



Student Affairs Fee
Advisory Board
DIVISION OF STUDENT AFFAIRS

Budget Summary

To be completed annually by each department.

Please attach Funding Request Forms for each proposed increase.

Department:	Student Organization Finance Center	UAF Account #	237099
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Department Budget History:

	FY18	FY19	FY20	FY21
Total Operating Budget	\$635,492	\$660,048	\$680,514	\$680,514
Total Current UAF Allocation	\$464,668	\$477,282	\$484,810	
UAF Increases Requested	\$0	\$49,391	\$0	\$0
UAF Increases Funded	\$0	\$0	\$0	
Total End-of-Year Reserve Balance Across All Operating Accounts	\$192,386	\$204,927	\$129,519	(Projected)

Please provide a reserve spending plan if ending FY19 reserves exceed University requirements.

214510		
Beginning Reserve FY 2020		202,021
<u>PERSONNEL</u>		
Staff Professional Development Funding (FY20)	(2,200)	
<u>CAPITAL</u>		
POS Terminals (Credit Card Machines) (3)	(600)	
Office Space Furnishings	(50,000)	
<u>MISCELLANEOUS</u>		
Future Office Space Renovation	(80,000)	
Promotional Items	(3,000)	
Projected Ending Reserve FY 2020		69,221

237099		
Beginning Reserve FY 2020		217,397
<u>OPERATIONS</u>		
Required 2 Month Operations Reserve	(113,419)	
<u>PERSONNEL</u>		
Staff Professional Development Funding (FY20)	(5,600)	
CIS/Laserfiche Programmer***	(20,000)	
<u>CAPITAL</u>		
Security Camera Additions	(5,000)	
Security System Upgrades	(650)	
Mailboxes Expenses (Carry Over)	(6,000)	
<u>MISCELLANEOUS</u>		
Currency Counter Maintenance	(4,800)	
Software Licensing	(1,000)	
Projected Ending Reserve FY 2020		60,298

UAF Increase Request History & FY21 Summary:

Program, Service, or Operation Requested	Amount Requested	SAFAB Recommended? (Y/N)	VPSA Recommended? (Y/N)	University Funded (Y/N)
FY19				
Business Coordinator II	\$49,391	Y	Y	N
Total SAFAB Request for FY 2019				
	\$49,391			
FY20				
No increases requested				
Total SAFAB Request for FY 2020				
	\$0			
FY21 Proposal Summary (Prioritized)				
No increases requested				
Total SAFAB Request for FY 2021				
	\$0			

Additional Questions: (to assist the Board when informing the student body about stewardship of the University Advancement Fee)

If you received additional funding in the last 2 years, please describe or explain the success or shortcomings of those new resources.

The SOFC has not received funding for the past two years.

What do you see as your department's financial priorities in the next 3 – 5 years (FY21-FY25)?

Technology

Exploring both software and device options to make SOFC processing more convenient to student life is a top priority. While some processes and requirements are dictated by law and policy, we seek technology opportunities to eliminate geographic and time limitations for our very busy student population. As we identify the options that allow us additional educational outreach opportunities and mobile business features, we will need funding to implement.

Crowdfunding and electronic payment submission options continue to be a topic of conversation amongst our student organizations. We will need to operationally, technologically, and financially identify solutions that will serve our students.

Our role is to contribute to the success of Texas A&M student organizations, and we see technological advances as the next step in that role.

Staffing and Space

As student organization growth increases, the technological possibilities will impact staffing needs which will then require additional space. The SOFC has reached its full capacity for staffing within the existing office suite.

	Total Financial Impact:
How many reclassifications did you have approved in FY19?	(0)
How many equity adjustments did you have approved in FY19?	(0)
How many one-time merit increases did you have approved in FY19?	(0)

How many hiring adjustments did you have approved in FY19?	(0)
What positions were approved to eliminate in FY19?	(0)
What new positions did you create in FY19	(0)

Additional comments, special considerations, etc.

SAFAB Comments/Notes: