

Associated Students of Foothill College

BUDGET

2005-2006



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**ASFC Budget
Message
For Fiscal Year
2005-2006**



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On April 7, 2005, members of the Associated Students of Foothill College Campus Council unanimously approved the budget for the Fiscal Year 2005~2006.

With the continuing state wide budget crisis and the economic downturn, the budget approach for the Fiscal Year 2005~2006 can be characterized as conservative yet optimistic. The budget process was conservative in the sense that most of the income and expenses remained similar to last year, and optimistic in the sense that we believe that student body card sales will continue to grow and that we will be able to fully support the growing needs of our student body.

Overall, the budget development process went smoothly thanks to the collaborative work done by the budget team. Some proposals could not be fully funded, but in the end the budget development team did their best to allocate the funds necessary to programs that met the ASFC Mission, Vision & Goals.

We would like to take the opportunity to thank Donald Dorsey, Dean of Student Affairs and Activities; and Daphne Small, Director of Student Activities for their commitment, advice, and experience with the budget process. We would also like to express great appreciation to Karoll Baudoux, Student Accounts Manager, for her up-to-date financial information. Additionally, we would like to thank Christopher Custer, Vice President of Administration, whose tireless work was the backbone of the budget process, and also Mohamed Traore, vice president of Finance, whose energy and presence brought life to the meetings. Big applause for Melody Mehran, representative from student at large; Catherine Scott, ASFC secretary; Marie-Paule Yao, finance board agent; Chad Lake, Business Operations Manager; Valentino Lin, Fundraising Coordinator and William Roth, Budget Commissioner for their time and valuable input in the budget development process.

We are now proud to present to you the Associated Students of Foothill College Budget for the Fiscal Year 2005~2006.

Kee Hoon Chung
ASFC President

Mohamed Traore
ASFC VP of Finance

Mission Based Guidelines

ASFC Mission Based Guidelines For Fiscal Year 2005-2006

Mission:

The purpose of our organization is to represent and serve the students and community of Foothill College, as stated in our constitution: The purpose of the Associated Students of Foothill College shall be to provide for the material, social, and governmental welfare of the students of Foothill College.

Vision:

The Associated Students of Foothill College will strive to:

1. Become more visible, accessible, expressive, proactive, and professional as an organization.
2. Seek meaningful involvement in all aspects of shared governance and actively advocate the student perspective through grass-roots student involvement with ASFC through an empowered student voice in political arenas.
3. Strengthen relationships with other campus constituencies and state, national, and international organizations.
4. Support and maintain funding of programs that provide educational resources for economically disadvantaged students, underrepresented students, students with special needs, and multicultural awareness.
5. Actively participate in Foothill College's efforts toward recruitment, retention, and success of its students.
6. Continue our effectiveness as trustees of student business enterprises.
7. Continue active leadership in the development of the Campus Center, the Foothill College campus, and teaching facilities as resources for students and the community.
8. Advocate through campus governance for improved technological support for student instruction and services.
9. Provide opportunities, resources, and services to students who do not have access to Foothill College main campus, specifically online students and students at off-campus sites.
10. Actively participate in the district's mission to reach out to our surrounding community and provide opportunities to serve the community.

Goals:

The Associated Students of Foothill College will take the following steps during the 2005-2006 fiscal year and beyond to maintain our purpose and realize our vision:

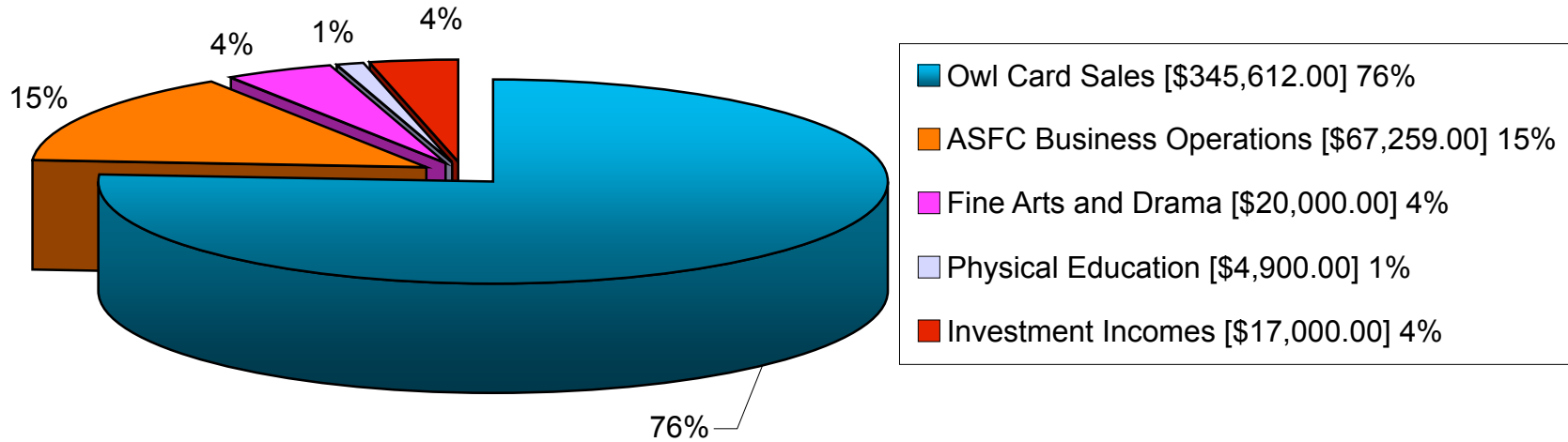
1. Make ASFC more accessible and increase communication with all students of Foothill College.
2. Promote student involvement in all areas of campus life.

