

**Student Activity and Service Fee Submission Form
for
Trustee Organizations (all campuses)**

Welcome to the 2024-25 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

Organization Contact Information

Display Name	NetID
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Al Zaatini, Bendy	baz20004
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Email

bendy.al_zaatini@uconn.edu

Your Organization:

ASG Waterbury

Organization Website

[Click to visit](#)

Organization Social Media Information

Instagram and Tiktok: @WaterburyUConnASG

Please provide your Organization's Mission and a brief history

The organization began in 1946 and has continued to exist at the Waterbury campus. The mission of the Waterbury Associated Student Government is to act on behalf of the student body to best represent their needs, concerns, and desires for the campus. Through effective communication, the Waterbury Associated Student Government oversees the responsible distribution of Student Activity Fees via Tier II registered student organizations' business and programming, including, but not limited to, educational, recreational, diversity, and leadership events.

Please upload a PDF of your current Organizational Chart.

[ASG Organization Chart 2024.pdf](#)

What are your organization's current goals and how do they align with your mission?

The Associated Student Government's current goals focus on increasing student engagement, enhancing diversity initiatives, and fostering leadership development. ASG aims to host events that reflect the diverse interests of the student body while ensuring transparent communication to keep students informed about campus happenings, as well as encouraging students to partake in event planning and running. Additionally, ASG is committed to responsibly managing and allocating student activity fees, ensuring that funds are used effectively to benefit a broad range of student programs.

Activity Participation and Alignment

1) Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your organization.

The Associated Student Government provides a range of programs and services designed to foster community engagement, including food events such as Pancakes for Success, team-building events such as LEGO Build & Bond, and holiday celebrations with outdoor inflatable games, bringing students together and enhancing campus culture. In addition, our diverse campus enjoys cultural celebrations such as numerous events throughout Hispanic Heritage Month and the Albanian Independence Day Celebration. ASG also oversees funding for Tier II clubs, supporting numerous student-led programming such as the Muslim Student Association, Veritas Art Club, KPop Club, and many more. ASG also organizes trips, including the Fall New York City trip and the Spring Boston trip, and hosts fundraisers such as for the Lebanese Red Cross, which enable students to contribute to important causes globally. Each of these activities reflects ASG's commitment to serving and representing the student body effectively.

Who is eligible to participate in your activities?

Undergraduate students of a specific campus
Community Members/Guests

Financials

Please note that items 3-5 should total 100%

2) For what purpose do you spend any portion of your budget on the operations of your organization?

Operation spending is typically for office use, such as printing supplies, but also includes general event supplies that are also for club use during meetings and events. These supplies include a continued stock of plates, cups, napkins, utensils, and water. ASG also pays the President, Vice President, Treasurer, and Secretary for time spent working on projects specific to their role, which are unable to be completed by the general membership.

3) What percentage of your budget is to support your organization's operations?

4.5

Does your Organization pay any elected or appointed student leaders?

Yes

If so, please list and provide a brief explanation of student payroll.

President: An elected position, they are paid for projects, activities, and business specific to their role. This position, between planning, management, and communication within and outside the organization, is required to dedicate a large portion of time to completing duties.

Vice President: An elected position, they are required to fill in the role of the President and other e-board members when they are not available, plan events, and promote engagement through social media and other means. As such, they are paid for time specific to their role.

Secretary: An elected position, the primary responsibilities of the role are to keep a detailed log of meeting minutes, track membership, and promote engagement. Their position holds responsibilities important to ensuring transparency and ethical actions. As such, they are paid for time specific to their role.

Treasurer: An elected position, they are responsible for tracking and maintaining the budget to ensure all purchases are made correctly, consistently, and with the best interests of the student body in mind. Their role is important for auditing purposes when distributing the Student Activity Fee. As such, they are paid for time specific to their role.

Does your Organization pay for any non-student staff?

No

4)What percentage of your budget is for programs and services for students sponsored by your organization (do not include expenses that are for members only)?

75

- a) How do you determine if these programs and services meet your organizational goal/priorities?
 - b) How do you know if the program, and services you provide meet the needs/expectations of your constituents?
-

The Associated Student Government carefully selects events that reflect our student body's interests, fostering a stronger sense of community and inclusivity and welcoming any and all ideas presented to us by the students. We choose events like food gatherings, holiday celebrations, and club-sponsored activities because they encourage student interaction and provide a break from academic pressures. Student satisfaction is key to our event planning, and we prioritize feedback from previous programs to tailor any future events to satisfy the students. So far, we have noticed that students value opportunities for socializing, cultural expression, and personal growth, and that has been our main focus during our program planning meetings.

