

1993

Budget Request 1993-1994

Student Government Association BBC, Florida International University

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Florida International University

PROPOSAL to the finance Committee of the Student Government Council-(North Miami)

From Lamar Conness (Student Affairs Coordinator) and the Broward Awareness Committee

This is to request the funding for the position of a ten (10) hour per week Office Assistant for the Broward Awareness Program of the Student Government Association. The position would pay \$5.00 per hour. It would be located at the University Tower and would also require some time at the Davie campus as determined by the Student Affairs Coordinator.

The position would include the following duties and responsibilities:

- *clerical: typing requisitions, university invoices, minutes of meetings and all other paperwork needed by the Committee
- *copying all necessary paperwork for the Broward Awareness
- *organizing and maintaining files of the Broward Awareness Committee
- *assisting the Student Affairs Coordinator and the Committee with creating signs, displays, and tickets for events
- *answering telephone calls that come to the Student Affairs office regarding Broward Awareness
- *ordering and assisting with the retrieving of the grocery items from local grocery stores
- *assisting at the events that are planned by the Committee
- *faxing the necessary paperwork to the appropriate offices at University Park and North Miami and to outside vendors
- *other duties as assigned by the Student Affairs Coordinator and the Broward Awareness Committee pertaining to student programming in Broward



Florida International University

PROPOSED BROWARD AWARENESS BUDGET 1993-94

END OF YEAR EVENT	\$7500
Cruise aboard Carrousel, Gift for Grads., Gift Wrap, Promotional Materials, Flowers and Balloons.	
SPEAKERS	\$3500
Well-Known Speaker and various Leadership, Health, and other Student Requested seminars.	
SEVEN DEGREE PROGRAMS	\$4300
*School of Nursing includes 2 Pinning Ceremonies.....	\$750
*College of Public Affairs & Services	
Social Work.....	\$750
Health Services Administration.....	\$350
*College of Education.....	\$800
*College of Engineering & Design.....	\$550
*School of Hospitality Management.....	\$550
*College of Business Administration.....	\$550
OPS POSITION	\$2500
FESTIVE HOLIDAY EVENT	\$4000
INTERNATIONAL LUNCHEON FESTIVAL	\$3000
WELCOME BACK / PHOTO ID DAY	\$1600
*Fall & Spring both campuses	
FIU FALL FAMILY PICNIC	\$1500
STUDENT PROMOTIONAL ITEMS	\$3000
*T-Shirts, caps, pencils, mugs etc.	
TCBY ICE CREAM EVENTS	\$600
*Halloween & St. Patrick's Day	
PROMOTIONAL AND PUBLICITY	\$500
*Signs, flyers, colored paper, balloons and markers	
TOTAL	\$31700

MEMORANDUM

TO: Paul Wright,
The Beacon

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 5, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your 2~budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

93 APR 26 AM 5:42
FIU
305-3405-794

Organization: The Beacon

Representative: Paul D. Wright, General Manager

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
Recycling program (assistant & equipment)	\$ 6,500.00
Computer & production equipment	10,000.00
Printing of the paper	33,000.00

Totals

\$ 49,500.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____

S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

1992-93 SUMMARY

This has been a banner year in the short history of The Beacon. Here is a quick summary just for informational purposes.

We began twice a week publication last Fall.

Our biggest accomplishment of the year was twice a week publication, which we began on Oct. 31. And while the Thursday issue has had some growing pains, it is now firmly established and will continue to grow and improve this coming year. We already have begun working on a publications plan and redesign for the Thursday edition.

We met every goal we set for the year.

In addition to meeting our goal of twice a week publication, we took a major step forward with the addition of a non-student news adviser for our bureau on the UP campus at the beginning of the Spring term. She has managed to stabilize that office and help us more than triple the coverage of news events happening on that campus.

As part of our goal to sponsor useful campus projects, we held a forum on both campuses for SGA presidential and vice-presidential candidates that, while a limited success, forms a basis on which to build for next year.

We upgraded the NM secretarial position to full-time USPS status and increased the number of distribution points. We maintained our \$1 classified rate for students and our low university rate for campus entities who advertise.

We received three big honors this year.

The biggest honor was a Silver Crown award from the Columbia Scholastic Press Association that places us, by their estimate, in the top four percent of the nation's college and university newspapers. At only three years old, we are the youngest known recipient of a Silver Crown.

The Beacon was also named the best student newspaper in the Southeast region by the Society of Professional Journalists. Our region includes college papers in Florida, Georgia, Alabama, South Carolina and part of Tennessee. This places us in contention to be named best in the country at their convention this fall in Miami.

Also, we were named the best student newspaper from among the nine state universities by *Florida Leader* magazine.

GOALS FOR 1993-94

1. Increase coverage, especially of the UP campus.

While we have increased our coverage of general news (especially on the UP campus), we need to improve our coverage of Greek and club activities and school and departmental achievements. We need to look more at issues that affect all composite student groups and at problems and concerns within each ethnic or racial group.

2. Strengthen Thursday edition.

The summer will be spent in redefining, refocusing and redesigning The Beacon Weekend edition. Our goal is to make it a stronger publication this Fall.

3. Redouble our recycling efforts.

While recycling has been a concern of the staff since we started publishing, we have gotten little support from other university entities in our efforts. We intend to move forward to create a program for recycling the paper. Also, we are looking at switching to a different printing paper which, while it will increase our printing costs, may be easier to recycle.

4. Make UP position full-time, create OPS production position.

The OPS news adviser position on the UP campus has been such an advantage to the paper and our readers that we want to upgrade it to a USPS full-time position. We need to create an OPS production manager position to handle our increased advertising and page production brought about by the twice a week production schedule.

5. Create a marketing effort.

While readership of the paper is increasing, we will begin marketing the paper to our audience on campus and look at the possibility of distributing off campus as well.

6. Get more involved in campus projects.

We will sponsor the SGA forums again this year and will continue to look for additional campus projects in which we can participate. A campus-wide public service project during Spring Break next year is one of the projects being considered.

7. Provide a wide range of viewpoints and opinions.

We want to increase the opportunity for students to get their opinions across through The Beacon. One of the proposed changes is to invite campus leaders, including the SGA presidents, to regularly contribute to our op-ed pages.

8. Produce a university telephone directory.

We plan to produce a university telephone directory which will include the campus numbers of all university offices and faculty/staff members and the home number of students. We will offset the production costs with advertising, so we are hoping to keep the cost of the directory at \$2 or less for students. The target date is Oct. 1.

