

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 1: Introduction

#### 2009-2010 ASCC Finance Committee Membership

Name	Title	Role	Voting	Quarters		
				F	W	S
Alyshia Saltman	ASCC Finance Director	Committee Chair	Yes, in cases of ties	X	X	X
Bryan Chau	Student	Student Representative	Yes	X	X	X
Danielle Rahal	Student	Student Representative	Yes	X		
Edward Schottmuller	Student	Student Representative	Yes	X	X	X
Joseph Wagner	Student	Student Representative	Yes	X	X	
Josh Bartman	Student	Student Representative	Yes			X
Nicole Duhamel-Amundson	Student	Student Representative	Yes			X
Taylor Mantzke	Student	Student Representative	Yes		X	
Sally Tomlinson	Professor	Faculty Representative	Yes	X	X	X
Ted Broussard	Interim VP Student Affairs/ Dean of Student Success & Retention	Advisor	No	X	X	X
Felisciana Peralta	Multicultural Retention Manager	Advisor	No	X	X	
Sarah Gruhler	Director of Student Life and Multicultural Student Affairs	Advisor	No			X
Karen Wynkoop	Director of Business Services	Voting Representative	Yes	X	X	X
Summer Heasley	ASCC Executive Assistant	Recorder of Minutes	No	X		
Aascot Holt	ASCC Executive Assistant	Recorder of Minutes	No		X	
Grace Farmer	Student Life & MSA Program Assistant	Recorder of Minutes	No	X	X	X
Samantha Lelo	Student Life Manager	Recorder of Minutes	No			X

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 1: Introduction

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#### 2009-2010 ASCC Executive Council Membership

Name	Title	Role	Voting	Quarters		
				F	W	S
Ashley Schahfer	President	Student Representative, Chair	Yes, in cases of ties	X	X	X
Hana Lim	Vice President	Student Representative	Yes	X	X	X
Rebecca Montoril	Club Coordinator	Student Representative	Yes	X	X	X
Angela Hooper	Public Relations Director	Student Representative	Yes	X	X	X
Adriana Bordea	Activities Director	Student Representative	Yes	X	X	X
Alyshia Saltman	Finance Director	Student Representative	Yes	X	X	X
Summer Heasley	ASCC Executive Assistant	Recorder of Minutes	No	X		
Aascot Holt	ASCC Executive Assistant	Recorder of Minutes	No		X	
Samantha Lelo	Student Life Manager	Advisor / Recorder of Minutes	No	X	X	X

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 1: Introduction

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## Annual Allocation Process Information

### Background:

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Finance Committee (FC) is responsible for making Services and Activities (S&A) Fee budget recommendations. The committee serves as the S&A Fee budget committee and approves the distribution and use of fees in accordance with established policies and requirements of the College, District, State, and Federal laws.

The committee is chaired by the ASCC Finance Director (FD) and the voting membership of the committee is composed of at least six (6) student representatives, two (2) faculty members, and the Director of Business Services. The Director of Student Life and Vice President of Student Affairs (or designee) act as non-voting, advisory members to the committee. The committee bases its decisions upon the perceived benefits to the students of Clark College.

The ASCC raise and expend funds to promote by legal means the general welfare and morale of the students as a whole. The activities and programs supported by these expenditures provide a meaningful variety of healthful, educational, cultural and social learning experiences.

### Process:

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#### The process includes the following steps:

1. College community members submit orientation review packets and budget proposals to the ASCC FC.
2. The yearly budget allocation is established.
3. The ASCC FC makes decisions on the budget proposals.
4. Club Advisors and Program Directors shall be notified in writing of the committee's decisions. They are given the right to appeal the decision, if desired.
5. Following appeals, the budget as recommended by FC shall be forwarded for review and approval by the ASCC Executive Council (EC).
6. The Vice President of Student Affairs and the College President approve the final budget as proposed by FC and EC.
7. Once the Board of Trustees approves the budget it becomes final.
8. Copies of the final budget are made available to the interested parties.
9. The adopted budget shall be in effect for the upcoming fiscal year.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 1: Explanation of Services and Activities Fee Level Increase

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	Increase			
	<b>1cr to 10cr</b>	<b>11cr to 18cr</b>	<b>Per Quarter</b>	<b>Per Year</b>
Former Level	7.20	2.00	82.00	246.00
Increased Level	7.45	2.40	86.50	259.50
Difference in Level	0.25	0.40	4.50	13.50

This will bring roughly \$60,000 to the ASCC Budget annually. This is a significant amount of money and will be needed to cover inflationary costs for next year. The rate equals the maximum rate set by the State Board for the 2006-07 academic year. Increase will be implemented in Winter 2011.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 2: Summary of the 2010-2011 ASCC Operating Budgets

Revenues	2009-2010	2010-2011	Change
Services and Activities Fee	\$1,470,000	\$1,470,000 <sup>1</sup>	-
Athletics Administration	\$6,000	\$6,000	-
Intramurals	\$750	-	(\$750)
Model United Nations	\$2,000	\$850	(\$1,150)
The Independent	\$8,000	\$8,000	-
Theatre	\$38,000	\$36,000	-\$2,000
World Languages	-	\$23,100	\$23,100
<b>Total Revenues</b>	<b>\$1,524,750</b>	<b>\$1,543,950</b>	<b>\$19,200</b>