3. Promote activities that foster political awareness, exposure to new ideas and perspectives that create opportunities for leadership, service, and personal development.
4. Build campus-wide support to market and improve the benefits of the student body card (OwlCard).
5. Maximize returns on all ASFC investments.
6. Increase ASFC organizational efficiency.
7. Encourage funding by the campus and district of those programs and services that are fundamental to the education of all Foothill College students.
8. Work collaboratively with constituencies' district wide to achieve goals of mutual interests.
9. Actively participate in planning for the new campus center, anticipating the need for ASFC capital investments.
10. Actively participate in maintaining student enrollment and satisfaction during the Measure E Construction projects.
11. Improve ASFC visibility to online students, and work collaboratively with the college to provide support for online resources and services to meet the growing needs of distance learners and Middlefield campus students.
12. Support lobbying efforts to increase and maintain state funding for community colleges.
13. Maintain ASFC visibility and continue to provide quality campus life programs during the Campus Center Construction.

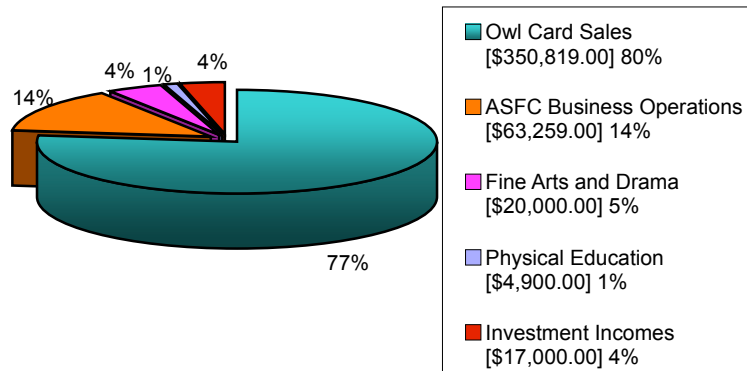
Adopted: November 18, 2004.

**ASFC Budget
Income
For Fiscal Year
2005-2006**

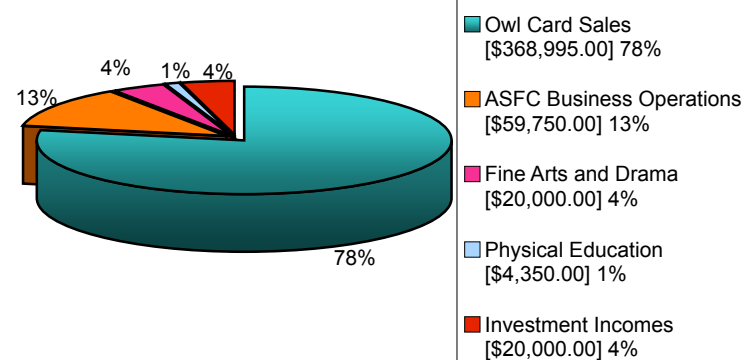
ASFC Projected Income for Fiscal Year 2005-2006



ASFC Projected Income for Fiscal Year 2004-2005



ASFC Projected Income for Fiscal Year 2003-2004



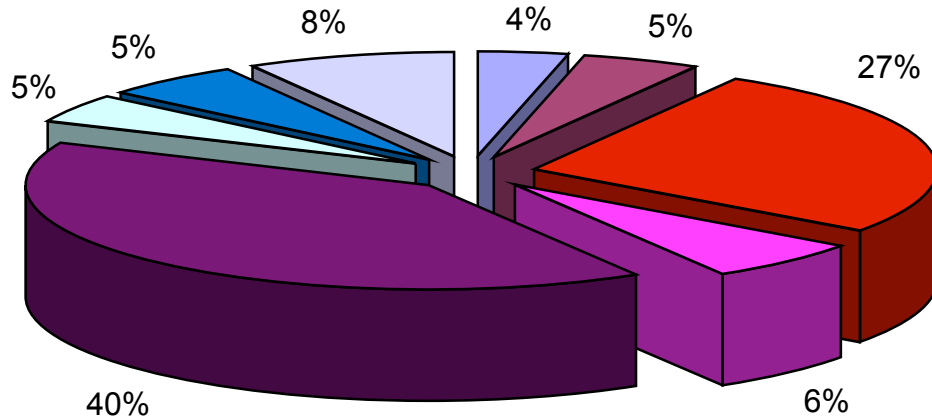
ASFC Budget Income for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 ACTUALS	2004-2005 BUDGET	2004-2005 ACTUALS As Of 4/15/05	2005-2006 BUDGET
38	OWL CARD SALES					
	Owl Card Sales	\$368,995.00	\$309,677.50	\$350,819.00	\$349,540.00	\$345,612.00
	SUBTOTAL	\$368,995.00	\$309,677.50	\$350,819.00	\$349,540.00	\$345,612.00
26	ASFC BUSINESS OPERATIONS					
	Intramural Video/Recreation Income	\$6,000.00	\$10,379.36	\$7,000.00	\$4,358.68	\$7,000.00
	Paint Room Graphics Income	\$13,000.00	\$10,556.11	\$13,000.00	\$8,282.10	\$13,000.00
	Returned Check Service Charge	\$250.00	\$275.00	\$250.00	\$400.00	\$250.00
2	Sentinel Advertising Income	\$4,000.00	\$2,391.92	\$4,000.00	\$2,106.00	\$4,000.00
	Smart Shop Income	\$27,500.00	\$31,311.12	\$30,000.00	\$17,355.21	\$30,000.00
	Vendor Commission	\$9,000.00	\$7,525.00	\$9,000.00	\$4,250.00	\$9,000.00
	AMC Movie Tickets	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
	SUBTOTAL	\$59,750.00	\$62,438.51	\$63,250.00	\$36,751.99	\$67,250.00
26, 32	FINE ARTS AND DRAMA					
	Dance	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
	Drama Production	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
	Gospel Concert	\$4,000.00	\$2,536.40	\$4,000.00	\$2,863.00	\$4,000.00
	SUBTOTAL	\$20,000.00	\$18,536.40	\$20,000.00	\$2,863.00	\$20,000.00
1, 25, 26, 32	PHYSICAL EDUCATION					
	Home Basketball Games	\$1,350.00	\$1,295.00	\$1,350.00	\$900.00	\$1,350.00
	Home Football Games	\$3,000.00	\$2,160.00	\$3,000.00	\$3,300.00	\$3,000.00
	Home Women's Volleyball Games	\$0.00	\$0.00	\$550.00	\$0.00	\$550.00
	SUBTOTAL	\$4,350.00	\$3,455.00	\$4,900.00	\$4,200.00	\$4,900.00
39	INVESTMENT INCOMES					
	Bank Interest	\$20,000.00	\$15,224.43	\$17,000.00	\$8,722.59	\$17,000.00
	SUBTOTAL	\$20,000.00	\$15,224.43	\$17,000.00	\$8,722.59	\$17,000.00
40	OTHERS					
	PRIOR YEAR ADJUSTMENTS		-\$49.76		-\$140.00	\$0.00
	INCOME TOTAL	\$473,095.00	\$409,282.08	\$455,969.00	\$401,937.58	\$454,762.00