ESTIMATE OF EXPENSES 1993-94

Recurring Expenses

Printing	60 issues @ \$1100 each-60 issues	\$66,000
Staff costs	USPS secretary (salary + benefits)	22,000
	USPS news adviser (salary + benefits)	25,000
	OPS production manager	10,000
	Student staff (see breakdown on back)	24,250
Production supplies		10,000
Photographic supplies		5,000
Postage/phones		8,000
Miscellaneous expenses		5,000
Marketing/promotion		3,000
Hardware/software upkeep & upgrade		3,000
<i>Total estimated recurring expenses</i>		<i>181,250</i>

Non-recurring Expenses

Computer & production equipment (see breakdown on back)	10,000
Recycling equipment & supplies	5,000
<i>Total estimated non-recurring expenses</i>	<i>15,000</i>
Total estimated 1993-94 budget	196,250

Student staff costs breakdown (based on 25 weeks)

Newspaper staff salaries

Editor	\$75/week	\$ 1875
Managing Editor, NM	60/week	1500
Managing Editor, UP	60/week	1500
News Editor, NM	50/week	1250
News Editor, UP	50/week	1250
*Assistant news editor	25/week	625
Sports Editor	50/week	1250
*Assistant sports editor	25/week	625
Features Editor	50/week	1250
Entertainment Editor	50/week	1250
Photo Editor	50/week	1250
Head Copy Editor	50/week	1250
Advertising Manager	75/week	1875
<i>Subtotal</i>		<i>16,750</i>

Office staff salaries

Recycling assistant	10 hrs./wk. @ \$5/hr.	\$ 1500
Office assistant, NM	15 hrs./wk. @ \$5/hr.	2250
Office assistant, UP	10 hrs./wk. @ \$5/hr.	1500
Circulation manger, UP	10 hrs./wk. @ \$5 hr.	1500
Circulation manager, NM	5 hrs./wk. @ \$5/hr.	750
<i>Subtotal</i>		<i>7,500</i>

Total estimate student staff costs \$24,250

Computer & Production Equipment Needs

Mac II computer w/full page monitor	\$4,000	\$4,000
Mac Classic II (2)	1,100	2,200
Scanner	1,500	1,500
Laser printer	800	800
Paste-up tables (2)	750	1500

Total estimated equipment needs \$10,000



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: The Art Museum at Florida International University

Representative: Dahlia Morgan, Director

INFORMATION MUST BE TYPED

Detailed Events: **Amount Requested**
(List in order of priority.)

\$

BUDGET SUMMARY

2 BFA Student Exhibitions @ \$7,280	14,560
The Annual Student Show	3,260
5 Receptions @ \$650	3,250
Critics' Lecture Series	5,000
2 Advertisements in <i>The Miami Herald</i> and <i>Art in America</i>	4,700
Student Intern Research Library Computer/Printer	<u>3,700</u>

Totals \$ 34,470
=====

FIU
 93 MAY 18 PM 4:42
 S.G.A. ACCOUNTING

Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

BUDGET DETAIL

ALL ART MUSEUM EVENTS ARE OPEN TO STUDENTS FREE.

Student BFA Exhibition, Fall '93

December 3 - 10, 1993

Students from both campuses

•Catalogue printing, typesetting	\$ 3,500
•Pedestals	1,000
•Invitation printing	800
•Postage	750
•Reception (partial cost)	450
•Banners	200
•Press Releases	200
•Supplies - touch-up paint, hooks, wire, etc.	200
•Photography	100
•Advertisement in Student Newspaper, <i>The Beacon</i>	<u>80</u>
	7,280

Student BFA Exhibition, Spring '93

Students from both campuses

April 15 -23, 1994

•Catalogue printing, typesetting	3,500
•Pedestals	1,000
•Invitation printing	800
•Postage	750
•Reception (partial cost)	450
•Banners	200
•Press Releases	200
•Supplies - touch-up paint, hooks, wire, etc.	200
•Photography	100
•Advertisement in Student Newspaper, <i>The Beacon</i>	<u>80</u>
	7,280

Annual Student Show

April 1 - 9, 1994

Open to all FIU students, all campuses

Note: For this exhibition the Art Museum staff raises \$2,880 in prizes for students including two purchase prizes.

•Invitation printing	800
•Postage	750
•Printing of applications, posters, and exhibition checklist	600
•Banners	200
•Reception (partial cost)	450
•Press releases & photo duplication	200
•Call for Art and Advertisement in Student Newspaper, <i>The Beacon</i>	160
•Judge's Honorarium	<u>100</u>
	3,260

BUDGET DETAIL
PAGE TWO

Elaine de Kooning

September 10 - October 15, 1993

Note: All receptions are free and open to all students

Opening Reception (partial cost)	450
Banners	<u>200</u>
	650

Cintas Photography Fellows

October 30 - November 27, 1993

Note: All receptions are free and open to all students.

Reception (partial cost)	450
Banners	<u>200</u>
	650

Visiones del Pueblo: The Folk Art of Latin America

January 21 - March 19, 1994

Note: All receptions are free and open to all students.

Reception (partial cost)	450
Banners	<u>200</u>
	650

The Art of Africa

May 6 - June 4, 1994

Note: All receptions are free and open to all students.

Reception (partial cost)	450
Banners	<u>200</u>
	650

FIU Faculty Exhibition

June 17 - July 16, 1994

Note: All receptions are free and open to all students.

Reception (partial cost)	450
Banners	<u>200</u>
	650

Five Receptions (partial cost) @ 650 ea. \$ 3,250

Critics' Lecture Series

Note: These Critics are selected on the basis of their support of young, American artists. They also support student intern programs at their institutions.