Revenues	2009-2010	2010-2011	Change
Archer Gallery	\$20,540	\$20,540	-
Athletics Administration	\$112,504	\$118,039	\$5,535
Basketball, Men's	\$25,658	\$25,658	-
Basketball, Women's	\$25,658	\$25,658	-
Child and Family Services	\$51,911	\$53,632	\$1,721
Club Service Funding	\$31,562	\$31,562	-
College Box Office	\$10,000	\$10,000	-
Cross Country, Co-ed	\$18,099	\$18,099	-
Health Services	\$65,212	\$66,699	\$1,487
<i>Independent, The</i>	\$69,818	\$71,020	\$1,202
Instrumental Music	\$46,306	\$46,306	-
Intercollegiate Baseball	-	\$14,109	\$14,109
Intramurals	\$12,555	\$12,555	-
Model United Nations	\$63,918	\$63,918	-
Multicultural Student Affairs	\$13,696	\$15,669	\$1,973
Orchestra	\$24,483	\$24,483	-
Pep Band	\$6,239	\$6,239	-
<i>Phoenix</i>	\$33,981	\$34,884	\$903
Phi Theta Kappa	\$36,815	\$36,815	-
Science Consortium	\$15,288	\$13,360	(\$1,928)
Service Learning in the Community	\$21,005	\$18,000	(\$3,005)
Soccer, Men's	\$27,356	\$27,506	\$150
Soccer, Women's	\$27,356	\$27,356	-
Softball, Women's	\$26,797	\$26,797	-
Speech & Debate	\$39,443	\$39,443	-
Student Ambassadors	\$23,970	\$23,970	-
Student Enrichment	\$68,000	\$68,000	-
Student Government	\$145,910	\$145,910 <sup>2</sup>	-
Student Life	\$164,738	\$168,052	\$3,314
Theatre	\$134,334	\$134,334	-
Track, Co-ed	\$43,378	\$43,378	-
Vocal Music	\$65,474	\$65,004	(\$470)
Volleyball, Women's	\$20,455	\$20,455	-
World Languages	\$40,717	\$40,717	-
<b>Total Expenses</b>	<b>\$1,533,176</b>	<b>\$1,558,167</b>	<b>\$24,991</b>

<sup>1</sup> Amount current as of budget finalization date. Revenues will change.

<sup>2</sup> Student Government decrease of its budget by \$36,081 after final approval by the Board of Trustees.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Archer Gallery  
**Account Code:** 522.264.3A04  
**Director Name:** Blake Shell

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>	8,600	8,600	-
A	Salaries and Wages	8,600	8,600	-
B	Benefits	215	215	-
E	Goods and Services	10,725	10,725	-
G	Travel	1,000	1,000	-
J	Capital Fixed Assets			-
N	Grants and Subsidies			-
T	Intra-Agency Reimbursements			-
<b>Total Expenses</b>		<b>\$20,540</b>	<b>\$20,540</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$20,540</b>	<b>\$20,540</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Goods and Services increase in the amount of \$2,750 for communications, printing services, and purchased services.
- Travel increase in the amount of \$1,349 for exhibition selection.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Athletic Administration  
**Account Code:** 522.264.3A06  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt	2,400	2,400	-
AD	Hourly			
AK-AL	Classified			
AH	Faculty			
AM	Student Help	11,180	11,180	-
A	Salaries and Wages	13,580	13,580	-
B	Benefits	592	592	-
E	Goods and Services	82,942	88,477	5,535
G	Travel	1,390	1,390	-
J	Capital Fixed Assets			-
N	Grants and Subsidies	14,000	14,000	-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$112,504</b>	<b>\$118,039</b>	<b>\$5,535</b>
Revenues		6,000	6,000	-
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$106,504</b>	<b>\$112,039</b>	<b>\$5,535</b>

**Items Increased:**

- Increase in Rentals in the amount of \$3,000 to rent the softball fields from Hudson's Bay High School.
- Increase in Goods and Services in the amount of \$1,035 for dues and membership fees to NWAAC.
- Increase in Goods and Services in the amount of \$4,000 for officials' compensation.

**Items Not Funded or Decreased:**

- Goods and Services decrease in the amount of \$2,500 for communications.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Basketball, Men's  
**Account Code:** 522.264.3A08  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	7,401	7,401	-
AM	Student Help			
A	Salaries and Wages	7,401	7,401	-
B	Benefits	952	952	-
E	Goods and Services	3,250	3,250	-
G	Travel	14,055	14,055	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$25,658</b>	<b>\$25,658</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$25,658</b>	<b>\$25,658</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Basketball, Women's  
**Account Code:** 522.264.3A10  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	7,401	7,401	-
AM	Student Help			
A	Salaries and Wages	7,401	7,401	-
B	Benefits	952	952	-
E	Goods and Services	3,250	3,250	-
G	Travel	14,055	14,055	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$25,658</b>	<b>\$25,658</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$25,658</b>	<b>\$25,658</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Child and Family Studies  
**Account Code:** 522.264.3A20  
**Director Name:** Laurie Cornelius

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>	50,644	52,324	1,680
A	Salaries and Wages	50,644	52,324	1,680
B	Benefits	1,267	1,308	41
E	Goods and Services			
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$51,911</b>	<b>\$53,632</b>	<b>\$1,721</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$51,911</b>	<b>\$53,632</b>	<b>\$1,721</b>

**Items Increased:**

- Increase in Salaries and Wages in amount of \$1,721 for an increase in student help hours.

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Club Service Funding  
**Account Code:** 522.264.3A02  
**Director Name:** Sarah Gruhler

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services			
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements	31,562	31,562	-
<b>Total Expenses</b>		<b>\$31,562</b>	<b>\$31,562</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$31,562</b>	<b>\$31,562</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** College Box Office  
**Account Code:** 522.264.3A58  
**Director Name:** Monica Knowles

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC AD AK-AL AH AM	<i>Exempt Hourly Classified Faculty Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services	10,000	10,000	-
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Contingency Fund  
**Account Code:**  
**Director Name:**

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
<i>AA-AB-AC</i>	<i>Exempt</i>			
<i>AD</i>	<i>Hourly</i>			
<i>AK-AL</i>	<i>Classified</i>			
<i>AH</i>	<i>Faculty</i>			
<i>AM</i>	<i>Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services			
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements	25,000	25,000	-
<b>Total Expenses</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Cross Country, Co-ed  
**Account Code:** 522.264.3A12  
**Director Name:** Dennis Huston

