

SUS 2010-2011

Budget for

Membership

Review

presented
February / March 2010

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UFV Student Union Society Operating Budget Notes

The **Student Union Society (SUS)** operating budget gives the details of revenues and expenditures for the normal business activities that the **SUS** takes part in. It should also be noted that the operating budget presented here is complete but not detailed, and further notes and details for each sub-section of the budget will follow.

NOTES ON THE REVENUES

Student Union Society Fees

Each semester, students pay a general \$30 fee to the **Student Union Society**, which goes towards the student services that the **SUS** offers to its members including: Student Organization (SO) funding, Emergency Student Grants and the **SUS** student handbook.

The **REVENUES** for the 2010-2011 fees were calculated using the University Institutional estimates for student enrollment. To remain conservative in our estimates, the **SUS** used approximately 19,700 student enrollment for calculating the **SUS** fee revenues.

Ombudsman Fund

Each year the University and the **Student Union Society** hire an objective third party mediator to work between the University and the **Society** to investigate student complaints. The University helps to fund this position with half of the wages for the year. This position is accounted for in the **Student Government Expenses** sub-section of the **EXPENDITURES**.

Interest Income

Interest Income is earned on funds in the **Student Union Society** bank accounts. Last year the **SUS** budgeted for a change in the income formula that would give the **SUS** higher income revenues, however this formula was not instituted by the University, so the 2010-2011 income revenue figure was dropped to the original historical numbers.

ATM Revenue

Revenues are collected from the ATM machines that the **SUS** contracted to have installed around the Abbotsford and Chilliwack North campuses. As student enrollment increases, historically, so do the revenues collected by the ATM machines. This year, the *ATM Revenues* budget was calculated as an increase on historical numbers, due to the increased enrollment that the school has experienced.

NOTES ON THE EXPENDITURES

STUDENT GOVERNMENT

Each **Student Union Society** Board position is accounted for using the amount of responsibility, time and effort that is needed. Positions include the President, several different Vice-President positions, community representatives and representatives at large.

Executive Positions

All executive positions receive honoraria of \$800 per month, for fifteen (15) hours of non-Board-meeting time per week. These hours include regular office hours and committee meeting times.

Community Representatives

All community positions, including the Students with Disabilities Representative, Residence Representative, Aboriginal Representative, Trades Representative and International Representative, receive \$250 of honoraria per month for at least five (5) hours of non-Board-meeting time per week.

Representatives-at-Large

Much like the Community Representatives, all Reps-at-Large receive \$250 per month of honoraria for at least five (5) hours of office time each week.

Honoraria

Each Board member receives an honoraria each month or the work they complete for the **Society**. Monthly reports must be submitted before honoraria is distributed to Board members, with Executives submitting quarterly reports as well. All executive positions receive monthly honoraria of \$800. Community Representatives and Representatives at Large receive \$250 each month as honoraria.

Cell Phone Expenses

Up to \$20 in voice charges and \$10 in data charges can be expensed by Board members each month, provided that a claim is submitted, including evidence that the phone charges were incurred for Society business and not personal use. Although in the past the budgeted amount is rarely used, the entire amount that could potentially be used must be budgeted for to make sure that the budget is not overdrawn.

Mileage Allowance

Regular Board Meetings are mandated to rotate between the three main campuses that UFV has to offer students, these being the Abbotsford, Chilliwack North and Mission campuses. Because Board members must be in attendance at these meetings, mileage expenses can be claimed by Board members who carpool with other Board members to meetings. Up to \$300 for Executives and \$200 for reps can be claimed for mileage each month. Historically the total budgeted amount is not reached, but must be accounted for in the budget.

It should be noted that there are a total of twenty (20) positions that are allocated for here in the Student Government section of the budget.