5)For groups that fund Tier II student organizations, what percentage of your budget is allocated to them?

25

6)Please explain significant changes in the overall budget (spending plan) for this fiscal year since starting July 1, 2024, when compared to the previous year's budget and this year's original budget.

For the current fiscal year starting July 1, 2024, the Associated Student Government has made some significant adjustments to the overall budget. Due to the Campus Director's limited ability to provide additional funding, ASG has worked to reallocate resources carefully, focusing on maximizing the impact of available Student Activity Fees to support campus life without relying on supplemental funds. This year's spending plan reflects an increase in ASG-planned events, as we've taken on a more central role in student engagement due to an initial decrease in active Tier II clubs at the beginning of the

fall 2024 semester. With fewer clubs organizing events, ASG has stepped in to fill the gap by planning activities to maintain a vibrant campus environment. This has required redirecting budget allocations to cover additional programming, such as holiday events, food gatherings, and social activities.

Revenue

7)What is the current Fee amount per semester/year?

35

Storrs Undergraduate [Fees](#)
Regional Undergraduate [Fees](#)
GSS Graduate [Fees](#)
Law Graduate [Fees](#)
SSW Graduate [Fees](#)

8)Does your organization receive income from any source other than student fees?

Yes

- a) What are the sources of revenue you currently collect and how much is it that you receive?
 - b) Are these sources consistent or variable from year to year?
 - c) How is this revenue reflected in your organization's projected budget? Please explain.
-

ASG has been consistently receiving \$14,000 from the Campus Director to help bolster programming. Recently, the organization was told the Campus Director could no longer provide the funding and plans were made to cut funding to \$9,000 in FY25, \$4,500 in FY26, and no funding beginning FY27. To reflect this in the budget, changes were made to shrink the allotted amounts in various expense categories over time, while also maintaining a reserve fund of approximately \$10,000 in case of emergency.

Expenses

9)What are the top organization operational expenditures?

Temporary salaries, supplies, and dues and memberships

10) How are these expenses similar to or different from the previous year?

Expenses are similar to the previous year since e-board members typically log amounts that are consistent with their predecessors, supplies are continuously purchased to ensure stock is provided, and dues and memberships for the National Association for College Activities have changed little year to year.

11)What are the top organization expenditures for programs and services that you fund?

Refreshments, event services, and supplies

12) How are these expenses similar to or different from the previous year?

Expenses are similar to the previous year since much of the programming created by ASG offers food from local restaurants and catering services. The campus does not have a dedicated dining plan, so it is important to ensure food for students on campus. Event services are also similar, in that activities and rentals provided by agencies have remained consistent. Lastly, the supplies

purchased by ASG have shrunk, as the current e-board is dedicated to using supplies (decorative, recreational, etc.) that are already available in storage before purchasing more.

13)What are the top expenditures for Tier II organizations (if applicable) that you fund?

Refreshments, supplies, and awards

14)How are these expenses similar to or different from the previous year?

Expenses are similar to the previous year, though the cost has gone down. Tier II organizations have maintained a more manageable calendar of events and expenditures—utilizing supplies from previous events to use at future events. Most Tier II organizations enjoy providing a refreshment or prize for attendees attending and participating in their activity.

Future Year Spending Plans

15)What are your Organizational priorities, as reflected in your projected budgets, for the next two fiscal years?

Over the next two fiscal years, the Associated Student Government will continue to prioritize programming that directly enhances student engagement. Significant expenditures will continue to focus on food at events, a key driver of attendance and community interaction. ASG is committed to cost-effective food options that maximize engagement and satisfaction. Additionally, collaborative initiatives with campus departments and committees will be a priority, such as with the Student Health and Wellness (SHaW) and Walkbury, as these partnerships allow for a broader range of events and help foster a sense of inclusivity on campus. ASG will also invest in interactive and creative activities, allocating a budget for craft and DIY supplies, and supporting hands-on programs that the students enjoy. These activities are consistently well-received and provide opportunities for students to connect through shared experiences. To further enrich campus life, ASG will maintain a budget for novelty experiences, such as photo booths, interactive installations such as inflatable games, and event-themed giveaways. Through these budgeted priorities, ASG is committed to delivering a vibrant campus experience that aligns with the needs and expectations of our student body.

