312 |

| | | | | | |
|---|----------------|----------------|----------------|----------------|----------------|
| TOTAL GENERAL ASSISTANCE (STIPEND + HOURLY + CAREER) | 131,134 | 132,052 | 136,945 | 136,945 | 136,945 |
|---|----------------|----------------|----------------|----------------|----------------|

600 - EMPLOYEE BENEFITS

| | 05/06 BUDGET | 06/07 BUDGET | 07/08 PROPOSED | PRESIDENT'S | FINAL APPROVED |
|--|---------------|---------------|----------------|---------------|----------------|
| a. Total Stipend + Hourly Salaries | 38,960 | 41,344 | 42,865 | 42,865 | 42,865 |
| b. Total Career Salaries | 63,960 | 83,046 | 86,418 | 86,418 | 86,418 |
| Employee Benefits Casual (a. x 0.0279) | 1,087 | 1,153 | 1,196 | 1196 | 1196 |
| Employee Benefits Career (b. x .3400) | 21,746 | 28,236 | 29,382 | 29382 | 29382 |
| TOTAL EMPLOYEE BENEFITS | 22,833 | 29,389 | 30,578 | 30,578 | 30,578 |

ADMIN/PROGRAMMATIC EXPENSES

Activity: ADMIN GENERAL

#: 8041031

Page 6

| | | 05/06 BUDGET | 06/07 BUDGET | 07/08 | PROPOSED | PRESIDENT'S | FINAL APPROVED |
|-------|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 30000 | Copying & Printing | 7,000 | 7,000 | 7,000 | 7,000 | 6,000 | 6,000 |
| 31000 | Mail | 1,600 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 |
| 32000 | Office Supplies | 6,500 | 6,500 | 6,500 | 6,500 | 6,500 | 6,500 |
| 33000 | Transportation | 3,300 | 3,300 | 3,300 | 3,300 | 3,300 | 3,300 |
| 34000 | Telephone Equipment | 7,600 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 |
| 35000 | Telephone Long Distance | 900 | 800 | 800 | 800 | 800 | 800 |
| 36000 | Equipment purchase | | | | | | |
| 37000 | Repair & Maintenance | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 38000 | | | | | | | |
| 39000 | | | | | | | |
| 40000 | Equipment Rental | | | | | | |
| 50000 | Merchandise for Resale | | | | | | |
| 51000 | Services Rendered | 600 | 500 | 500 | 500 | 500 | 500 |
| 52000 | Publicity | 550 | 550 | 550 | 550 | 550 | 550 |
| 53000 | Career Staff Development | 400 | 400 | 400 | 400 | 400 | 400 |
| 54000 | Business Manager Special Programs | 500 | 500 | 500 | 500 | 500 | 500 |
| 55000 | Staff Development | 125 | 125 | 125 | 125 | 125 | 125 |
| 56000 | Student Staff Development | 125 | 125 | 125 | 125 | 125 | 125 |
| 57000 | Controller Special Programs | 0 | 0 | 0 | 0 | 0 | 0 |
| 58000 | | | | | | | |
| 59000 | Oracle Licensing Fee | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 |
| 59600 | STA Travel Expenses (billing purposes only) | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| 70000 | Allowance for Uncollectables | | | | | | |
| 71000 | Replacement Reserve | | | | | | |
| 72000 | University Recharge | | | | | | |
| 90000 | Admin Recharge | (134,482) | (134,482) | (134,482) | (134,482) | (134,482) | (134,482) |
| 90500 | ASUCD Network Recharge | 22,512 | 22,512 | 22,512 | 22,512 | 22,512 | 22,512 |
| 91000 | ASUCD | | | | | | |
| 92000 | ASUCD | | | | | | |
| | TOTAL ADMIN/PROGRAM EXP | (53,270) | (52,970) | (52,970) | (52,970) | (53,970) | (53,970) |

Descriptions for each expense on next page

ADMIN/PROGRAMMATIC EXPENSES

Activity: ADMIN GENERAL

#: 8041031

Page 7

30000 Copying of office forms, misc. material
31000 Postage and Mail Division delivery charges
32000 Forms, checks, stationery, coin wrappers, misc. supplies, etc.
33000 Business Manager trips (college auxiliary, national, regional, UC meetings)
34000 Telephones
35000 Long distance to businesses and other campuses
36000
37000 Service agreements for hardware, software, printers, fax, typewriters, and cash-handling equipment
38000
39000
40000
50000
51000 Payroll costs for misc. repairs and duties
52000
53000
54000
55000
56000 SSO student staff development
57000
58000
59000 Oracle licensing fee
59600 Expenses to be reimbursed by STA Travel
71000
72000
90000
91000
92000
93000