* See pages 18-21 for ASFC Budget Stipulations.

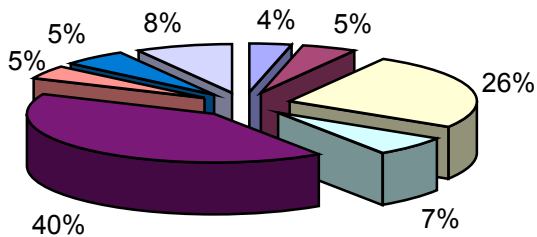
**ASFC Budget
Expenses
For Fiscal Year
2005-2006**

ASFC Budgeted Expenses for Fiscal Year 2005-2006



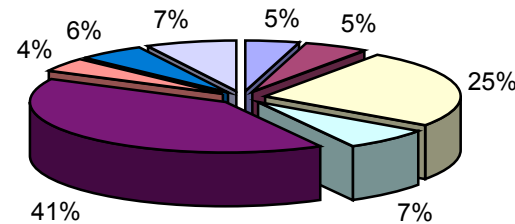
- ASFC Operational Costs [\$17,000.00] 4%
- ASFC Services and Activities [\$21,370.00] 5%
- OwlCard & Business Operations [\$120,685.00] 27%
- College Services [\$28,762.00] 6%
- Campus Life/Support Programs [\$183,035.00] 40%
- Athletics/Physical Education [\$20,810.00] 5%
- Fine and Performing Arts [\$24,650.00] 5%
- Unallocated Reserves [\$38,500.00] 8%

ASFC Budgeted Expenses for Fiscal Year 2004-2005



- ASFC Operational Costs [\$16,995.00] 4%
- ASFC Services and Activities [\$21619.00] 5%
- Owl Card and Business Operations [\$116,480.00] 26%
- College Services [\$29,975.00] 7%
- Campus Life/Support Programs [\$186,940.00] 40%
- Athletics/Physical Education [\$20,810.00] 5%
- Fine and Performing Arts [\$24,650.00] 5%
- Unallocated Reserves [\$38500.00] 8%

ASFC Revised Budgeted Expenses for Fiscal Year 2003-2004



- ASFC Operational Costs [\$19,672.05] 5%
- ASFC Services and Activities [\$22,061.54] 5%
- Owl Card and Business Operations [\$107,195.40] 25%
- College Services [\$31,096.06] 7%
- Campus Life/Support Programs [\$175,023.60] 41%
- Athletics/Physical Education [\$19,110.00] 4%
- Fine and Performing Arts [\$24,650.00] 6%
- Unallocated Reserves [\$31,760.00] 7%

