

February 3, 2012

To: Student Incidental Fee Committee

From: Memorial Union Board

Re: 2012-2013 Memorial Union Budget

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Budget Summary

Attached is the proposed 2012-2013 Memorial Union budget. The base budget conforms to 2012-2013 Student Incidental Fee Budgeting Guidelines. The proposed budget does not contain a per term per student fee increase and preserves all services and student jobs.

The budget is organized by index and line item. The proposed base budget provides for a 0% increase per student incidental fee for the Memorial Union. The Memorial Union continues to strive to fund as much of the budget as possible from earned revenue. In the 2012-2013 budget earned revenue will provide 50% of the funding.

Overall Budget Change Matrix:

	2011-2012 Cost per student per term	2012-2013 Base Budget Cost per student per term	% Increase from 2011-2012 to 2012- 2013
Fall, Winter Spring	\$ 65.78	\$ 65.78	0%
Summer FY13 – FY14	\$ 59.80	\$ 59.80	0%

For a summary of the questions the Student Incidental Fee Committee requested the Memorial Union address please see attached page 3 & 4.

Summary for FY13 Memorial Union Budget

Increase in Enrollment		
FY12	FY13	Student Pop. Increase (%)
57,900	62,600	8.1

Incidental Fees

Total FY12 Incidental Fees	\$ 4,119,622
Total FY13 Incidental Fees	\$ 4,440,748
Total FY13 Dollars to Allocate	\$ 321,126

Mandatory Costs

Utilities	
<i>Snell</i>	\$ 23,266
<i>Memorial Union</i>	<u>\$ 8,021</u>
Total Utilities	\$ 31,287
Salaries + OPE + Min. Wage Incr.	\$ 129,900
Total Mandatory Costs	<u>\$ 161,187</u>

Non-Mandatory Costs

Decision Package #1	
Program Adviser – Student Events & Activities	
Diversity – Cultural Programs (12mos)	\$66,000
Decision Package #2	
Program Adviser – Student Events & Activities	
Cultural Meals Programs (10mos)	\$62,000
Decision Package #3	
GTA – Center for Civic Engagement	\$33,722
Decision Package #4	
Student Equity Increases for SLI	\$26,328
Decision Package #5	
Team Liberation	\$2,100
Total Non-Mandatory Costs	<u>\$190,150</u>

Total Mandatory & Non-Mandatory Costs **\$ 351,337**

Questions from SIFC

1.) *What are you doing to relieve staff of cumbersome workloads?*

- We have proposed two new positions that will relieve a significant portion of overload in SLI. Student responses to our benchmarking surveys indicate that this is an area where further investment would result in greater student satisfaction with their experience at OSU. There is no fee increase associated with the establishment of these two new positions. The costs are funded by additional enrollment.

2.) *How are you working to improve your relationship with the AABC? What are the challenges?*

- The MU Leadership Team has met with AABC-MU leadership and established mutually beneficial goals. The biggest challenges are figuring out budgetary information flow (status reports throughout the year), and determining the boundaries and handoffs that can number into the dozens of interactions and overlaps each day between the AABC and the MU.

3.) *Provide an update on the MU's diversity action plan. What is your educational plan?*

- One of the two new positions has a significant portion of its duties defined as providing leadership to our diversity training needs organization-wide. The establishment of this position will supplement existing diversity action efforts, such as active participation in the Campus Coalition Builder's leadership team, facilitation of the White Identity Development Retreat for students, global citizenship awareness efforts by ISOSU, under-represented professionals in media serving as speakers within Student Media's professional development series.

4.) *What are the SEC impact costs?*

- Because our project was suspended as of June 2011 until Oregon Legislative approval could be obtained, we have not updated any of this information. Impact costs developed last year are the most accurate available and further refinement cannot occur until the building project teams resume their planning activity. We are willing to schedule a time with SIFC to familiarize your members with the work that was done last year and presented to SIFC in Spring Term of '11.

5.) *What is the MU doing to off-set the loss of income from the Bookstore departure?*

- Most of the revenue cannot be off-set and was predicted as a fee increase prior to the project going to referendum. However, to the greatest degree possible, new revenue generation was the focus of space allocation discussions with the MU East Wing project team. Additional revenue will come from an increase in event services from having more and larger program spaces, from food service expansion, and possibly other new leases. No new activity has taken place since the project was suspended in June of '11. Program revenues (MUPC, ISOSU) have increased, as have Retail Food Service and Event Services income projections in the FY 13 budget.

6.) *What are your revenue streams from sources other than student fees?*

- Most of this is detailed in our annual budget. Largest revenue streams to the MU Building come from our Bookstore lease (#1), Event Support/Room Rentals (#2), and return to the MU from Food Service (#3).

7.) Update on Building/Equipment Reserve funding.

- A detailed analysis of our cash position for our operating fund and reserve accounts accompanies the annual budget request.

Budget by Category

Revenue:

The Memorial Union budget is supported by 47.6% earned revenue which is generated from rentals, ticket sales, vendor leases, and Memorial Union Retail Food Service's sales. The budgeted revenue growth will be primarily the result of inflation increases. We do not anticipate a significant change in market share, no new retail locations are planned for FY13. Interest Income is projected to increase compared to the prior year budget due to the OUS Internal Bank.

Student Fee Revenue includes a requested \$0.00 (0%) increase in the per student fee for the Memorial Union.

Expenses:

Student Payroll is budgeted to increase due to minimum wage increases. In addition, Student Leadership and Involvement has increased student pay with the roll out of a new student equity model which is attached. The Memorial Union and Memorial Union Retail Food Service will employ about 400 students and provide \$1,363,114 in student wages.

Classified Salaries are budgeted to increase per the collective bargain agreement. This increase is result of possible cost of living increases.

Unclassified salaries are budgeted to increase 4%. This increase is result of possible cost of living increases on January 2013.

Other Payroll Expense is budgeted to increase per the SIFC fee preparation budget guidelines. Health care and Other Payroll costs are mandatory and budgeted on a per employee basis and not a flat percentage increase.

Other Expenses:

Operating supplies expense includes significantly more than what we view as traditional office supplies. This line item includes supplies that are directly related to volume and supplies consumed in providing goods for resale in our revenue generating units, such as flip charts in meeting rooms or linens & table cloths at events. This category of expense represents about 2% of the total budget.

Minor Equipment includes equipment with an individual value of more than \$200 but less than \$5,000, which will last more than one year.

Utilities are a significant expense (approximately 11% of non-payroll expenses) to the Memorial Union budget. The Memorial Union Budget is responsible for utility expenses for both the Memorial Union and MU East buildings. Budget guidelines provide for rate increases of 5-17%.

Maintenance & Repairs for the Memorial Union and MU East buildings. These costs include routine and non-routine maintenance and repair costs for both buildings.

Assessment and overhead expenses. Unfortunately these expenses are mandated by the State of Oregon, Oregon State University, and the Oregon University System. These expenses are beyond the control of the Memorial Union.

Programming expenses are direct expenses for Student Leadership and student programs provided and coordinated by the Memorial Union and Memorial Union Program Council. It should be noted that out of the \$259,862 of budgeted programming expense, \$200,000 is recovered by sponsorship income, outside rental income, and ticket prices.

Other Expenses will increase by 2% and primarily due to inflation increases. These expenses are directly related to services and supplies increasing. Examples include: office supplies, software licenses, plant care, equipment rentals, and security services.

Depreciation & Reserves recognizes and records the expense of capitalized buildings and equipment over the useful life of an asset. This line item also records the amount the Memorial Union identifies for remodels and upgrades of meeting rooms and public spaces. This line item records no change from last year's budget.

Budget detail by Index

What the MU does by index and discussion of significant variances.

Administration provides administrative support and coordination for the whole MU organization. This index records expenses that cannot be directly allocated to individual indexes or the cost of such allocation would be greater than the benefit. Examples include salaries for the Director, Assistant Director, and support staff.

Beginning in FY07 the Memorial Union was required to pay county property tax on the portion of the building leased to outside retail activities. This expense is estimated to be \$26,452 and is mandatory but is being charged back to the branded vendors.

Memorial Union Building Services records income and expenses related to MU Building operations, other than repairs and maintenance. These expenses are relatively fixed and less dependent upon volume and special events. Variable Income and Expenses are recorded in MU Event Services. Unclassified and Classified wages are at the mandated level with no additions/reductions in staffing. Other expenses are projected to be at budget guidelines.

MU Event Services records the revenue and expenses related to equipment and event services provided by the MU for building reservations and special events. Expenses and variable labor are recorded separately from Building Services not only to provide better tracking, but also to more accurately represent the cost of services provided.

Memorial Union Facility Operations records the fixed facility costs of operating the main MU Building, MU East facility cost are recorded in a separate index MUNEST discussed below. MU Facility operations records

the rental of space to outside vendors such as OSU Bookstore, and Branded Vendors base monthly rents. This index also records the hard costs of operating and keeping the building open: heat, lights, water and waste disposal. Services of the MU Building include four student lounges, four music practice rooms, and 10 public computers, in addition to other services. This account also includes classified maintenance labor to support each of the OSU Cultural Centers.

Bookstore rent is the significant source of revenue in this index. The rental rate is based on a percent of gross sales and is set by a long term contract. Payroll costs are based on mandated reductions with no change in staffing levels. Despite likely rate increases utility costs are projected to increase. Other expenses are budgeted per SIFC guidelines.

Memorial Union Facility Repairs records the repair and maintenance expenses related to the Memorial Union Building. This index also records the required code compliance and renovations of public spaces in the Memorial Union Building. Given the age of the MU repair cost can increase greater than the level of general inflation, quite simply old buildings require more maintenance and repairs than newer facilities.

Memorial Union Custodial provides in house custodial services and supplies to the MU Building. While keeping our facilities clean, it also provides students with a source of employment and enables the MU to better manage its utility expenses by eliminating a graveyard shift. This index records cost recovery from MU East for the custodial services to that building. Labor is the most significant portion of this budget, other expenses are slightly greater than inflation due to increasing enrollment and increased use of facilities.

Memorial Union East records the facility operations cost for the MU East Building similar to the Memorial Union Facility index. Starting in FY13, the renting of the Forum will result in \$20,000 in additional revenue for the MU. While the MU has responsibility for the facilities, it has no programmatic control over services and programs offered by Educational Activities and ASOSU. The increase in total expense can also be attributed to additional repairs and maintenance of an aging building at the end of its useful life cycle.

The Basement records the revenue and expenses for Bowling (10 lanes), Billiards (4 tables), Amusement Machines, and special events in this area. The Memorial Union continues to actively enhance the programs and services available in the Basement to provide on campus leisure activities for OSU students. This program is managed and operated by undergraduate students.

MU Craft Center records revenue and expense related to the operation of the Craft Center which includes classes and a well-equipped studio for the following: ceramics, woodworking, jewelry/metals, an extensive glass program, textile arts, black & white photography and digital photography. 60% of the users of the Craft Center programs are OSU students. Additionally, the Craft Center offers special workshops for OSU Student Groups that are free or materials cost only. Revenue is projected to be relatively flat and OSU students will continue to receive discounted rates and early registration privileges. Increases are within the budget guidelines.

Concourse Exhibits provides support for the MU concourse exhibits as well as maintaining and preserving the Memorial Union art inventory. Currently the MU has an art collection of over 300 items with a recorded asset value of over \$500,000. Most of the art work was donated with the condition that it remains part of the MU for future students to enjoy. The Memorial Union Board believes it is reasonable and prudent to care for this investment. We have a responsibility to past, present and future students for maintaining this collection. Almost half of this budget is for student labor for artwork restoration.

