UC RUNIVERSITY OF CALIFORNIA VERSITY OF CALIFORNIA

UC Student Services Fee Annual Report

Vice Chancellor of Student Affairs

December 2, 2019

UC Student Services Fee Actual Revenue - FY2017-18 and FY2018-19 Current Year Revenue Projection - FY2019-20

UC Riverside Fund 20000 Student Services Fee Revenue

ACTUALS						
	Income Actuals-Two Years Ago FY2017-18	Income Actuals- Prior Year FY2018-19				
Fall	7,719,699	7,955,836				
Winter	7,719,699	7,955,836				
Spring	7,719,699	7,955,836				
Subtotal FWS	23,159,097	23,867,507				
Other - Summer Session	1,051,948	1,163,002				
Subtotal FWS & Summer Session	24,211,045	25,030,509				
State Augmentation Offset .25% increase of Fees (split w/MH)						
19900 Fund Source ¹⁾	0	817,000				
Return-to Aid	1,511,579	1,920,891				
STIP	288,443	482,408				
Total	26,011,067	28,250,808				

FY2019-20 Projections				
Projected Income-Current Year 2019-20 Quarterly fee \$376 * 3 quarters \$1,128				
8,966,472				
8,966,472				
8,966,472				
26,899,416				
1,303,112				
28,202,528				
1,926,421				
328,400				
30,457,349				

1) In FY2018-19 agreement between UCOP & Governor to offset 5% increase to SSFees with one time temp general funds allocation from the state.

2) Net enrollment projection number of 23,847 is based on 3 quarter average HC of 24,304 as projected by Institutional Research enrollment planning model s63 less 457 projected exemptions. Includes Undergrads plus Post-bac credential, Graduate less Self Supporting and Health Sciences (MD & PhD).

3) Beginning in FY2011-12 all increases to UC Student Services Fees need to set-aside a Financial Aid component.

4) Three year average for FY2016-17, 2017-18 & 2018-19.