ASFC Budget Expenses for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 REVISED BUDGET	2003-2004 ACTUALS	2004-2005 BUDGET	2004-2005 ACTUALS As of 4/15/05	2005-2006 BUDGET
	ASFC OPERATIONAL COSTS						
5	Summer Presidential Discretionary	\$75.00	\$60.00	\$60.00	\$50.00	\$50.00	\$50.00
5	Fall Presidential Discretionary	\$100.00	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00
5	Winter Presidential Discretionary	\$100.00	\$50.00	\$21.99	\$50.00	\$0.00	\$50.00
5	Spring Presidential Discretionary	\$150.00	\$75.00	\$75.00	\$75.00	\$0.00	\$75.00
	Summer Operations Account	\$130.00	\$297.05	\$297.05	\$130.00	\$128.07	\$130.00
	Fall Operations Account	\$1,200.00	\$1,000.00	\$851.74	\$1,000.00	\$774.99	\$1,000.00
	Winter Operations Account	\$700.00	\$595.00	\$404.49	\$595.00	\$501.35	\$595.00
	Spring Operations Account	\$500.00	\$425.00	\$425.00	\$425.00	\$0.00	\$425.00
	OBD Club Operational	\$700.00	\$595.00	\$453.19	\$595.00	\$144.19	\$600.00
	ASFC Senate Board Projects	\$500.00	\$425.00	\$358.22	\$425.00	\$58.34	\$425.00
4	ASFC Shared Governance Support Fund	\$3,000.00	\$5,500.00	\$3,830.00	\$3,000.00	\$3,000.00	\$3,000.00
	ASFC Awards Dinner	\$1,500.00	\$1,275.00	\$1,057.38	\$1,275.00	\$0.00	\$1,275.00
8	ASFC Budget Production	\$1,000.00	\$850.00	\$669.94	\$850.00	\$239.50	\$850.00
	ASFC Elections	\$1,000.00	\$850.00	\$663.38	\$850.00	\$0.00	\$850.00
	ASFC Gasoline/Maintenance	\$600.00	\$400.00	\$250.18	\$400.00	\$72.94	\$400.00
	ASFC Office Supplies	\$500.00	\$425.00	\$425.00	\$425.00	\$401.70	\$425.00
3	ASFC Secretary/Receptionist (Wages & Benefits)	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00	\$3,365.92	\$6,800.00
	SUBTOTAL	\$18,555.00	\$19,672.05	\$16,692.56	\$16,995.00	\$8,737.00	\$17,000.00
	ASFC SERVICES AND ACTIVITIES						
	Summer Welcome Week	\$500.00	\$481.13	\$481.13	\$300.00	\$201.00	\$200.00
	Fall Welcome Week	\$1,000.00	\$950.00	\$647.98	\$850.00	\$850.00	\$950.00
	Winter Welcome Week	\$500.00	\$370.00	\$364.00	\$370.00	\$370.00	\$375.00
	Spring Welcome Week	\$500.00	\$380.00	\$358.50	\$380.00	\$55.52	\$375.00
	Summer Activities	\$1,500.00	\$1,500.00	\$1,488.63	\$1,000.00	\$587.58	\$1,000.00
	Fall Activities	\$3,000.00	\$2,450.00	\$2,448.81	\$2,450.00	\$2,449.99	\$2,450.00
	Winter Activities	\$1,000.00	\$850.00	\$818.46	\$850.00	\$826.33	\$850.00
	Spring Activities	\$1,500.00	\$1,275.00	\$1,275.00	\$1,275.00	\$97.41	\$1,275.00
	Summer Student Activities Assistance	\$400.00	\$235.41	\$235.41	\$250.00	\$236.57	\$250.00
	Fall Student Activities Assistance	\$400.00	\$340.00	\$288.70	\$340.00	\$340.00	\$340.00
	Winter Student Activities Assistance	\$400.00	\$340.00	\$274.69	\$340.00	\$386.37	\$340.00
	Spring Student Activities Assistance	\$400.00	\$340.00	\$340.00	\$340.00	\$0.00	\$340.00
	OBD Club Grant/Loan Fund	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$1,100.00	\$2,500.00
	Club Day (Promotional)	\$1,500.00	\$1,275.00	\$1,275.00	\$1,275.00	\$1,064.01	\$1,280.00
	OBD-Club Handbooks	\$0.00	\$0.00	\$0.00	\$624.00	\$400.00	\$620.00
	Athletic Events Promotion	\$500.00	\$425.00	\$1.40	\$425.00	\$5.00	\$250.00
	Honoraria/Speaker/Inauguration	\$500.00	\$425.00	\$364.22	\$425.00	\$321.54	\$350.00
	Thanksgiving Event	\$1,000.00	\$1,000.00	\$839.95	\$850.00	\$850.00	\$850.00
32	Dr. Martin Luther King Jr. March/Event	\$1,000.00	\$1,000.00	\$1,000.00	\$850.00	\$850.00	\$850.00
35	OBD Special Activities Fund	\$6,000.00	\$5,500.00	\$5,500.00	\$5,500.00	\$1,000.00	\$5,500.00
22	Student Development Conference	\$500.00	\$425.00	\$425.00	\$425.00	\$0.00	\$425.00
	SUBTOTAL	\$24,600.00	\$22,061.54	\$20,926.88	\$21,619.00	\$11,991.32	\$21,370.00

* See pages 18-21 for ASFC Budget Stipulations.