UFV Student Union Society Operating Budget 2009/2010

| Department | Budget 2009/2010 | Budget 2010/2011 |
|---|-------------------------|-------------------------|
| REVENUES | | |
| Student Union Society Fees | 510000 | 590000 |
| Prior Year Balance - Operating Budget | | |
| Ombudsman Fund - Prior Year Balance | 6000 | 6000 |
| Interest Income | 30000 | 3500 |
| Business and Event Revenue | 26000 | 44000 |
| ATM Revenue | 5100 | 6500 |
| TOTAL REVENUES | 577100 | 650000 |
| EXPENDITURES | | |
| Student Government | | |
| President | 9600 | 9600 |
| VP East | 9600 | 9600 |
| VP Academic | 9600 | 9600 |
| VP Finance | 9600 | 9600 |
| VP Internal | 9600 | 9600 |
| VP Social | 9600 | 9600 |
| Community Representatives (5 positions) | 15000 | 15000 |
| Representatives at Large (9 positions) | 27000 | 27000 |
| Retreat | 12000 | 12000 |
| Cellphone Allowance for Board | 7200 | 7200 |
| Mileage Allowance for Board | 6000 | 6000 |
| Ombudsman | 6200 | 6200 |
| Senate Honoraria | 0 | 3600 |
| Elections Committee Honoraria | 0 | 650 |
| Totals Student Government | 131000 | 135250 |
| Administration | | |
| Staff Salaries | 115700 | 118700 |
| Payroll Benefits | 26000 | 26000 |
| Office Expenses - Abbotsford and Chilliwack | 9700 | 9000 |
| Professional Services - Lawyer and Auditor | 23000 | 23000 |
| Printing, fax, postage, freight etc. | 4000 | 3250 |
| Advertising and Promotion | 16000 | 25000 |
| Telephone - Abbotsford and Chilliwack | 700 | 800 |
| Insurance for Society | 3000 | 3000 |
| Miscellaneous | | 2000 |
| Total Administration Costs | 198100 | 210750 |
| Student Services | | |
| Student Organizations | 72000 | 68000 |
| Emergency Student Grants | 25000 | 25000 |
| Handbook | 17000 | 17000 |
| Events | 70000 | 40000 |
| CASA Membership Fees | 16000 | 16000 |
| Grants | 25000 | 25000 |
| Lobbying | 23000 | 23000 |
| Casey's on Campus | 0 | 20000 |
| DisOrientation | | 70000 |
| Total Student Services | 248000 | 304000 |
| TOTAL EXPENDITURES | 577100 | 650000 |
| SURPLUS (DEFICIT) | 0 | 0 |

Senate Honoraria

Each year, four representatives are elected by the students of the University to sit on a Senate committee with other University representatives. The **SUS** gives honoraria to these student representatives in the amount of \$75 per month, upon submission of a report to show meetings are being attended and students are being represented.

Elections Committee

Elections are run each year to allow for the students to select the new **SUS** Board of Directors. This committee is comprised of third-party individuals who run the committee and ensure that the election is run fairly and properly according to the **SUS** Elections Policy. An Electoral Officer is appointed who forms a committee of four (4) people. The Chief Electoral Officer receives \$250 and each of the other members of the committee receives \$100 for sitting on the committee.

Retreat

The Retreat at the beginning of the new Board term is used to not only orient new Board members on what their positions will require from them over the coming year, but also to build relationships between the Board members that will allow the Board to work well together. Historical data has been used to budget the expected expenses here.

Ombudsman

These are the expenses for the Ombudsman already explained in the **REVENUES** section. The full \$6,000 supplied between the University and the **SUS** is allocated along with a small office budget.

