



UC Student Services Fee Annual Report

Vice Chancellor of Student Affairs

December 1, 2020

UC Student Services Fee
Actual Revenue - FY2018-19 and FY2019-20
Current Year Revenue Projection - FY2020-21

UC Riverside Fund 20000 Student Services Fee Revenue

ACTUALS		
	<u>Income Actuals-Two Years Ago FY2018-19</u>	<u>Income Actuals- Prior Year FY2019-20</u>
Fall	7,955,836	8,446,362
Winter	7,955,836	8,446,362
Spring	7,955,836	8,446,362
Subtotal FWS	23,867,507	25,339,086
Other - Summer Session	1,163,002	1,323,018
Subtotal FWS & Summer Session	25,030,509	26,662,104
State Augmentation Offset .25% increase of Fees (split w/MH) 19900 Fund Source ¹⁾	817,000	394,535
Return-to Aid	1,920,891	2,160,829
STIP ²⁾	482,408	526,568
Total	28,250,808	29,744,036

FY2020-21 Projections	
<u>Projected Income-Current Year 2020-21 Quarterly fee \$376 * 3 quarters \$1,128</u>	
Fall	9,215,384
Winter	9,215,384
Spring	9,215,384
Subtotal FWS based on enrollment projection number ³⁾	27,646,152
Other - Summer Session ⁴⁾	1,894,467
Subtotal FWS & Summer Session	29,540,619
Return-to Aid ⁵⁾	2,200,829
STIP ⁶⁾	504,488
Total FY2020-21 Revenue Projection	32,245,936

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) STIP - Actuals for FY2019-20 includes \$166,635 for capital STIP and \$359,933 for non capital STIP

3) Net enrollment projection number of 24,509 is based on 3 quarter average HC of 24,979 as projected by Institutional Research enrollment planning model s72 less 470 projected exemptions. Includes Undergrads plus Post-bac credential, Graduate less Self Supporting and Health Sciences (MD & PhD).

4) Actual FY2020-21 Summer Session Revenue

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

6) FY2020-21 STIP projection - two year average for FY2018-19 and FY2019-20.

1.14.2021 corrected fiscal year name to reflect current FY2020-21 in the FY2020-21 projection chart. No data changes were made. D. Meneely