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
<i>AA-AB-AC</i> <i>AD</i> <i>AK-AL</i> <i>AH</i> <i>AM</i>	<i>Exempt</i> <i>Hourly</i> <i>Classified</i> <i>Faculty</i> <i>Student Help</i>	7,401	7,401	-
A	Salaries and Wages	7,401	7,401	-
B	Benefits	1,473	1,473	-
E	Goods and Services	3,150	3,150	-
G	Travel	6,075	6,075	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$18,099</b>	<b>\$18,099</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$18,099</b>	<b>\$18,099</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Health Services  
**Account Code:** 522.264.3A26  
**Director Name:** Mary Deal

Expenses		2010-2011 Budget	2009-2010 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	33,984	36,534	2,550
AM	Student Help	5,000	5,000	-
A	Salaries and Wages	38,984	41,534	2,550
B	Benefits	2,946	3,115	169
E	Goods and Services	12,282	12,050	(232)
G	Travel	1,000	-	(1,000)
J	Capital Fixed Assets			-
N	Grants and Subsidies	10,000	10,000	-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$65,212</b>	<b>\$66,699</b>	<b>\$1,487</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$65,212</b>	<b>\$66,699</b>	<b>\$1,487</b>

**Items Increased:**

- Increase in Salaries in the amount of \$2,550 for increased faculty hours.

**Items Not Funded or Decreased:**

- Decrease in travel in the amount of \$1,000 per program's request.
- Goods and services decrease in the amount of \$232 for communications and membership dues.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Independent, The  
**Account Code:** 522.264.3A28  
**Director Name:** Dee Anne Finken

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	4,934	4,934	-
AM	Student Help	43,368	43,368	-
A	Salaries and Wages	48,302	48,302	-
B	Benefits	1,725	1,725	-
E	Goods and Services	15,316	16,518	1,202
G	Travel	4,475	4,475	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$69,818</b>	<b>\$71,020</b>	<b>\$1,202</b>
Revenues		8,000	8,000	-
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$61,818</b>	<b>\$63,020</b>	<b>\$1,202</b>

**Items Increased:**

- Increase in Goods and Services in the amount of \$1,202 for supplies and printing.

**Items Not Funded or Decreased:**

- Increase in Goods and Services in the amount of \$5,346 for reporter stipends.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Instrumental Music  
**Account Code:** 522.264.3A32  
**Director Name:** Richard Inouye

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	4,934	4,934	-
AM	<i>Student Help</i>			
A	Salaries and Wages	4,934	4,934	-
B	Benefits	776	776	-
E	Goods and Services	8,670	8,670	-
G	Travel	31,926	31,926	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$46,306</b>	<b>\$46,306</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$46,306</b>	<b>\$46,306</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Travel in the amount of \$3,408 for increased travel costs.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Intramurals  
**Account Code:** 522.264.3A22  
**Director Name:** Brian Witherspoon

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	3,533	3,533	-
AM	<i>Student Help</i>	2,060	2,060	-
A	Salaries and Wages	5,593	5,593	-
B	Benefits	662	662	-
E	Goods and Services	5,000	5,000	-
G	Travel	1,300	1,300	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$12,555</b>	<b>\$12,555</b>	<b>-</b>
Revenues		750	-	(750)
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$11,805</b>	<b>\$12,555</b>	<b>(\$750)</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Intercollegiate Baseball  
**Account Code:** 522.264.3A07  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	-	7,401	7,401
AM	<i>Student Help</i>			
A	Salaries and Wages	-	7,401	7,401
B	Benefits	-	962	962
E	Goods and Services	-	5,746	5,746
G	Travel	-		-
J	Capital Fixed Assets			-
N	Grants and Subsidies			-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		-	<b>\$14,109</b>	<b>\$14,109</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		-	<b>\$14,109</b>	<b>\$14,109</b>

**New Items Funded:**

- Salaries and Wages in the amount of \$7,401.
- Benefits in the amount of \$962.
- Goods and Services in the amount of \$5,746.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Model United Nations  
**Account Code:** 522.264.3A34  
**Director Name:** Michael Ceriello

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC AD AK-AL AH AM	Exempt Hourly Classified Faculty Student Help	4,208	4,208	-
A	Salaries and Wages	4,208	4,208	-
B	Benefits	649	649	-
E	Goods and Services	675	675	-
G	Travel	58,386	58,386	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$63,918</b>	<b>\$63,918</b>	<b>-</b>
Revenues		2,000	850	(\$1,150)
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$61,918</b>	<b>\$63,068</b>	<b>\$1,150</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Goods and Services in the amount of \$75 for supplies and materials.
- Increase in Travel in the amount of \$43,361 for additional tournaments.
- Increase in Salaries and Wages in the amount of \$1,092 for a director stipend increase.
- Increase in Benefits in the amount of \$167 to correlate with

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Multicultural Student Affairs  
**Account Code:** 522.264.3A56  
**Director Name:** Felisciana Peralta

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services	9,434	9,434	-
G	Travel	4,262	6,235	1,973
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$13,696</b>	<b>\$15,669</b>	<b>\$1,973</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$13,696</b>	<b>\$15,669</b>	<b>\$1,973</b>

**Items Increased:**

- Increase in Travel in the amount of \$1,973 for increasing costs associated with travel.