Vicki Goldberg, Art Critic

New York Times 2,500

Kinshasha H. Conwill, Executive Director

The Studio Museum in Harlem 2,500

5,000

Two advertisements in The Miami Herald

2,400

Two advertisements in *Art in America*,

(International Art Magazine) October and January 2,300

4,700

**BUDGET DETAIL
PAGE THREE**

**Computer for Student Research Library
of Museum Collections with Scanner
for photographs of works of art**

3,200

Computer Printer

**500
3,700**

TOTAL REQUEST \$ 34,470

Season Schedule 1992-1993

Exhibitions

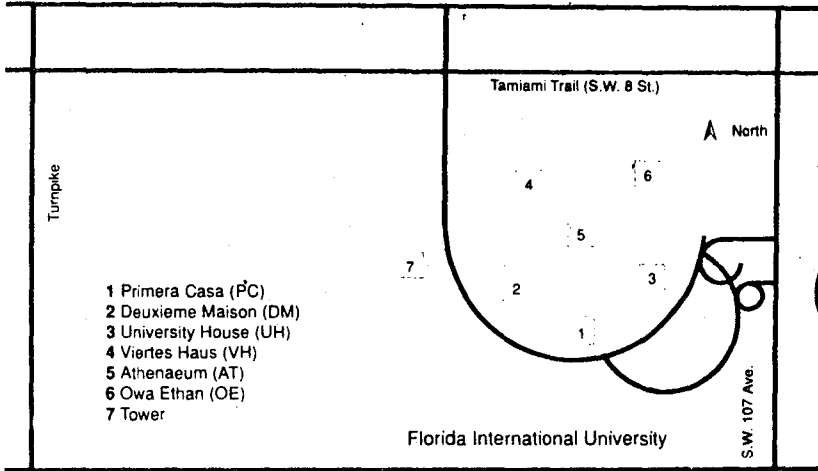
September 11 - October 17, 1992	ANTONI TÀPIES IN PRINT Prints and illustrated books by the Spanish artist, organized by The Museum of Modern Art, New York
October 30 - November 25, 1992	AGUSTÍN FERNÁNDEZ Tracing the evolution of style and subject matter of one of the most important figures in Cuban-American painting of the last century.
December 4 - 11, 1992	B.F.A. EXHIBITION, FALL '92 The culmination of the FIU Visual Art student's undergraduate program
January 8 - February 20, 1993	AMERICAN ART TODAY: CLOTHING AS METAPHOR Next in the annual series examining the way artists today interpret traditional themes exploring clothing as a subject in contemporary art
March 12 - April 3, 1993	ANNUAL STUDENT SHOW Annual juried exhibition of FIU students' artwork
April 16 - 23, 1993	B.F.A. EXHIBITION, SPRING '93 The culmination of the FIU Visual Art student's undergraduate program
April 30 - May 29, 1993	DAVID BATES A retrospective of an American painter who has made the rediscovery of the American bayou and its people
June 11 - July 17, 1993	FIU FACULTY EXHIBITION Featuring the landscapes of James Couper

Critics' Lecture Series XIII

September 11, 1992	DEBORAH WYE Curator, Department of Prints and Illustrated Books, The Museum of Modern Art, New York and Exhibition Director, <i>Antoni Tàpies in Print</i>
October 30, 1992	DAVID ROSS Director of the Whitney Museum of American Art, New York
January 8, 1993	MICHAEL KIMMELMAN Chief Art Critic for <i>The New York Times</i>
April 30, 1993	ROBERT BUCK Director of The Brooklyn Museum, New York

The Art Museum's exhibitions and Critics' Lecture Series are open to the public free of charge.

The Art Museum
AT FLORIDA INTERNATIONAL UNIVERSITY
University Park, PC 110
S.W. 107th Ave. & 8th St.
Miami, Florida 33199
(305) 348-2890



The Art Museum's programs are sponsored in part by the National Endowment for the Arts, the State of Florida, Department of State, the Division of Cultural Affairs through the Florida Arts Council, the Metropolitan Dade County Cultural Affairs Council, the Metropolitan Dade County Board of County Commissioners, the Student Government Association of FIU, and the Friends of The Art Museum.

Museum Hours
 Mon. 10 a.m. - 7 p.m.
 Tues. - Fri. 10 a.m. - 5 p.m.
 Sat. 12 p.m. - 4 p.m.

Non-Profit
 Organization
 U.S. Postage
 PAID
 Permit No. 367
 Miami, FL 3315

The Art Museum
 AT FLORIDA INTERNATIONAL UNIVERSITY
 University Park: PC 110
 S.W. 107th Ave. & 8th St.
 Miami, Florida 33199
 (305) 348-2890

Season Schedule

1992 - 1993

The Art Museum
 AT FLORIDA INTERNATIONAL UNIVERSITY
 MIAMI, FLORIDA

CRITICS' LECTURE SERIES XIII

WYE



Deborah Wye

Friday
September 11, 1992
8:00 p.m. in AT 100
University Park

Deborah Wye, Curator, Department of Prints and Illustrated Books, The Museum of Modern Art, New York, has directed such notable exhibitions as *Committed to Print: Social and Political Themes in Recent American Printed Art*; *American Prints: 1960-85*; *Redon's Legacy*; *Contemporary Prints*; and *American Prints: 1900 - 1960*. With ANTONI TÀPIES IN PRINT, Wye explores the extensive printed oeuvre of the celebrated Catalan artist Antoni Tàpies, the subject of a major exhibition on view at The Art Museum at Florida International University from September 11 - October 17, 1992. Wye has lectured extensively across the country speaking on such topics as "Myth, Culture, Narrative;" "Controversy in Art and History Exhibitions;" "Art and Revolution/Revolutionary Art;" and "Committed to Print."

ROSS



David Ross

Friday
October 30, 1992
8:00 p.m. in AT 100
University Park

David A. Ross is Director of the Whitney Museum of American Art, New York. Formerly Director of The Institute of Contemporary Art, Boston, MA, and Co-Director of the Contemporary Art Television Fund, Boston, MA, Ross has lectured and published extensively on the subject of video art. He has curated such notable exhibitions as *Between Spring and Summer: Soviet Conceptual Art in the Era of Late Communism* and *The BiNational: American and German Art of the Late Eighties*. Ross is a founding member of F.A.C.I.E., the Federal Advisory Development Commission on Major International Exhibitions and has served as Chief Curator and Assistant Director of Collections and Programs at the University Art Museum, Berkeley, CA; as Deputy Director and Chief Curator of Long Beach Museum of Art, Long Beach, CA; and Curator of Video Art at Everson Museum of Art, Syracuse, NY.

KIMMELMAN



Michael Kimmelman

Friday
January 8, 1993
8:00 p.m. in AT 100
University Park

Michael Kimmelman is Chief Art Critic for *The New York Times*. He has received degrees from both Yale and Harvard and has taught courses in modern art, modern architecture and urban planning. He has served as music critic for *The Atlanta Journal-Constitution* and as the culture editor for *U.S. News and World Report*. Kimmelman, whose writings include reviews, essays and reporting on art, architecture, design and music, is a contributor to *The New York Times*, *The New Republic*, *The Wall Street Journal*, *Rolling Stone* and other publications. He has lectured on art at Harvard, Northwestern, the University of British Columbia and other universities and museums.

BUCK



Robert Buck

Friday
April 30, 1993
8:00 p.m. in AT 100
University Park

Robert T. Buck is Director of The Brooklyn Museum, New York. He served as Director of the Art Gallery at Washington University in St. Louis before holding the post of Director of the Albright-Knox Art Gallery, Buffalo, NY, for ten years. A former instructor in art and archaeology, Buck served as Professor in the Art Department at SUNY, Buffalo, NY. Buck is the author of *Sam Francis: Paintings, 1947 - 1972*; *Diebenkorn: The Ocean Park Paintings*; *Sonia Delaunay: A Retrospective*; and *Ferdinand Leger Retrospective*. He is a member of the New York Council for the Humanities and the American Federation of the Arts, and has served as Vice-President of the Association of Art Museum Directors.