ASFC Budget Expenses for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 REVISED BUDGET	2003-2004 ACTUALS	2004-2005 BUDGET	2004-2005 ACTUALS As of 4/15/05	2005-2006 BUDGET
	<i>OWL CARD AND BUSINESS OPERATIONS</i>						
	Owl Card Production	\$50,000.00	\$46,400.00	\$46,400.00	\$50,000.00	\$23,200.00	\$50,000.00
	AMC Theatre Tickets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
	Marketing	\$2,000.00	\$1,295.00	\$396.34	\$1,295.00	\$1,265.25	\$1,500.00
	Paint Room Operations	\$2,600.00	\$2,100.00	\$2,057.31	\$2,100.00	\$1,391.66	\$2,100.00
	Paint Room Manager (Wages & Benefits)	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	\$5,171.38	\$11,000.00
	Paint Room Ass't. Manager (Wages & Benefits)	\$6,800.00	\$6,800.00	\$6,590.43	\$6,800.00	\$3,150.65	\$6,800.00
	Smart Shop Operations	\$6,000.00	\$4,420.00	\$3,367.02	\$4,420.00	\$3,367.76	\$4,420.00
	Smart Shop Photocopier Maintenance	\$1,100.00	\$1,100.00	\$944.00	\$625.00	\$312.00	\$625.00
	Smart Shop Copier Lease	\$6,880.40	\$6,880.40	\$7,665.46	\$13,040.00	\$8,603.90	\$13,040.00
	Smart Shop Manager (Wages & Benefits)	\$7,200.00	\$7,200.00	\$5,425.59	\$7,200.00	\$4,059.54	\$7,200.00
10	Smart Shop Clerks (Wages & Benefits)	\$12,000.00	\$12,000.00	\$8,302.68	\$12,000.00	\$4,402.22	\$12,000.00
2	Sentinel Newspaper Production Costs	\$13,000.00	\$8,000.00	\$6,435.28	\$8,000.00	\$5,282.95	\$8,000.00
	SUBTOTAL	\$118,580.40	\$107,195.40	\$98,584.11	\$116,480.00	\$60,207.31	\$120,685.00
	<i>COLLEGE SERVICES</i>						
28, 31	Beyond the Classroom Handbooks	\$16,000.00	\$14,455.06	\$14,455.06	\$14,500.00	\$14,481.16	\$14,500.00
31	Campus Ambassador	\$1,000.00	\$715.00	\$651.36	\$600.00	\$381.25	\$600.00
11, 31	Legal Counseling	\$10,000.00	\$8,115.00	\$2,120.00	\$7,500.00	\$3,825.00	\$7,500.00
21	Middlefield Campus Projects	\$2,226.00	\$2,226.00	\$1,198.69	\$0.00	\$0.00	\$0.00
15, 31	Middlefield Student Center Subscription	\$330.00	\$330.00	\$329.14	\$400.00	\$113.67	\$400.00
47	OTI Educational Fund-CalWORKs	\$0.00	\$0.00	\$0.00	\$1,275.00	\$77.26	\$0.00
9, 31	Fall Special Events (Evening & Off-Campus)	\$500.00	\$425.00	\$198.72	\$600.00	\$558.00	\$700.00
9, 31	Winter Special Events (Evening & Off-Campus)	\$500.00	\$425.00	\$91.30	\$600.00	\$0.00	\$400.00
9, 31	Spring Special Events (Evening & Off-Campus)	\$500.00	\$425.00	\$198.72	\$600.00	\$0.00	\$400.00
21	Adaptive Learning	\$800.00	\$680.00	\$0.00	\$0.00	\$0.00	\$0.00
46	Library Reserve Textbooks	\$1,940.00	\$1,650.00	\$1,377.70	\$1,650.00	\$1,617.84	\$2,500.00
42	Media Center	\$1,940.00	\$1,650.00	\$1,650.00	\$1,650.00	\$763.25	\$1,112.00
36	KCI-Dish Network	\$0.00	\$0.00	\$0.00	\$600.00	\$479.70	\$600.00
	SUBTOTAL	\$35,736.00	\$31,096.06	\$22,270.69	\$29,975.00	\$22,297.13	\$28,712.00

* See pages 18-21 for ASFC Budget Stipulations.

ASFC Budget Expenses for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 REVISED BUDGET	2003-2004 ACTUALS	2004-2005 BUDGET	2004-2005 ACTUALS As of 4/15/05	2005-2006 BUDGET
<i>CAMPUS LIFE/SUPPORT PROGRAMS</i>							
14, 31	Rally Squad/Cheer Leaders Operation	\$2,200.00	\$1,870.00	\$605.86	\$1,000.00	\$488.72	\$1,000.00
	Rally Squad Advisor (Wages & Benefits)	\$4,000.00	\$4,000.00	\$2,774.26	\$3,000.00	\$2,024.66	\$1,000.00
29, 31	Intramural Programming Operations	\$2,500.00	\$2,125.00	\$1,736.05	\$2,000.00	\$1,730.28	\$2,000.00
23	Intramural Program Coordinator (Wages&Benefits)	\$43,195.88	\$43,195.88	\$43,195.88	\$49,300.00	\$27,835.62	\$51,631.00
	Intramural Student Assistants (Wages & Benefits)	\$10,000.00	\$10,000.00	\$9,998.00	\$10,000.00	\$6,049.09	\$8,000.00
	Student Accounts Assistants (Wages & Benefits)	\$13,500.00	\$11,500.00	\$8,316.91	\$10,000.00	\$3,121.29	\$10,000.00
	Student Accounts Operations	\$4,000.00	\$2,920.00	\$2,880.14	\$2,900.00	\$2,501.95	\$3,000.00
	Student Activities Secretary (Wages & Benefits)	\$60,727.72	\$60,727.72	\$60,727.72	\$69,200.00	\$41,590.42	\$70,754.00
	Student Activities Assistant (Wages & Benefits)	\$3,200.00	\$3,200.00	\$3,140.60	\$3,200.00	\$1,371.95	\$3,200.00
13, 30, 31	Service Learning/Volunteer Center	\$1,400.00	\$1,100.00	\$1,100.00	\$1,100.00	\$607.16	\$1,100.00
	ACUI Membership (College Union)	\$700.00	\$625.00	\$625.00	\$700.00	\$647.00	\$700.00
21	Career Fair	\$500.00	\$425.00	\$425.00	\$0.00	\$0.00	\$0.00
21	Evening Career Fair	\$500.00	\$425.00	\$0.00	\$0.00	\$0.00	\$0.00
	Commencement	\$1,000.00	\$850.00	\$850.00	\$1,000.00	\$0.00	\$1,000.00
12, 31	Cultural Awareness	\$21,000.00	\$17,850.00	\$17,850.00	\$21,000.00	\$21,000.00	\$21,000.00
32, 33	Dental Hygiene Program	\$5,500.00	\$4,675.00	\$4,590.00	\$4,700.00	\$1,770.00	\$4,700.00
	New Student Orientation	\$1,000.00	\$1,000.00	\$999.00	\$1,000.00	\$1,000.00	\$1,500.00
21	Respiratory Therapy	\$1,600.00	\$1,360.00	\$1,360.00	\$1,360.00	\$840.00	\$0.00
43	Virtual Campus Center	\$1,000.00	\$850.00	\$0.00	\$850.00	\$0.00	\$850.00
24, 31	Transfer Day	\$500.00	\$425.00	\$0.00	\$500.00	\$0.00	\$500.00
24, 31	Transfer Reception	\$1,500.00	\$1,275.00	\$0.00	\$1,280.00	\$0.00	\$500.00
21	Science & Mathematics Workshops	\$1,000.00	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00
21	Student Outreach & Retention Programs	\$500.00	\$425.00	\$255.02	\$0.00	\$0.00	\$0.00
21	Scholarship Ceremony	\$750.00	\$640.00	\$500.04	\$640.00	\$127.50	\$0.00
24, 31	Workshops for First-Generation/Underrepresented Students	\$1,000.00	\$850.00	\$837.72	\$850.00	\$533.66	\$600.00
21	Photography Department	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00
21	Intercollegiate Speech & Debate Team	\$1,000.00	\$850.00	\$0.00	\$850.00	\$0.00	\$0.00
21	Evening College	\$600.00	\$510.00	\$0.00	\$510.00	\$24.00	\$0.00
	SUBTOTAL	\$184,873.60	\$175,023.60	\$163,267.20	\$186,940.00	\$113,263.30	\$183,035.00
<i>ATHLETICS/PHYSICAL EDUCATION</i>							
19	Athletic Promotion	\$500.00	\$425.00	\$425.00	\$425.00	\$342.99	\$425.00
	Aquatics	\$2,125.00	\$2,125.00	\$2,125.00	\$2,125.00	\$2,095.00	\$2,125.00
20, 24	Football Operation	\$3,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,907.01	\$3,000.00
20, 24	Men's Basketball	\$4,200.00	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00
20, 24	Men's Golf	\$400.00	\$340.00	\$340.00	\$340.00	\$336.50	\$340.00
20, 24	Men's Soccer	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
20, 24	Men's Tennis	\$650.00	\$550.00	\$468.06	\$550.00	\$550.00	\$550.00
20, 24	Women's Basketball	\$4,200.00	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00	\$3,570.00
20, 24	Women's Volleyball	\$0.00	\$0.00	\$0.00	\$1,700.00	\$1,541.00	\$1,700.00
21	Women's Golf	\$800.00	\$680.00	\$680.00	\$680.00	\$450.00	\$0.00
20, 24	Women's Soccer	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
20, 24	Women's Softball	\$1,000.00	\$850.00	\$760.00	\$850.00	\$795.00	\$850.00
20, 24	Women's Tennis	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$680.00
	SUBTOTAL	\$21,375.00	\$19,110.00	\$18,938.06	\$20,810.00	\$20,157.50	\$20,810.00

