



Associated Students Incorporated  
California State University, Bakersfield  
56 SU  
9001 Stockdale Highway  
Bakersfield, CA 93311-1002  
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P: (661) 654-2418

## Memorandum

Date: Wednesday, April 2, 2025

To: Dr. Vernon B. Harper  
*CSUB University President*

From: Erin Pruitt *E.P.*  
ASI President  
Mike Kwon *M.K.*  
ASI Executive Director

Re: **2024-25 ASI Budget**

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Attached for your review and signature is the 2024-2025 ASI Budget. The ASI Board of Directors reviewed and approved of their budget on June 25, 2024.

Per Executive Order 0369, the budget approval process involves review and approval by the campus president. As University President, you may (1) approve the proposed budget unchanged, (2) defer approval pending further discussion, (3) approve with the exception of vetoed items, or (4) disapprove the entire budget for cause.

There were some changes that needed to be made in terms of line-item expenditure which caused unexpected delays, but both Dr. Wallace and Heather Macaulay have reviewed and cleared our budget.

Please contact the ASI Executive Director with any questions.

C: Elizabeth Walker, Director of Student Affairs Accounting

Supp: 2024-25 Proposed Budget


Associated Students, Inc.  
2024-2025


Revenue	2023-2024	2024-2025		
ASI Referendums - Student Fees	Approved	Proposed	Revisions	Comments
ASI (Student Government)	\$ 583,500.00	\$ 542,600.00	\$38,750.00	\$46500 / 6 = \$7750 (equal amount agreed upon overhead fee) \$46500 - \$7750 = \$38750.00 revenue for ASI
Children's Center	\$ 159,650.00	\$ 167,100.00	\$ 159,350.00	(\$167,100 - \$7750 equal amount agreed upon overhead fee)
Athletics	\$ 493,150.00	\$ 500,000.00	\$ 492,250.00	(\$500,000 - \$7750 equal amount agreed upon overhead fee)
Athletics-DIV I	\$ 2,825,550.00	\$ 2,830,000.00	\$ 2,822,250.00	(\$2,830,000 - \$7750 equal amount agreed upon overhead fee)
Student Activities (Clubs & Orgs)	\$ 117,150.00	\$ 125,000.00	\$ 117,250.00	(\$125,000 - \$7750 equal amount agreed upon overhead fee)
Antelope Valley (Student Life)	\$ 75,650.00	\$ 83,340.00	\$ 75,590.00	(\$83,340.00 - \$7750 equal amount agreed upon overhead fee)
Total Projected Revenue of All Funds under ASI	\$4,254,650.00	\$4,248,040.00		
Total Distribution of "Pass-Through" Referendums	\$3,671,150.00	\$3,705,440.00		
Total ASI (SG) Revenue - Student Fees	\$ 583,500.00	\$ 542,600.00		
<b>Total Revenue:</b>	<b>\$ 583,500.00</b>	<b>\$ 581,350.00</b>		
MR001 - Expenses				
Section I: ASI Employees	2023-24	2024-25		
Executive Director	\$ 75,000.00	\$ 79,200.00		Salary for Executive Director (per 2023-24 campus memo)
Administrative Support Coordinator	\$ 50,652.00	\$ 55,717.00		
Benefits	\$ 77,905.00	\$ 83,648.54		(Executive Director + Admin. Support Coordinator Salary) x 62%
Student Assistant - Office Assistant & Graphic Designer	\$ 25,000.00	\$ 6,720.00		1 student assistant (@16.50*20 Hours/Week*15 Weeks = \$4950.00) x 2 Semesters
Total Expenses	\$ 228,557.00	\$ 225,285.54		
Section II: Administrative Costs				
Utilities for Office Space	\$ 5,000.00	\$ 4,000.00		FY21-22 ASI switched from paying rent to SEI to paying for utilities (Gas, Sewage, etc.)
Supplies & Services	\$ 12,000.00	\$ 11,000.00		General Supplies, Water Refill Station Filters, Etc.
Space Rental	\$ -	\$ 15,000.00		25Live Reservations for Events, Meeting Rooms, etc.
Telephone	\$ 2,520.00	\$ 2,500.00		Main Campus
Postage	\$ 100.00	\$ 300.00		
Printing ASI Misc.	\$ 1,000.00	\$ 5,300.00		Copier/Printer charges, Print Shop, Media Lab requests (.49 color/ .08 black&white) plus \$40/month lease fee
Administration Overhead (campus service agreement EO1000)	\$ 33,200.00	\$ 29,260.00		campus services
ASI Accounting support (617001 - Services from other funds/agencies)	\$ 48,900.00	\$ 46,500.00		All ASI entities will pay \$7750.00 to support the Auxiliary Accounting position (MR001-MR006)
Auxiliary Organizations Association - Membership Dues	\$ 600.00	\$ 600.00		
ASI Elections Coordinator Fee	\$ 500.00	\$ -		Included charge within AVP portion
Parking Permits	\$ 7,626.00	\$ 7,626.00		\$93 x 41 members x 2 semester
ASCAP/BMI (Music Licensing)	\$ 1,800.00	\$ 1,800.00		Music: Shared cost w/ campus departments
Audit/Tax	\$ 2,500.00	\$ 2,500.00		per contract