The Art Museum at Florida International University is proud to present its thirteenth series of lectures on the arts. In the past we have brought to Miami such prominent critics as Dennis Adrian, Lawrence Alloway, Thomas Armstrong III, Dore Ashton, Lucinda Barnes, Rosamond Bernier, Michael Brenson, John Cage, John Canaday, Judith Crist, Douglas Davis, Peter Eisenman, Helen Frankenthaler, Carlos Fuentes, Grace Glueck, Paul Goldberger, Michael Graves, Germaine Greer, Robert Hughes, Robert Irwin, Hilton Kramer, Thomas Krens, Dr. Jonathan Miller, Philippe de Montebello, Linda Nochlin, Claes Oldenburg and Coosje Van Bruggen, Tod Papageg, Robert Pincus-Witten, Peter Plagens, Carter Ratcliff, John Richardson, Barbara Rose, Franz Schulze, Peter Selz, Richard Serra, Patterson Sims, John Simon, Frank Stella, Robert Storr, John Szarkowski, Marcia Tucker, Kirk Varnedoe, Ricardo Viera, Tom Wolfe, and Marc Zuer.

The Art Museum's exhibitions and Critics' Lecture Series are open to the public free of charge.

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Direc

The Art Museum

AT FLORIDA INTERNATIONAL UNIVERSITY

MIAMI, FLORIDA

**THE B.F.A. EXHIBITION
SPRING '93**

APRIL 16 - 23, 1993

The Art Museum

AT FLORIDA INTERNATIONAL UNIVERSITY

University Park, PC 110

S.W. 107th Ave. & 8th St. • Miami, Florida 33199

(305)348-2890

Museum Hours:

Mon. 10 a.m. - 9 p.m.

Tues. - Fri. 10 a.m. - 5 p.m.

Sat. Noon - 4 p.m.

Sun. closed

Non-Profit Org.

U. S. Postage

PAID

Miami, FL 33199

Permit No. 3675

THE B.F.A. EXHIBITION SPRING '93

An exhibition of the Bachelor of Fine Arts graduates, Spring '93, featuring the works of:

Lori Overstreet Allen, Ginny Azcona, Claudia Carias,

Lucy Hawkins, Ronel Lores, Mary Muino, Rachael Neubauer, Eddie Obregon,

Melinda Patrick, Patricia Ronderos, George Sanchez, and Marisabella Telleria.

Opening reception

Friday, April 16, 1993

8 - 10 p.m.

Exhibition continues through April 23, 1993

This exhibition is sponsored by the **Student Government Association**,
the Friends of The Art Museum and The Art Museum at FIU.

Weekend

ON WITH THE SHOW

CEEJAY SCOTT

News editor

A living room that spewed media manure, a Cuban life raft draped with an American flag and a series of erotic flights of fancy were among the works exhibited by 11 FIU visual arts students at The Bachelor of Fine Arts Exhibition, Spring '93, at The Art Museum on the UP campus.

A packed house of students, faculty, friends and alumni joined the artists at the exhibit's opening last Friday night to enjoy what the artists defined as their finest work.

The show, which runs through April 23, is a graduation requirement for all BFA students.

Eva Van Hees, community relations representative for The Art Museum, said she thinks Hurricane Andrew had a strong influence on the artists exhibited in this year's show. "The work this year is the most emotional I've seen come out of the students in a long time," Van Hees said.

Ceramicist Patricia Ronderos said she wanted to show the emotion involved in the breakdown of the American family with her pieces *Modern Living Room*, *Toybox* and *Dining Room*.

Modern Living Room is a living room after it had been bombarded by bullshit from the media. It attracted many amazed and amused viewers.

"The living room piece shows the manure we get from newspapers and television," Ronderos said. "The repeated violence and things that are coming through the media that are no good. And the music we are listening to nowadays, talks about more violence. There's the cops beating Rodney King, it's been repeated 50 million times on the television. It's all coming into our homes through the media and affecting us."

Cuban Americans and other museum visitors were emotional about one of George Sanchez's many creations, *The Raft of the Medusa*. It brought tears to many eyes.

Sanchez made the piece with oil on fabric, wood and "the physical remains of a Cuban rafter's attempt to attain liberty," Sanchez said Brothers to the Rescue donated the remains of a raft over

Turn to Cover Story/ page 2

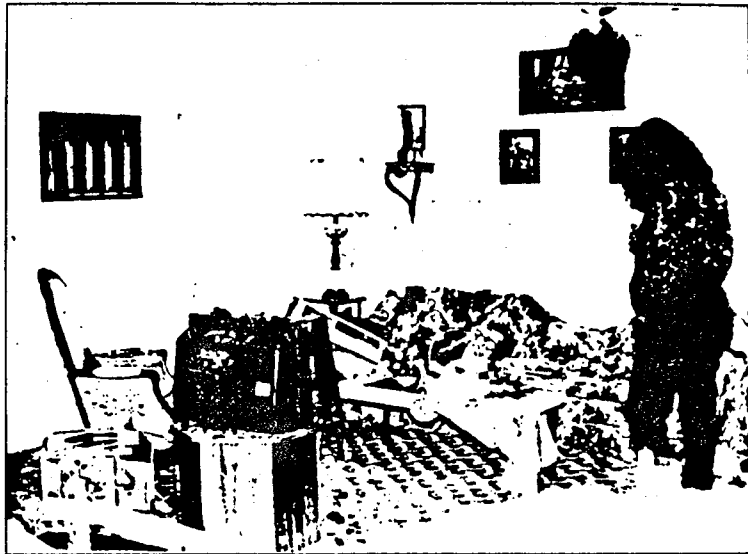
COVER STORY

which he draped an American flag. Lady Liberty's picture was painted on it around the wooden raft. A soft inner tube was fastened to the raft. Water bottles, a small backpack, weathered shoes, a glove and a knife were among the many things secured to the art piece.

Melinda Carleen Patrick's colorful *Mundcape Series* lined a wall and treated viewers to a flight of fantasy. Patrick's series of oil paintings are wild looking with bold swirling colors and super-human images.

"The pieces are based on the images of my experience and how I visualize my experiences," said Patrick. "What I am trying to do is bridge the physical and the spiritual through art. I'm taking images seen in the subconscious, the way they twist and they change and do the impossible, and I am portraying them in a painting. They can have anything in them, and they can coincide. Death and life or certain other conflicting issues can actually exist in harmony in the pieces. This bridges fantasy and reality."

Although one of her paintings is *Jed Hurricane Warning*, Mary A.



A show goer wanders into Modern Living Room by Patricia Ronderos.



Visitors enjoy a variety of works by some of the 11 artists represented in the BFA show.

Muino lifted viewers' spirits with her colorful abstract paintings. "The key words in my art are infinity and space," said Muino. "That's what I deal with: inner space and outer space. That's what it's all about."