* See pages 18-21 for ASFC Budget Stipulations.

ASFC Budget Expenses for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 REVISED BUDGET	2003-2004 ACTUALS	2004-2005 BUDGET	2004-2005 ACTUALS As of 4/15/05	2005-2006 BUDGET
8,16,17 24,31	<i>FINE AND PERFORMING ARTS</i>						
	Dance	\$8,000.00	\$6,800.00	\$6,579.87	\$6,800.00	\$0.00	\$6,800.00
	Drama	\$16,000.00	\$13,600.00	\$13,600.00	\$13,600.00	\$0.00	\$13,600.00
	Gospel Choir	\$5,000.00	\$4,250.00	\$3,641.50	\$4,250.00	\$2,900.00	\$4,250.00
	SUBTOTAL	\$29,000.00	\$24,650.00	\$23,821.37	\$24,650.00	\$2,900.00	\$24,650.00
	<i>UNALLOCATED RESERVES</i>						
41	Reserves (Unallocated)	\$40,000.00	\$31,760.00	\$33,897.22	\$38,500.00	\$10,671.05	\$38,500.00
	EXPENSES GRAND TOTAL	\$472,720.00	\$430,568.65	\$398,398.09	\$455,969.00	\$250,224.61	\$454,762.00

ASFC Budget Fund Balance for Fiscal Year 2005-2006

STP. *	DESCRIPTION	2003-2004 BUDGET	2003-2004 REVISED BUDGET	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 ACTUALS As of 4/15/05	2005-2006 BUDGET
40, 39	NET SURPLUS/(DEFICIT)	\$0.00		\$1,988.81		\$151,712.97	\$0.00
39	FUND BALANCE - BEGINNING	\$405,065.10	\$ 334,283.57	\$334,283.57	\$402,117.56	\$336,272.38	\$487,985.35
39	FUND BALANCE - ENDING	\$405,065.10	\$ 446,082.33	\$336,272.38	\$402,117.56	\$487,985.35	\$487,985.35

* See pages 18-21 for ASFC Budget Stipulations.

**ASFC Budget
Stipulations
For Fiscal Year
2005-2006**

ASFC Budget Stipulations For Fiscal Year 2005-2006

1. This income target is to be met through ticket sales for men's and women's basketball, men's football, and women's volleyball games. Failure to meet income target will result in reconsideration of funding for the 2005-2006 Fiscal Year.
2. *The Sentinel* is an independently run student newspaper whose production cost are funded by ASFC. Student Accounts will provide necessary financial management of funds and revenues from advertising. The advertising department of *The Sentinel* will be established as an ASFC business, and, as consequence, the Advertising Manager, or designated representative of *The Sentinel*, whose attendance and bi-monthly reports are required, shall become a member of the Business Operations Committee of ASFC. An Editorial Board and campus support system with a district funded faculty advisor is required for continued funding. The views expressed through *The Sentinel* are not necessarily those expressed by ASFC. Failure to meet income target will result in reconsideration of funding for the 2005-2006 Fiscal Year.
3. These funds are allocated to provide for the possible employment of the ASFC Secretary. He/She shall be permitted to work a maximum of 25 hours per week at \$7.50/hour minimum salary. The duration of employment of the ASFC Secretary will be no more than 44 weeks.
4. These funds are allocated to provide merit-based scholarships for students who serve on campus or district shared governance committees and to ASFC executives in accordance with the ASFC Scholarship Code (See page 26 for ASFC Scholarship Code).
5. The funds are to be used to promote and enhance governance and conduct of student business.
6. Membership dues for CalSACC, ASSAC, and/or USSA that will allow regional and national student representation will come from the Student Representation Fee - a voluntary fee collected quarterly from the student body-at-large.
7. These funds are to be used for technical support, equipment, and supplies connected with the production of Owl Cards.
8. Whenever possible, ASFC businesses shall be used for production.
9. These funds are to be used for programs that meet the needs of evening and/or off-campus students. Expenditures exceeding \$200.00 per purchase requires prior approval by ASFC Campus Council.