Student Government Expenses

President

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

VP Finance

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

VP East

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

VP Internal

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

VP Academic

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

VP Social

| | |
|-----------|--------------|
| Honoraria | 9600 |
| Cellphone | 360 |
| Mileage | 300 |
| | 10260 |

Community Representatives (5 Positions)

| | |
|-----------|--------------|
| Honoraria | 15000 |
| Cellphone | 1800 |
| Mileage | 1500 |
| | 18300 |

Reps at Large (9 Positions)

| | |
|-----------|--------------|
| Honoraria | 27000 |
| Cellphone | 3240 |
| Mileage | 2700 |
| | 32940 |

Senate

| | |
|-----------|-------------|
| Honoraria | 3600 |
|-----------|-------------|

Elections Committee

| | |
|-------------------------|------------|
| Chief Electoral Officer | 250 |
| General Officers | 400 |
| | 650 |

Retreat

| | |
|-----------------------|--------------|
| Accomodations | 4500 |
| Food/Drink | 4800 |
| Mileage/Rentals | 1000 |
| Entertainment Expense | 1500 |
| Office Supplies | 100 |
| Miscellaneous | 100 |
| | 12000 |

Ombudsman

| | |
|-----------------|-------------|
| Salaries | 6000 |
| Office Supplies | 200 |
| Miscellaneous | - |
| | 6200 |

135250



STUDENT UNION SOCIETY

ADMINISTRATION EXPENSES

Advertising and Promotion

The **Advertising and Promotions** budget has been increased for the next year to allow for some new ideas for getting increased **SUS** awareness out around campus. See the expanded Administration budget and notes for more explanation.

Advertising

These are basic expenses regarding advertising for anything from job opportunities within the **SUS** to events promotion. Any form of advertising via radio, television, newspapers, or any other media will come out of this section.

Printed Materials

As the Annual **SUS** Handbook is budgeted as a specific item, the majority of the expected *Printed Materials* costs are for other publications and brochures the **SUS** prints and distributes to students including the *U-Pass* and *What SUS Does for You* brochures.

Signage and Bannering

Sometimes large banners cannot be produced using the **SUS** printers, and therefore require external service providers. Large banners are used at campus events to help showcase the **SUS** and the different services that the **SUS** has to offer.

Promotional Items

The **SUS** purchases an inventory of promotional items to use as give away prizes at different campus events to help increase the awareness of the **SUS**. This inventory has historically included T-shirts, pens, water bottles and mints. The budget for these items has been increased for the new year to allow for better and more environmentally friendly products to be purchased.

Street Teams

The **SUS** has many events and initiatives around campus that require getting the **SUS** name to the students in the most effective way possible. It has been found that face time with students is a good way to make sure that the students know where the

SUS is located and what the **SUS** can do for them. A new budget item has been added for the 2010-2011 year to allow for people to be hired at different times to allow for this kind of interaction. These people will put up posters, and hand out information on the various campuses.

Professional Services

These figures are based on historical data but were also made conservatively to ensure that the services are only used when necessary.

Legal Services

Due to a number of issues regarding the U-Pass and Student Union Building (SUB), the legal fees incurred have been somewhat elevated in the past year. This increase is being continued to the 2010-2011 year to ensure that proper budget amounts are available while different contracts are negotiated in regards to the U-Pass and SUB.

Auditors

As a non-profit organization, the **SUS** is required to audit the previous year's accounts each August to be presented at the **SUS** AGM each September. Currently the **SUS** works with the Auditing firm Turco, Ross and Associates.

Administration

Staff Salaries and Payroll Benefits

Three full-time contracted employees are hired to help run the offices on a weekly basis during the school term. The three positions include the Abbotsford Administrative Assistant, Communications Administrator and the Financial Administrator. In the summer the Casey's Manager is also employed in the office as an Events Coordinator.

The salary expenses were increased in anticipation of staff reviews to be completed at the end of the 2009-2010 term.

Standard Health and Dental benefits packages are provided to all **Student Union Society** staff.

Printing Costs

Printing costs cover fax charges, postage of business and student

materials, freight beyond campuses and other general operational expenses. Historical figures were used again to budget for these expenses, but have been decreased slightly to account for the decreased use over the last year.

Telephone

This expense is based on historical costs that are known and quoted for the coming year.

Insurance for the Society

This expense is based on historical costs that are known and quoted for the coming year.