Lucy Hawkins's beautiful watercolor paintings of rich, green ferns, tropical fan palms soaking up the sunlight, bamboo trees and spiky cacti attracted art dealers and lovers.

Although her paintings are soft and warm and relaxing, Hawkins said she is under a lot of pressure when she paints. "It's not therapy. I don't understand when people say painting is. It's nerve wracking, like walking a tight rope. But when you finish the painting, it's a good feeling," Hawkins said with a smile.

Patrick's paintings are crowded, exotic and quite erotic. *Dancing Desire*, a wild, swirling painting, was one of the most erotic of Patrick's series, with its towering phallic symbols, fertile eggs and shapely female forms. "The premise I've been going on with these pieces is that I paint what I learn, and I learn from what I paint," Patrick said.

"I don't always know what the pieces are going to look like before I do them. They're always surprising, and they're always teaching me something about myself."

Sculptor Rachael Neubauer designed a table of her work, which



Two of the younger visitors to the show's opening take a look at Telleria's *Pile of Bags*.

she dedicated to her mother. Viewers walked around the V-shaped table and were touched by Neubauer's work. "Some of it brings back childhood memories, especially the dolls," said Susan Mullins, who was visiting the museum with her husband.

Eddie Obregon's pieces made with wood, steel, glass, plastic and fire have a remarkable presence. "Art

exposes the conscience of a culture. Don't blame the messenger," was Obregon's artistic statement. He dedicated his work to his wife, Bonnie, for her support and understanding.

Loni Overstreet Allen's oil, pastel and pencil paintings of tropical primordial landscapes asked viewers "Is our tropical paradise lost?"

"My work alludes to the way the

environment is changing," Allen explained. "Our wetlands and our environment have been covered by this concrete jungle. It's taking over. I am trying to capture the feeling of how it might have been in its natural primitive state, even going back as far as incorporating the use of dinosaurs and images of other prehistorical animals. There's a lot of symbolism and surrealism because it's my view of how it may have been back then."

Allen mentioned that much of the work in the exhibit deals with the environment. She said she wondered if this was the result of Hurricane Andrew. "It seems like the whole show was geared to going

"My work is about myself," said Telleria. "It is a reflection of my own life: my past experiences, my present anxieties," Telleria said. "It is a product of my need to acknowledge my surroundings and the passage of time and to be in touch with my everyday life, down to the most ordinary things. It is a search for a balance between the internal and the external. My objects then serve as tools to achieve knowledge and conscience of my place in this world."

Roneld Lores displayed works of ceramic and found natural materials. "My work is a personal way to interact with my environment," Lores said. "I am forcing myself to go out and work within the context of my environment and learn something from it. It's basically earth art."

Claudia Carias created pieces with ceramic eggs, both whole and shattered, and beds of hay and earth surrounded by vines.

"Most of my work deals with fertility," Carias said. "Women are the symbol of the earth. So for the egg in *My Birth* I used clay because it's a natural source, and I used a natural firing.

The figure in the egg is a figurative figure dancing. All my pieces have figurative figures, which are self-portraits of myself. I incorporated the hay to make it more like a nest, more comfortable, a warming environment.

The vines, symbolize the public hair. The dancing figure inside the vines with the spikes is to show someone is entering the world and all offerings of the world, yet at the same time it's challenging. So the public hair symbolizes the outside world and the struggle we have to encounter once we get into it."

Dalia Morgan, director of The Art Museum, said she enjoys the student's work and was happy with the turnout Friday night.

"We have a mailing list of 6,000, and we're developing an important alumni family. It brings out the dealers looking for talented artists and gives us a chance to help the students get a foothold in the galleries in the community."

The Art Museum

AT FLORIDA INTERNATIONAL UNIVERSITY

MIAMI, FLORIDA

THE ANNUAL STUDENT SHOW

MARCH 12 - APRIL 3, 1993

The Art Museum

AT FLORIDA INTERNATIONAL UNIVERSITY

University Park, PC 110

S.W. 107th Ave. & 8th St. • Miami, Florida 33199

(305)348-2890

Museum Hours:

Mon. 10 a.m. - 9 p.m.
Tues. - Fri. 10 a.m. - 5 p.m.
Sat. 12 noon - 4 p.m.
Sun. closed

Non-Profit Org.

U. S. Postage

PAID

Miami, FL 33199

Permit No. 3675

THE ANNUAL STUDENT SHOW

A juried exhibition open to all FIU students.

Opening reception

Friday, March 12, 1993

8 - 10 p.m.

Exhibition continues through April 3, 1993

This exhibition is sponsored by the **Student Government Association**,
the Friends of The Art Museum and The Art Museum at FIU

Never too late to create

CEEJAY SCOTT

News editor

After her mother died a few years ago, Mary A. Muino decided to return to school and study art.

"I felt it's never too late to do what I wanted to do," said the 67-year-old abstract artist. "Painting is my thing. I've always had it in me to find some form of expression for myself. Once my mother passed away, I was free to continue to do what I wanted to do, to study art."

In the early 1960s, Muino was an art student, first at the Brooklyn Museum Art School and then at the Fashion Institute of Technology in New York. She came to Florida in 1965 and took a job with the Social Security Administration.

She retired from her job following her mother's death and returned to the classroom at Broward Community College. She studied as an independent student with Kyra Belan, an art professor at BCC's south campus and a well-known local artist.

"Kyra really inspired me," Muino said. "I didn't know where I was going. I was going crazy, so I called her and said I had to get back with it. I'd go to her classes. She'd look at my work, and we'd talk about it. She helped me and guided me."

Kyra said she recommended Muino take basic art classes. "After she took several fundamental drawing classes, I started registering her for independent study because I saw there was quite a possibility for developing

her drawing technique, particularly in the area of pen and ink. I placed a lot of emphasis on teaching her how to perfect that technique. She developed her style. It became more of an abstract imagery. I would call her imagery that of surreal overtones because she has elements of realism and surreal elements. Her technique is absolutely superb as far as pen and ink is concerned. It's just so meticulous. She creates these really interesting three-dimensional spaces that are very ambiguous," Belan said.

After Muino studied at BCC for a couple of years, Belan, an FIU alumna, sent her to the UP campus. Muino enrolled in the Visual Arts undergraduate program, and next month, she'll receive her Bachelor of Fine Arts degree.

"The BFA was something to work toward," Muino said. "I had a lot of determination. Of course, without the visual arts faculty's critiques and guidance, I don't think I could have made it. They are just a terrific bench. They really provided the opportunity for expression and originality, which I really needed. They just let me go, and I'm very happy with the results."

Muino's work is on display at this spring's Bachelor of Fine Arts Exhibition at The Art Museum on the UP campus through April 23. Muino is active with the Hollywood Art Guild and will be displaying her work with the Guild at Bailey Hall on the Central Campus of BCC in early May. She also plans to apply for teaching



Josef Paz

positions next month.