10. These positions require word processing skills.
11. These funds provide legal counseling to ASFC Owl Card holders at Foothill and Middlefield Campuses.
12. This allocation is intended to promote the curriculum-based appreciation of cultural diversity and awareness by partially funding the campus community programming for the heritage celebrations of African-Americans, Women, Asian/Pacific Islanders, Latino/Hispanics, and the Indigenous Peoples of America. Funding shall be directly proportional to the needs and nature of the programs.
13. These funds are to be used for Volunteer Orientation, Bi-annual Volunteer Fair, and Special Service Projects & Events coordinated by the Service Learning/Volunteer Center.
14. This program is funded for the academic year, thus the support of all men's and women's athletic programs during the academic year is required. Participants are required to sign a memorandum of understanding to participate in the program for a full year. Failure to complete the year will result in a requirement to reimburse the cost of training for a particular participant.
15. These funds are to be used to pay the *San Francisco Examiner*, *San Jose Mercury News*, and *San Francisco Chronicle* subscriptions.
16. All current Owl Card holders must receive 50% discount for attending Fine Arts and Athletic Events.
17. These funds are to be used only for entry fees and/or production.
18. These funds will be allocated based on need and availability. Programs requesting funding must submit a request to the ASFC budget Commission and attain ASFC Campus Council approval prior to expenditure of funds.
19. This account will be jointly administered by the Intramural program and the Human Performance & Physical Education department to support the income target for athletic teams.
20. These funds are to be used for officials and/or entry fees only.
21. No funds requested.
22. These funds will provide leadership development opportunities for students that can not be supported by the Student Representation Fee.
23. Funds are allocated as stipulated in 1991, to provide a portion of wages and benefits for the half-time Intramural Program Coordinator. This is done in good faith that the

district will assume full responsibility for funding this position by the 2005-2006 budget.

24. As a general requirement for the funding of any program by ASFC, the program in question must promote the Owl Card and provide discounts to all students who possess a current Owl Card.
25. The gate receipts were turned over to the Athletic Department as of the fiscal year 2001-2002.
26. A general stipulation pertaining to all income generating programs: If the income target for a particular fiscal year is met, the surplus of income, upon request and approval of ASFC Campus Council, can be utilized as the program sees fit.
27. This funding is provided to purchase 1 DVD video recorder, 1 bike rack, and 2 outside tables.
28. Funding to be supplemented where possible by Partnership For Excellence Funds.
29. No revenue will be used to offset the cost of an event, program or service.
30. The funding can be used only if the college will match, with a ratio of 2:1, the rest of the Community Service Learning Program request.
31. Funding is provided with the understanding that ASFC funding is acknowledged as a sponsor of the event and in all promotional materials. ASFC businesses will be used whenever possible.
32. The funding of this program is contingent upon Owl Card holders receiving a 100% reduction in the basic fee and services provided. These services shall be limited to current Owl Card holders. A list of students who are served must be submitted to Student Accounts for reimbursement.
33. All items purchased shall be equipped with the smart card reader.
34. The funds shall be made available contingent upon all participants purchasing the student body card.
35. Requests funded from this line item shall be limited to \$500 for each club per year in support of broadening campus activities. Each event must take place on campus and be open to all students of Foothill College. The activity must be in accordance with ASFC Visions and Goals statement as well as follow all OBD Bylaws and procedures.
36. These funds provide seed money for the Creation of Learning & Teaching in Science and Mathematics workshops.

37. These funds are to be made available to the Evening College for coordination of a Career Fair for evening students.
38. The Owl Card income projection derived using district projected enrollment figures and previous years card sales based on the \$10 per quarter student body fee. For Fiscal Year 2005-2006 we project 0% increase in total enrollment for the 2005-2006 academic year of 65,892 students over four quarters. Of total students enrolled in academic year 2005-2006 we project that 58% of those who can, will pay the student body fee.
39. ASFC receives interest on the fund balance that is placed in a trust account, which is invested in the Santa Clara County Treasury Trust, in accordance with the Government Code sections 16305-16305.7. The California Education Code (section 76063) titled Deposit of Investment of Student Funds allows for student organizations to participate in such investments. Further information regarding the management and portfolio of the Santa Clara County Treasury Trust can be obtained from the Controller-Treasurer Department of the Finance Agency in the County of Santa Clara.
40. At the end of the ASFC fiscal year (June 30th) all unused funds in budget line items and unallocated reserves are considered a net surplus and are placed into the ASFC fund balance.
41. ASFC has budgeted 8.465% of the projected income to an unallocated reserve line item. This account is primarily used for sports championships and unforeseen fund request that are not provided for in existing line items. Once a student organized event or program has established itself (typically 3 years) a new line item will be considered during the next budget development process.
42. These funds are to support student desk assistants in the Media Center.
43. These funds provide seed money for the development of the Cyber Campus Center.
44. These funds are provided for the purchase of tape recorders, and specially adapted 4-track tape recorders.
45. These funds are for the purchase of 35mm cameras, for student who can not afford to purchase their own camera.
46. These funds are to be used to purchase select textbooks, to be put on reserve in the Library, for student use. A matching grant from the College is required for funding to be utilized.