Marketing, Assessment, & Graphic Arts supports the MU organizations with services for promoting MU events and services along with assessment tools to determine the effectiveness of those programs and services. This service is also provided to other OSU organizations for a fee. 72% of this budget is student labor in the MU Graphic Design Studio.

MU Technology records the hardware expenses and support related to computers and software in the MU organization. We believe it is more efficient and cost effective to manage centrally rather than across each index. This budget provides for only increases within budget guidelines.

MU Student Media provides administrative and program support to Student Media Programs. While the Prism, Barometer, KBVR FM, and KBVR TV direct costs are funded by either advertising or Educational Activities (for FY14 budget this amount is anticipated to be moved from Ed Act's budget to the MU budget), the Memorial Union provides the administrative and program support. Additionally, MU Publications coordinates and produces the OSU Directory which generates \$26,500 in revenues.

Student Leadership & Involvement (SLI) has been in operation as a department within the Division of Student Affairs since July 1, 2007. SLI and the supporting comprehensive budget provide programs, services and opportunities that intentionally promote student learning, personal development, and inclusion into the diverse campus community. SLI is composed of three basic centers of operation and also provides support structures for three distinct student-led programs. The three centers include the Center for Leadership Development (MU 203), the Student Events and Activities Center (SEAC-MU 103) and SLI @ Snell Hall (Snell 149). In addition, SLI provides programmatic advising and support to the Center for Civic Engagement, International Students of OSU (ISOSU), the Memorial Union Program Council (MUPC), Student Sustainability Initiative, and Team Liberation.

This year, the SLI family of budgets will see significant changes and additions while maintaining a net zero impact on the student fees from the Memorial Union. As an organization the MU has decided to focus our strategic budget development towards enhancing the student activities and student engagement budgets that make up SLI. Significant budget changes include the addition of two integral positions; 1) Diversity and Cultural Programs Advisor, and 2) Cultural Meals Kitchen Advisor (see related decision packages). Given the overwhelming increase in international student at OSU, our mission to develop global citizens, and our commitment to diversity and multiculturalism – these positions are essential additions to the campus. In addition, the SLI budget is seeing an increase in our total student pay line. This is an effort to bring our student pay more in line with University recommended pay and pay increases, offer increased salaries to students who have enhanced skills and have been through deeper levels of training, as well as adjust for minimum wage increases (see related decision package). Finally, the SLI budget sees an increase in the number of Graduate Teaching Assistants by adding one GTA to work with our newly re-conceptualized Center for Civic Engagement (CCE) (see related decision package). With our broad land-grant mission and service to the state at the forefront, this GTA position offers an opportunity to support the new CCE as we increase our civic engagement and service opportunities to students.

The Center for Leadership Development is committed to leadership education that promotes positive social change, servant leadership, and personal growth. Core programs include consultation and mentorship, developmental workshops and seminars, leadership development courses, and strengths based assessment/educational programming.

The budget for the CLD sees only a redistribution of dollars by way of student pay line. We are trying to more accurately capture true program costs and have worked to place all of our student pay lines into each budget.

The Student Events and Activities Center is dedicated to creating community through activities and programming. Major support areas include the Memorial Union Program Council, International Students of OSU, Cultural Meals Support Program, Club & Organization Support and Development and the Events & Activities Team. The SEAC provides a hub for campus programming, activities, and involvement as well as the resources necessary to support OSU student groups who offer programming and events as a way for their communities to become visible.

- **Memorial Union Program Council (MUPC)** is a student-coordinated program that produces an array of diverse, high quality events ranging from small programs to large concerts that enhance student life. Reorganization of the roles of the Memorial Union President and Vice President is reflected in the removal of the Memorial Union President salary from MUPC and redistribution of these funds into the MU Admin budget. The MU Board will be advising on the reorganization of these roles. Student pay equity is also included in this budget \$9.00 to \$9.50 per hour.
- **The International Students of Oregon State University (ISOSU)** seeks to facilitate cross-cultural interaction by hosting events and programs that invite many voices from around the world to be heard. We are committed to supporting and developing a wide range of international opportunities for the OSU community focusing on the education and appreciation of international issues and other cultures on this university campus. A more accurate reporting is included in this budget with inclusion of revenue from ticket sales as well as actual cost of China Night, Africa Night, European Night and India Night. The nature of these events- larger audience (1200+), more expensive venue (LaSells), and unique needs (China service) raises these cost aprx \$5000 per event which requires ticket sales to cover the cost. Student pay equity is also included in this budget- \$9.10-\$9.50 per hour.
- **Student pay equity** was also distributed in the MUNSEA budget for 14 positions, MUNCMS budget for 5 positions.

Team Liberation is a group of facilitators (mostly students) of human relations workshops. These workshops include issues of racism, sexism, heterosexism, classism, ageism, ableism, religious intolerance, communication and community & leadership development in an interactive and inclusive way. Team Liberation facilitators have received over forty hours of intensive training, followed by additional peer mentoring in facilitation with diverse groups on campus and in the community.

This year, the Team Liberation budget seeks to increase the amount of dollars for training (see related decision package) in order to accommodate the high volume demand for the TL training by adding one addition training per year.

The Center for Civic Engagement (CCE) is comprised of six student staff and is supported by one full-time Coordinator for Civic Engagement and Service and one Graduate Teaching Assistant. In addition, the CCE supports the PeaceJam Project, bringing a Nobel Peace Prize winner to the OSU campus each year for the past 7 years, as well as the Student Sustainability Initiative. In partnership with community-based organizations, the Center for Civic Engagement is committed to providing service opportunities and programs that allow students, faculty, and staff to meet diverse community needs and learn and reflect about their roles as active citizens. By fostering a campus culture that inspires community engagement, civic leadership, and social responsibility, the CCE aspires for all OSU students and alumni to serve as catalysts for creating more livable, just, and sustainable communities.

MU Retail Food Service currently operates 8 retail food outlets: Java Stop, Pangea, Buenos Burrito and Bites (convenience store) in the MU Building. Additional locations include Dixon Café, Java II, Java Cart and E Café @ Kelly. These locations provide students with convenient access to food and snacks and enhance the variety of food offerings on campus. Additionally, MU Retail Food Service directly provides approximately \$609,600 in student employment.

Memorial Union Retail Food Service is budgeted to be a self-sustaining operation and faces many of the same challenges as other retail operations in today economy.

O. S. U.
Memorial Union 2012 - 2013

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
RECEIPTS					
MUNADM - Administration	4,440,081.00	4,396,509.13	4,138,222.00	4,485,800.00	8.40%
MUNBLD - Building Services	191,196.00	126,572.59	194,296.00	194,296.00	0.00%
MUNAVS - Event Services	265,025.00	264,962.61	265,025.00	273,025.00	3.02%
MU Facilities Operations & Maint	849,015.00	876,561.29	849,015.00	867,674.75	2.20%
Custodial	113,386.00	115,276.00	113,386.00	114,633.00	1.10%
MU East	0.00	0.00	0.00	20,000.00	100.00%
Recreation Center/Basement	85,106.00	86,786.54	89,854.00	86,780.00	-3.42%
Craft Center	96,707.00	95,146.49	99,796.00	99,829.27	0.03%
Concourse Exhibits	1,600.00	2,486.00	1,790.00	1,843.70	3.00%
Marketing / Graphic Arts	13,860.00	13,385.00	13,860.00	13,385.00	-3.43%
M.U. Technology		55.44	0.00	0.00	0.00%
M.U. Student Media	56,856.00	8,236.68	53,929.00	32,875.00	-39.04%
Student Leadership	218,484.00	268,396.90	255,750.00	288,850.00	12.94%
M.U. Retail Food Service	2,277,455.00	2,654,076.93	2,559,715.00	2,850,255.00	11.35%
Total Receipts	8,608,771.00	8,908,451.60	8,634,638.00	9,329,246.72	8.04%
DISBURSEMENTS					
Administration	837,381.00	721,892.94	619,539.00	584,515.69	-5.65%
Building Services	484,781.00	478,995.94	362,759.00	378,346.32	4.30%
Event Services	167,258.00	201,865.47	180,781.00	198,235.31	9.65%
MU Facilities Operations	911,174.00	740,581.75	943,624.00	1,018,022.73	7.88%
MU Facilities Maintenance	592,605.00	301,343.21	593,454.00	608,382.80	2.52%
Custodial	626,860.00	584,750.14	643,112.00	660,520.50	2.71%
M.U. East	380,905.00	344,106.15	397,383.00	425,206.89	7.00%
MU Basement	71,326.00	74,239.36	73,738.00	80,123.03	8.66%
Craft Center	163,785.00	167,588.66	166,966.00	172,959.31	3.59%
Concourse Exhibits	9,471.00	5,237.00	9,471.00	9,795.78	3.43%
Marketing / Graphic Arts	51,810.00	34,879.97	64,427.00	66,097.50	2.59%
M.U. Technology	67,076.00	62,011.01	67,874.00	84,430.79	24.39%
M.U. Student Media	392,030.00	384,688.37	459,349.00	419,684.41	-8.63%
Student Leadership	1,578,004.00	1,627,765.71	1,555,106.00	1,788,241.34	14.99%
M.U. Retail Food Service	2,277,033.00	2,534,341.10	2,508,026.00	2,840,824.00	13.27%
Non-Budgeted					
Total Disbursements	8,611,499.00	8,264,286.78	8,645,609.00	9,335,386.40	7.98%
INCOME LESS EXPENSES	-2,728.00	644,164.82	-10,971.00	-6,139.68	
OUS Mandated Depreciation	313,632.00	309,245.76	313,632.00	313,632.00	
Transfers to Reserves	0.00				
INCOME LESS EXPENSES&RESERVES	(\$316,360.00)	\$334,919.06	(\$324,603.00)	(\$319,771.68)	

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13
STUDENT FEES				
Fall, Winter, Spring	4,082,940.00	4,082,940.00	3,808,662.00	4,117,828.00
Summer	290,030.00	290,030.00	310,960.00	322,920.00
Total Fee income	4,372,970.00	4,372,970.00	4,119,622.00	4,440,748.00
ENROLLMENT				
Fall, Winter, Spring	18,000		57,900	62,600
Summer	4,850		5,200	5,400
COST PER STUDENT PER TERM:				
Fall, Winter, Spring	75.61		65.78	65.78
Summer	59.80		59.80	59.80