"It takes a lot of nerve to do what she's done, to come back to school and display her work," said Emma Medina Wong Griffen, long-time friend of Muino. "I am proud of her."

Mary Muino stands in front of one of the six pieces she has on exhibit in the spring BFA show. The oil painting shown here, *A Bubble in the Molten Mass*, is an example of Muino's abstract work.

The Beacon

Vol. 4, No. 28

The Student Newspaper at Florida International University

February 23, 1997

CALLING ALL ARTISTS AT FIU

The Art Museum at FIU invites ALL STUDENTS
to submit works of art for the

Annual Student Show

Deliver artwork to The Art Museum, UP Campus, PC 110
Wednesday, February 24, 10 a.m. - 7 p.m.

Call or come by The Art Museum for rules and entry forms.

The Art Museum

AT FLORIDA INTERNATIONAL UNIVERSITY

University Park, PC 110

348-2890

THE 1993 ANNUAL STUDENT SHOW

MARCH 12 - APRIL 3, 1993

The work in this exhibition represents the best student artwork completed by FIU students enrolled during the present academic year. From 216 entries, guest juror, Robert J. Sindelir, Director of The Art Gallery at Miami-Dade Community College, South Campus, chose 82 works.

I would like to thank all of the students who entered this competition. I would also like to thank Robert J. Sindelir for his learned and objective judgement and the Visual Arts Department for their guidance and instruction which was essential to the high quality of the works presented for selection.

My most grateful appreciation is given to the donors whose generous gifts allow us to highlight the quality of the exhibition.

Dahlia Morgan
Director

The Art Museum
AT FLORIDA INTERNATIONAL UNIVERSITY
University Park, PC 110
S.W. 107th Ave. & 8th St., Miami, Florida 33199
(305) 348-2890

JUROR'S STATEMENT

The Annual Student Show is more a rite of passage than I had thought. It seems that when one of these events takes place, unseen elemental forces swirl threateningly around college students who are otherwise blasé and indifferent to the trials and triumphs of everyday living.

In a thoughtful, if not lively, discussion after the judging of this year's show, certain signs of resentment and alienation emerged from the participants. They appeared not to be focused on me, the immediate villain who had possibly decreed their latest-born to be too unlovely for the current exhibition. Instead, they were directed at *The System* which stages The Annual Student Show. To some, if we take them at their word, it is an idea whose time has passed.

Some hold the belief that it is not having the show which is at fault, it is just the competitive nature of it which is wrong. In other words, we should show all the works presented by all of the students who enter. This is an egalitarian idea, but not a flawless one. Which works would get pride of place? Which works the best light? The mere inescapable logistics of any exhibition would still favor some artists over others.

To those who say that The Student Show and its outside world analogue and extension, The Artist-Dealer-Museum Complex, stink, I say, "You're right." My best advice to artists is to only exhibit posthumously. In this way, during your lifetime, you will maintain complete control over your work. You will never have to deal with rejection. Only you who love your work will get to see it.

If you see a flaw within this hypothesis, and reject its rather drastic recommendation, I have an alternative suggestion for you. Participate in *The System* cautiously, and only as much as you want to. Always make work that satisfies you. If you try to please someone else or make your work fit a movement, an exhibition or a gallery, it may turn into work which satisfies no one. If you make honest, motivated work, and do it long enough, some surprising person in *The System* will see it and share your peculiar vision. That person may be your connection to a larger appreciative audience and the support you need to continue in your profession.

There are frequent accusations of elitism in the world of art. They are true. However, art has no monopoly in this area. My fondest wish is to be retained as a linebacker for the Indianapolis Colts. The Colts are not interested, and I regard this as elitism on their part. It may be just as well for me, because I still like what I do. I really like looking at art. I like presenting the best shows I can put together in the best installation I can design. It is disappointing if not enough people see any given show, but I saw it and it was exactly as I had envisioned it. Short of being an artist myself, I can't imagine anything better.

Robert J. Sindelir, Juror &
Director, The Art Gallery,
Miami-Dade Community College,
South Campus

AWARDS

PERRY PURCHASE AWARD (\$500 PURCHASE).....	LUIS NUÑEZ
PERRY PURCHASE AWARD (\$500 PURCHASE).....	JULY UGÁS
MIAMI CLAY AWARD (\$100 PURCHASE).....	MARK C. STEIN
HOTEL PLACE ST. MICHEL AWARD (WEEKEND FOR TWO).....	EVANGELINA DIEGO
D.A.D. TRUCKING AWARD (\$100).....	ABBY DOZIER
TROPICAL TRAILER AWARD (\$100).....	LEE BAILLY
CONTROLLED GRAPHICS AWARD (\$100).....	EVANGELINA DIEGO
ANONYMOUS DONOR AWARD (\$50).....	YVONNE FITO
BOOKS & BOOKS AWARD (\$50).....	KIM RADATZ
FINE ARTS EXPRESS AWARD (\$50).....	RACHAEL NEUBAUER
REX ART AWARD (\$50 GIFT CERTIFICATE).....	JOHN KISSEE
WORLD WIDE PHOTO AWARD (\$50 GIFT CERTIFICATE).....	HOLLY BRAYSHAW
ROSENTHAL JEWELER'S SUPPLY AWARD (\$25 GIFT CERTIFICATE).....	MARIA ACOSTA

EXHIBITION CHECKLIST

Acosta, Maria E.
Seefakes Series #4, 1993
Oils
52" x 35"

Acosta, Maria E.
Seefakes Series #6, 1993
Oils
60" x 52"
Rosenthal Jeweler's Supply Award

Albert, Mattha
Arch, 1992
Silver gelatin print
20" x 16"

Bailly, Lee
Blue, 1992
Oil on canvas
45" x 51"
Tropical Trailer Award

Beaty, Marguerite
Untitled, 1993
Clay
12" diameter

Beaty, Marguerite
Untitled, 1993
Clay
16" diameter

Bitett Beck, Fran
Kevin & Friend, 1993
Photograph
16" x 20"

Bitett Beck, Fran
Little Boy - Big Coat, 1993
Photograph
16" x 20"

Blancaneaux, Joseph
Box #3, 1993
Mixed media
7' x 14"

Blancaneaux, Joseph
Duck Surprise, 1992
Silver print
16" x 20"

Bloom, Bonnie
Exposed, 1993
Acrylic
38 3/4" x 49 1/2"

Bloom, Bonnie
Colosseo Roma, 1992
Oil on acrylic
40" x 40"

Brayshaw, Holly
Mayan Hauntings, 1993
Photograph
16" x 20"
World Wide Photo Award

Brayshaw, Holly
Blue Skies All Around, 1992
Photograph
16" x 20"

