

STUDENT SERVICE FEE REQUEST FOR 2022-2023

FISCAL YEAR 2023

Name of Unit: DSAES IT Services

Dept#: H0616

	FY 2021	FY 2021	FY 2022	FY 2022	FY 2023
Funding Sources	Approved Budget 2020-2021	Actuals 2020-2021	Approved Budget 2021-2022	Projected Actuals for 2021-2022	Budget Request for 2022-2023
Student Service Fees- Base Budget	981,026	981,026	981,026	981,026	995,349
SSF Merit/Salary Increase				14,323	
Student Service Fees Base Augmentation Request					
Student Service Fees One-Time Request					73,258
Student Service Fees One-Time Additional Request				-	
SSF One Time Fund Equity Rollover		36,347		81,147	
CFWD from Prior Year (Open Commitments)		74,870		116,680	
<b>Income From All Other Sources</b>					
State Funding (Fund 1)					
Designated (Fund 2)	101,317	101,317	101,317	101,317	101,317
Designated (Fund 2)/Sales&Services E&G					
Sales & Services Income (Fund 3)		-			
Programs/Events Income (Fund 3)					
Facility Rental Income (Fund 3)		-			
Gifts/Donations (Fund 4)		-			
Grants (Fund 5)		0			
Fund Balance	100,000	92,988	8,215	8,215	0
<b>Other Income (itemize below)</b>					
Dedicated Fees-Base Budget-Student Center		0			
Dedicated Fees-Base Budget-SC Transformation		0			
Dedicated Fees-Base Budget Recreation Facility		-			
<b>Subtotal of Income</b>	<b>1,182,343</b>	<b>1,286,548</b>	<b>1,090,558</b>	<b>1,302,708</b>	<b>1,169,924</b>
<b>Deductions from Income</b>					
Student Fee Waivers-SC		-			
Student Fee Waivers- SC Transformation		-			
Student Fee Waivers- Recreation		-			
Bad Debt		-			
<b>Subtotal of Deductions from Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INCOME</b>	<b>1,182,343</b>	<b>1,286,548</b>	<b>1,090,558</b>	<b>1,302,708</b>	<b>1,169,924</b>

Expenses	Approved Budget 2020-2021	Actuals 2020-2021	Approved Budget 2021-2022	Projected Actuals for 2021-2022	Budget Request for 2022-2023
<b>Salaries and Wages</b>					
Exempt Category Employee Salaries	393,878	386,069	393,878	403,537	403,537
Non-Exempt Employee Wages	178,712	144,125	178,712	179,568	179,568
Student Workers Wages (NCWS)	35,000	23,594	35,000	35,079	35,079
Student Workers Wages (Graduate Students)		-			
Other Temporary Workers Wages		-			
Longevity	10,045	10,720	10,045	11,360	11,360
Graduate Insurance Stipend		-			
Shift Differential Wages		-			
Overtime Wages		1,426			
<b>Salaries and Wages Total</b>	<b>617,635</b>	<b>565,935</b>	<b>617,635</b>	<b>629,544</b>	<b>629,544</b>
<b>Fringe Benefits</b>	<b>Fringe Benefits Total</b>	<b>204,968</b>	<b>163,185</b>	<b>204,968</b>	<b>190,579</b>
<b>Other Expenses</b>					
Advertising		-			
Awards		-			
Business Meals		-			
Clinical/Lab Supplies		-			
Competition Fees		-			
Computer/Hw/Sw Supplies/Repairs	115,726	119,676	50,303	276,618	147,000
Construction/Renovation		-			
Consulting Services		-			
Cost Of Goods Sold		-			
Facilities/UIT Work Orders/SLA	172,611	113,006	148,415	130,417	115,000
Financial/Legal		-			
Office/General Supplies	0	-	0	0	
Other Expense		-			
Parts/Furniture		1,412			
Printing/Postal/Freight	0	-	0	0	
Professional Development	2,007	563	2,007	2,007	3,879
Programs/Events		-			
Prospective/New Employee	1,000	-	1,000	1,000	400
Rental/Lease		-			
Repairs/Maintenance		-			
Scholarships/Stipends		-			
Security Services		-			
Services		-			
Student Leadership Stipend		-			
Teaching Food		-			
Teaching Supplies		-			
Telecom Services/Supplies	2,000	-	2,000	2,000	2,000
Temporary Staffing		-			
Travel	2,500	-	2,500	2,500	13,800
Travel/Guest		-			
Travel/Student		-			
Uniforms	0	-	0	0	1,500
Utilities		-			
<b>Other Itemized</b>					
Projects-Furniture & Equipment CAPITAL		-			
Projects-Construction (equity transfer)		-			
Debt Service		-			
Deferred Maintenance / Reserve		-			
Transformation - CIP		-			
Admin Charge (6% of Total Expense)	63,896	50,627	61,730	68,043	66,222
Bad Debt Expense		-			
<b>Other Expenses Total</b>	<b>359,740</b>	<b>285,284</b>	<b>267,955</b>	<b>482,585</b>	<b>349,801</b>
<b>TOTAL EXPENSE</b>	<b>1,182,343</b>	<b>1,014,403</b>	<b>1,090,558</b>	<b>1,302,708</b>	<b>1,169,924</b>
<b>BALANCE (Income less Expenses)</b>	<b>0</b>	<b>272,145</b>	<b>0</b>	<b>0</b>	<b>0</b>

SFAC Only - FY2021 Recap

	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021
	Base Budget	Final Budget	Actual Expenses + Commitments	Approved Equity Carryforward	Funds to be Returned to Reserve
Salary/Wage/Fringe	752,284	752,284	721,992		30,292
Maintenance&Operations/Travel	228,742	303,612	289,104		14,508
Utilities	-	-	-		0
Fund Transfers for Maintenance & Operations		36,347		81,147	(44,800)
<b>SFAC Totals</b>	<b>981,026</b>	<b>1,092,243</b>	<b>1,011,096</b>	<b>81,147</b>	<b>0</b>

Funds to be Returned to Reserve 0

APPROVALS:

To the best of my knowledge this report is accurate and reflects the unit's priorities. The figures provided have been checked and verified. (print names & UH affiliation next to all signatures.)

Signature of Department Head: [Signature]

Title: Director, DSAES IT Services

Date: 10-20-21

Other AVP Required Signatures/Dates: [Signature] 10/21/21

Form Completed By: Gil Lizalde 10.21.2021

Certifying Signature & Date: [Signature]