

To: Senate, Associated Students of the University of the Pacific

From: Ronald 'RJ' Rossi, Director of Finance

Date: September 15, 2023

Subject: Internal Budget Reallocation

Dear Members of the Senate,

I hope this message finds you well. As the Director of Finance, it is my responsibility to ensure the fiscal health and sustainability of our organization. Today, I present to you a comprehensive overview of the recent budget reallocation that was necessitated by unforeseen financial challenges we faced.

Background

Upon careful examination of our financial records, we discovered a substantial deficit of approximately \$65,000 once rollover calculations were accurately reported. In light of this fiscal challenge, it became imperative for us to reallocate to restore financial stability to ASUOP.

Changes in Revenue and Expenditures

To address the budget deficit and ensure the continued effectiveness of our organization, we have implemented several changes to our expenditures. It is important to note that next year, the rollover will be even less, underscoring the need for the Senate to consider either increasing revenue, decreasing expenditures, or both, in order to maintain our financial stability.

Revenue

1. **Rollover:** Our rollover funds have decreased from \$633,789 to \$383,732. This adjustment reflects a more accurate representation of our available resources.

Expenditures

1. **President Salary:** The President's salary has been increased from \$11,000 to \$13,140 to better align with the University of the Pacific's updated pay scales for student workers.
2. **Cabinet Discretionary Fund:** The Cabinet Discretionary Fund has been eliminated, going from \$3,000 to \$0, as part of our efforts to allocate resources more efficiently.
3. **Supporting Local Fund:** Likewise, the Supporting Local Fund has been eliminated, decreasing from \$2,500 to \$0, while still focusing on maintaining our core responsibilities.
4. **Leading Tigers Fundraising:** The Leading Tigers Fundraising budget has been cut from \$10,000 to \$0, as it was deemed non-essential in our current financial context.
5. **Chief Justice Salary:** The Chief Justice's salary has been increased from \$4,000 to \$4,760 to remain in compliance with updated compensation standards.
6. **Associate Justices and Judicial Apprentice Salaries:** The combined salary for 2 Associate Justices and 1 Judicial Apprentice has been adjusted from \$7,000 to \$6,144 and \$4,096, respectively, in line with the new pay scales.
7. **Vice President Salary:** The Vice President's salary has been increased from \$11,000 to \$12,410 to maintain equity with the revised pay scales.
8. **Clerk Salary:** The Clerk's salary has been decreased from \$6,000 to \$4,096 to ensure a balanced budget.
9. **Director of Finance and Deputy Director of Finance Salaries:** The combined salaries for the Director of Finance and Deputy Director of Finance have been adjusted from \$12,000 to \$10,200 and \$5,280, respectively.

10. **Chair and Vice Chair of Arts & Entertainment:** The combined salaries for the Chair and Vice Chair of Arts & Entertainment have been modified from \$21,500 to \$13,600 and \$9,600, respectively.
11. **Programmers:** The Programmers' budget has been increased from \$40,000 to \$57,600 to accommodate essential operational needs.
12. **Tigerlands:** The Tigerlands budget has been reduced from \$200,000 to \$190,000 as part of our efforts to optimize resource allocation.
13. **Film Series:** The Film Series budget has been reduced from \$50,000 to \$27,500 while maintaining its core mission.
14. **Destress Fest:** The Destress Fest budget has been reduced from \$20,000 to \$15,000, ensuring that we continue to provide valuable services to our students.
15. **Director of DEI Salary:** The Director of DEI's salary has been decreased from \$14,000 to \$10,200, reflecting our commitment to fiscal responsibility.
16. **DEI Coordinators Salaries:** The salaries for 3 DEI Coordinators have been increased from \$15,000 to \$15,360, aligning with updated compensation standards.
17. **Cinema Series:** The Cinema Series budget has been eliminated, decreasing from \$15,000 to \$0.
18. **Director of Communications:** The Director of Communications salary has been decreased from \$12,000 to \$10,200, in accordance with our budgetary constraints.
19. **Communications Discretionary Fund:** The Communications Discretionary Fund has been reduced from \$1,500 to \$750.
20. **Director of Strategic Marketing:** The Director of Strategic Marketing's salary has been decreased from \$14,000 to \$10,200.
21. **Graphic Designers:** The budget for 6 Graphic Designers has been increased from \$22,000 to \$24,960 to support essential creative work.

22. **Software, Programs, Subscriptions, and Websites:** The budget for software, programs, subscriptions, and websites has been reduced from \$5,000 to \$2,250, while maintaining our digital infrastructure.
23. **Photographers Salaries:** Photographer salaries have been reduced from \$11,500 to \$7,680, ensuring prudent use of resources.
24. **AV Equipment:** The AV Equipment budget has been reduced from \$700 to \$650.
25. **Uniforms:** The Uniforms budget has been reduced from \$500 to \$240.
26. **Campus Improvement Fund:** The Campus Improvement Fund budget has been reduced from \$12,000 to \$8,000.

Conclusion

These changes reflect our commitment to responsible financial management and our dedication to providing quality services to our student body while addressing the deficit. Through these measures, we will have successfully reduced the budget deficit from approximately \$65,000 to a surplus of \$7,500.

I invite you to review these adjustments and welcome any questions or feedback you may have. It is crucial that we work together to ensure the financial health and sustainability of ASUOP. Thank you for your continued dedication to our organization and the students we serve.

Sincerely,

Ronald 'RJ' Rossi

Director of Finance