MUNADM - Memorial Union Administration

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
05xxx - Interest Income	50,112	22,762.91	16,100	16,100	0.00%
08001 - Property Tax	0	0.00	0	26,452	100.00%
06xxx - Miscellaneous Sales & Svc	16,999	776.22	2,500	2,500	0.00%
Total Income	<u>67,111</u>	<u>23,539.13</u>	<u>18,600</u>	<u>45,052</u>	<u>142.22%</u>
Salaries - Wages					
101xx - Staff Unclassified	183,927	134,897.07	137,889	126,758	-8.07%
103xx - Staff Classified	109,925	31,412.00	56,645	54,164	-4.38%
10501 - Student Pay	44,885	28,455.15	0	13,257	100.00%
Total Salaries	<u>338,737</u>	<u>194,764.22</u>	<u>194,534</u>	<u>194,179</u>	<u>-0.18%</u>
OPE					
109xx - Other Payroll Expenses	174,578	59,201.03	93,002	93,842	0.90%
Total OPE	<u>174,578</u>	<u>59,201.03</u>	<u>93,002</u>	<u>93,842</u>	<u>0.90%</u>
Other Expenses					
20xxx - Office/Operating Supplies	8,247	7,765.40	6,412	7,765	21.10%
20200 - Minor Equipment	1,050	299.00	1,071	500	-53.31%
22010 - Communications/Telecom	12,780	6,543.16	10,576	6,543	-38.13%
225xx - Postage & Shipping	385	366.32	385	385	0.00%
24101 - Equipment Rental	0	653.85	0	654	100.00%
235xx - Equipment Maintenance	2,225	0.00	1,613	0	-100.00%
246xx - Printing & Copy	6,175	4,581.66	4,299	4,582	6.58%
24612 - Advertising	950	2,020.99	969	2,020	108.46%
24999 - Misc Services	2,450	3,149.60	2,499	2,549	2.00%
Assessments					
28020 - State Government	15,497	8,732.72	14,387	20,042	39.31%
28003 - Sec of State Audit	3,936	1,545.52	2,103	1,629	-22.54%
28703 - Property Tax	28,806	27,769.49	31,579	26,452	-16.24%
28061 - Property Insurance	23,079	36,004.32	36,004	38,165	6.00%
28101 - Centralized Activities	7,601	4,205.50	7,601	4,206	-44.67%
28060 - Tort Liability	23,077	6,506.24	24,462	7,176	-70.66%
28204 - OSU General Admin	168,813	329,895.76	168,813	145,477	-13.82%
28601 - Conference Regist	7,245	8,988.83	7,245	9,000	24.22%
28612 - Public Relations / Hosting Guests	475	1,350.02	484	1,350	178.93%
39xxx - Travel	11,275	17,549.31	11,501	18,000	56.51%
Total Other Expenses	<u>324,066</u>	<u>467,927.69</u>	<u>332,003</u>	<u>296,495</u>	<u>-10.70%</u>
Total Expenses	<u>837,381</u>	<u>721,892.94</u>	<u>619,539</u>	<u>584,516</u>	<u>-5.65%</u>
Transfers In From Student Fees	4,372,970	4,372,970.00	4,119,622	4,440,748	7.80%
Income	67,111	23,539.13	18,600	45,052	142.22%
Total Revenue	<u>4,440,081</u>	<u>4,396,509.13</u>	<u>4,138,222</u>	<u>4,485,800</u>	<u>8.40%</u>
INCOME - EXPENSES +/- Transfers	<u>3,602,700</u>	<u>3,674,616.19</u>	<u>3,518,683</u>	<u>3,901,284</u>	<u>10.87%</u>

MUNBLD - Memorial Union Building Services

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06004 - Vending Income	87,556	84,969.69	87,556	87,556	0.00%
09xxx - Misc Reimbursements	0.00	62.90	0.00	0.00	0.00%
91xxx - MU Retail Foods	59,000	0.00	59,000	59,000	0.00%
08001 - ATM Leases	44,640	41,540.00	47,740	47,740	0.00%
Total Income	<u>191,196</u>	<u>126,572.59</u>	<u>194,296</u>	<u>194,296</u>	<u>0.00%</u>
Salaries - Wages					
101xx - Staff Unclassified	169,144	125,773.33	127,915	114,804	-10.25%
103xx - Staff Classified - Regular & Temp	61,170	32,670.14	35,520	57,609	62.19%
10501 - Student Pay	64,505	54,306.22	65,280	67,238	3.00%
Total Salaries	<u>294,819</u>	<u>212,749.69</u>	<u>228,715</u>	<u>239,652</u>	<u>4.78%</u>
OPE					
109xx - Other Payroll Expenses	140,677	85,099.44	100,000	101,353	1.35%
Total OPE	<u>140,677</u>	<u>85,099.44</u>	<u>100,000</u>	<u>101,353</u>	<u>1.35%</u>
Other Expenses					
20xxx - Operating Supplies	17,725	15,089.24	6,830	15,100	121.08%
20200 - Minor Equipment	7,700	3,137.55	3,354	3,354	0.00%
22010 - Communications	8,125	6,523.19	8,125	6,523	-19.72%
225xx - Postage & Shipping	25	0.00	25	0	-100.00%
235xx - Equipment Maintenance	14,280	5,282.03	14,280	5,300	-62.89%
24101 - Equipment Rental	0	2,877.88	0	2,877	100.00%
245xx - Fees & Services	1,225	3,983.20	1,225	3,983	225.14%
28204 - Overhead to AABC	0	132,698.00	0	0	0.00%
28xxx - Public Relations	0	4,069.07	0	0	0.00%
39xxx - Travel	205	7,486.65	205	205	0.00%
Total Other Expenses	<u>49,285</u>	<u>181,146.81</u>	<u>34,044</u>	<u>37,342</u>	<u>9.69%</u>
Total Expenses	<u>484,781</u>	<u>478,995.94</u>	<u>362,759</u>	<u>378,346</u>	<u>4.30%</u>
INCOME - EXPENSES	<u><u>(293,585)</u></u>	<u><u>(352,423.35)</u></u>	<u><u>(168,463)</u></u>	<u><u>(184,050)</u></u>	<u><u>9.25%</u></u>

MUNAVS - Memorial Union Event Services

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06723/09391 - Rental Income Facility	103,750	98,943.75	103,750	111,750	7.71%
06060/09313 - Equipment Rental	85,075	81,817.09	85,075	85,075	0.00%
06xxx - Misc. Events	100	99.61	100	100	0.00%
06901/09392 - Technical Services/Set Ups	76,100	84,102.16	76,100	76,100	0.00%
Total Revenue	<u>265,025</u>	<u>264,962.61</u>	<u>265,025</u>	<u>273,025</u>	<u>3.02%</u>
Salaries - Wages					
10501 - Student Pay	75,659	93,382.43	85,000	96,184	13.16%
Total Salaries	<u>75,659</u>	<u>93,382.43</u>	<u>85,000</u>	<u>96,184</u>	<u>13.16%</u>
OPE					
109xx - Other Payroll Expenses	2,269	2,103.45	2,550	2,886	13.16%
Total OPE	<u>2,269</u>	<u>2,103.45</u>	<u>2,550</u>	<u>2,886</u>	<u>13.16%</u>
Other Expenses					
20xxx - Operating Supplies	10,225	10,526.17	10,430	10,639	2.00%
24510 - Laundry	11,575	11,932.42	15,271	15,271	0.00%
20200 - Minor Equipment	6,120	9,174.86	6,120	9,175	49.92%
22010 - Communications/Telecom	0	1,208.72	0	1,233	100.00%
235xx - A/V Equip Repair/Upgrades	7,750	2,564.65	7,750	3,905	-49.61%
24101 - Equipment Rental	0	10,145.77	0	5,000	100.00%
24999 - Misc Fees & Services	39,503	38,837.00	39,503	39,503	0.00%
24520 - Security Services for Student Orgs	14,157	21,990.00	14,157	14,440	2.00%
Total Other Expenses	<u>89,330</u>	<u>106,379.59</u>	<u>93,231</u>	<u>99,166</u>	<u>6.37%</u>
Total Expenses	<u>167,258</u>	<u>201,865.47</u>	<u>180,781</u>	<u>198,235</u>	<u>9.65%</u>
INCOME LESS EXPENSES	<u><u>97,767</u></u>	<u><u>63,097.14</u></u>	<u><u>84,244</u></u>	<u><u>74,790</u></u>	<u><u>-11.22%</u></u>

MUNFAC - Memorial Union Facility Operations

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
Misc Services					
06949 - Bookstore Rent	710,825	742,103.24	710,825	732,150	3.00%
06723 - Hair Salon/Misc Leases	4,560	3,400.00	4,560	4,995	9.54%
06901 - Misc	0	233.00	0	0	0.00%
08001 - Private Mail Boxes/ Misc Leases	8,100	6,120.05	8,100	5,000	-38.27%
06727 - Branded Lease Base Rent	34,000	33,175.00	34,000	34,000	0.00%
Total Income	<u>757,485</u>	<u>785,031.29</u>	<u>757,485</u>	<u>776,145</u>	<u>2.46%</u>
Salaries - Wages					
101xx - Staff Unclassified	66,336	66,106.82	67,626	70,015	3.53%
103xx - Staff Classified - Regular & Temp	198,027	208,374.95	207,654	281,525	35.57%
10501 - Student Pay	0	1,680.04	0	0	0.00%
Total Salaries	<u>264,363</u>	<u>276,161.81</u>	<u>275,280</u>	<u>351,541</u>	<u>27.70%</u>
OPE					
109xx - Other Payroll Expenses	162,559	149,146.43	172,727	203,479	17.80%
Total OPE	<u>162,559</u>	<u>149,146.43</u>	<u>172,727</u>	<u>203,479</u>	<u>17.80%</u>
Other Expenses					
20xxx - General Supplies - Operating	3,315	13,066.06	3,382	5,450	61.15%
22xxx - Communications	3,315	4,016.06	3,341	4,016	20.20%
23xxx - Utilities - Electricity	122,190	111,026.01	131,257	142,890	8.86%
Gas	12,334	(1,318.09)	12,334	12,951	5.00%
Steam	117,339	95,702.10	107,339	105,512	-1.70%
Water	12,069	13,127.94	16,182	14,130	-12.68%
Sewage	24,101	26,079.23	32,153	31,556	-1.86%
Garbage	11,477	7,683.06	11,477	11,707	2.00%
92001 - Transfer to Equipment Reserve					
92001 - Transfer to Building Reserve	85,000	0.00	85,000	85,000	0.00%
28203 - Assessments - OSU Facility Services	35,020	34,000.00	35,020	35,020	0.00%
28814 - Other Services - Interest Expense	2,000	3,659.14	2,040	3,659	79.36%
28804 - Loan Repayment	53,212	8,232.00	53,212	8,232	-84.53%
Travel - Elect Shop Truck	2,880	0.00	2,880	2,880	0.00%
Total Other Expenses	<u>484,252</u>	<u>315,273.51</u>	<u>495,617</u>	<u>463,003</u>	<u>-6.58%</u>
Total Expenses	<u>911,174</u>	<u>740,581.75</u>	<u>943,624</u>	<u>1,018,023</u>	<u>7.88%</u>
INCOME - EXPENSES	<u>(153,689)</u>	<u>44,449.54</u>	<u>(186,139)</u>	<u>(241,878)</u>	<u>29.94%</u>

MUNREP - Memorial Union Facility Maintenance

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06004 - Beverage Partnership	91,530	91,530.00	91,530	91,530	0.00%
Total Income	91,530	91,530.00	91,530	91,530	0.00%
Salaries - Wages					
10501 - Student Pay	60,545	73,016.12	61,272	75,207	22.74%
Total Salaries	60,545	73,016.12	61,272	75,207	22.74%
OPE					
109xx - Other Payroll Expenses	1,716	3,909.48	1,838	2,256	22.75%
Total OPE	1,716	3,909.48	1,838	2,256	22.75%
Other Expenses					
General Supplies					
20xxx/23522 - Parts & Service	70,233	74,429.93	70,233	70,233	0.00%
20200 - Minor Equip	16,245	4,438.59	16,245	16,245	0.00%
Maintenance					
23501 - Equipment	27,867	33,748.30	27,867	28,424	2.00%
23502 - Building	131,286	104,423.16	131,286	131,286	0.00%
23xxx - Custodial		3,500.00			
Renovations - Code Compliance	215,474	0.00	215,474	215,474	0.00%
92xxx - Remodel Budget	68,289	0.00	68,289	68,289	0.00%
28xxx/39xxx - Travel / Training	950	3,877.63	950	969	2.00%
Total Other Expenses	530,344	224,417.61	530,344	530,920	0.11%
Total Expenses	592,605	301,343.21	593,454	608,383	2.52%
INCOME - EXPENSES	(501,075)	(209,813.21)	(501,924)	(516,852.80)	2.97%