UC STUDENT SERVICES FEE Year Over Year Comparison and Current Year Funding

UC Riverside			FY2017-18				FY2018-19					Year - Over - Year Comparison					FY2019-20 Current Funding			
ORGANIZATION	DEPARTMENT	7/1/17 Allocation	Carryforward ¹	Transfers	Expenditures	Ending Balance	7/1/18 Allocation	Carryforward ¹	Transfers	Expenditures	Ending Balance	July 1 Allocations	Carryforward ¹	Transfers	Expenditures	Ending Balance Variance	7/1/19 Allocation	Carryforward ¹	Transfers To	otal Available Funding
Business & Administrative Serv	Early Childhood Services	611,767	(796)	3,767	598.882	15.856	616,789	15.856	5,751	683.108	(44,713)	5.022	16.651	1.985	1,281,991	(60,568)	622,540	(44,713)	7,192	585.019
Coll of Hum, Arts & Social Sci	Anthropology	,	(,	1,400	1,400				0,.01	,	-	-		(1,400)	1,400	-	,	(,.==)	.,	
	Dance			6,500	1,500	5,000		5,000		5,000	-	-	5,000	(6,500)	6,500	(5,000)				
	Hispanic Studies			1,100	1,100	-					-	-	-	(1,100)	1,100	- 1				
	History of Art			1,350	1,350	-					-	-	-	(1,350)	1,350	-				
	Philosophy		1,250	1,250	2,500	-					-	-	(1,250)	(1,250)	2,500	-				
Coll of Natural & Agric Sci	R'Garden								10,000	10,000	-		-				-	-	-	-
Enrollment Services	AVC - Student Affairs & Enroll		1,200	(1,200)		-	25,001	-	(104,654)	112,474	(192,127)	25,001	(1,200)	(103,454)	112,474	(192,127)	1,631,893	(192,127)	(1,359,000)	80,766
	Career Services Center	1,079,746	(14,956)	460,700	1,526,256	(766)	1,083,747	(766)	329,054	1,431,419	(19,384)	4,001	14,190	(131,646)	2,957,675	(18,618)	1,007,930	(19,384)	436,390	1,424,936
	Financial Aid Operations	1,097,862	(16,028)	1,072,020	2,148,456	5,398	1,061,242	5,399	1,476,434	2,735,457	(192,382)	(36,620)	21,427	404,414	4,883,913	(197,780)	1,850,493	(192,382)	686,714	2,344,825
	Financial Aid ²	1,438,041	709,183	1,254,350	3,392,584	8,990	1,438,041	3,397,919	1,639,415	6,475,638	(263)	-	2,688,736	385,065	9,868,222	(9,253)	1,438,041	(263)	139,959	1,577,737
	Registrar	492,786	2,349	306,851	893,281	(91,295)	516,025	(91,295)	(372,496)	60,977	(8,743)	23,239	(93,644)	(679,347)	954,258	82,552	-	(8,743)	-	(8,743)
	Student Affairs Mrktng & Comm	653,070	(42,291)	564,699	1,213,285	(37,807)	650,432	(37,808)	243,693	918,881	(62,564)	(2,638)	4,483	(321,006)	2,132,166	(24,757)	592,990	(62,564)	254,000	784,426
	Student Affairs Technology Svc	758,031	(80,091)	1,045,237	1,890,379	(167,202)	630,492	(167,203)	2,821,175	968,841	2,315,623	(127,539)	(87,112)	1,775,938	2,859,220	2,482,825	-	-	-	-
	Undergraduate Admissions		(5,400)	5,400		-					-	-	5,400	(5,400)	-	-	-	-	-	-
Graduate Division	Graduate Division					-					-	-	-	-	-	-				-
	Graduate Student Financial Aid	313,633	141,522	271,384	455,155	271,384	313,633	271,384	342,726	585,017	342,726	-	129,863	71,342	1,040,172	71,342	313,633	342,726	28,367	684,726
Info. Technology Solutions	ITS	101 110	265.090	345,940	290,693 487,554	55,247 268.952	60,900	55,248 268.952	10,517	2,009,228	(1,882,564) 211.226	60,900	55,248	(335,423)		(1,937,811)	3,160,201	433,060	-	3,593,261
International Affairs	International Stdnt and Schlrs	491,416		(42.000)			491,416		0		, .	-	3,862	0	1,036,695	(57,726)	491,416	211,226	-	702,642
Undergraduate Education	Academic Resource Center & UE Admin	1,566,304	876,171	(12,655)	1,681,966	747,854	1,566,304	747,855	29,173	2,002,241	341,090	-	(128,316)	41,828	3,684,207	(406,764)	1,569,885	341,090	-	1,910,975
UCR Intercollegiate Athletics	Intercollegiate Athletics ³	105 545	(118)			(118)	-	(118)	118	-	-	-	(0)	118	-	118	-	-	-	-
Vice Chancellor Student Affairs	African Student Programs	195,565	6,975	11,396	211,277 277,021	2,659	152,269	2,659	112,844	268,586	(813)	(43,296)	(4,315)	101,448	479,863	(3,473)	198,248	(813)	(52,050) 1,650	145,385 199.041
	Asian Pacific Student Programs	205,323	(10,233)	70,607		(11,325)	207,270	(11,325)	88,400	299,671	(15,326)	1,947	(1,092)	17,793	576,693	(4,001)	212,717	(15,326)	1	