Caprio, Melisa
Untitled, 1993
B&W photograph
11" x 14"

Caprio, Melisa
Untitled, 1993
B&W photograph
11" x 14"

Clark, Chile
Everybody Needs a Buddy Sometimes, 1993
Ceramic
20" x 16"

di Genova, Alexandra
Dave Regards Pendus, 1993
Silver print
14" x 17"

di Genova, Alexandra
Foie des ponts, 1993
Silver print
14" x 17"

Diaz, Rolzes
River of Grass, 1992
Wood, glass, copper, brass
1' x 6"

Diego, Evangelina
Untitled, 1992
Charcoal
48" x 60"
Controlled Graphics Award

Diego, Evangelina
Untitled, 1993
Acrylic/charcoal
60" x 80"
Hotel Place St. Michel Award

Dozier, Abby
Self-portrait, 1992
Oil on canvas
24" x 30"
D.A.D. Trucking Award

Dozier, Abby
Untitled, 1992
Painted clay
6" x 6"

Estrada, Alicia G.
Untitled, 1992
Oil
25" x 30"

Faiella, Susan
Emancipated, 1992
Mosaic
19" x 30"

Fernandez-Carol, Paul
The Late 20th, 1993
Acrylic on canvas
24" x 36"

Fernández-Siegel, Blanca N.
Untitled, 1993
Graphite/charcoal
38" x 29 1/8"

Filo, Yvonne Elizabeth
Sienna Landscape, 1992
Oil
40" x 30"
Anonymous Donor Award

Gutierrez, Luis O.
Untitled, 1993
Photograph/mixed media
20" x 24"

Gutierrez, Luis O.
Untitled, 1993
Photograph/mixed media
20" x 24"

Haverfield, Carol
The Three Sisters, 1993
Clay
13" x 17"

Haverfield, Carol
Meditation, 1992
Clay
42" x 28" x 23"

Hawkins, Lucy
On the Card Sound Road, 1992
Watercolor
28" x 34"

Kissee, John
Cautionary Scrapbook, 1992
Mixed media on paper
10 1/2" x 17"
Rex Art Award

Lagos, Sonia
Juan & Evelyn, 1992
Photograph
16" x 17"

Lagos, Sonia
Untitled, 1992
Photograph
16" x 17"

LeBatard, David
3 Stages of Self-Portrait, 1992
Pen/ink
10" x 12"

Marti, Natalia
Ceci est un cadeau d'amour (A Gift of Love), 1993
Metal, plaster, rope, and paint
62" x 36"

Marti, Natalia
The Piecing of My Heart, 1993
Metal, plaster, rope, and paint
52" x 36"

McCormick, Tyrus
Bye Permission, 1993
Acrylic on canvas
36" x 48"

Merom, Hilda
Untitled, 1992
Clay
8 1/2" x 14"

Milone, Pat
Intersection, 1992
Clay
7" x 4 1/2" x 6 1/2"

Milone, Pat
Reunion, 1992
Clay
14 3/4" x 10" x 10"

Moskowitz, Julie
Untitled, 1993
Clay
12" x 12"

Mueller, Virginia
Untitled, 1993
Photograph
8" x 10"

Neubauer, Rachael
Five Calves, 1992
Plaster, wax, hog hair
11" x 52" x 31"
Fine Arts Express Award

Neubauer, Rachael
Mapping My Insides, 1992
Graphite
16 1/2" x 48"

Nolan, Abner
Untitled, 1992
Photograph
16" x 20"

Nolan, Abner
Untitled, 1992
Photograph
16" x 20"

Nuñez, Luis
Aftermath, 1993
Oil
24" x 36"
Perry Purchase Award

Nuñez, Luis
Untitled, 1993
Oil
24" x 36"

Perez, Pilar M.
Untitled, 1992
Wood
7" x 18"

Piedrahita, Felipe
Tundra Hills, 1992
Acrylic
5' 10" x 7'

Pita, Luis
Typical Drawing of a Graphic Artist's Self, 1993
Pencil, conte crayon and vine charcoal on paper
40" x 30"

Pliskin, Barbara
June Bride, 1993
Acrylic/oil
58" x 58"

Pliskin, Barbara
The Struggle, 1993
Acrylic/oil
58" x 52"

Radatz, Kim
Untitled, 1992
Clay
12" diameter
Books & Books Award

Ramos, Alexander
Alexandra!, 1992
Photograph
8" x 10"

Rheam, M. Lynne
Lacey Jane, 1992
Ektacolor C print
18" x 24"

Riser, Jefre
Kenny, 1992
Photograph
11" x 14"

Rodriguez, Jose
Homeless with Flowers, 1993
B&W silver print
16" x 20"

Rodriguez, Jose
USA Today, 1992
B&W silver print
16" x 20"

Rosen, Diana E.
Untitled, 1992
Photograph
8" x 12"

Rosenstein, Michele
Trying to Get Out From Underneath it All, 1993
Adobe, wood, wax, objects
60" x 25" x 10"

Russin, Merrily
My Knees Got Weak, 1993
Oil, acrylic, mixed media on wood
51" x 50"

Salzinger, Samantha
Brett Love, 1992
Photograph
11" x 14"

Salzinger, Samantha
Terra, 1992
Photograph
11" x 14"

Schettini, Lissette
Two Little Disgusting Wax Dresses, 1992
Mixed media
38" x 30"

Gladsden Schindler, Barbara
Untitled, 1992
Ektacolor print
16" x 20"

Gladsden, Schindler, Barbara
Untitled, 1992
Ektacolor print
16" x 20"

Shurman, Cari
Looking Back, 1993
Clay
10" x 7"

Sirgo de Guía, Sandra
Lottie Moy Matki Dzewo MCMXCII, 1992
Acrylic, charcoal, graphite, varnish, water on paper
5' x 7' 1/4"

Stein, Mark, C.
5:48 p.m., 1993
Clay
9" x 8"

Stein, Mark C.
Dusk, 1992
Clay
9" x 11"
Miami Clay Award

Tappen, Sylvia Ann
Walled Garden, Inner Sanctum, 1992
Powdered pigment, acrylic on canvas
34 1/4" x 42 1/4"

Telleria, Marisabella
Untitled, 1993
Mixed media
34" x 17" x 15"

Ugás, July
Self-Portrait, 1993
Mixed media
60" x 42"
Perry Purchase Award

Valle, Guillermo
Homestead, FL, 1993
Color process photograph
16" x 20"

Velazquez, Elisa
Becoming, 1992
Ceramic, mixed media
11" x 17" x 10"

Virgile, Rose K.
Untitled, 1992
Oil
48" x 48"

Yepes Jr., Carlos E.
Untitled - Concrete & Steel #2, 1992 - 93
Concrete & steel
58" x 54" x 20"

ART

Student art decks the walls

V. PASCALE ETHEART

Staff writer

Entries for this year's annual Student Show have the museum covered wall to wall with art. For the thirteenth year, the Art Museum is sponsoring a student art show competition open to FIU students from any discipline.