MUNCUS - Memorial Union Custodial

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Cost Recovery from other areas					
91001 - MU East	113,386	113,386.00	113,386	114,633	1.10%
09xxx/79xxx - Other	0	1,890.00	0	0	0.00%
Total Cost Recovery	<u>113,386</u>	<u>115,276.00</u>	<u>113,386</u>	<u>114,633</u>	<u>1.10%</u>
Salaries - Wages					
102xx - Staff Unclassified	0	360.00	0	360	100.00%
103xx - Staff Classified	259,935	240,089.07	258,935	270,078	4.30%
10501 - Student	75,038	85,865.95	80,948	88,442	9.26%
Total Salaries	<u>334,973</u>	<u>326,315.02</u>	<u>339,883</u>	<u>358,880</u>	<u>5.59%</u>
OPE 109xx - Other Payroll Expenses	221,520	195,562.39	231,517	227,736	-1.63%
Total OPE	<u>221,520.00</u>	<u>195,562.39</u>	<u>231,517</u>	<u>227,736</u>	<u>-1.63%</u>
Other Expenses					
20xxx - General Supplies - Operating	44,238	53,392.79	44,238	54,000	22.07%
20200 - Minor Equipment	2,789	222.73	2,789	250	-91.04%
22xxx - Communications	552	298.23	552	299	-45.83%
235xx - Maintenance	4,056	1,905.94	4,056	2,500	-38.36%
24510 - Laundry	5,573	3,218.99	6,918	6,918	0.00%
23530 - Contracted Out Custodial	4,438	2,703.75	4,438	4,438	0.00%
24xxx - Misc. Services & Supplies	8,721	1,130.30	8,721	5,500	-36.93%
Total Other Expenses	<u>70,367</u>	<u>62,872.73</u>	<u>71,712</u>	<u>73,905</u>	<u>3.06%</u>
Total Expenses	<u>626,860</u>	<u>584,750.14</u>	<u>643,112</u>	<u>660,520</u>	<u>2.71%</u>
INCOME - EXPENSES	<u>(513,474)</u>	<u>(469,474.14)</u>	<u>(529,726)</u>	<u>(545,887)</u>	<u>3.05%</u>

MUNEST - Memorial Union East

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
Forum Lease	0	0	0	20,000	100.00%
Total Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>100.00%</u>
Salaries - Wages					
10103 - Staff Unclassified	11,976	11,848.78	12,204	12,570	3.00%
10301 - Staff Classified	45,918	46,495.83	48,655	51,162	5.15%
Total Salaries	<u>57,894</u>	<u>58,344.61</u>	<u>60,859</u>	<u>63,732</u>	<u>4.72%</u>
OPE					
Other Payroll Expenses	33,853	30,303.53	36,199	35,965	-0.65%
Total OPE	<u>33,853</u>	<u>30,303.53</u>	<u>36,199</u>	<u>35,965</u>	<u>-0.65%</u>
Other Expenses					
20102 - General Supplies - Operating	337	241.79	875	875	0.00%
20200 - Minor Equipment	557	2,478.73	557	2,500	348.83%
22xxx - Communications	383	360.00	383	360	-6.01%
23xxx - Utilities - Electricity	43,194	65,052.85	52,532	83,723	59.38%
Gas	3,174	2,688.72	3,218	2,964	-7.88%
Steam	52,887	42,775.22	52,887	47,160	-10.83%
Water	5,616	3,724.38	5,616	4,009	-28.62%
Sewage	6,422	4,967.40	6,422	6,011	-6.41%
Waste Disposal	3,691	2,316.00	3,691	3,765	2.00%
235xx - Maintenance - Equipment	5,574	1,005.05	5,574	5,574	0.00%
Building	21,150	16,461.87	21,150	21,150	0.00%
Custodial	113,386	113,386.00	114,633	114,633	0.00%
Bldg Reserves	30,000	0.00	30,000	30,000	0.00%
24xxx - Misc. Services & Supplies	2,787	0.00	2,787	2,787	0.00%
Total Other Expenses	<u>289,158</u>	<u>255,458.01</u>	<u>300,325</u>	<u>325,510</u>	<u>8.39%</u>
Total Expenses	<u>380,905</u>	<u>344,106.15</u>	<u>397,383</u>	<u>425,207</u>	<u>7.00%</u>
INCOME - EXPENSES	<u>(380,905)</u>	<u>(344,106.15)</u>	<u>(397,383)</u>	<u>(425,207)</u>	<u>7.00%</u>

MUNLAN - MU Basement

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06072 - Billards	5,605	6,958.35	5,605	6,900	23.10%
06398 - Bowling	29,252	37,476.00	29,252	37,500	28.20%
06004 - Amusement Machines	6,650	4,428.65	4,115	4,400	6.93%
06313 - Locker Rental	475	693.00	475	690	45.26%
06003/08001 - Misc Fees/Svcs	0	576.25	0	570	100.00%
09xxx - Internal Special Events	1,545	0.00	1,545	0	-100.00%
79xxx/06723 - Facility Rental	34,369	28,614.00	34,369	28,600	-16.79%
09391 - PACC Classes	7,210	8,120.34	14,493	8,120	-43.97%
06998 - Cash Over & Short	0	(80.05)	0	0	0.00%
Total Income	<u>85,106</u>	<u>86,786.54</u>	<u>89,854</u>	<u>86,780</u>	<u>-3.42%</u>
Salaries - Wages					
10501 - Student Pay	52,282	56,339.93	52,909	58,030	9.68%
Total Salaries	<u>52,282</u>	<u>56,339.93</u>	<u>52,909</u>	<u>58,030</u>	<u>9.68%</u>
OPE					
109xx - Other Payroll Expenses	1,569	1,410.57	1,879	1,741	-7.35%
Total OPE	<u>1,569</u>	<u>1,410.57</u>	<u>1,879</u>	<u>1,741</u>	<u>-7.35%</u>
Other Expenses					
20xxx - General Supplies	4,596	9,627.41	4,596	5,688	23.76%
20200 - Minor Equip., Pins,Balls,Shoes	6,829	305.00	7,842	7,842	0.00%
22xxx - Communications	3,000	3,596.45	3,462	3,596	3.87%
235xx - Equipment Speciality parts	500	343.50	500	500	0.00%
24602 - Printing & Copy	530	491.45	530	530	0.00%
24612 - Advertising	1,020	950.00	1,020	1,020	0.00%
28710 - Credit Card Fees	1,000	1,175.05	1,000	1,176	17.60%
Total Other Expenses	<u>17,475</u>	<u>16,488.86</u>	<u>18,950</u>	<u>20,352</u>	<u>7.40%</u>
Total Expenses	<u>71,326</u>	<u>74,239.36</u>	<u>73,738</u>	<u>80,123</u>	<u>8.66%</u>
INCOME LESS EXPENSES	<u>13,780</u>	<u>12,547.18</u>	<u>16,116</u>	<u>6,657</u>	<u>-58.69%</u>

MUNCRA - MU Craft Center

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06389 - Membership Fees	30,580	34,009.05	32,600	32,600	0.00%
06410 - Class Fees	24,753	23,244.27	25,000	25,000	0.00%
06002 - Sales	24,178	20,245.86	25,000	24,000	-4.00%
06xxx - Misc. Fees & Svcs	0	1,287.75	0	1,000	100.00%
09391 - Button Sales	1,109	1,675.40	1,109	1,142	3.00%
06499 - Other Events	16,087	13,811.10	16,087	15,087	-6.22%
09313 - Rental Income	0	1,085.00	0	1,000	0.00%
06998 - Cash Over & Short	0	(211.94)	0	0	0.00%
Total Income	<u>96,707</u>	<u>95,146.49</u>	<u>99,796</u>	<u>99,829</u>	<u>0.03%</u>
Salaries - Wages					
10103 - Staff Unclassified	40,000	39,790.00	38,204	40,716	6.58%
10410 - Temporary Employees	21,698	15,821.86	26,038	26,038	0.00%
105xx - Student Pay - Regular	31,068	33,950.93	31,441	34,969	11.22%
105xx - Student Pay - Work Study	998	449.99	798	822	3.00%
Total Salaries	<u>93,764</u>	<u>90,012.78</u>	<u>96,481</u>	<u>102,546</u>	<u>6.29%</u>
OPE					
109xx - Other Payroll Expenses	28,716	25,192.66	29,275	28,266	-3.45%
Total OPE	<u>28,716</u>	<u>25,192.66</u>	<u>29,275</u>	<u>28,266</u>	<u>-3.45%</u>
Other Expenses					
20xxx - General Operating Supplies	2,627	2,865.01	2,527	2,865	13.38%
20117 - Class Supplies	20,765	27,429.56	20,765	22,000	5.95%
20200 - Minor Equipment	1,122	11,148.40	1,144	1,167	2.01%
22xxx - Communications	2,346	1,167.37	2,346	1,168	-50.21%
225xx - Postage & Shipping	1,428	1,205.73	1,328	1,328	0.00%
23002 - Utilities - Gas	1,618	1,179.82	1,618	1,301	-19.59%
23501 - Equipment Maintenance	4,182	966.74	4,182	4,182	0.00%
246xx - Printing & Copying	4,158	3,467.54	4,241	4,241	0.00%
24612 - Advertising	1,996	1,019.35	1,996	1,996	0.00%
24999/28613 - Misc Fees & Svcs	0	1,087.23	0	1,000	100.00%
Credit Card Fees	1,063	846.47	1,063	900	-15.33%
Total Other Expenses	<u>41,305</u>	<u>52,383.22</u>	<u>41,210</u>	<u>42,148</u>	<u>2.28%</u>
Total Expenses	<u>163,785</u>	<u>167,588.66</u>	<u>166,966</u>	<u>172,959</u>	<u>3.59%</u>
INCOME LESS EXPENSES	<u>(67,078)</u>	<u>(72,442.17)</u>	<u>(67,170)</u>	<u>(73,130)</u>	<u>8.87%</u>

MUN72F - Concourse Exhibits

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Sales & Services Revenue	1,600	2,486.00	1,790	1,844	3.00%
Total Income	1,600	2,486.00	1,790	1,844	3.00%
Salaries - Wages					
10410 - Temporary Employees	0	215.00	0	0	0.00%
10501 - Student Pay	4,397	1,972.98	4,397	4,529	3.00%
Total Salaries	4,397	2,187.98	4,397	4,529	3.00%
OPE					
109xx - Other Payroll Expenses	161	98.76	161	136	-15.61%
Total OPE	161	98.76	161	136	-15.61%
Other Expenses					
20xxx - Operating Supplies	435	434.93	435	444	2.07%
20117 - Art Supplies	1,639	4.50	1,639	672	-59.00%
225xx - Postage & Shipping	545	0.00	545	545	0.00%
235xx - Equipment Maintentance	329	0.00	329	0	-100.00%
24602 - Copy Expense	1,635	40.50	1,635	668	-59.14%
24612 - Advertising	59	0.00	59	59	0.00%
24599 - Professional Svcs	271	0.00	271	271	0.00%
28612 - Hosting Groups&Guests	0	238.33	0	240	100.00%
61020 - Supplies for Resale - Art Supp	0	2,232.00	0	2,232	100.00%
Total Other Expenses	4,913	2,950.26	4,913	5,131	4.44%
Total Expenses	9,471	5,237.00	9,471	9,795.78	3.43%
INCOME LESS EXPENSES	(7,871)	(2,751.00)	(7,681)	(7,952.08)	3.53%