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Orchestra  
**Account Code:** 522.264.3A36  
**Director Name:** Don Appert

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	3,533	3,533	-
AM	Student Help			
A	Salaries and Wages	3,533	3,533	-
B	Benefits	629	629	-
E	Goods and Services	20,321	20,321	-
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$24,483</b>	<b>\$24,483</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$24,483</b>	<b>\$24,483</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Goods and Services in the amount of \$3,749 for CVTV recordings.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Pep Band  
**Account Code:** 522.264.3A38  
**Director Name:** Ben Moll

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	1,879	1,879	-
AM	<i>Student Help</i>			
A	Salaries and Wages	1,879	1,879	-
B	Benefits	150	150	-
E	Goods and Services	910	910	-
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies	3,300	3,300	-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$6,239</b>	<b>\$6,239</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$6,239</b>	<b>\$6,239</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Grants and Subsidies in the amount of \$1,100 for increased performer stipends.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Phi Theta Kappa  
**Account Code:** 522.264.3A27  
**Director Name:** Deena Bisig

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	4,934	4,934	-
AM	<i>Student Help</i>			
A	Salaries and Wages	4,934	4,934	-
B	Benefits	761	761	-
E	Goods and Services	7,370	7,370	-
G	Travel	22,250	22,250	-
J	Capital Fixed Assets			
N	Grants and Subsidies	1,500	1,500	-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$36,815</b>	<b>\$36,815</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$36,815</b>	<b>\$36,815</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Goods and Services in the amount of \$680 for communications and printing.
- Increase in Travel in the amount of \$980 for increases in the cost of travel.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Phoenix  
**Account Code:** 522.264.3A40  
**Director Name:** Dr. Rita Carey, Kathrena Halsinger

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	3,758	4,548	790
AM	Student Help	8,123	8,123	-
A	Salaries and Wages	11,881	12,671	790
B	Benefits	825	938	113
E	Goods and Services	21,275	21,275	-
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$33,981</b>	<b>\$34,884</b>	<b>\$903</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$33,981</b>	<b>\$34,884</b>	<b>\$903</b>

**Items Increased:**

- Increase in Salaries and Wages in the amount of \$790 for director stipend increases.
- Increase in Benefits in the amount of \$113 to reflect the change in Salaries and Wages.

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Science Consortium  
**Account Code:** 522.264.3A42  
**Director Name:** Charlene Montierth, Kathleen Perillo

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services	3,000	3,000	-
G	Travel	12,288	10,360	(1,928)
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$15,288</b>	<b>\$13,360</b>	<b>(\$1,928)</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$15,288</b>	<b>\$13,360</b>	<b>(\$1,928)</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

Decrease in Travel in the amount of \$1,928 for decreased travel costs.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Service and Leadership in the Community  
**Account Code:** 522.264.3A29  
**Director Name:** Jody Shulnak, Suzanne Southerland

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	2,274	2,274	-
AM	Student Help	7,841	7,841	-
A	Salaries and Wages	10,115	10,115	-
B	Benefits	503	503	-
E	Goods and Services	3,910	2,910	(1,000)
G	Travel	6,477	4,472	(2,005)
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$21,005</b>	<b>\$18,000</b>	<b>(\$3,005)</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$21,005</b>	<b>\$18,000</b>	<b>(\$3,005)</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Decrease in Travel in the amount of \$2,005.
- Decrease in Goods and Services in the amount of \$1,000.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Soccer, Men's  
**Account Code:** 522.264.3A14  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified			
AH	Faculty	7,401	7,401	-
AM	Student Help			
A	Salaries and Wages	7,401	7,401	-
B	Benefits	592	592	-
E	Goods and Services	4,900	4,900	-
G	Travel	14,463	14,613	150
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$27,356</b>	<b>\$27,506</b>	<b>\$150</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$27,356</b>	<b>\$27,506</b>	<b>\$150</b>

**Items Increased:**

- Increase in Travel in the amount of \$150 for increase in travel costs.

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Soccer, Women's  
**Account Code:** 522.264.3A13  
**Director Name:** Dennis Huston

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
<i>AA-AB-AC AD AK-AL AH AM</i>	<i>Exempt Hourly Classified Faculty Student Help</i>	7,401	7,401	-
A	Salaries and Wages	7,401	7,401	-
B	Benefits	592	592	-
E	Goods and Services	4,900	4,900	-
G	Travel	14,463	14,463	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$27,356</b>	<b>\$27,356</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$27,356</b>	<b>\$27,356</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Softball, Women's  
**Account Code:** 522.264.3A19  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC AD AK-AL AH AM	<i>Exempt Hourly Classified Faculty Student Help</i>	7,401	7,401	-
A	Salaries and Wages	7,401	7,401	-
B	Benefits	592	592	-
E	Goods and Services	5,600	5,600	-
G	Travel	13,204	13,204	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$26,797</b>	<b>\$26,797</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$26,797</b>	<b>\$26,797</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Travel in the amount of \$1,299 to attend a conference.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Speech and Debate  
**Account Code:** 522.264.3A24  
**Director Name:** Dave Kosloski

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>	1,236	1,236	-
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	4,934	4,934	-
AM	<i>Student Help</i>			
A	Salaries and Wages	6,170	6,170	-
B	Benefits	1,003	1,003	-
E	Goods and Services	5,771	5,771	-
G	Travel	26,499	26,499	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$39,443</b>	<b>\$39,443</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$39,443</b>	<b>\$39,443</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Travel in the amount of \$9,861 for travel to the International Debate Tournament.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Student Ambassadors  
**Account Code:** 522.264.3A55  
**Director Name:** Vanessa Watkins

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>	21,044	21,044	-
A	Salaries and Wages	21,044	21,044	-
B	Benefits	526	526	-
E	Goods and Services	600	600	-
G	Travel	1,800	1,800	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$23,970</b>	<b>\$23,970</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$23,970</b>	<b>\$23,970</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Goods and Services the amount of \$1,400 for education and training.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Student Enrichment  
**Account Code:** 522.264.3A46  
**Director Name:** Sarah Gruhler