Office – Chilliwack and Abbotsford

Office expenses are based on historical data from previous years. It was increased last year to account for increased office time in the Chilliwack North campus. Even with this

Administration Expenses Advertising and Promotion

Advertising _____
Printed Materials _____
Signage and Bannering _____
Promotional Items _____
Street Teams _____

Professional Services

Legal Services _____
Auditors _____
Miscellaneous _____

Administration

Staff Salaries _____
Payroll Benefits _____
Printing, fax, postage, freight, etc - Abby _____
Printing, fax, postage, freight, etc - Chwk _____
Telephone _____
Insurance _____
Office - Chilliwack _____
Office - Abbotsford _____

Miscellaneous _____



SUS officials took the opportunity of B.C. Minister of Advanced Education Moira Stilwell's September visit to UFV with MLA John Van Dongen to put our member's concerns first with the Provincial Government.

ADMINISTRATION EXPENSES CONTINUED

increase in office presence, not all of the expenses were used during the year, so the expenses have been decreased slightly and re-allocated elsewhere.

Miscellaneous

There are always miscellaneous expenses present in an organization. The 2009-2010 SUS Budget did not include a miscellaneous account, so it has been added this year using the approximate value of what was allocated here during the past year.

| 2009-2010 | 2010-2011 |
|-----------|-----------|
| 4000 | 5000 |
| 2000 | 3000 |
| 1000 | 1500 |
| 9000 | 11000 |
| 0 | 4500 |
| 16000 | 25000 |
| 20000 | 20000 |
| 3000 | 3000 |
| 23000 | 23000 |
| 115700 | 118700 |
| 26000 | 26000 |
| 3000 | 2600 |
| 1000 | 650 |
| 700 | 800 |
| 3000 | 3000 |
| 2300 | 2000 |
| 7400 | 7000 |
| 159100 | 160750 |
| | 2000 |
| 198100 | 210750 |



Orientation and Welcome Back Barbecues are a great place to meet the sitting SUS Board, while they give out swag and information about what the SUS does for its members.

STUDENT SERVICES

Handbook

The UFV **SUS** Handbook is made available to any and all UFV students, and they are always ready to be picked up in the **SUS** offices on the Abbotsford and Chilliwack North campuses. Costs for the handbook are based on historical data from using the same printer each year, Ricoh Document Management.

The expenses from printing are offset by advertising and sponsorship from local businesses.

CASA Membership Fees

The Canadian Alliance Student Associations (CASA) is the federal post-secondary education advocacy group that the **SUS** works with for support of students across Canada.

In 2008, the UFV student body voted to join the federal lobbying group the Canadian Alliance of Student Associations (CASA). As a member of this organization UFV's students have input in what issues and viewpoints CASA approaches the Federal government with. CASA membership fees are to be paid three times a year as invoiced to **SUS** by CASA.

Grants

Grants are funds given to programs around UFV and the communities that UFV operates in, such as the UFV Angel Tree program. Past grant recipients include the Student Life department for their work on student orientated activities and events on campus, the Fashion department for their annual fashion show which is run by students for student designers and models.

The **SUS** has allocated the same amount of the yearly budget to *Grants* for the past few years and that funding will remain at the same level for the 2010-2011 budget.

Lobbying

The **SUS** lobbies both federally and provincially through different avenues. Lobbying is an important activity for student government to undertake, in making sure that students' needs are properly represented in the provincial and federal legislatures.

Along with the membership with CASA, the **SUS** is responsible for travelling to various conferences put on by CASA including LobbyCon where the membership goes and lobbies with the government officials, and the CASA AGM where the big agenda items for the coming year are discussed and voted on by the CASA membership.

Emergency Student Grants

Each year the **SUS** gives \$25,000 to the University to distribute to students. Emergency Student Grants are a very important service given by the **SUS** to UFV for students who find themselves in financial need. Two transfers are made each year, one in the Fall semester and one in the Winter semester as the University requests.