MUN99F - Marketing, Assessments, & Graphic Arts

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Sales & Service	1,500	200.00	1,500	200	-86.67%
79392 - Sponsorship Income	12,360	13,185.00	12,360	13,185	6.67%
Total Income	<u>13,860</u>	<u>13,385.00</u>	<u>13,860</u>	<u>13,385</u>	<u>-3.43%</u>
Salaries - Wages					
10501 - Student Pay - Regular	31,880	28,162.27	45,000	46,350	3.00%
10503 - Student Pay - Work Study	0.00	449.88	0	0	0.00%
Total Salaries	<u>31,880</u>	<u>28,612.15</u>	<u>45,000</u>	<u>46,350</u>	<u>3.00%</u>
OPE					
Other Payroll Expenses	956	929.24	1,350	1,391	3.00%
Total OPE	<u>956</u>	<u>929.24</u>	<u>1,350</u>	<u>1,391</u>	<u>3.00%</u>
Other Expenses					
20xxx - General Supplies	3,571	1,628.22	7,076	7,218	2.01%
20200 - Minor Equipment	1,082	0.00	1,082	1,082	0.00%
20202 - Software	325	2,591.60	3,325	3,391	1.98%
22010 - Communications	281	69.00	0	69	100.00%
246xx - Printing/Publishing/Photography	4,821	0.00	300	300	0.00%
23501 - Equipment Maintenance	2,164	200.00	2,564	2,564	0.00%
24xxx - Misc Fees & Services(web&ebi)	6,600	694.76	3,600	3,600	0.00%
28601 - Training & Travel	130	155.00	130	133	2.31%
Total Other Expenses	<u>18,974</u>	<u>5,338.58</u>	<u>18,077</u>	<u>18,357</u>	<u>1.55%</u>
Total Expenses	<u>51,810</u>	<u>34,879.97</u>	<u>64,427</u>	<u>66,098</u>	<u>2.59%</u>
INCOME - EXPENSES	<u>(37,950)</u>	<u>(21,494.97)</u>	<u>(50,567)</u>	<u>(52,713)</u>	<u>4.24%</u>

MUNTEC - MU Technology

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	Requested BUDGET 2012 -13	Requested BUDGET FY12/FY13
Income					
06xxx - Income	0	55.44	0	0	0.00%
Total Income	<u>0</u>	<u>55.44</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Salaries - Wages					
10501 - Student Pay	10,809	20,290.12	10,809	20,899	93.35%
Total Salaries	<u>10,809</u>	<u>20,290.12</u>	<u>10,809</u>	<u>20,899</u>	<u>93.35%</u>
OPE					
109xx - Other Payroll Expenses	346	778.14	361	627	73.67%
Total OPE	<u>346</u>	<u>778.14</u>	<u>361</u>	<u>627</u>	<u>73.67%</u>
Other Expenses					
20xxx - General Supplies	1,051	1,760.86	1,051	1,800	71.27%
20201 - Hardware	21,012	19,577.68	21,012	21,432	2.00%
22016/24503 - CommNet,Exchange,St	4,571	10,386.08	5,354	10,386	93.99%
20204 - Equip Maint - computers	11,132	7,065.57	11,132	11,132	0.00%
20202 - Software	17,073	2,152.56	17,073	17,073	0.00%
28xxx/39xxx - Travel & Training	1,082	0.00	1,082	1,082	0.00%
Total Other Expenses	<u>55,921</u>	<u>40,942.75</u>	<u>56,704</u>	<u>62,905</u>	<u>10.94%</u>
Total Expenses	<u>67,076</u>	<u>62,011.01</u>	<u>67,874</u>	<u>84,431</u>	<u>24.39%</u>
INCOME LESS EXPENSES	<u>(67,076)</u>	<u>(61,955.57)</u>	<u>(67,874)</u>	<u>(84,431)</u>	<u>24.39%</u>

MUNPUB - MU Student Media

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	Requested BUDGET 2012 -13	Requested CHANGE FY12/FY13
Income					
06901/09108 - Advertising	46,192	4,261.68	46,192	26,500	-42.63%
06013 - Book Sales	3,000	486.00	3,000	2,886	-3.80%
09108 - Directory Telecommunications	4,737	3,489.00	4,737	3,489	-26.35%
06003 - NWSP/Press Day/Workshop	2,927	0.00	0	0	0.00%
Total Income	<u>56,856.00</u>	<u>8,236.68</u>	<u>53,929</u>	<u>32,875</u>	<u>-39.04%</u>
Salaries - Wages					
101xx/102xx - Staff Unclassified	173,528	192,092.79	207,403	180,542	-12.95%
10301 - Staff Classified	66,075	58,399.41	68,753	68,958	0.30%
10501 - Student Pay	0	2,498.01	0	0	0.00%
Total Salaries	<u>239,603</u>	<u>252,990.21</u>	<u>276,156</u>	<u>249,500</u>	<u>-9.65%</u>
OPE					
109xx - Other Payroll Expenses	141,105	119,760.46	157,265	145,154	-7.70%
Total OPE	<u>141,105</u>	<u>119,760.46</u>	<u>157,265</u>	<u>145,154</u>	<u>-7.70%</u>
Other Expenses					
20xxx - General Supplies	281	2,181.03	418	2,180	421.53%
220xx - Communications	2,574	2,990.78	2,574	2,990	16.16%
225xx - Postage & Shipping	2,218	815.39	2,218	815	-63.26%
28612 - Hosting Groups/Guests	0	168.85	0	0	0.00%
28701 - Insurance	0	1,459.60	0	0	0.00%
241xx - Facility/Equip Rentals	0	1,660.00	0	0	0.00%
246xx - Printing & Copying	2,218	543.69	2,218	545	-75.43%
24612 - Advertising	244	247.50	500	500	0.00%
28601/39xxx - Travel & Prof Development	3,787	1,870.86	18,000	18,000	0.00%
Total Other Expenses	<u>11,322</u>	<u>11,937.70</u>	<u>25,928</u>	<u>25,030</u>	<u>-3.46%</u>
Total Expenses	<u>392,030</u>	<u>384,688.37</u>	<u>459,349</u>	<u>419,684</u>	<u>-8.63%</u>
INCOME LESS EXPENSES	<u>(335,174)</u>	<u>(376,451.69)</u>	<u>(405,420)</u>	<u>(386,809)</u>	<u>-4.59%</u>

**Student Leadership & Involvement
Consolidated Programs**

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - MUPC Programs	186,000	210,748.08	190,000	200,000	5.26%
06xxx - ISOSU	0	21,510.00	0	21,600	100.00%
06xxx91xxx - Sales & Svc Revenue	32,484	36,138.82	65,750	67,250	2.28%
	<u>218,484</u>	<u>268,396.90</u>	<u>255,750</u>	<u>288,850</u>	<u>12.94%</u>
Salaries - Wages					
101xx - Staff Unclassified	388,260	339,871.68	402,297	495,082	23.06%
103xx - Staff Classified	106,593	43,526.11	45,770	47,194	3.11%
10501 - Student Pay - Regular	197,867	170,252.60	235,785	247,495	4.97%
106xx - Graduate Assistants	51,330	49,572.69	51,330	68,097	32.66%
Total Salaries	<u>744,050</u>	<u>603,223.08</u>	<u>735,182</u>	<u>857,868</u>	<u>16.69%</u>
OPE					
109xx - Other Payroll Expenses	300,223	192,852.15	265,518	313,572	18.10%
10951 - Graduate Fee Remission	33,210	31,266.00	37,659	64,847	72.20%
	<u>333,433</u>	<u>224,118.15</u>	<u>303,177</u>	<u>378,419</u>	<u>24.82%</u>
Other Expenses					
20101 - Office& Admin Supplies	7,223	7,460.54	7,367	7,514	2.00%
20xxx - Operating Supplies	21,875	39,112.95	23,147	23,741	2.57%
20200 - Minor Equipment	9,455	2,887.67	9,518	10,058	5.67%
220xx - Communications	13,339	12,293.87	13,339	13,542	1.52%
22502 - Postage & Shipping	919	44.72	919	938	2.07%
235xx - Equipment Maintentance	2,785	8,603.85	2,785	2,033	-27.00%
24101/24151 - Facility/Equip Rentals	21,932	59,751.89	33,640	32,813	-2.46%
24602 - Print & Copy	8,708	8,478.82	9,252	9,641	4.20%
24612 - Advertising	14,307	5,575.47	11,927	12,165	2.00%
24505/24599 - Performance Fees	24,621	17,480.00	17,692	19,576	10.65%
24xxx - Other Services	342,151	400,103.94	353,944	385,062	8.79%
28204 - Assessments	0	214,805.00	0	0	0.00%
286xx/39xxx - Travel & Training	33,206	23,825.76	33,217	34,871	4.98%
TOTAL Other Expenses	<u>500,521</u>	<u>800,424.48</u>	<u>516,747</u>	<u>551,954</u>	<u>6.81%</u>
Total Expenses	<u>1,578,004</u>	<u>1,627,765.71</u>	<u>1,555,106</u>	<u>1,788,241</u>	<u>14.99%</u>
INCOME LESS EXPENSES	<u>(1,359,520)</u>	<u>(\$1,359,368.81)</u>	<u>(1,299,356)</u>	<u>(1,499,391)</u>	<u>15.39%</u>

MUNSLI - Student Leadership Administration

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Misc Sales/Svc Income	0	467.83	0	0	0.00%
91xxx - Transfer in from Fund Bal	19,484	0.00	50,250	50,250	-100.00%
Total Income	19,484	467.83	50,250	50,250	0.00%
Salaries - Wages					
101xx - Staff Unclassified Salaries	388,260	339,871.68	402,297	495,082	23.06%
103xx - Staff - Classified Salaries	106,593	43,526.11	45,770	47,194	3.11%
10501 - Student Pay	91,612	22,235.10	36,052	19,341	-46.35%
10620 - Graduate Teaching Assistants	34,220	33,049.28	17,381	50,987	193.35%
Total Salaries	620,685	438,682.17	501,500	612,604	22.15%
OPE					
109xx - Other Payroll Expenses	296,120	188,698.17	254,032	306,214	20.54%
10951 - Grad Asst. Fee Remission	22,140	20,844.00	15,801	48,636	207.80%
Total OPE	318,260	209,542.17	269,833	354,850	31.51%
Other Expenses					
20101 - Office& Admin Supplies	7,223	7,460.54	7,367	7,514	2.00%
20xxx - Operating Supplies	10,466	4,910.84	10,675	10,889	2.00%
20200 - Minor Equipment	6,303	2,493.67	6,303	6,429	2.00%
220xx - Communications	9,560	9,913.51	9,560	9,751	2.00%
22502 - Postage & Shipping	893	8.85	893	911	2.02%
235xx - Equipment Maintenance	1,209	8,362.00	1,209	1,233	1.99%
24101/24151 - Facility/Equip Rentals	0	2,780.00	0	0	0.00%
24602 - Print & Copy	1,153	3,542.69	1,176	1,200	2.04%
24612 - Advertising	0	604.13	620	632	1.94%
24505/24599 - Performance Fees	0	9,000.00	0	0	0.00%
24xxx - Other Services	0	905.60	0	0	0.00%
28204 - Assessments	0	214,805.00	0	0	0.00%
286xx/39xxx - Travel & Training	29,003	20,944.24	29,003	29,583	2.00%
Total Other Expenses	65,810	285,731.07	66,806	68,142	2.00%
Total Expenses	1,004,755	933,955.41	838,139	1,035,596	23.56%
INCOME LESS EXPENSES	(985,271)	(933,487.58)	(787,889)	(985,346)	25.06%