**Student
Representation
Code and Fees
2005-2006**

Student Representation Fee Code

Section I - Collection

- A. The Student Representation Fee is collected by Foothill College at the time of registration and deposited in a separate fund established per the California Community College's Budget and Accounting Manual. Students may opt to waive this fee. The Student Accounts Manager of Foothill College shall have custody of the money collected. See Education Code Section 76060.5

Section II - Purpose

- A. The Student Representation Fee shall be used to provide for the training and support of student representatives who may be stating their positions and viewpoints before city, county, and district governments and before offices and agencies of the state government. See Education Code Section 76060.5

Section III - Student Representation Fee Committee

- A. The Committee shall include the ASFC President and one representative selected from each of the following boards: Finance, Administration, Activities, Organization Board of Directors, Senate, ASFC Advisor, and Student Accounts Manager.
- B. The term of office shall be for one school year.
- C. Chair and Secretary to be selected at the first committee meeting annually.

Section IV - Assigning Representatives

- A. All assignments/appointments of individuals to use student representation fees will be made by the Student Representation Fee Committee.

Section V - Representation Responsibilities

- A. In coordination with the Director of Student Activities, students using representative fees will:
 - 1. Make appointments to visit with officials prior to going on a trip. Normally, the appointment will be confirmed in writing.
 - 2. Submit a written report on the results of their meeting to ASFC Campus Council (copy to the Director of Student Activities) within one week after their return. An oral report may also be required if requested by the ASFC President.

Section VI - Accountability

- A. Records on trips, visits, etc., by individuals using Student Representation monies will be kept on file by the Director of Student Activities. These will include, at a minimum, letters to officials, expenditures of funds, and a copy of the report on the results of the meeting/conferences.

Adopted: October 8, 1992

Student Representation Fees for Fiscal Year 2005-2006

DESCRIPTION	2003-2004 BUDGET	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 ACTUAL As of 4/5/05	2005-2006 BUDGET
REVENUE					
Student Representation Fee	\$34,500.00	\$30,175.00	\$34,500.00	\$25,467.00	\$34,500.00
TOTAL REVENUE	\$34,500.00	\$30,175.00	\$34,500.00	\$25,467.00	\$34,500.00
EXPENDITURES					
DUES					
	\$1,200.00	\$838.34	\$1,200.00	\$747.54	\$1,200.00
CalSACC Region IV Dues		\$75.00			
CalSACC State Dues		\$663.34			
CCCSAA Dues		\$50.00			
CalSACC Caucuses		\$50.00		\$747.54	
CONFERENCE AND TRAVEL					
	\$23,100.00	\$16,373.43	\$23,100.00	\$12,421.61	\$23,100.00
ASACC					
CalSACC Black Caucus		\$1,387.70		\$4,124.88	
CalSACC Presidential Summit					
CalSACC Region IV					
CalSACC Spring Legislative		\$5,945.91		\$0.00	
CCCSAA Fall Leadership		\$2,555.05		\$6,396.73	
CalSACC Fall Conference		\$6,484.77			
Alpha Gamma Sigma Convention					
Academic Senate Fall Plenary Session					
CalSACC Policy Board					
Cal-Nevada Regional Leadership					
LeaderShape				\$1,900.00	
CAMPUS POLITICAL AWARENESS					
	\$500.00	\$0.00	\$500.00	\$411.70	\$500.00
Voter Registration/Political Awareness Day		\$0.00		\$411.70	
Advocacy Training					
ADVOCACY AND LEADERSHIP DEVELOPMENT					
	\$9,000.00	\$10,078.59	\$9,000.00	\$4,841.36	\$9,000.00
Fall Advocacy Retreat		\$2,036.08		\$2,131.36	
Foothill Leadership Summit					
CalSACC Lobby Day		\$7,373.77		\$1,600.00	
Latina Leadership Network		\$668.74		\$1,110.00	
STUDENT REPRESENTATION OPERATIONS					
	\$700.00	\$700.00	\$700.00	\$332.25	\$700.00
Copies, Banners, etc.		\$700.00		\$332.25	
TOTAL EXPENDITURES					
	\$34,500.00	\$27,990.36	\$34,500.00	\$18,754.46	\$34,500.00
NET SURPLUS/(DECIFT)					
	\$0.00	\$2,184.64	\$0.00	\$6,712.54	\$0.00
FUND BALANCE- BEGINNING					
	\$44,940.06	\$57,037.32	\$44,940.06	\$60,129.96	\$77,732.01
FUND BALANCE- ENDING					
	\$44,940.06	\$44,940.06	\$44,940.06	\$77,732.01	\$77,732.01

Leadership / Service

Scholarship Code

Associated Students of Foothill College (ASFC)
De Anza Associated Student Body (DASB)

Leadership/Service Scholarship Code

Leadership/Service Scholarship will be available to student executive officers of the Associated Students of Foothill College -- ASFC President, Vice-President of Finance, Vice-President of Administration, Vice-President of Activities, Vice-President of Organization, Vice-President of Senate, Vice-President of Intramurals, and Budget Commissioner -- and De Anza Associated Student Body Student Senate on a quarterly basis on the following criteria:

- Scholarship recipients are required to develop and submit a set of goals and objectives each quarter to the ASFC or DASB Advisor/Director of Student Activities after election or appointment. Agreement must be reached between the advisor and recipient on those goals and objectives. Prior to the end of the quarter, the recipient must meet with the ASFC or DASB Advisor to conduct a performance appraisal on completion of the goals and objectives.
- Scholarship eligibility in the succeeding quarter will require a positive quarterly Leadership/Service performance appraisal in the previous quarter.
- The scholarship will provide for tuition and books in the amount of \$250.00 each quarter.
- The awards will be administered through the Student Accounts Office at Foothill and De Anza Colleges.

Adopted: May 5, 1997