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>			
A	Salaries and Wages	-	-	-
B	Benefits			
E	Goods and Services	67,685	67,685	-
G	Travel	315	315	
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$68,000</b>	<b>\$68,000</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$68,000</b>	<b>\$68,000</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Goods and Services in the amount of \$19,000 to increase event programming.
- Increase in Travel in the amount of \$685 for increased travel to satellite campuses.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Student Government  
**Account Code:** 522.264.3A48  
**Director Name:** Sarah Gruhler

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>			
AM	<i>Student Help</i>	91,800	91,800	
A	Salaries and Wages	91,800	91,800	-
B	Benefits	4,016	4,016	
E	Goods and Services	14,078	14,078	-
G	Travel	16,864	16,864	
J	Capital Fixed Assets			
N	Grants and Subsidies	19,152	19,152	
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$145,910</b>	<b>\$145,910</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$145,910</b>	<b>\$145,910</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Salaries and Wages in the amount of \$9,000 for additional positions.
- Increase in Goods and Services in the amount of \$3,000 for education and training.
- Increase in Travel in the amount of \$21,647 to travel to a national leadership conference.
- Increase in Grants and Subsidies in the amount of \$4,393 for honorariums for proposed additional positions.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Student Life  
**Account Code:** 522.264.3A50  
**Director Name:** Sarah Gruhler

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly			
AK-AL	Classified	51,293	53,219	1,926
AH	Faculty			
AM	Student Help	9,516	9,516	-
A	Salaries and Wages	60,809	62,735	1,926
B	Benefits	23,321	24,709	1,388
E	Goods and Services	77,514	77,514	-
G	Travel	1,094	1,094	-
J	Capital Fixed Assets			
N	Grants and Subsidies	2,000	2,000	-
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$164,738</b>	<b>\$168,052</b>	<b>\$3,314</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$164,738</b>	<b>\$168,052</b>	<b>\$3,314</b>

**Items Increased:**

- Increase in Salaries and Wages in the amount of \$1,926 for mandatory increase in salaries.
- Increase in Benefits in the amount of \$1,388 for mandatory increase in benefits.

**Items Not Funded or Decreased:**

- Increase in Salaries and Wages in the amount of \$8,269 for an increase in hours.
- Increase in Benefits in the amount of \$1,220 to correspond with the increase in Salaries and Wages.
- Increase in Goods and Services in the amount of \$38,000 for printing, communications, as well as supplies and materials.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Theatre  
**Account Code:** 522.264.3A52  
**Director Name:** Dan Anderson

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt	12,475	12,475	-
AD	Hourly	29,900	29,900	-
AK-AL	Classified	12,966	12,966	-
AH	Faculty	4,289	4,289	-
AM	Student Help	12,400	12,400	-
A	Salaries and Wages	72,030	72,030	-
B	Benefits	22,079	22,079	-
E	Goods and Services	40,225	40,255	-
G	Travel			
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$134,334</b>	<b>\$134,334</b>	<b>-</b>
Revenues		38,000	36,000	(2,000)
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$96,334</b>	<b>\$98,334</b>	<b>(\$2,000)</b>

**Items Increased:**

- Increase in Salaries and Wages in the amount of \$1,926 for mandatory increase in salaries.
- Increase in Benefits in the amount of \$1,388 for mandatory increase in benefits.

**Items Not Funded or Decreased:**

- Increase in Salaries and Wages in the amount of \$8,269 for an increase in hours.
- Increase in Benefits in the amount of \$1,220 to correspond with the increase in Salaries and Wages.
- Increase in Goods and Services in the amount of \$38,000 for printing, communications, as well as supplies and materials.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Track, Coed  
**Account Code:** 522.264.3A16  
**Director Name:** Dennis Huston

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	14,802	14,802	-
AM	<i>Student Help</i>			
A	Salaries and Wages	14,802	14,802	-
B	Benefits	2,340	2,340	-
E	Goods and Services	11,500	11,500	-
G	Travel	14,736	14,736	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$43,378</b>	<b>\$43,378</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$43,378</b>	<b>\$43,378</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

**Program Name:** Vocal Music  
**Account Code:** 522.264.3A54  
**Director Name:** April Duvic

Expenses		2009-2010 Budget	2010-2011 Budget	Change
Account Category				
Code	Title			
AA-AB-AC	Exempt			
AD	Hourly	5,000		(5,000)
AK-AL	Classified			
AH	Faculty	7,067	7,067	-
AM	Student Help	945	-	(945)
A	Salaries and Wages	13,012	7,067	(5,945)
B	Benefits	1,742	1,272	(470)
E	Goods and Services	8,625	14,570	5,945
G	Travel	42,095	42,095	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$65,474</b>	<b>\$65,004</b>	<b>(\$470)</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$65,474</b>	<b>\$65,004</b>	<b>(\$470)</b>

**Items Increased:**

- Increase in Goods and Services in the amount of \$5,945 for purchased services.

**Items Not Funded or Decreased:**

- Decrease in Benefits in the amount of \$470.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

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**Program Name:** Volleyball, Women's  
**Account Code:** 522.264.3A18  
**Director Name:** Dennis Huston

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
AA-AB-AC	<i>Exempt</i>			
AD	<i>Hourly</i>			
AK-AL	<i>Classified</i>			
AH	<i>Faculty</i>	7,401	7,401	-
AM	<i>Student Help</i>			
A	Salaries and Wages	7,401	7,401	-
B	Benefits	592	592	-
E	Goods and Services	2,400	2,400	-
G	Travel	10,062	10,062	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$20,455</b>	<b>\$20,455</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$20,455</b>	<b>\$20,455</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- N/A

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

<b>Program Name:</b>	<b>World Languages</b>
<b>Account Code:</b>	<b>522.264.3A25</b>
<b>Director Names:</b>	<b>Julian Nelson, Doug Mrazek, Michiyo Okuhara, Elizabeth Ubiergo, and Erika Nava</b>