MUNCOD - Club & Organization Development

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Miscellaneous	0	2,500.00	2,500	4,000	60.00%
Total Income	<u>0</u>	<u>2,500.00</u>	<u>2,500</u>	<u>4,000</u>	<u>60.00%</u>
Other Expenses					
24101/24103 - Equipment Rental	0	1,677.72	2,000	1,540	-23.00%
20xxx - Operating Supplies	788	1,515.47	186	190	2.15%
Performance Fees	2,626	0.00	0	0	0.00%
24602 - Printing & Copying	1,261	39.13	1,761	2,000	13.57%
24612 - Advertising	578	3,410.00	1,245	3,160	153.82%
23513 - New Org Support Software Maint	5,253	(2,957.50)	8,000	8,000	0.00%
Total Other Expenses	<u>10,506</u>	<u>3,684.82</u>	<u>13,192</u>	<u>14,890</u>	<u>12.87%</u>
INCOME LESS EXPENSES	<u>(10,506)</u>	<u>(1,184.82)</u>	<u>(10,692)</u>	<u>(10,890.00)</u>	<u>1.85%</u>

MUNSEA - Student Events & Activities

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Miscellaneous	0	0.00	0	0	0.00%
Total Income	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Salaries - Wages					
10501 - Student Pay	0	39,575.79	52,659	55,447	5.29%
106xx - Graduate Teaching Assistants	0	0.00	16,839	0	-100.00%
Total Salaries	<u>0</u>	<u>39,575.79</u>	<u>69,498</u>	<u>55,447</u>	<u>-20.22%</u>
OPE					
109xx - Other Payroll Expenses	0	1,003.51	1,580	1,663	5.28%
109xx - OPE Grad Assist and Fellows	0	0.00	2,506	0	-100.00%
10951 - Graduate Asst. Fee Remission	0	0.00	10,788	0	-100.00%
Total OPE	<u>0</u>	<u>1,003.51</u>	<u>14,874</u>	<u>1,663</u>	<u>-88.82%</u>
Other Expenses					
20xxx - Operating Supplies	0	5,465.64	0	0	0.00%
24xxx - Film/Equipment Rental	7,879	12,324.45	15,000	5,300	-64.67%
24505/24599 - Performance Fees	6,303	600.00	2,000	2,040	2.00%
246xx - Printing & Copying	1,051	445.39	1,072	1,093	1.96%
24612 - Advertising	5,253	958.99	2,253	2,298	2.00%
28xxx - Public Relations	6,303	5,253.23	6,303	16,429	160.65%
Travel	525		536	547	2.05%
Total Other Expenses	<u>27,314</u>	<u>25,047.70</u>	<u>27,164</u>	<u>27,707</u>	<u>2.00%</u>
Total Expenses	<u>27,314</u>	<u>65,627.00</u>	<u>111,536</u>	<u>84,817</u>	<u>-23.96%</u>
INCOME LESS EXPENSES	<u>(27,314)</u>	<u>(65,627.00)</u>	<u>(111,536)</u>	<u>(84,817)</u>	<u>-23.96%</u>

MUNSLD - Leadership Development

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06901 - Miscellaneous	0	60.00	0	0	0.00%
Total Income	<u>0</u>	<u>60.00</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Salaries - Wages					
10501 - Student Pay	0	13,683.63	0	25,082	100.00%
Total Salaries	<u>0</u>	<u>13,683.63</u>	<u>0</u>	<u>25,082</u>	<u>100.00%</u>
OPE					
109xx - Other Payroll Expenses	0	152.49	0	752	100.00%
Total OPE	<u>0</u>	<u>152.49</u>	<u>0</u>	<u>752</u>	<u>100.00%</u>
Other Expenses					
20xxx - Operating Supplies	1,050	6,434.43	1,071	1,092	1.96%
24101 - Equipment Rentals	1,513	133.00	191	195	2.09%
24602 - Printing & Copying	3,940	317.03	3,940	4,019	2.01%
24612 - Advertising	4,444	132.00	4,444	4,533	2.00%
28xxx - Public Relations	5,967	6,317.47	5,967	6,086	1.99%
Total Other Expenses	<u>16,914</u>	<u>13,333.93</u>	<u>15,613</u>	<u>15,925</u>	<u>2.00%</u>
Total Expenses	<u>16,914</u>	<u>27,170.05</u>	<u>15,613</u>	<u>41,759</u>	<u>167.47%</u>
INCOME LESS EXPENSES	<u>(16,914)</u>	<u>(27,110.05)</u>	<u>(15,613)</u>	<u>(41,759)</u>	<u>167.47%</u>

MUNSSS - Student Support Services

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
Miscellaneous Rentals & Leases	0	0.00	0	0	0.00%
Total Income	0	0.00	0	0	0.00%
Other Expenses					
24199/24520 - Security Services/Rentals	4,000	4,301.00	4,000	4,290	7.25%
Contract Personal Services	2,167	0.00	2,167	2,000	-7.71%
Total Other Expenses	6,167	4,301.00	6,167	6,290	1.99%
Total Expenses	6,167	4,301.00	6,167	6,290	1.99%
INCOME LESS EXPENSES	(6,167)	(4,301.00)	(6,167)	(6,290)	1.99%

MUNCMS - Cultural Meal Support

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06723 - Rental Income/Facility Use	13,000	944.82	13,000	0	-100.00%
09xxx/79xxx - Misc Internal Sales	0	30,136.17	0	13,000	100.00%
Total Income	13,000	31,080.99	13,000	13,000	0.00%
Salaries - Wages					
10501 - Student Pay	17,553	12,982.78	17,764	19,086	7.44%
Total Salaries	17,553	12,982.78	17,764	19,086	7.44%
OPE					
109xx - Other Payroll Expenses	327	153.54	920	573	-37.76%
Total OPE	327	153.54	920	573	-37.76%
Other Expenses					
20xxx - General Operating Supplies	5,306	12,337.01	5,412	5,650	4.40%
20200 - Minor Equipment	3,152	394.00	3,215	3,629	12.88%
20252 - Automotive Fuels	525	253.80	525	536	2.10%
23501 - Equip Maintenance & Repairs	1,576	241.85	1,576	800	-49.24%
Custodial - Contract	540	0.00	0	0	0.00%
24510 - Laundry & Dry Cleaning	977	898.52	1,517	1,547	1.98%
Total Other Expenses	12,076	14,125.18	12,245	12,162	-0.68%
Total Expenses	29,956	27,261.50	30,929	31,821	2.88%
INCOME LESS EXPENSES	(16,956.0)	3,819.49	(17,929)	(18,821)	4.97%

MUNCSC - Center for Student Engagement

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06901 - Miscellaneous	0	2,030.00	0	0	0.00%
Total Income	0	2,030.00	0	0	0.00%
Salaries - Wages					
10501 - Student Pay	23,454	17,403.53	23,735	29,640	24.88%
Total Salaries	23,454	17,403.53	23,735	29,640	24.88%
OPE					
109xx - Other Payroll Expense	357	144.52	793	889	12.13%
Total OPE	357	144.52	793	889	12.13%
Other Expenses					
20xxx - Operating Supplies	1,891	450.27	3,429	3,498	2.01%
220xx - Telecom	599	283.92	599	611	2.00%
22502 - Postage	26	35.87	26	27	3.85%
24101 - Equipment Rentals & Leases	735	205.00	735	750	2.04%
24199 - Misc. Rentals & Leases	105	227.00	107	109	1.87%
24505/24599 - Performance Fees	525	0.00	525	536	2.10%
24602 - Duplicating & Copying	788	431.14	788	804	2.03%
28601 - Conference Registration	420	0.00	420	428	1.90%
24612 - Public Relations/Fund raising	683	1,014.13	683	697	2.05%
39xxx - Travel	2,758	1,437.72	2,758	2,813	1.99%
Total Other Expenses	8,530	4,085.05	10,070	10,273	2.02%
Total Expenses	32,341	21,633.10	34,598	40,802	17.93%
INCOME LESS EXPENSES	(32,341)	(19,603.10)	(34,598)	(40,802)	17.93%

MUNTLB - Team Liberation

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
06xxx - Workshop Income	0	0.00	0	0	0.00%
Total Income	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Salaries - Wages					
10501 - Student Pay	3,944	3,886.37	3,991	4,180	4.74%
106xx - Grad Teaching Assistant Pay	17,110	16,523.41	17,110	17,110	0.00%
Total Salaries	<u>21,054</u>	<u>20,409.78</u>	<u>21,101</u>	<u>21,290</u>	<u>0.90%</u>
OPE					
109xx - Other Payroll Expenses	123	113.57	133	125	-5.71%
109xx - OPE Grad Assist and Fellows	2,043	2,050.86	2,506	513	-79.52%
10951 - Graduate Asst Fee Remission	11,070	10,422.00	11,070	16,212	46.45%
Total OPE	<u>13,236</u>	<u>12,586.43</u>	<u>13,709</u>	<u>16,851</u>	<u>22.92%</u>
Other Expenses					
20xxx - General Operating Supplies	849	2,657.24	849	866	2.00%
24599 - Other Professional Services	4,202	2,530.00	4,202	6,386	51.98%
24602 - Duplicating & Copying	315	497.95	315	321	1.90%
24612 - Advertising	210	0.00	210	214	1.90%
28xxx - Public Relations - Conferences	3,889	1,463.98	3,889	3,967	2.01%
Total Other Expenses	<u>9,465</u>	<u>7,149.17</u>	<u>9,465</u>	<u>11,754</u>	<u>24.18%</u>
Total Expenses	<u>43,755</u>	<u>40,145.38</u>	<u>44,275</u>	<u>49,895</u>	<u>12.69%</u>
INCOME LESS EXPENSES	<u>(43,755)</u>	<u>(40,145.38)</u>	<u>(44,275)</u>	<u>(49,895)</u>	<u>12.69%</u>

MUNISO - International Student of OSU

	APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income					
	0.00	21,510.00	0.00	21,600	100.00%
Total Income	<u>0.00</u>	<u>21,510.00</u>	<u>0</u>	<u>21,600</u>	<u>100.00%</u>
Salaries - Wages					
10501 - Student Pay	32,846	27,893.28	34,118	37,260	9.21%
Total Salaries	<u>32,846</u>	<u>27,893.28</u>	<u>34,118</u>	<u>37,260</u>	<u>9.21%</u>
OPE					
109xx - Other Payroll Expenses	400	229.97	1,024	1,118	9.16%
Total OPE	<u>400</u>	<u>229.97</u>	<u>1,024</u>	<u>1,118</u>	<u>9.16%</u>
Other Expenses					
20xxx - General Supplies	1,000	5,088.25	1,000	1,020	2.00%
220xx - Communications	3,180	2,096.44	3,180	3,180	0.00%
24602/24606 - Printing & Copying	200	3,205.49	200	204	2.00%
28xxx/39xxx - Training	500	1,443.80	500	1,500	200.00%
24xxx - Rentals	11,700	42,404.72	15,607	24,919	59.67%
24505/24599 - Performance Fees	13,000	7,880.00	13,000	15,000	15.38%
24612 - Advertising	4,400	3,880.35	4,400	4,488	2.00%
286xx - Hosting & Public Relations	59,987	39,515.48	63,371	74,638	17.78%
Early Retire Health Benefits	0	0.00	0	0	0.00%
TOTAL Other Expenses	<u>93,967</u>	<u>105,514.53</u>	<u>101,258</u>	<u>124,949</u>	<u>23.40%</u>
Total Expenses	<u>127,213</u>	<u>133,637.78</u>	<u>136,400</u>	<u>163,326.80</u>	<u>19.74%</u>
INCOME - EXPENSES	<u>(127,213)</u>	<u>(112,127.78)</u>	<u>(136,400)</u>	<u>(141,726.80)</u>	<u>3.91%</u>