	AVC Health & Wellness ⁴	119,079	24,063	146,054	266,357	22,839	124,079	22,839	100,697	212,767	34,848	5,000	(1,224)	(45,357)	479,124	12,009	124,079	34,848	44,971	203,898
	AVC/Dean of Students	271,424	19,039 5.865	159,192	448,947	707	301,060	707	125,525	394,917	32,376	29,636	(18,332)	(33,666)	843,864	31,669	469,401	32,376	(151,790)	349,987
	CARE Advocate		- ,	101,835	106,357	1,344	-	1,344	220,187	222,025	(494)	-	(4,521)	118,352	328,382	(1,838)	-	(494)	34,778	34,284
	Chicano Student Programs	235,759	(5,547)	96,540	320,068	6,684	241,339	6,684	100,707	356,558	(7,828)	5,580	12,231	4,167	676,626	(14,512)	246,581	(7,828)	16,303	255,056
	Counseling & Psychological Svc Graduate Student Association	1,158,292 115,175	(89,772) 5,533	578,920 45,484	1,869,853 117,301	(222,413) 48,891	1,419,328 99,578	(222,413) 48,891	778,360 (5,004)	2,109,280 113,202	(134,005) 30,264	261,036 (15,597)	(132,641) 43,358	199,440 (50,487)	3,979,133 230,502	88,408 (18,627)	1,731,281 100,956	(134,005) 30,264	(204,514) 12,920	1,392,762 144,140
	Health & Wellness - Case Mgmt.	239,173	(22,186)	136,525	384,739	(31,228)	325,910	(31,228)	(5,004)	457,255	(12,366)	(15,597) 86,737	45,558 (9,041)	13,682	230,502 841,994	18,862	354,320	(12,366)	12,920	341.954
	Highlander Union	259,175	(22,180)	150,525	564,759 48	(51,220)	525,910	(51,228)	150,207	457,255	(12,500)	60,/5/	(9,041) (48)	15,062	841,994 48	10,002	554,520	(12,500)	-	541,954
	KUCR	270.772	(7.514)	115,174	392,804	(14,372)	275.906	(14.372)	122,946	406.698	(22,218)	5.134	(6.858)	7.771	799,502	(7.846)	288.081	(22,218)	4.698	270.561
	LGBT Resource Center	189,977	(5.056)	95,737	292,866	(12,209)	189.977	(12,209)	108,904	299,032	(12,360)	-	(7,152)	13.167	591,899	(152)	204,949	(12,360)	825	193,414
	Middle Eastern Student Center	14,400	7.324	2,998	26,823	(2,101)	14,400	(2,101)	13,521	27,441	(1,621)	_	(9,425)	10,523	54,265	480	14,400	(1,621)	-	12,779
	Native American Student Pgm	165,844	35,413	56,160	254,440	2,977	165,844	2,977	59,131	209,498	18,454	-	(32,435)	2,971	463,938	15,477	168,278	18,454	1.650	188.382
	Student Affairs Admin ⁵	6,123,641	7.682.173	(6,451,447)	446,224	6,908,143	6,409,908	6,828,143	(7,576,216)	687.339	4.974.496	286.267	(854,030)	(1.124.769)	1,133,563	(1,933,647)	2.085.030	4,974,496	684.014	7.743.540
	Student Conduct Programs	370,382	53,598	176,266	561,873	38,373	374,336	38,373	148,621	559,809	1,522	3,954	(15,225)	(27,645)	1,121,682	(36,851)	378.178	1,522	(34,663)	345.037
	Student Disability Resource Center	712,713	8.665	186,960	966,822	(58,484)	743,064	(58,484)	454.527	1,085,634	53,473	30,351	(67,149)	267,567	2,052,456	111,957	754,377	53,473	(418,806)	389.044
	Student Health Services	1,370,839	(230,293)	568,253	2,055,287	(346,488)	1,516,162	(346,488)	862,121	2,326,109	(294,314)	145,323	(116,195)	293,868	4,381,396	52,174	1,575,372	(294,314)	(126,658)	1,154,400
	Student Life	547,082	(42,332)	563,757	1,120,411	(51,904)	605,568	(51,904)	405,989	1,034,862	(75,208)	58,486	(9,572)	(157,768)	2,155,273	(23,304)	665,237	(75,208)	(62,430)	527,599
	Student Mental Health (The WELL)	349,189	67,609	169,698	565,386	21,110	360,043	21,110	194,573	587,464	(11,739)	10,854	(46,499)	24,875	1,152,850	(32,849)	366,306	(11,739)	89,874	444,441
	VCSA Student Fees ⁶	4,089,362	5,242,630	(2,241,843)	1,105,024	5,985,125	3,273,159	5,985,124	(1,329,034)	1,322,348	6,606,901	(816,203)	742,494	912,809	2,427,372	621,776	3,652,866	6,606,901	22,997	10,282,764
	Women's Resource Center	147.363	8.758	91.421	230,600	16.942	140,788	16.942	33,950	179.066	12.614	(6,575)	8.184	(57,471)	409.666	(4.328)	152,105	12.614	825	165.544
		25,394,010	14,591,843	7,781	26,606,869	13,386,765	25,394,010	16,695,693	1.601.863	31.706.982	11.984.583	(0,575)	2.103.849	1.594.082	58,313,851	(1,402,182)	26,421,784	11,984,583	58,216	38.464.583