<b>Expenses</b>		<b>2009-2010 Budget</b>	<b>2010-2011 Budget</b>	<b>Change</b>
Account Category				
Code	Title			
<i>AA-AB-AC</i>	<i>Exempt</i>			
<i>AD</i>	<i>Hourly</i>			
<i>AK-AL</i>	<i>Classified</i>			
<i>AH</i>	<i>Faculty</i>	3,533	3,533	-
<i>AM</i>	<i>Student Help</i>	1,500	1,500	-
A	Salaries and Wages	5,033	5,033	-
B	Benefits	583	583	-
E	Goods and Services			
G	Travel	35,101	35,101	-
J	Capital Fixed Assets			
N	Grants and Subsidies			
T	Intra-Agency Reimbursements			
<b>Total Expenses</b>		<b>\$40,717</b>	<b>\$40,717</b>	<b>-</b>
Revenues				
Subsidy				
<b>Total Services and Activities Fee Subsidy</b>		<b>\$40,717</b>	<b>\$40,717</b>	<b>-</b>

**Items Increased:**

- N/A

**Items Not Funded or Decreased:**

- Increase in Travel in the amount of \$54,932 for increased price of travel.
- Increase in Salaries and Wages in the amount of \$2,033 for director stipend increase.
- Increase in Benefits in the amount of \$689 to correlate with the increase in stipends.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Section 3: 2009-2010 ASCC Fund Balance and Contingency Fund Usage Report

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## Fund Balances

#### Approved Fund Balance Requests .....Allocation

Addictions Counseling Education Students- On-campus speaker .....	\$720
Student Nurses Association of Clark College- Nursing convention.....	\$760
Library- 30 headphones for computer terminals.....	\$1,738
Library- Digitization of old newspapers .....	\$3,653
Queer Penguins and Allies- Power of One Conference.....	\$4,687
International Club- Seattle Trip .....	\$5,628
Communications- Northwest Communications Conference .....	\$6,312
Student American Dental Hygiene Association- Dental Hygienist Conference .....	\$8,390
Baseball Club- Equipment .....	\$10,885
World Languages- Revised Program Travel Budget .....	\$12,947
American Welding Society- Offshore Technology Conference.....	\$15,721
Instrumental Music- Music Education Week Washington DC .....	\$18,400
Student Government- Digital Signage System .....	\$20,913
Pathways Peer Mentor- Peer Mentor Program .....	\$21,000
<b>Total .....</b>	<b>\$118,807</b>

#### Denied Fund Balance Requests.....Proposed

Library- Noise Cancelling Headphones.....	\$1,152
Speech and Debate- International Debate Tournament .....	\$3,439
Student's for Christ- Summer mission camp .....	\$15,400
Theatre- Children's Traveling Theatre .....	\$16,000
History Club- Historical Tour of Turkey .....	\$43,744
<b>Total .....</b>	<b>\$79,735</b>

Associated Students of Clark College  
2010-2011 Services and Activities Fee Budget Handbook

**Section 3: 2009-2010 ASCC Fund Balance and Contingency Fund Usage Report**

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**Contingency Funds**

**Approved Contingency Fund Requests .....Allocation**

None

**Denied Contingency Fund Requests .....Proposed**

Orchestra- Increase for CVTV taping and broadcasting.....\$2,260

Speech and Debate- To support unanticipated program enrollment.....\$3,000

**Total .....\$5,260**

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix A: Compensation Criteria for ASCC Program Directors and Coaches

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## Compensation Criteria for ASCC Program Directors and Athletics Coaches

1. A stipend schedule has been developed for program directors that reflect different program workloads. The schedule is based upon percentage of full-time load, where a full-time load is defined at 173 days, 8 hours per day. This calculation takes into account number of hours spent with the program and includes (but is not limited to):
  - Scope of duties outside of the classroom
  - How much travel is involved
  - Time needed to prepare paperwork and maintain records
2. The ASCC Finance Committee agrees that the stipends received by Program Directors will vary since programs differ based on the above set of justifications and the scope of the program directors' responsibilities.
3. Level changes will be considered annually and determined by the ASCC Finance Committee.
4. Levels will be increased if the S&A fee funds allocated for the current fiscal year exceed program requirements and will be unilaterally applied.
5. The ASCC Finance Committee may choose to unilaterally reduce stipends proportionately with a decrease in S&A fee revenue.
6. Program Directors must submit written justification and support of their unit Dean if asking for stipend work load increases. This justification must include:
  - Scope of duties outside of the classroom spanning one (1) year.
  - How much travel is involved spanning one (1) year.
  - Time needed to prepare paperwork and maintain records spanning one (1) year.
7. A newly hired Program Director will be placed at the same load and level as the outgoing Program Director.
8. No Director or Coach will receive more than one stipend per program.
9. Co- Directors, Coaches, and Assistant Athletics Coaches will be compensated at one-half (1/2) the Director's stipend.
10. Stipends are not connected to or influenced by salary increases of faculty.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix A: Compensation for ASCC Program Directors and Coaches

## Compensation Schedule for ASCC Program Directors and Athletics Coaches

Range of Hours/Year	Level 1 1.000	Level 2 1.039	Level 3 1.035	Level 4 1.0316	Level 5 1.0288	Level 6 1.0265	Level 7 1.0246
0-173 hrs	\$1,646	\$1,710	\$1,770	\$1,826	<b>\$1,879</b>	\$1,928	\$1,976
To 346 hrs	\$1,992	\$2,070	\$2,142	\$2,210	<b>\$2,274</b>	\$2,334	\$2,391
To 519 hrs	\$2,458	\$2,554	\$2,643	\$2,726	<b>\$2,805</b>	\$2,879	\$2,950
To 692 hrs	\$3,096	\$3,216	\$3,329	\$3,434	<b>\$3,533</b>	\$3,627	\$3,716
To 865 hrs	\$3,758	\$3,905	\$4,042	\$4,169	<b>\$4,289</b>	\$4,403	\$4,511
Above 865 hrs	\$4,323	\$4,491	\$4,649	\$4,796	<b>\$4,934</b>	\$5,064	\$5,189