UC STUDENT SERVICES FEE-FUND 20000
Year Over Year Comparison

ORGANIZATION	DEPARTMENT	FY18/19					FY19/20					Year - Over - Year Comparison				
		7/1/18 Allocation	Carryforward ¹	Transfers	Expenditures	Ending Balance	7/1/19 Allocation	Carryforward ¹	Transfers	Expenditures	Ending Balance	July 1 Allocations (H-C)	Carryforward ² (I-D)	Transfers (J-E)	Expenditures (K+F)	Ending Balance Variance (L-G)
Planning, Budget & Admin	Early Childhood Services	616,789	15,856	5,751	683,108	(44,713)	622,540	(44,713)	10,342	588,754	(585)	5,751	(60,568)	4,591	1,271,863	44,128
Coll of Hum, Arts & Social Sci	Dance		5,000		5,000	-				-	-	(5,000)	-	5,000	-	
Coll of Natural & Agric Sci	R'Garden			10,000	10,000	-				-		-			-	
Enrollment Services	AVC - Student Affairs & Enroll	25,001	-	(104,654)	112,474	(192,127)	1,631,893	(192,127)	(1,367,743)	23,788	48,234	1,606,892	(192,127)	(1,263,089)	136,262	240,362
	Career Services Center	1,083,747	(766)	329,054	1,431,419	(19,384)	1,007,930	(19,384)	454,367	1,145,485	297,428	(75,817)	(18,618)	125,313	2,576,904	316,812
	Financial Aid Administration	1,061,242	5,399	1,476,434	2,735,457	(192,382)	1,850,493	(192,382)	745,507	2,464,064	(60,446)	789,251	(197,781)	(730,927)	5,199,521	131,936
	Financial Aid ^{2a,2b}	1,438,041	3,397,919	1,639,415	6,475,638	(263)	1,438,041	(263)	374,717	-	1,812,495	-	(3,398,182)	(1,264,698)	6,475,638	1,812,758
	Registrar	516,025	(91,295)	(372,496)	60,977	(8,743)		(8,743)	8,743	-	-	(516,025)	82,552	381,239	60,977	8,743
	Student Affairs Mktng & Comm	650,432	(37,808)	243,693	918,881	(62,564)	592,990	(62,564)	251,312	722,701	59,037	(57,442)	(24,756)	7,619	1,641,582	121,601
	Student Affairs Technology Svc	630,492	(167,203)	2,821,175	968,841	2,315,623						(630,492)	167,203	(2,821,175)	968,841	(2,315,623)
Graduate Division	Graduate Division					-						-	-	-	-	-
	Graduate Student Financial Aid	313,633	271,384	342,726	585,017	342,726	313,633	342,726	34,438	684,726	6,071	-	71,342	(308,288)	1,269,743	(336,655)
Info. Technology Solutions	ITS	60,900	55,248	10,517	2,009,228	(1,882,564)	3,160,201	433,060	58,393	3,199,289	452,365	3,099,301	377,812	47,876	5,208,517	2,334,929
International Affairs	International Stndnt and Schlrs	491,416	268,952	0	549,141	211,226	491,416	211,226	-	578,352	124,290	-	(57,725)	(0)	1,127,493	(86,936)
Undergraduate Education	Academic Resource Center & UE Admin	1,566,304	747,855	29,173	2,002,241	341,090	1,569,885	341,090	-	1,940,747	(29,772)	3,581	(406,765)	(29,173)	3,942,988	(370,862)
UCR Intercollegiate Athletics	Intercollegiate Athletics ³	-	(118)	118	-	-	-	-	-	-	-	-	118	(118)	-	-
Vice Chancellor Student Affairs	African Student Programs	152,269	2,659	112,844	268,586	(813)	198,248	(813)	99,917	282,056	15,296	45,979	(3,473)	(12,927)	550,642	16,109
	Asian Pacific Student Programs	207,270	(11,325)	88,400	299,671	(15,326)	212,717	(15,326)	90,559	304,601	(16,651)	5,447	(4,001)	2,159	604,272	(1,325)