This funding, because it is given to the University from a third party, is matched by the provincial government, making the total monies received by the University for students \$50,000.

| | |
|---|--------|
| Student Services Expenses Handbook | |
| Office Supplies | - |
| Publication | 20000 |
| Advertisements | -3000 |
| Miscellaneous | - |
| | 17000 |
| CASA Membership Fees | |
| Installment 1 | 5300 |
| Installment 2 | 5300 |
| Installment 3 | 5400 |
| | 16000 |
| Grants | |
| Overall Grants | 25000 |
| Lobbying | |
| CASA Conferences | |
| Conference 1 | 2000 |
| Conference 2 | 2000 |
| Conference 3 | 2000 |
| Conference 4 | 2000 |
| Victoria | 8000 |
| Local/University | 1000 |
| Other Conferences | 6000 |
| | 23000 |
| Emergency Student Grants | |
| Bi-annual Transfer 1 | 12500 |
| Bi-annual Transfer 2 | 12500 |
| | 25000 |
| Events | |
| See Expanded | 40000 |
| Casey's | |
| See Expanded | 20000 |
| Student Organizations | |
| See Expanded | 68000 |
| DisOrientation | |
| See Expanded | 70000 |
| | 304000 |

EVENTS

Many events are put on by the **SUS** throughout the year and most of these are allocated here. Dis-Orientation was removed from the main Events budget and is now located in its own budget account for more effective allocation of expenses for the event.

Generally, bands and DJs for Casey's on Campus Pub Nights, Welcome Back Barbecues, pool tournaments, and other campus events are covered in this budget.

For 2010-2011, it was decided by the Finance Committee that the Events budget would be changed to properly allow for funding different kinds of events around the main campuses.

Different budgets for pub and non-pub related events were also created to ensure that all Events money does not go to Casey's events or Abbotsford events. Historical information was used to create a budget to allow for Abbotsford/Mission non-pub related events, Casey's events, Chilliwack North and South non-pub related events and Corky's events.

Events Expenses

Abby/Mission on Campus Events

Overall 10000

Chwk North/South on Campus Events

Overall 9000

Casey's Events

Bands/Entertainment

Rider

Prizes/Giveaways

Decorations

16000

Corky's Events

Bands/Entertainment

Rider

Prizes/Giveaways

Decorations

0 5000

40000



On-campus barbecues are one way the **SUS** serves its membership.

CASEY'S ON CAMPUS

Casey's is the local UFV student pub that is operated and subsidized by the SUS to give the students more food options on campus as well as a place to meet and hang out during the day and between classes.

Many events are held at Casey's during the year, including the regular Thursday Pub Nights, and holiday events such as St. Patrick's Day, Halloween, Christmas December events and End-of-School summer events.

Historical data was used to create the Casey's budget for the 2010-2011 fiscal year and was then discussed with the current Casey's manager to ensure that all angles of

the business were being respected from a revenue and expense perspective.

Casey's on Campus was not included in the 2009-2010 budget because it was thought that it would close after the new pubs opened nearby. In the end however, it was decided that Casey's was an important part of student life on campus, since it provides a dining destination for students that is separate from the Sodexo-operated cafeteria. Casey's is historically run as a loss, providing a subsidized menu and entertainment for students.

Revenues

Food and alcohol revenues are the two main

sources of income from Casey's and help to offset the expenses of food, beverages, salaries, furniture and equipment.

Expenses

Salaries, payroll benefits, and incentives are all based off of historical and contract information.

Supplies – Other is the food expenses for the food that is sold in Casey's during regular operations and makes up a large portion of the expenses, along with alcohol.

Consultants are the regular staff that work at Casey's serving and cooking food and beverages and *Contracted Services* consists of the expenses for security on the busy event nights.