MUN74F - MUPC PROGRAMS

		APPROVED BUDGET 2010-11	ACTUAL 2010-11	APPROVED BUDGET 2011 -12	REQUESTED BUDGET 2012 -13	PERCENT CHANGE FY12/FY13
Income						
	Sales & Service Revenue	186,000	210,748.08	190,000	200,000	5.26%
	Total Income	186,000	210,748.08	190,000	200,000	5.26%
Salaries - Wages						
	Student Payroll	28,458	32,592.12	67,466	57,459	-14.83%
	Total Salaries	28,458	32,592.12	67,466	57,459	-14.83%
OPE						
	Other Payroll Expenses	853	305.52	2,024	1,724	-14.83%
	Total OPE	853	305.52	2,024	1,724	-14.83%
Other Expenses						
	Hosting Groups&Guests	249,772	337,452.03	254,767	259,862	2.00%
	Total Other Expenses	249,772	337,452.03	254,767	259,862	2.00%
	Total Expenses	279,083	370,349.67	324,257	319,045	-1.61%
	INCOME LESS EXPENSES	(93,083)	(159,601.59)	(134,257)	(119,044.77)	-11.33%

MU Retail Food Service

	BUDGET 2010-11 MURFS Total	ACTUAL 2010-11	APPROVED BUDGET 2011 -12 MURFS Total	Requested BUDGET 2012 -13 MURFS Total	PERCENT CHANGE FY12/FY13
Income					
06xxx - Retail Sales	2,187,155	2,488,982.88	2,452,275	2,727,015	11.20%
08001 - Shared Advertising	5,000	7,534.28	5,000	5,000	0.00%
05xxx - Interest income	4,600	7,509.49	3,240	3,240	0.00%
09xxx/79xxx - Misc Income	5,700	30,215.00	1,000	15,000	1400.00%
Catering Income	0		13,200	0	-100.00%
06727 - Lease Income	75,000	119,835.28	85,000	100,000	17.65%
Total Income	<u>2,277,455</u>	<u>2,654,076.93</u>	<u>2,559,715</u>	<u>2,850,255</u>	<u>11.35%</u>
Salaries - Wages					
101xx - Staff Unclassified	284,869	267,700.23	244,521	279,686	14.38%
103xx - Staff Classified - regular	18,030	6,447.70	6,393	6,994	9.40%
105xx - Student Pay	474,872	513,004.34	554,144	609,692	10.02%
Total Salaries	<u>777,771</u>	<u>787,152.27</u>	<u>805,058</u>	<u>896,372</u>	<u>11.34%</u>
OPE					
109xx - Other Payroll Expenses	207,249	174,591.30	168,368	203,293	20.74%
Total OPE	<u>207,249.00</u>	<u>174,591.30</u>	<u>168,368</u>	<u>203,293</u>	<u>20.74%</u>
Other Expenses					
20xxx - General Supplies	10,000	25,255.19	10,000	10,000	0.00%
20200 - Minor Equipment	4,000	13,217.91	4,000	4,000	0.00%
220xx - Communications	5,000	4,975.42	5,000	5,000	0.00%
225xx - Postage & Shipping	0	22.73	0	0	0.00%
23531 - Custodial	2,500	2,664.97	5,000	5,500	10.00%
235xx - Repairs	5,000	32,203.48	6,000	6,000	0.00%
23001/24199 - Leases / Rents / Utilities	90,850	41,980.17	92,550	98,819	6.77%
24510 - Laundry	17,062	12,545.69	20,785	22,481	8.16%
24602/24606 - Printing & Promotions	5,500	7,001.09	5,500	5,500	0.00%
24999 - Assessments - I.D. Center	18,000	19,531.17	18,000	27,308	51.71%
280xx - State Assessments	11,418	5,371.20	15,416	0	-100.00%
281xx - University Assessments	65,081	69,977.85	67,000	78,902	17.76%
28204 - Business Center Assessment	0	55,992.00	59,911	79,656	32.96%
28710 - Credit Card / AR Exp / Interest	59,897	79,231.02	75,461	103,229	36.80%
80500 - Equipment Reserve/Depreciation	9,000	9,216.78	11,000	11,000	0.00%
28601/39xx - Travel & Conferences	6,000	8,020.43	6,000	6,000	0.00%
61021 - Supplies for Resale	84,237	111,390.42	98,551	110,921	12.55%
62007 - Food for Resale	898,468	1,024,000.01	1,034,426	1,166,843	12.80%
92005 - Transfer Out	0	50,000.00	0	0	100.00%
Total Other Expenses	<u>1,292,013</u>	<u>1,572,597.53</u>	<u>1,534,600</u>	<u>1,741,159</u>	<u>13.46%</u>
TOTAL EXPENSES	<u>2,277,033</u>	<u>2,534,341.10</u>	<u>2,508,026</u>	<u>2,840,824</u>	<u>13.27%</u>
INCOME - EXPENSES	<u>422</u>	<u>119,735.83</u>	<u>51,689</u>	<u>9,431</u>	<u>-81.75%</u>

Memorial Union Building - for FY13 Budget Submission
Fund Balances as of 1/24/12

WORKING CAPITAL

Beginning Working Capital 7.1.11	\$	1,103,934
Target Minimum Balance 7.1.11		936,093
Estimated Interest Earnings for FY '12	+	18,254
Fund Additions - contribution from current year operations	+	-
<i>Projected Ending Balance 6.30.12</i>		1,122,188
Target Balance as of 6.30.12		1,122,188
Difference	\$	-

*Information from operations fund
Working capital is at appropriate levels

RESERVES	Major Projects Fund	Building Reserve*	Equipment Reserve
Beginning Balance 7.1.11	\$ 843,443	\$ 435,815	\$ 251,924
Estimated Interest Earnings for FY '12	+ 9,558	+ 4,568	+ 4,576
Fund Additions - Operations during FY '12	+ -	+ 215,430	+ -
Fund Deductions during FY '12	- 402,000	- 200,000	- -
<i>Projected Ending Balance 6.30.12</i>	451,001	455,813	256,500
Target Balance	-	1,148,000	256,500
Difference	\$ 451,001	\$ (692,187)	\$ -
	N/A	Under Funded	Fully Funded

Notes:

*The Memorial Union building reserve is currently under-funded. This is due to Student Experience Center (SEC) costs absorbed from FY '11 and FY '12. Funds from the building reserve and major projects were used as the SEC failed to receive Legislature approval to sell XI-F bonds for project funding. With the bond sale, all costs incurred to the building reserve would have been transferred to a plant fund with reimbursement to the building reserve. The reserve will not take on any further costs associated with the SEC. The memorial union plans to resume funding of the building reserve to targeted levels. With the approval of the SEC during the 2012 February Legislative session, the SEC construction schedule will resume as planned with a student fee of \$48/term approved in the 2010 referendum.

FY12 Memorial Union Building Repair Reserve Fund 844006

Update Date 1/25/2011

Created By: Alexandra Leziy-Miller, AABC-MU, 7-9942

The Memorial Union Business Plan for the Building Reserve is to fund the Reserve per this Schedule.

Project Description	Anticipated Projects and Estimated Cost											
	FY12		FY13		FY14		FY15		FY16		Beyond	
	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
Rotunda repair/painting (FY11)												
Plumbing replacement East/BS	100,000											
MU lighting upgrade	100,000											
Rotunda ADA			100,000									
Life/Fire Safety - MU 109									150,000			
Elect Dist/Feed wire replace			300,000									
Steam valves replacement									60,000			
Waste, drain and vent lines replacement											150,000	
MU interior door handset ADA refurbishment					100,000							
Exterior stone rail repair									145,000			
Exterior building cast stone resurface							250,000					
Snell Hall Annex roof replace							165,000					
Snell Hall kitchen retrofit							200,000					
Type I hoods and ducts 20-yr renovation							200,000					
Commons 20-yr surfaces renovations							250,000					
Commons 20-yr outfitting renovations									250,000			
Main lounge floor - repairs and re-support											250,000	
Fire sprinkling system renovation									250,000			
Add gas fire logs, flue, piping to 6 fire places												
Steam condensate line replacement					150,000				100,000			
Total Annual Building Repair Expense	200,000	-	400,000	-	250,000	-	1,065,000	-	955,000	-	400,000	-

Funding	Funding											
	FY12		FY13		FY14		FY15		FY16		Beyond	
	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
Beginning Fund Balance July 1	435,815	435,815	455,813		275,947		246,223		(598,356)		(598,356)	
Est. Interest Earnings	4,568		4,705		4,846		4,991		5,141		5,295	
Fund Additions	215,430		215,430		215,430		215,430		215,430		215,430	
Fund Deductions	200,000	-	400,000	-	250,000	-	1,065,000	-	955,000	-	400,000	-
Ending Fund Balance June 30	455,813	435,815	275,947	-	246,223	-	(598,356)	-	(1,332,785)	-	(777,631)	-

Current fund balance as of 6/30/2011	435,815
Est. average expenditure (FY12 - FY16)	574,000
Min target fund balance (two years est. expenditures)	1,148,000

FY12 Major Projects Fund - 110108

Project Description	Anticipated Projects and Estimated Cost									
	FY12		FY13		FY14		FY15		FY16	
	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
Total Estimated and Actual Project Cost	-	-	-	-	-	-	-	-	-	-

Funding	Funding									
	FY12		FY13		FY14		FY15		FY16	
	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
Beginning Fund Balance July 1	836,236	843,443	441,443		451,288		461,429		471,874	
Est. Interest Earnings	9,558		9,845		10,141		10,445		10,758	
Fund Additions										
Fund Deductions		402,000								
Ending Fund Balance June 30	845,795	441,443	451,288	-	461,429	-	471,874	-	482,632	-

Notes:

- While this plan is a representation of the project needs for the Memorial Union Building, these are anticipated and can change based on unforeseen building needs.
- Upon approval of the Student Experience Center, the Snell Hall Annex roof replace and the Snell Hall kitchen retrofit projects will be cancelled.
- Funding of the reserve in the next 5 years will be addressed during each budget cycle to determine the appropriate level of funding for projects. In the event that a project need arises and the building reserve funds are not sufficient, the major project funding will be used.

Decision Package #1

MU/SLI

Program Adviser- Student Events & Activities Diversity-Cultural Programs

Cost: Salary \$38,00-\$41,000

Benefits: \$26,000- \$28,000

Total: \$64,000-\$69,000

The Memorial Union/SLI is requesting funding to support the addition of a new Professional Faculty position- Program Adviser, Diversity-Cultural Programs. The Program Adviser will provide leadership to the Memorial Union Organization in the development of a comprehensive diversity plan and programs focused on the development of MU professional and student staff. The Program Adviser will also be responsible for engaging with the diversity and cultural programming of ISOSU, MUPC, and student organizations. This includes providing training and development for program committees, working on planning committees, supporting activity on the day of event, and program assessment. Also, as a member of the Student Events and Activities team, will collaborate to support the development of the International Student of OSU leaders, organization, and International Resource Center.