	AVC Health & Wellness ⁴	124,079	22,839	100,697	212,767	34,848	124,079	34,848	165,389	285,236	39,080	-	12,009	64,692	498,003	4,232
	AVC/Dean of Students	301,060	707	125,255	394,917	32,376	469,401	32,376	(11,791)	506,378	(16,392)	168,341	31,669	(137,316)	901,294	(48,768)
	CARE Advocate	-	1,344	220,187	222,025	(494)	-	(494)	165,116	174,042	(9,421)	-	(1,838)	(55,071)	396,067	(8,927)
	Chicano Student Programs	241,339	6,684	100,707	356,558	(7,828)	246,581	(7,828)	107,064	361,520	(15,703)	5,242	(14,512)	6,357	718,078	(7,875)
	Counseling & Psychological Svc	1,419,328	(222,413)	778,360	2,109,280	(134,005)	1,731,281	(134,005)	853,633	2,628,559	(177,650)	311,953	88,408	75,273	4,737,840	(43,645)
	Graduate Student Association	99,578	48,891	(5,004)	113,202	30,264	100,956	30,264	4,657	101,210	34,667	1,378	(18,627)	9,661	214,412	4,403
	Health & Wellness - Case Mgmt.	325,910	(31,228)	150,207	457,255	(12,366)	354,320	(12,366)	95,111	460,673	(23,608)	28,410	18,862	(55,096)	917,928	(11,242)
	KUCR	275,906	(14,372)	122,946	406,698	(22,218)	288,081	(22,218)	116,595	421,832	(39,374)	12,175	(7,846)	(6,351)	828,530	(17,156)
	LGBT Resource Center	189,977	(12,209)	108,904	299,032	(12,360)	204,949	(12,360)	135,773	346,945	(18,584)	14,972	(152)	26,869	645,977	(6,223)
	Middle Eastern Student Center	14,400	(2,101)	13,521	27,441	(1,621)	14,400	(1,621)	4,763	15,217	2,325	-	480	(8,758)	42,659	3,946
	Native American Student Pgm	165,844	2,977	59,131	209,498	18,454	168,278	18,454	43,145	191,564	38,313	2,434	15,477	(15,986)	401,062	19,859
	Student Affairs Admin ⁵	6,409,908	6,828,143	(7,576,216)	687,339	4,974,496	2,085,030	4,974,496	(2,843,216)	716,083	3,500,227	(4,324,878)	(1,853,647)	4,733,000	1,403,422	(1,474,269)
	Student Conduct Programs	374,336	38,373	148,621	559,809	1,522	378,178	1,522	200,110	590,151	(10,342)	3,842	(36,851)	51,488	1,149,960	(11,864)
	Student Disability Resource Center	743,064	(58,484)	454,527	1,085,634	53,473	754,377	53,473	367,970	1,185,461	(9,641)	11,313	111,957	(86,557)	2,271,095	(63,114)
	Student Health Services	1,516,162	(346,488)	862,121	2,326,109	(294,314)	1,575,372	(294,314)	659,572	2,212,494	(271,864)	59,210	52,174	(202,549)	4,538,602	22,450
	Student Life	605,568	(51,904)	405,989	1,034,862	(75,208)	665,237	(75,208)	248,435	921,508	(83,044)	59,669	(23,305)	(157,554)	1,956,370	(7,836)
	Student Mental Health (The WELL)	360,043	21,110	194,573	587,464	(11,739)	366,306	(11,739)	217,011	606,043	(34,465)	6,263	(32,848)	22,438	1,193,507	(22,726)
	VCSA Student Fees ^{6,7}	3,273,159	5,985,124	(1,329,034)	1,322,348	6,606,901	3,652,866	6,606,901	1,265,977	267,570	11,258,175	379,707	621,777	2,595,011	1,589,918	4,651,273
	Women's Resource Center	140,788	16,942	33,950	179,066	12,614	152,105	12,614	62,020	204,495	22,244	11,317	(4,328)	28,070	383,561	9,630
Totals^{2b,7,8,9}		25,394,010	16,695,693	1,601,863	31,706,982	11,984,583	26,421,784	11,984,583	2,617,885	24,131,546	16,892,706	1,027,774	(4,711,109)	1,016,022	55,838,528	4,908,123