¹Carryforward balances include vacation accruals liability. ²Financial Aid Expenses adjusted in FY2018-19 on campus system.

³Corrections to Intercollegiate Athletics from prior year - no SSFee funding allocated.

⁴Includes Case Management.

⁵Includes Student Affairs organizational funds for benefits, etc.

⁶Campus Control of Student Services Fees, includes operational and capital reserves, OMP Costs, assessments for referenda, and merit/range funding.

Pursuant to Section IV of the University's <u>Student Services Fee Guidelines</u>, campuses are asked to develop and post online annual Student Services Fee reports. The purpose of this document is to give campuses an opportunity to lend context to these annual reports. Please submit responses to the questions below, in addition to your annual report, to UCOP by December 2, 2019.

1) Describe how 2018-19 Student Services Fee revenue was used on the campus.

Student Services Fees cover a variety of student programs and services across the campus and include departments in Student Affairs, Enrollment Services, Information Technology, Undergraduate Education, Early Childhood Services, Graduate Division and International Student and Scholars.

The attached Yr_Over_YrComparison worksheet shows each organization and department that receives Student Services Fees at UCR.

2) Describe your campus's consultation process with your local Student Fee Advisory Committee.

The Student Services Fee Advisory Committee is under the purview of the Vice Chancellor of Student Affairs. The Vice Chancellor oversees and engages with this student led committee in strategizing, prioritizing, and vetting requests for funding each fiscal year from those areas approved to request new funding. The committee is comprised of 13 voting members which include undergraduate students, graduate students, faculty, and staff. There are also two staff assigned to support the committee and serve as liaisons to the Vice Chancellor of Student Affairs attending all Student Services Fees meetings except for the sub-committee meetings.

Typically a call for proposals is prepared at the end of fall quarter and requests are vetted via the committee during the winter/spring quarters. Departments are invited to present their proposals to the committee as a whole. Additionally, a subcommittee is formed and assigned to a functional area and conducts an in-depth review of each proposal. The committee conducts a vote to support budget augmentations within the available funding for that particular year. The committee then submits their recommendations to the Vice Chancellor for final approval and after approval by the Vice Chancellor departments are notified of the approve budget augmentations. For archiving purposes, final approved allocations are provided to the Chancellor.

Additionally, our Vice Chancellor for Financial Planning and Budget and his staff attend at least one meeting to present a global financial picture to the committee.

2019 - 2020 Student Services Fee Advisory Committee For 2020 - 2021 Budget Year Planning Calendar