Program Directors and Athletic Coaches are compensated at level 5.  
Assistant Directors/Coaches are funded at one-half (1/2) the full amount

#### Program Directors

The Independent.....	\$4,934
Instrumental Music .....	\$4,934
Intramurals .....	\$3,533
Model United Nations.....	\$2,805
Model United Nations-Coach .....	\$1,403
Orchestra .....	\$3,533
Pep Band .....	\$1,879
Phi Theta Kappa.....	\$4,934
Phoenix-Literary Advisor .....	\$2,274
Phoenix-Art Advisor.....	\$2,274
SLIC- Co-Director .....	\$1,137
SLIC- Co-Director .....	\$1,137
Speech and Debate .....	\$4,934
Theatre .....	\$4,289
Vocal Music .....	\$3,533
Vocal Jazz .....	\$1,767
Women's Choral Ensemble .....	\$1,767
World Languages .....	\$3,533

#### Athletic Coaches

Intercollegiate Baseball Coach .....	\$4,934
Intercollegiate Baseball Asst.....	\$2,467
Men's Basketball- Coach .....	\$4,934
Men's Basketball- Asst.....	\$2,467
Women's Basketball- Coach.....	\$4,934
Women's Basketball- Asst.....	\$2,467
Coed Cross Country- Coach .....	\$4,934
Coed Cross Country- Asst .....	\$2,467
Men's Soccer- Coach .....	\$4,934
Men's Soccer- Asst.....	\$2,467
Women's Soccer- Coach.....	\$4,934
Women's Soccer- Asst.....	\$2,467
Women's Softball- Coach.....	\$4,934
Women's Softball- Asst.....	\$2,467
Coed Track- Coach .....	\$4,934
Coed Track- Asst Sprint.....	\$2,467
Coed Track- Asst Throw.....	\$2,467
Coed Track- Asst Multi .....	\$2,467
Coed Track- Asst .....	\$2,467
Women's Volleyball- Coach.....	\$4,934
Women's Volleyball- Asst.....	\$2,467

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix B: Description of ASCC Programs

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**Archer Gallery-** Provides educational and cultural exhibitions to the Clark College Campus, as well as to the community as a whole. Their budget is used to support exhibits and compensate student staff.

**Athletics Administration-** The Athletics Administration is used to support the various athletics programs at Clark College. Funds allocated for this program cover insurance costs, tournament and officials, as well as training supplies.

**Basketball, Men's-** Supports recruiting, travel, and equipment needs of a team of 12 players.

**Basketball, Women's-** Supports recruiting, travel, and equipment needs of a team of 15 players.

**Club Service Funding-** Club Service Funding allows clubs to earn funds by providing services to club, campus, ASCC Student Government, and community activities. Clubs earn \$10 per hour of service with a maximum of \$1,000 per quarter up to \$2,000 per year.

**Child and Family Studies-** The monies allocated to this program help fund the child care costs of both Clark students and the community as a whole. Specifically, monies are allocated for student and faculty wages, benefits, and some small equipment.

**College Box Office-** The College Box Office is responsible for selling tickets to Theatre and other performances. College Box Office Staff also provide support and answer questions to prospective performance attendees. Monies allocated to this program are spent on a portion of staff salary and goods and services associated with ticket sales.

**Cross Country, Coed-** Supports a team of 22 players in competing in cross country competitions. Monies allocated to this program support travel, equipment, recruiting, etc.

**Health Services-** This program provides Clark Students with valuable advice, counseling, and treatment for health-related issues. Monies allocated to this program are used to compensate staff and student work, supplies related to services provided, and consultant fees.

**The Independent-** The Independent is Clark College's student publication. Monies allocated to this program support staff and student work, supplies necessary to create the publication, and some minor travel to journalism-related conferences.

**Instrumental Music-** Provides a quality performance experience for all Clark students who wish to participate. Monies allocated to this program are used to compensate staff, hire coaches for specific need areas, and travel related to musical tours.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix B: Description of ASCC Programs

---

**Intercollegiate Baseball-** Supports a team of 22 players in competing in Baseball competitions. Monies allocated to this program are used to compensate staff and purchase equipment.

**Intramurals-** Intramurals provides Clark College students, and the community as a whole, an opportunity to participate in extracurricular sporting events such as basketball, skiing, and wrestling. The monies allocated to this budget are used for salaries and wages along with planning and implementing sports activities.

**Model United Nations-** Model United Nations is a co-curricular experience that offers students a chance to participate in mock representation and delegations. Monies allocated to this program are used to compensate staff and cover the extensive national traveling schedule. This program enables participation in renowned United Nations simulations.

**Multicultural Student Affairs-** Multicultural Student Affairs focuses on supporting diversity at Clark College by providing program support, services, and activities which foster a multicultural perspective. Monies allocated to this program support peer mentors' wages, the student of color luncheons, travel, promotional material, wages and programming

**Orchestra-** Orchestra provides Clark College students with an opportunity to participate in concerts held both for Clark College students and the community as a whole. Monies allocated to this program are used to pay staff salaries and benefits as well as the costs associated with presenting the concerts.

**Pep Band-** Pep Band exists to support Clark College athletics programs while offering participants an opportunity to learn more about performance. Monies allocated to this program are used to provide the band with the costs of rentals, and wages.

**Phi Theta Kappa-** Phi Theta Kappa recognizes and encourages scholarship among Clark College students. Phi Theta Kappa engages in educational opportunities that focus on leadership, scholarship, fellowship, and service. Opportunities provided include the development of leadership and service, and intellectual climate for exchange of ideas and ideals, lively fellowship for scholars, and stimulation of interest in continuing academic excellence. Monies allocated to this program are used to pay wages, travel, and various costs associated with belonging to Phi Theta Kappa.