16) Is your Organization seeking a fee increase?

No

Fund Balance

17) If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?

Ideally, ASG would carry \$10,000 from year to year. The current justification is that, with the plans for the Campus Director to no longer provide additional funds to the organization, we are unsure how it will affect future programming and if there may be a need for a backup in case of fluctuating student enrollment.

18) If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?

With the Campus Director no longer providing additional funds and consistent spending, the fund balance will continue to decrease to the desired amount over the next few years.

Include what your projected balance will be at the end of this year as well as the next two projected years.

FY25: \$21,090.88 FY26: 14,840.88 FY27: \$10,090.88

Other

Is there any additional information that the Committee should be aware of when reviewing your Organization's budget documentation?

Financials

Please upload the SASFAC Excel Sheet

[Waterbury SASFAC report FY 2025.xlsx](#)

Advisor & FO Review and Commentary

1.Is the financial document (specifically the columns 'FY24 Actuals' and 'FY25 Updated', including the fund balance), as presented, an accurate record of the organization's financial status?

Additional Documentation Upload

No Response

Yes

2.Do you have comments regarding the FY26 Updated or FY27 Projected Budgets?

2.a. If yes, for what component(s) of the budget would you like to provide information?

Yes

Currently, ASG Waterbury does not expense purchases on behalf of Tier II organizations to a different account. Plans are being made to create a Tier II subaccount to better track funding to Tier II organizations.

3.Please provide a narrative on the advising and compliance discussions you have had to date with the Org leadership regarding their finances.

With the current leadership, I have had multiple discussions regarding the fund balance, what it means, and why it is important to spend it. I have talked with them about the Student Activities Fee and how the current students should be benefiting from the money as much as they can, and it is their responsibility to uphold this. Additionally, we have discussed other pieces of the budget, such as the Campus Director's contribution, the affect of enrollment numbers, and what increasing the Student Activity Fee means, why it is done, and how that would affect the campus if pursued.

Advisor/FO signature

Electronically Signed by Emery, Nathan (nathan.emery@uconn.edu) - November 18, 2024 at 12:31 PM (America/New_York)

Organization Review and Vote

You've got through and made any necessary edits:

Yes

Date of formal Organization Budget approval

December 4, 2024

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote.

[ASG Waterbury Meeting Minutes 12.4.24.docx](#)

Form Submission - Proposer

Submitted for Approval | Proposer

Al Zaatini, Bendy - November 15, 2024 at 1:39 PM (America/New_York)

Task

Task Completed

Emery, Nathan - November 18, 2024 at 12:32 PM (America/New_York)

Task

Task Completed

Al Zaatini, Bendy - December 6, 2024 at 2:47 PM (America/New_York)

Notification

Notification Sent

Clokey, David - December 6, 2024 at 2:47 PM (America/New_York)

Notification

Generating PDF

O'Brien, Krista

Advisor

E-Board

President

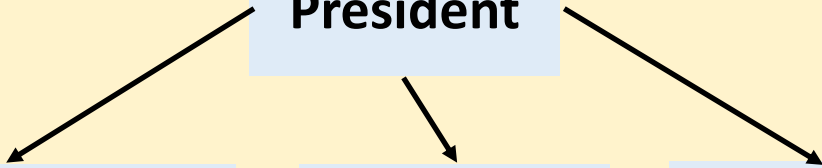
Vice President

Treasurer

Secretary

Voting Members

Community Members



Waterbury ASG

[KFS Expense Object Code Descriptions - Finance, Payroll, and Budget - UConn Knowledge Base](#)