Sep 23	Beginning of Fall Quarter
Sep 26 (Week 0)	First Day of Instruction for Fall Quarter
Oct 22 (Week 4)	SSFAC Meeting: Committee Introductions, SSFAC Structure and Practices, Discussion on Areas of Focus, Bylaws Update, GSA Alternate Appointment, Vice-Chair Discussion (Requirements, Expectations) <i>Meeting Location & Time:</i> HUB Room 379 10:00 AM – 12:00 PM
Oct 29 (Week 5)	SSFAC Meeting: Vice-Chair Discussion (Nominations & Questions), Elevation of GSA Alternate to Voting Member, SSFAC 2018-2019 Priority and Allocation Summary, Bylaw Update <i>Meeting Location & Time:</i> HUB Room 367 10:00 AM – 12:00 PM
Nov 05 (Week 6)	SSFAC Meeting: Vice-Chair Interviews and Voting Meeting Location & Time: HUB Room 379 10:00 AM – 11:00 PM
Nov 19 (Week 8)	SSFAC Meeting: Bylaw Update, Subcommittee Assignments, Presentation by Vice Chancellor for Student Affairs (Dr. Brian Haynes), Presentation by HUB Director Brendan OBrien <i>Meeting Location & Time:</i> HUB Room 379 10:00 AM – 12:00 PM
Nov 27 – Dec 15	Call Letter to SSF Budget Holders for 2019 – 2020 Program Plan and Budget Addendum Request
Dec 08 – Dec 14 (Finals)	No Meeting, Departments submit budget requests and addendum to VCSA Office
Dec 15 – Jan 06	Winter Break, No Meeting
Jan 02	Beginning of Winter Quarter
Jan 06 (Week 1)	First Day of Instruction for Winter Quarter
All	meetings below are tentative and planned to be held on Tuesdays at 10am-12pm
Jan 07 (Week 1)	SSFAC Meeting: Budget Overview of Requests, Review Subcommittee Assignments, Discussion of Standardized Subcommittee Questions to Departments/Review of Previous Questions <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Jan 14 (Week 2)	SSFAC Meeting: Department Heads for Subcommittee D&B Present with Q&A Meeting Location & Time: HUB Room TBD 10:00 AM – 12:00 PM
Jan 21 (Week 3)	SSFAC Meeting: Department Heads for Subcommittee B&C Present with Q&A Meeting Location & Time: HUB Room TBD 10:00 AM – 12:00 PM
Jan 28 (Week 4)	SSFAC Meeting: Department Heads for Subcommittee C&D Present with Q&A Meeting Location & Time: HUB Room TBD 10:00 AM – 12:00 PM
Feb 04 (Week 5)	SSFAC Meeting: Subcommittee B, C, & D Discussion and Recommendations <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Feb 11 (Week 6)	SSFAC Meeting: Reaffirm Returning Committee Members for 2020 – 2021, SSFAC Application Discussion, Make Final Recommendations, VCSA Presentation on Budget and Current Process <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Feb 14 – Mar 5	 SSFAC Call for Applications and Review of Applications with ASUCR President and GSA President Applications for SSFAC open from February 13, 2020 to March 3, 2020 Chair Review with ASUCR & GSA President from March 3, 2020 to March 5, 2020
Feb 18 (Week 7)	SSFAC Meeting: Discussion on Shared Understanding of SSF Guidelines and Principles & Bylaw Review <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM

Page 1 of 2 (As of November 26, 2019) Note: Planning Calendar is subject to change

	2019 - 2020 Student Services Fee Advisory Committee For 2020 - 2021 Budget Year Planning Calendar
Feb 24 (Week 8)	SSFAC Meeting: Review & Vote on Bylaw Changes Meeting Location & Time: HUB Room TBD 10:00 AM – 12:00 PM
Mar 03 (Week 9)	SSFAC Meeting: Vote on Bylaw Changes, Discussion on Shared Understanding of SSF Guidelines and Principles <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Mar 10 (Week 10)	No Meeting
Mar 16 – Mar 22 (Finals)	No Meeting
Mar 23 – Mar 27	Spring Break, No Meeting
Mar 25	Beginning of Spring Quarter
Mar 30 (Week 1)	First Day of Instruction for Spring Quarter
Mar 31 (Week 1)	SSFAC Meeting : Discussion on Shared Understanding of SSF Guidelines, Zero-Based Budgeting (Summary and Continuity), SSF Analysis Report, and Application Update <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Apr 07 (Week 2)	SSFAC Meeting : Shared Discussion on Zero Based Budgeting with VCSA (Budget and Planning) and collective agreement on future priorities/expectations <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Apr 14 (Week 3)	SSFAC Meeting: Discussion on Shared Understanding of SSF Guidelines and Principles, Discussion on Remaining FY 2019-2020 SSFAC Funds, and Review SSFAC Applications and Vote for Membership <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Apr 21 (Week 4)	SSFAC Meeting: Presentation from UCR Government Relations on State budget expectations and future of SSF Fees <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
Apr 28 (Week 5)	No Meeting
May 05 (Week 6)	SSFAC Meeting: Discussion on Shared Understanding of SSF Guidelines and Principles and Letter to the Chancellor / Chancellor's Designee with Final Recommendations & Bylaw Changes <i>Meeting Location & Time:</i> HUB Room TBD 10:00 AM – 12:00 PM
May 11 – May 17 (Week 7)	Letter to the Chancellor / Chancellor's Designee with Final Recommendations & Bylaw Changes
May 19 (Week 8)	SSFAC Meeting (Tentative) Meeting Location & Time: HUB Room TBD 10:00 AM – 12:00 PM
May 22 (Week 8)	SSFAC Meeting: Final Business, Luncheon, New Committee Member Introductions <i>Meeting Location & Time:</i> HUB Room TBD Tentative

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