**Phoenix, The-** The Phoenix is the student art and literary publication at Clark College. Original student art and literature is compiled in the annual publication that is then distributed to the students. Monies allocated to this program are used to compensate staff and students as well as pay for the publication costs.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix B: Description of ASCC Programs

---

**Science Consortium-** Science Consortium is responsible for organizing, planning, and implementing science-related field trips. Monies allocated to this program are spent on items both directly and indirectly related to travel.

**Service Leadership in the Community-** The Service and Leadership in the Community (SLIC) program is a three-part program with the goals of increasing students' positive citizenship participation, leadership, and knowledge of community resources. SLIC uses a co-curricular service-learning model in which students are involved in community activities that address local needs while developing reflective thinking and civic responsibility. Monies allocated to this program are used to pay for salaries and wages, travel, and materials associated with the various projects.

**Soccer, Men's-** Supports a team of 22 players in competing in soccer tournaments. Monies allocated to this program support travel, equipment, recruiting, etc.

**Soccer, Women's-** Supports a team of 22 players in competing in soccer tournaments. Monies allocated to this program support travel, equipment, recruiting, etc.

**Softball-** Supports a team of 14 players in competing in softball games. Monies allocated to this program are used in travel, equipment, recruiting, etc.

**Speech and Debate-** The Speech and Debate team competes in speech and debate tournaments. Monies allocated to this budget are used for compensating staff, small equipment needs, and travel to tournaments.

**Student Ambassadors-** The Student Ambassadors program is responsible for outreach to current and perspective Clark College students through general information, etc. Monies allocated to this program are used to pay student employees.

**Student Enrichment-** The Student Enrichment budget supports programming coordinated by the ASCC Activities Programming Board. Monies are typically spent on food, hiring, and facilitating event planning and implementation.

**Student Government-** Student Government is a service-oriented program that emphasizes ethical leadership. Monies allocated to this program are used for compensating student leaders, planning for leadership conferences, and other costs associated with student government activities.

**Student Life-** Student Life supports events and activities to include New Student Welcome Day, Earth Week, and the Student Awards Reception among others. Monies allocated to this program are also spent on a portion of office staff, staffing such as legal services and interpreter services, as well as some minor travel-related expenses, and administrative support of all S&A fee funded programs and services.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix B: Description of ASCC Programs

---

**Theatre-** The Theatre program provides the Clark College community, and the community as a whole with quality stage productions. Monies allocated to this program are used to compensate staff, printing and small equipment purchases, and some minor travel expenses.

**Track, Coed-** Supports 40 players in competing in track competitions. Monies allocated to this program are used to pay for travel, equipment, recruiting, etc.

**Vocal Music-** Vocal Music encompasses Vocal Jazz Ensemble, Concert Choir, and Women's Choir. These groups are co-curricular and often travel to perform as scheduled. Monies allocated to this program are spent on staff compensation, goods and services related to the program, and travel to support a performance tour.

**Volleyball, Women's-** Supports a team of 14 players in competing in volleyball games. Monies allocated to this program are used in travel, equipment, recruiting, etc.

**World Languages-** The World Languages Abroad Program provides Clark College students with study abroad opportunities of varying lengths and costs in German, French, Spanish, and Japanese speaking countries. Each program determines eligibility criteria for participation and most programs travel in the summer, but on an alternating basis. For example, the Spanish and German programs will travel one summer, while the Japanese and French programs will travel the following summer. The World Languages Abroad Program offers students unique international experiences that empower them to take the next step toward a global education.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix C: Proposed Programs Not Funded

<b>Program Name:</b>	<b>Clark Art Talks</b>
<b>Director Name:</b>	<b>Sensenev Stokes</b>

<b>Expenses</b>		<b>2010-2011 Budget</b>
Account Category		
Code	Title	
<i>AA-AB-AC</i> <i>AD</i> <i>AK-AL</i> <i>AH</i> <i>AM</i>	<i>Exempt</i> <i>Hourly</i> <i>Classified</i> <i>Faculty</i> <i>Student Help</i>	
A B E G J N T	Salaries and Wages Benefits Goods and Services Travel Capital Fixed Assets Grants and Subsidies Intra-Agency Reimbursements	13,920
<b>Total Expenses</b>		<b>\$13,920</b>
Revenues		
Subsidy		
<b>Total Services and Activities Fee Subsidy</b>		<b>\$13,920</b>

Program was denied due to the flat revenue projections for 2010-2011.

Program did not appeal the denial.

# Associated Students of Clark College

## 2010-2011 Services and Activities Fee Budget Handbook

### Appendix C: Proposed Programs Not Funded

<b>Program Name:</b>	<b>Student Nurses Association of Clark College</b>
<b>Director Name:</b>	<b>Barbara Neely</b>

<b>Expenses</b>		<b>2010-2011 Budget</b>
Account Category		
Code	Title	
<i>AA-AB-AC</i>	<i>Exempt</i>	
<i>AD</i>	<i>Hourly</i>	
<i>AK-AL</i>	<i>Classified</i>	<i>13,000</i>
<i>AH</i>	<i>Faculty</i>	<i>2,805</i>
<i>AM</i>	<i>Student Help</i>	
A	Salaries and Wages	15,805
B	Benefits	1,473
E	Goods and Services	5,374
G	Travel	
J	Capital Fixed Assets	
N	Grants and Subsidies	
	Intra-Agency	
T	Reimbursements	
<b>Total Expenses</b>		<b>\$22,652</b>
Revenues		
Subsidy		
<b>Total Services and Activities Fee Subsidy</b>		<b>\$22,652</b>

Program was denied due to the flat revenue projections for 2010-2011.

Program did not appeal the denial.