	FY24 Actual	FY25 Original	FY25 Updated	FY26 Original	FY26 Updated	FY27 Projection
L9/Fund Reserve	\$ 34,390.88	\$ 16,090.88	\$ 21,090.88	\$ 3,290.88	\$ 14,840.88	\$ 10,090.88
BEG BAL BROUGHT FORWARD	\$ 55,467.13	\$ 34,390.88	\$ 34,390.88	\$ 21,090.88	\$ 21,090.88	\$ 14,840.88
L4 Reimbursement	\$ (66,520.25)	\$ (63,800.00)	\$ 58,800.00	\$ 63,300.00	\$ 51,750.00	\$ 50,250.00
StuFees	\$ 45,444.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00
4170120	\$ (73,306.31)	\$ (59,100.00)	\$ (54,100.00)	\$ (58,600.00)	\$ (48,500.00)	\$ (47,000.00)
Org Programming Expense	\$ (70,581.04)					
Fees	\$ (3,561.23)	\$ (1,000.00)	\$ 1,000.00	\$ (1,000.00)	\$ 1,000.00	\$ 1,000.00
Other Expenses	\$ (674.00)	\$ (25,000.00)	\$ 20,000.00	\$ (20,000.00)	\$ 15,000.00	\$ 15,000.00
Refreshments	\$ (34,675.56)	\$ (40,000.00)	\$ 35,000.00	\$ (35,000.00)	\$ 30,000.00	\$ 25,000.00
Rentals And Leases	\$ (900.00)	\$ (600.00)	\$ 600.00	\$ (600.00)	\$ 500.00	\$ 500.00
Services	\$ (24,781.44)					
Supplies	\$ (18,139.91)	\$ (3,000.00)	\$ 3,000.00	\$ (3,000.00)	\$ 3,000.00	\$ 2,500.00
Travel	\$ (1,785.10)					
Promotional		\$ (2,000.00)	\$ 2,000.00	\$ (2,000.00)	\$ 2,000.00	\$ 1,500.00
Awards		\$ (1,500.00)	\$ 1,500.00	\$ (1,500.00)	\$ 1,500.00	\$ 1,500.00
Telecommunications	\$ (63.80)					
Transfers						
Income from Transfers	\$ 14,000.00	\$ 14,000.00	\$ 9,000.00	\$ 4,500.00	\$ 4,500.00	\$ 0.00
Operational Expenses Expense	\$ (2,725.27)	\$ (4,700.00)	\$ (4,700.00)	\$ (4,700.00)	\$ (3,250.00)	\$ (3,250.00)
Temporary Salaries	\$ (1,980.27)	\$ (4,000.00)	\$ 4,000.00	\$ (4,000.00)	\$ 2,500.00	\$ 2,500.00
Dues And Memberships	\$ (745.00)	\$ (700.00)	\$ 700.00	\$ (700.00)	\$ 750.00	\$ 750.00
Transfers						
Funding Others Expense						
Transfers						

ASG Waterbury Meeting Minutes

December 4, 2024 at 8:00 – 9:00 a.m.

Held: Student Services Conference Room

[Click here to join the meeting](#)

Meeting ID: 286 232 215 705

Passcode: QBMQXW

- I. Previous Meeting Minutes
- II. Current Budget
- III. Unfinished Business
- IV. New Business
- V. Upcoming Events
- VI. Adjournment

Attendance:

- Bendy Al Zaatini
- Erjona Zhuta
- Sanya
- Emma Pidlipchak

Meeting called to order at 8:25am

Previous meeting minutes (11.20.24): 8:12 am – 9:01 am

Motioned by: Bendy Al Zaatini

Seconded by: Erjona Zhuta

Yes: All

No: None

Abstain: None

Current Budget: \$20,829.78

Unfinished Business:

New Business:

- I. ASG motions **\$29.98** for forks from BJs for general event necessities for the spring semester 2025
 - a. Berkley Jensen Plastic Forks 300 ct. X2 \$14.99

Motioned by: Bendy Al Zaatini

Seconded by: Emma Pidlipchak

Yes: All

No: None

Abstain: None

II. ASG motions to approve the SASFAC budget projected for FY25, FY26, and FY27.

Motioned by: Bendy Al Zaatini

Seconded by: Erjona Zhuta

Yes: All

No: None

Abstain: None

III. Spring 2025 meeting times

Thursday's 10am-11am

IV. Spring Welcome Week events

- Welcome Back Lunch
- Spirit Cafe Karaoke
- One Ton Ice Cream
- Pop Up Trivia (Neon Entertainment)

Upcoming Events:

December:

- a. NYC Bus Trip – Saturday 12.7.24 8am

Meeting adjourned at 9:10am

DECEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Finals Fuel	2	3	4	5	6 I ♥ NY NYC Bus Trip
8	9	FINALS WEEK			12	13
15	16	Winter Break!			20	21
22	23	Winter Break!			27	28
29	30	Winter Break!				

joy

MERRY CHRISTMAS

January 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			01 HAPPY NEW YEAR	02	03	04
05	Winter Break!					11
12	Winter Break!					18
19	20	WELCOME WEEK			24	25
26	27	28	29	30	31	
NOTE						