¹Carryforward balances include vacation accruals liability.

^{2a}FY18/19 Financial Aid Expenses adjusted in FY18/19 on campus system for prior year financial aid expenses.

^{2b} FY19/20 Financial Aid cost transfer was not processed in FY19/20. The FY19/20 Financial Aid cost transfer will actually occur in FY20/21.

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, Student Mental Health & Non Student Mental Health funds, OMP Costs, assessments for referenda, and merit/range funding.

⁷includes \$4.3M capital reserves, \$5.6M operational reserves.

⁸Enrollment increases partially offset fixed cost increases. Reserves are maintained to cover the delta until the projected revenue increases are realized.

⁹Due to COVID campus closure, hiring freezes and impending budget cuts departments were very conservative in spending and therefore the ending balances increase between FY18/19 and FY19/20.

Pursuant to Section IV of the University's [Student Services Fee Guidelines](#), 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 1, 2020.

1) Describe how 2019-20 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.

Included in the annual report is the Yr_Over_YrComparison worksheet which 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. In what ways did the recommendations of this Committee influence the uses of SSF revenue in 2019-20?

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 approved 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.

In what ways did the recommendations of this Committee influence the uses of SSF revenue in 2019-20?

For FY2019-20 all of the SSFAC recommendations were approved by Vice Chancellor Student Affairs.

2020 - 2021 Student Services Fee Advisory Committee
For 2021 - 2022 Budget Year
Planning Calendar

Sep 28	Beginning of Fall Quarter
Oct 01 (Week 0)	First Day of Instruction for Fall Quarter
Oct 14 (Week 2)	SSFAC Meeting: Committee Introductions, Presentation by Vice Chancellor for Student Affairs (Dr. Brian Haynes), SSFAC Structure and Practices, Bylaws, <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Oct 21 (Week 3)	SSFAC Meeting: Vice-Chair Discussion (Nominations and Questions) <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Oct 28 (Week 4)	SSFAC Meeting: Vice-Chair Interviews and Voting <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Nov 4(Week 5)	No Meeting
Nov 11(Week 6)	No Meeting
Nov 18(Week 7)	SSFAC Meeting: Tentative CFAO Update
Nov 25 (Week 8)	No Meeting,
Dec 02 (Week 9)	No Meeting
Dec 09 (Week 10)	SSFAC Meeting: Tentative CFAO Update
Dec 12 – Dec 18 (Finals)	No Meeting
Dec 21 – Jan 01	Winter Break, No Meeting
Jan 04	Beginning of Winter Quarter
Jan 04 (Week 1)	First Day of Instruction for Winter Quarter
All meetings below are tentative and planned to be held on Wednesdays 3:00 PM – 4:00 PM	
Jan 06 (Week 1)	SSFAC Meeting: TBD
Jan 13 (Week 2)	SSFAC Meeting: TBD
Jan 20 (Week 3)	SSFAC Meeting: TBD
Jan 27 (Week 4)	SSFAC Meeting: SSFAC Meeting: Presentation by Financial Planning and Budget- Financial Update
Feb 03 (Week 5)	SSFAC Meeting: TBD
Feb 10 (Week 6)	SSFAC Meeting: TBD
	SSFAC Call for Applications and Review of Applications with ASUCR President and GSA President - Applications for SSFAC open from TBD - Chair Review with ASUCR & GSA President from TBD
Feb 17 (Week 7)	SSFAC Meeting: TBD
Feb 24 (Week 8)	SSFAC Meeting: TBD
Mar 03 (Week 9)	SSFAC Meeting: TBD

2020 - 2021 Student Services Fee Advisory Committee
For 2021 - 2022 Budget Year
Planning Calendar

Mar 10 (Week 10)	SSFAC Meeting: Reaffirm Returning Committee Members for 2021 – 2022, SSFAC Application Discussion, and Review of Bylaw Appendix A Election Procedure for Leadership Roles <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Mar 13 – Mar 19 (Finals)	No Meeting
Mar 22 – Mar 26	Spring Break, No Meeting
Mar 24	Beginning of Spring Quarter
Mar 29 (Week 1)	First Day of Instruction for Spring Quarter
Mar 31 (Week 1)	SSFAC Meeting: TBD
Apr 07 (Week 2)	SSFAC Meeting: TBD
Apr 14 (Week 3)	SSFAC Meeting: CFAO Update, Review Status of the SSFAC Application Process, Review the Bylaw Update Process <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Apr 21 (Week 4)	SSFAC Meeting: Application Update, and Finalize Nominations and Questions for Chair Election <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
Apr 28 (Week 5)	SSFAC Meeting: Discussion of Bylaw Changes, and Chair Election <i>Meeting Location & Time: Zoom meeting 3:00 PM – 4:00 PM</i>
May 05 (Week 6)	SSFAC Meeting: TBD
May 12 (Week 7)	SSFAC Meeting: TBD
May 19 (Week 8)	SSFAC Meeting: TBD
May 26 (Week 9)	No Meeting
Jun 02 (Week 10)	No Meeting
Jun 05 – Jun 11 (Finals)	No Meeting