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Student Affairs Fee
Advisory Board
DIVISION OF STUDENT AFFAIRS

Funding Request Form FY2026

Department should complete one form for each individual request

Department:
MSC Programs

Program, Service or Operation Requested:
James R. Reynolds Gallery deferred maintenance planning

General Description:
The James. R. Reynolds Gallery is managed by the student members of the MSC Visual Arts Committee (VAC) and features temporary exhibitions and student work. It is located on the second level of the MSC and incurs annual maintenance and repair costs. The Gallery has identified a 10-year maintenance plan that includes security system upgrades, a complete repainting, floor refinishing, and light + bulb replacements.

Request Type:
 Full
 Increase
 One-Time
 Partial/Matching

Type of Funds Requested:
 UAF
 Other

General Questions

How does this address an important need and/or positively impact students?

The MSC Visual Arts Committee has provided access to art exhibits, demonstrations, lectures, and workshops to thousands of students who may have had limited access otherwise. The value of the arts on a college campus cannot be overstated, and it is because of organizations like VAC that these opportunities are able to exist, flourish, and change the lives of countless students.

What department/Division strategic plan item does this support?

Department: Program with Excellence – Programming with excellence includes supporting and producing purposefully designed, high impact-high visibility events and activities that are mission-driven and mission-aligned.

DSA: Inclusive and Caring Communities - Ensure DSA programs, services, and facilities are welcoming and accessible for all.

Please provide data, evidence, and/or input (student faculty, staff, other) you gathered to help you determine the need for additional resources.

From August '23 to July '24, the Reynolds Gallery had 7,484 visitors, averaging approximately 21 visitors per day. The 10-year maintenance schedule is based on previous maintenance and upcoming known maintenance needs. In addition to basic wear-and-tear from use and visitation, both wall work and glass work (lettering, etc.) must be completed with each new exhibit, and those cost are not reflected here.

What actions have you implemented or discontinued internally to address the identified need?

MSC Programs has supported the MSC Visual Arts Committee over the years as a departmental entity. With their move to RSO status, the department is allocating funds differently than in previous years. For FY25, MSC Programs has allocated over \$110,000 to the 17 MSC Council organizations to assist with their operating expenses. Since VAC does not have any source of revenue (due to offering free admission to the Gallery), they are also receiving supplemental funding to help cover the Gallery’s maintenance costs.

If funding is granted, what metrics will you use to evaluate success of this program/service/operation?

VAC will continue to track the number of visitors to the Gallery, as well as maintain records of maintenance requests and needs.

Have other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.

As mentioned above, support for this need has come primarily from the MSC Programs reserve budget and will continue to do so if this one-time request is not supported. However, MSC Programs is looking to reduce its annual spending out of reserves, given that we no longer have EOY committee balances being rolled up into our accounts.

Total Estimated Cost

Funding Description	Amount
– Security system maintenance x 1	\$1,000
– Complete repaint x 1	\$2,500
– Floor refinishing x 1	\$7,500
– Light bulbs (\$275 annually)	\$2,750
– Replace existing PAR 38 and AR111 lamps with newer models that don’t have ballast (one time cost)	\$2,450
– 10-year inflation of 4% (based on five-year average for 2019-2023)	\$2,400
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
TOTAL INCREASE REQUESTED	\$18,900