Program Adviser, Student Events & Activities (SEAC) Diversity-Cultural Programs (DCP). This position primarily supports students engaged in hosting cultural or diversity programming for the OSU campus through: education, skill development, committee participation, risk assessment, budget management, day of the event staffing, and program assessment. Secondarily, leads the MU organization in the development of a diversity plan and programming focused on the development of MU professional and student staff. In addition will also collaborate with the SEAC team to provide support for the development of the International Students of OSU leaders, organization and International Resource Center. Student Events & Activities is a unit of Student Leadership & Involvement on the Oregon State University (OSU) campus responsible for the recognition and development of student organizations, the development and support of the Memorial Union Program Council (MUPC), and the International Students of OSU (ISOSU).

Develop and deliver training materials and resources to aid students' opportunity to move forward programming with understanding of best practice, care for community, and university policies and procedures.

Advise student programmers on cultural program development by participating on committees, day of event staffing, and program assessment specifically for ISOSU Affiliate programs, Ed Act funded/SEAC sponsored cultural organizations, and campus traditional programs- Luau, Pow Wow, Black History Month, Asian Heritage Month, Chicano/Latino Heritage month, MLK Celebration, etc.

Lead in the development, execution, and assessment of a comprehensive diversity plan for the MU organization. Create a train the trainers' model focused on the MU professional staff to allow them to create a base of delivery of diversity training/development of student staff. Plan diversity focused programs for the MU community.

Work with other SEAC team members to develop and deliver training materials and resources to aid the team's efforts in the development of ISOSU leaders, organization, and center.

Assist in short and long term planning for SEAC and SLI programs. Contribute to the SLI annual report and assessment plan. Establish relationship with internal and external entities that provide partnership or services to the SEAC. Participate in SEAC, SLI, and Student Affairs meetings as deemed necessary.

Decision Package #2

MU/SLI

Program Adviser- Student Events & Activities Cultural Meals Program

Cost: Salary \$36,00-\$39,000

Benefits: \$24,000- \$26,000

Total: \$60,000-\$65,000

The Memorial Union/SLI is requesting funding to support the addition of a new Professional Faculty position- Program Adviser, Cultural Meals Program. The Cultural Meals Program provides access and support for student organizations to self- cater food for events on the OSU campus, more than seventy-five (75) events with two-hundred (200) reservations for use of the production kitchen annually. Over the past seventeen (17) years this program has grown from fourteen (14) to seventy-five (75) programs. Initially one three quarter time (33 hours per week) fte professional staff was assigned to support this program with one (1) five (5) hour per event student. Currently, the student staff has been increased to an average of 32 hours per event with the Assistant Director of SLI providing support for kitchen management and scheduling, menu and recipe development, product procurement, and program support amidst other Assistant Director duties. This often requires the Assistant Director to provide less than 100% focus for this area as well a workload in excess of 60 hours per week. The addition of this position will allow this program to return to being a top-tier program by increasing student access to advising and production time and short and long term strategic planning and professional focus.

Program Adviser, Student Events & Activities (SEAC) Cultural Meals Program (CMS), and student organization programming. This position primarily supports the management of the SEAC Cultural meals program and the MU East Kitchen. Secondly, supports student organization programs through advising and participation. Student Events & Activities is a unit of Student Leadership & Involvement on the Oregon State University (OSU) campus responsible for the recognition and development of student organizations, the development and support of the Memorial Union Program Council (MUPC), and the International Students of OSU (ISOSU).

Manage the Cultural Meal Support Program by providing access to scheduling and use of the kitchen including working with student planners in menu development, recipe creation, food and supply procurement, production planning, and serving planning.

Supervise the use of the MU East Kitchen facilities and equipment to ensure safety, sanitation, proper use, organization, and cleanliness. Develop annual budget, monitor expenses, and income. Engage with the reservation and invoicing processes. Request needed equipment repair and maintenance and facility cleaning through MU Building services. Purchase all needed supplies, minor equipment, fuel, etc. Lead in the development of short and long term strategic planning.

Supervise and train a student team of 4-5 individuals in the opening and closing procedures, in proper production techniques, in use of all equipment, in use of the Van, in managing safety and sanitation, and in providing support to a diverse clientele.

Provide advising to student programmers through the on-line program reporting process, one on one or one in group consultation, including creation of event plans, committee structures, managing risk and liability, financial management, marketing, performance plan, etc.

Work with other SEAC team members to develop and deliver training materials and resources to aid the team's efforts in providing student planners opportunity to move forward programming with understanding of best practice, care for community, and university policies and procedures.

Participate in SEAC, SLI, and Student Affairs meetings as deemed necessary. Assist in short and long term planning for the CMS, SEAC, and SLI programs. Contribute to the SLI annual report and assessment plan. Establish relationship with internal and external entities that provide partnership or services to the SEAC.

Decision Package #3

MU/SLI

Graduate Teaching Assistantship – Center for Civic Engagement (0.49 FTE)

Cost:

Stipend: \$17,000.00

Tuition Remission: \$16,212.00

Benefits: \$510.00

Total: \$33,722.00

The Memorial Union/SLI is requesting funding to support the addition of a new Graduate Teaching Assistantship (GTA) for the Center for Civic Engagement (CCE). The CCE GTA will provide programmatic support to the CCE and the newly established Coordinator for Civic Engagement & Service. Over the past year, the current GTA has been funded through discretionary monies provided by the Vice-Provost for Student Affairs in support of the CCE. This funding is a short term opportunity created by the VPASA to develop capacity for this program. Based on the increasing interest/investments in service-learning and civic engagement across the campus and within the Division of Student Affairs, this position is critical to moving forward in order to enhance opportunities by OSU students to engage in volunteerism and service in the OSU community and state of Oregon, support the growth and development of community partnerships, increase the diverse opportunities for leadership development and enhance the co-curricular learning environment for students.

This .49FTE Graduate Teaching Assistantship for the Center for Civic Engagement primarily supports the following components of the CCE Programming:

- Manage the OSU Student In Service (SIS) Program to include marketing, recruitment, intake, and follow through to match requirements set out by AmeriCorps.
- Assist in professional development of student staff, keeping a focus on group's purpose and in achieving desired goals consistent with the CCE, SLI, Student Affairs, and University values and mission.
- Support development of student co-curricular community-based service projects and ongoing program support
- Assist in developing OSU student volunteer pool
- Support student-focused educational and activity based event planning and production, including:
 - Assisting in risk evaluation and mitigation in relation to the group's activities and events
 - Supporting further growth and development of Alternative Spring Break
 - Creating regular awareness raising campaigns

Decision Package #4, SLI Student Pay Line Break Down 2012/13

	# Weeks @ Hours	# of Hours	Pay Rate	Total
CMS Supervisors EAT Staff	MUNCMS			
	30 Events @ 25 Hours	768	\$9.87(avg)	\$7580.16
	30 Events @ 24 hours	720	\$9.40 (avg)	\$6768.00
	(5) Fall Training 2 weeks@ 40 hours	400	\$9.87 (avg)	\$3948.00
	(5) Winter Training 16 hours	80		\$ 789.60
			Total	\$19,085.76
Event (EAT-12) SEAC Desk	MUNSEA			
	33 weeks x 8hrs	3168	\$9.30 (avg)	
	Break Hrs	329		
	Fall training			
	2 weeks @ 40 hrs	960		
	Winter training			
	16hrs	192		
33 weeks @30 hrs	990			
19 weeks @ 17 hrs	323			
	Total	5962	Total	\$55,446.60
Leadership (PLC-6)	MUNSLD			
	33 weeks x 10 hrs	1980	\$9.30 (avg)	
	Brk hrs	141		
	Fall training			
	80	480		
Winter training	96			
	Total	2697	Total	\$25,082.10
Information Services (Snell-7)	MUNSLI			
	33 weeks @ 49 Hrs	1221	\$8.95 (avg)	
	19 weeks @ 20Hrs	380		
	Fall Training			
80	560			
	Total	2161	Total	\$19,340.95

MUPC (12)	34 weeks@20hrs 16 weeks @ 40 hours	1320	\$10.20	\$13,464.00
Director	30 weeks@10hrs		\$9.50	\$39,900.00
Coordinators (10)	Fall Training 2 weeks@ 40hrs	3000 800		\$4095.00
	Summer 10 weeks @ 40 hours	400	\$9.10	
	30 weeks @ 15 hrs	450		Total
Admin Asst				\$57,459.00
ISOSU (8)				
Director	39 weeks@20hrs	880	\$10.20	\$7,956.00
Coordinators (5)	30 weeks @ 12 hrs	1800	\$9.50	\$25,080.00
Fall Training (8)	2 weeks @ 40 hrs	640		
Summer	10 weeks @ 20	200		
IRC Staff (2)	30 weeks @ 10 hrs	480	\$8.80	\$4224.00
				Total
				\$37,260.00
CCE (6)	30 weeks @ 12 hrs	2160		
Coordinators	2 weeks @ 40hrs	480	\$9.50	
Fall Training	12 weeks @ 20hrs	480		Total
Summer (2)		Total 3120		\$29,640.00
TL (1)				
Coordinators	30 weeks @ 12 hrs	360	\$9.50	Total
Fall Training	2 weeks @ 40hrs	80		\$4180

SLI Total \$ 247,495

+26,328.

Student Pay Scale 2012/13-tent/July 1

Information Desk 1 First year Second year Third year	\$8.80 \$8.95 \$9.10	Information Desk 2 First year Second year Third year	\$9.10 \$9.35 \$9.50
PLC & Event Team 1 First Year Second Year Third Year	\$9.15 \$9.30 \$9.45	PLC & Event Team 2 First Year Second Year Third Year	\$9.50 \$9.65 \$9.80
CMS Supervisor Kitchen Lead Kitchen Support	\$10.24 \$9.50 \$.20 (+)		
ISOSU Director ISOSU Coordinators IRC Support Staff	\$10.20 \$9.50 \$8.80	ISOSU Coordinators 2 IRC Support Staff 2	\$9.80 \$9.10
CCE Coordinators Admin Asst	\$9.15 \$9.10	Coordinators 2 Admin Asst 2	\$9.80 \$9.40
Team Liberation Process Coordinator 1	\$9.50	Coordinator 2	\$9.80
MUPC Director MUPC Coordinators MUPC Admin Asst	\$10.20 \$9.50 \$9.10	MUPC Coordinators 2 Admin Asst 2	\$9.80 \$9.40

**Team Liberation
2012-2013 Decision Packages**

Decision Package #5 – Increasing the Number of Trainings

Proposal: To increase from two to three the number of Human Relations Facilitator Trainings offered by Team Liberation annually.

Rationale: The number of participants in trainings in recent years has increased, and the program suspects the number will continue to increase as knowledge of the existence and utility of the training becomes more widespread. If that is the case, in order to accommodate the increasing number of students seeking to participate in the training, a third training will need to be set up. (Merely increasing the number of participants in each training past the current point is actually counterproductive, as it decreases the quality of the training experience for each participant; trainings have generally been at their maximum reasonable capacity for the last year or two.) With the possibility of decreasing the size of each training, Team Liberation estimates that fewer trainers can be provided for each training, thus helping to hold down costs. If a third training is available, it will likely take place either before classes begin (thus dovetailing with the first decision package – there will be plenty of work for the GTA to do to prepare for that training in August and September), during spring break, or concurrent with one of the existing trainings in December or June.

Associated Costs:

24599 - Other Professional Services: \$2,100

Total Requested: \$2,100

Note: Team Liberation believes it can absorb the cost of materials and publicity for the third training in its existing budget, and so is asking only for increased funding for professional services.