Equipment	\$ 3,000.00	\$ 3,000.00		Office renovation with more chairs, desks, and computer station.
Insurance/Liability	\$ 3,000.00	\$ 2,438.00		per CSU Risk Management Authority
<b>Total Expenses:</b>	<b>\$ 121,746.00</b>	<b>\$ 131,824.00</b>		
<b>Section III: Student Scholarships</b>				
Executive Scholarships	\$ 49,710.00	\$ 51,204.00		\$8534 x 6 (VPs + Pres) (3% cost of living increase)
Chief Justice Scholarship	\$ 876.00	\$ -		
Director Scholarship	\$ 8,060.00	\$ 8,308.00		\$130 each semester X 31 Directors, Justices, Chair, Lobby Corps (3% cost of living increase)
Student Scholarships	\$ 30,000.00	\$ 30,000.00		ASI Scholarship funds - \$500 x 60 students (2019 - Scholarship Recipients cap of 60 students). Distribution: 30 Fall & 30 Spring
<b>Total Expenses:</b>	<b>\$ 88,646.00</b>	<b>\$ 89,512.00</b>		
<b>Section IV: Professional Development &amp; Conference Travel</b>				
California State Student Association (CSSA) Meetings	\$ 6,500.00	\$ 7,500.00		\$150 Registration x 2 members x 7 meetings + travel costs
California Higher Education Student Summit (CHESS) Conference	\$ 3,300.00	\$ 4,000.00		ASI President + VPLA + 4 Lobby Corps. + Staff Registration & Travel Costs
CSUnity: Student Leader Training Conference	\$ 8,500.00	\$ 10,000.00		\$200 Fee x 10 students + 1 staff + travel costs
Auxiliary Organization Association (AOA)/NACAS/ Auxiliary Related Travel	\$ 2,000.00	\$ 2,500.00		Annual Conferences/Meetings
ASI Orientation, Retreat, Meetings, & Trainings	\$ 7,200.00	\$ 10,200.00		Exec/Board Retreat & Board Orientation, CSUB-AV Travel, Student Leaders Retreat
<b>Total Expenses:</b>	<b>\$ 27,500.00</b>	<b>\$ 34,200.00</b>		
<b>Section V: ASI Programming</b>				
Events & Programs	Campus	\$ 26,500.00	\$ 28,000.00	Events from Campus Life Committee Directors & MAGEC Co-Events, ASI Tabling
Life Committee	University Affairs Committee	\$ 5,000.00	\$ 1,500.00	Sustainability w/ Faculty Sustainability Committee, & Basic Needs Co-Programming, School Socials (\$250x4=\$1000x2=\$2000), Townhalls, Pups & Cups
	Public Affairs Committee	\$ 2,000.00	\$ 1,500.00	L.E.A.D., Community Outreach, and CSUB-AV Programming
	Finance Committee	-	\$ 1,000.00	Clubs/Org. Social - 2x a year (Fall and Spring)
	Legislative Affairs Committee	\$ 2,500.00	\$ 1,000.00	Voter Registration & Get Out the Vote Programming/Initiatives
	Judicial Council	\$ 2,000.00	\$ -	Will communicate with Campus Life to do programs/events.
	ASI Elections	\$ 500.00	\$ -	ASI Election Promotional Events
	Runner Nights	\$ 20,000.00	\$ 20,000.00	Runners Nights Fall/Spring - Minimum commitment of \$15,000
Hospitality		\$ 5,551.00	\$ 4,000.00	Student Leadership Council, End of the Year Banquet, ASI Meetings
Advertising/Promotion		\$ 8,000.00	\$ 5,000.00	ASI Board Apparel, Promotional Items
<b>Total Expenses:</b>	<b>\$ 72,051.00</b>	<b>\$ 62,000.00</b>		
<b>Section VI: Funding to Student Clubs/Organizations via Finance Committee/Board</b>				
Club Funding		\$ 26,000.00	\$ 28,000.00	ASI co-sponsoring events with clubs/organizations via Resolution
Travel Support to Clubs/Organizations		\$ 4,000.00	\$ 5,000.00	ASI support to clubs/organizations for ONLY academic-related travel of clubs/organizations.
<b>Total Expenses:</b>	<b>\$ 30,000.00</b>	<b>\$ 33,000.00</b>		
<b>Section VII: Other Costs</b>				
Discretionary Expenses		\$ 2,500.00	\$ 2,500.00	
President				
	Vice President	\$ 2,500.00	\$ -	
	Finance	\$ 2,500.00	\$ -	

University Affairs	\$ 2,500.00	\$ 2,500.00		University projects (e.g., shuttles, MAGEC, Runner Express)
Legislative Affairs	\$ 2,500.00	\$ 500.00		Ballot Box Cover
Campus Life	\$ 2,500.00	\$ -		
Total Expenses:	\$ 15,000.00	\$ 5,500.00		
Section VIII: Unallocated Amount				
General Unallocated/Reserves	\$ -	\$ -		ASI will not be allocating any funds to the reserves this year.
Total Expenses:	\$ -	\$ -		
Total Operation Expense	\$ 438,949.00	\$ 446,621.54		
Total Student Life Expenses	\$ 144,551.00	\$ 134,700.00		
Total Expenses	\$ 583,500.00	\$ 581,321.54		
Revenue Less Expenses	0.00	28.46		

Approved on 6-5-2024

  
Erin Pruitt, President of Associated Students, Inc.

  
Mike Kwon, Executive Director of Associated Students, Inc.

  
Dr. Vernon B. Harper, University President