Casey's on Campus

| | |
|----------------------------|---------------|
| Food Service Revenue | 70000 |
| Alcohol Revenue | 82000 |
| Other Revenue | 0 |
| Business and Event Revenue | 4000 |
| Total Revenue | 156000 |
| Salaries - Staff FT | 24000 |
| Incentives | 2000 |
| Payroll Benefits | 3200 |
| Supplies - Janitorial | 2000 |
| Supplies - Maintenance | 0 |
| Supplies - Other | 39000 |
| Beverages - Alcohol | 40000 |
| Departmental Travel | |
| Mileage Allowance | 0 |
| | 0 |
| Furniture and Equipment | 0 |
| Equipment - Maintenance | 0 |
| | 0 |
| Insurance | 1800 |
| Licences/Certificates | 500 |
| Bank Charges | 1000 |
| Misc Fees | 200 |
| Net GST | 8000 |
| Net PST | 0 |
| Special Events | 1300 |
| Misc | 4500 |
| | 0 |
| Contracted Services | 4500 |
| Consultants | 44000 |
| | 176000 |

DISORIENTATION

Historically, each September, a concert is put on by the **SUS** to allow students the opportunity to come together and experience a fun concert environment, even if their budget would not normally allow for such an expense. The 2010-2011 budget for DisO was created with the intention of holding a smaller, free concert for students at UFV. DisOrientation has been moved into a separate budget line for 2010-2011 so that better figures would be available for planning the concert in the new fiscal year.



DisOrientation Expenses

Talent

Bands 20000

Production

Lights, sound, staging 19000

Security 5000

Fencing 3000

Portapotties 2000

29000

Abbotsford License

5000

SoCan

1000

Misc Costs

Hospitality riders, volunteers 10000

Food

1000

Prizes

4000

70000

The **SUS** brought **FingerEleven** to the Abbotsford Entertainment and Sports Centre for the 2009 DisOrientation concert event.

STUDENT ORGANIZATION EXPENSES

This funding goes towards the Clubs and Associations for activities around campus. Last year, the budget for Student Organization activities was increased because it was estimated that with the increased student enrollment, there would be an increase in student activities. There was no increase in Student Organization activities however, so the budget was decreased, but still kept higher than previous years to allow for more activities.

Registration Funding

Student Organizations are the different Clubs and Associations that operate on campus in affiliation with the University and the **SUS**. Clubs receive an initial \$100 of funding each semester and Associations receive \$175 (if they apply for it and it is approved by the Board). This is the initial money available to get a Student Organization started at the beginning of the semester, Student Organizations are able to apply for more funding for specific events that they wish to put on.

Extraordinary Funding

Any extra requests that are made outside of the registration funding is Extraordinary Funding and is accounted for differently in the budget. All Extraordinary Funding is split between the three semesters to ensure that there is money left for the entire year and is not used in only one semester.

Student Organizations Expenses

Associations

Registration Funding 11500

Extraordinary Funding

Summer 5500

Fall 11000

Winter 11000

39000

Clubs

Registration Funding 6300

Extraordinary Funding

Summer 3700

Fall 7500

Winter 7500

25000



STUDENT UNION SOCIETY

UFV Student Union Society Reserves Statement 2010/2011

| Department | Budget 2009/2010 | Budget 2010/2011 |
|------------------------|-------------------------|-------------------------|
| Reserves | | |
| Capital | 291511.31 | 280000 |
| Health and Dental Plan | 82600.15 | 82600.15 |
| TOTAL RESERVES | 374111.46 | 362600.15 |

**UFV STUDENT UNION SOCIETY
RESERVE ACCOUNTS NOTES**

The Capital Fund

The Capital Fund (CF) exists to cover costs related to capital upgrades undertaken by the **Student Union Society**. Distinct from the Student Union Building fund (SUB), the CF has been used to fund costs such as the leasing of printers for both **Student Union Society** offices in Abbotsford and Chilliwack.

Similar to the restricted accounts which the **Student Union Society** operates, the reserve funds (HDRF and CF) are not subject to full discretionary power by the Board. Unlike the restricted accounts, however, the Board does have more power to disburse the funds as it sees fit, but has historically limited itself, especially in regards to the CF, to only purchases or payments which can be shown to categorically account for a capital upgrade.

The Health and Dental Reserve Fund

The Health and Dental Reserve Fund (HDRF) exists to cover any unexpected increases in claims over the fiscal year. On the recommendation of StudentCare, the Health and Dental Plan provider, the Office of the Vice President of Finance has endeavoured to ensure the **Student Union Society** reaches its target balance of two (2) per cent of fees collected for the Health and Dental Plan.



STUDENT UNION SOCIETY

UFV Student Union Society Contracted Services Budget 2010/2011

| Department | Budget 2009/2010 | Budget 2010/2011 |
|-----------------------------------|-------------------------|-------------------------|
| REVENUES | | |
| Student Union Building | 667414.67 | 688000 |
| U-Pass | 706550 | 784000 |
| Health and Dental Plan | 685500 | 680000 |
| TOTAL REVENUES | 2059464.67 | 2152000 |
| EXPENDITURES | | |
| U-Pass My Safe Ride Home Payments | 280000 | 70000 |
| U-Pass Membership Costs | 680000 | 700000 |
| Health and Dental Claim fees | 630000 | 620000 |
| Health and Dental Staffing Costs | 25000 | 25000 |
| U-Pass Staffing Costs | 10000 | 10000 |
| TOTAL EXPENDITURES | 1625000 | 1425000 |
| SURPLUS (DEFICIT) | 434464.67 | 727000 |

**UFV STUDENT UNION SOCIETY
RESTRICTED ACCOUNTS NOTES**

While the Board of Directors of the **Student Union Society** has complete control and oversight as to the disbursement of funds in the operational budget, the **Student Union Society** nevertheless is responsible for a number of assets and accounts which are not directly accessible, but are the basis for a number of services the **Student Union Society** provides to its members.

The U-Pass fee, of \$40 per semester per student, and the Student Union Building (SUB) fee, of \$35 per semester per student are universal and mandatory, and are collected along with the general **Student Union Society** Fee of \$30, which funds our operational budget. The Health and Dental Plan (HDP) fee of \$159.92 per year (September to August) is mandatory only for those members not already covered under a comparable health plan; as a result, the HDP fee is only paid by 50 to 60 per cent of members.

All of the above fees (U-Pass, SUB, and HDP) are collected as the result of a majority vote in referenda conducted by the **Student Union Society**, and all are bound through legal agreements. As a result, monies gathered from these fees come into the possession of the **Student Union Society** at specific points in the year, and are then paid out to the appropriate payee.

For example, as noted here, the HDP costs are paid out to StudentCare, the Health and Dental Plan provider, on a biannual basis in Quarter 2 and Quarter 4 of the fiscal year, as determined by a legal agreement between StudentCare and the **Student Union Society**. The U-Pass and SUB fees are subject to, or will be subject to, similar legal agreements.

It is important to stress here that while the **Student Union Society** collects these fees and pays them out on behalf of its membership, it does not have full access or discretion to these funds as it does for the operational budget. Due to the nature of the legal agreements each of the above fees is subject to, the ability of the **Student Union Society** to move funds from one account to the next is severely restricted, if not forbidden.



This document was drafted by the UFV Student Union Society 2009/ 10 Finance Committee.
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For any further inquiries, please contact the Vice President Finance
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How You Can Get Involved with your **Student Union Society!**

*The **Student Union Society** offers excellent opportunities for students to gain valuable experience in student leadership.*

There are many ways to participate depending on how involved you wish to be. Drop by one of the **Student Union Society** offices and we will be happy to put your particular talents to use.

The **Student Union Society** welcomes visitors who wish to voice suggestions, address concerns, or just see what their **Student Union Society** is up to.

Please Contact Us!

Abbotsford Campus

Room C1015
604.864.4613
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Chilliwack Campus

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