This year's exhibit, which opened last Friday, has brought more entries than ever, 216 to be exact, 82 of which were selected for exhibition.

"The works in this exhibition represent the best art works completed by FIU students during the present academic year," said Dahlia Morgan, art museum director, as she addressed the audience.

An objective juror who has no ties with FIU is hired by the museum from a list of the community's museum directors, art historians and artists.

Robert J. Sindelir, director of The Art Gallery at Miami Dade Community College South Campus, was hired as the juror this year.

"We wanted someone with prestige," said Morgan.

Sindelir said he used the same criteria he normally uses when selecting professional works for exhibition.

"I look for art works that seem to be motivated by something other than a grade or making an impact of shock," Sindelir said. "Something that seems to be a natural extension of the artist. A motivated piece indicates that there is a reasoning, thinking, feeling human artist behind it."

Among the 82 works in the exhibit, 15 items were selected for awards. These prizes are part of the numerous donations secured by The Art Museum staff from individuals and businesses throughout the com-

munity.

The largest prizes offered were the two Perry Purchase Awards (named after FIU's first president). Both awards are \$500 each.

This year's Perry Purchase Award Winners were Luis Nunez for his *Aftermath* and July Ugas for her *Self Portrait*.

The overriding theme in this year's exhibit is the impact Hurricane Andrew had on the community. Nunez' 24 by 36 inches winning piece is an example of this. In the work two bare trees are left standing in the foreground among some dark colors. They have lost their leaves and resemble the hands of someone desperate and asking for mercy.

Nunez, 53, is an engineer for FPL but also studies art at FIU. In spite of his painting's strong presence, he said he finds it difficult to express what it means to him.

"It's hard to say," he explained. "I guess I've been successful because everybody gets it when they see it," he said.

Nunez' *Everglades landscape* representing a baby-blue sky on a sunny day, (which he said is more his style) was also selected for the show, but didn't win him a second prize.

Another piece inspired by the hurricane, is Rose K. Virgile's *Untitled*. The work represents a large tree broken into pieces. Its leaves are spread throughout the ground. The work is colorful, yet, its tones remain earthy.

Virgile explained that though she wasn't really affected by the hurricane, her favorite tree broke and she decided to use it as a subject in her work. Virgile, who is from Haiti, said the many colors in her work are probably an influence of her origin.

Displayed at the exhibit were also photographs of various scenes of

life. Lynn M. Rheam's *Lacey Jane* was one of such pieces. As a representation of two young girls sitting on, and standing near a hammock in their backyard, the piece brings a certain serenity to the viewer. Rheam said she tries to emphasize the old-fashioned values of "the family getting together and just enjoying," without the interference of technology and machines which tend to isolate people and leave them cold and empty.

Numerous sculptures are also included within the student show. Lissette Schettini's *Two little Disgusting Wax Dresses* are among them. The work, which represents two infant-size dresses, one pink and the other brown, is made of wires, wax and other media.

Schettini emphasized that the piece was disgusting because of its texture and the idea behind it, which she said was: "Kill dresses, hate dresses, toss them away." She claimed that the piece is her awareness to her women's liberation.

Schettini said she was inspired by her family's belief in stereotypes. Schettini, who is Puerto Rican, said she comes from a traditional Latin family which "believes that a girl is a girl and a guy is a guy."

"By the way, they say this, they tell me to put on the make-up, put on the big earrings, the high heels, [and to] be a woman," said Schettini. "There is more to women than that... A dress is really nothing."

Schettini came to the exhibit wearing one of her works. She is interested in writing about feelings on clothes which she and her friends then model. "What I want to do next is more writing stuff, wearing stuff, writing on them and I can really say what I'm thinking," she said.

John A. Boyett



Provost James Mau
presents Liam Muñoz with
the Perry Purchase Award,
one of two \$500 awards
presented at the art show.

Future masters on display

The Art Museum at Florida International University (FIU) opened the 1993 Annual Student Show on March 12. The Show is a juried competition open to all FIU students, regardless of their major. This year's entrants will compete for two \$500 purchase awards as well as numerous cash and gift certificate awards.

The 1993 Annual Student Show is a community effort. The Art Museum solicits award donations from business associates in the South Florida community who are dedicated to supporting the arts.

The exhibition will continue through April 3. Admission to The Art Museum and all of its events are free and open to the public.



Evangelina Diego,
Untitled, 1992.
Charcoal.



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: Ambassador's Program

Representative: Dr. Larry Lunsford

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
OPS - Category	\$2,000.00
Salary payment for students at \$50 per student per each semester.	
EXP - Category	\$2,000.00
Uniforms for Student Ambassadors: Jackets, shirts, pants or skirts and ties.	
Totals	<u>\$ 4,000.00</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair



Florida International University

MEMORANDUM

TO: George Rodriguez
Campus Ministry

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

93/11/09 1:12:59
 FILE

Organization: CAMPUS MINISTRY

Representative: GEORGE RODRIGUEZ

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
<i>Baccalaureate Service</i>	\$ 600
<i>Symposium on Religion/ Contemporary Issues</i>	\$ 1,300
<i>Educational Programs</i>	\$ 2,000
<i>University Housing Programs</i>	\$ 500
<i>Campus Ministry Flyers/ Ads</i>	\$ 200
<i>Martin Luther King Jr. Peace Award</i>	\$ 200
<i>Final Examinations Coffee Breaks</i>	\$ 200
	<hr/>
	\$ 5,000
 Totals	 <hr/> \$ 5,000 =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
 S.G.A. Finance Chair

The Campus Ministry shares with the University a commitment to the complete development of students; spiritual, intellectual, social and physical. We seek to serve the whole university community made up of students, staff, faculty and administration. Working with an interfaith and ecumenical approach, we sponsor programs that build community and enhance personal life. Campus Ministers coordinate service to the University and Miami community and provide resources for individual students and student groups.

The programs listed in our budget request are designated to meet these goals. SGA funding of these is vital, since it is the only way to finance these programs which can uniquely and positively enhance the university years.



Florida International University

MEMORANDUM

TO: Olga Magnusen
Career Planning

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



FEU
2 AM 9:10
12 AM 9:10
OFFICE OF THE COMPTROLLER

Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Career Planning and Placement

Representative: Olga C. Magnusen



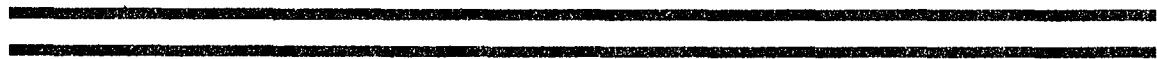
INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$

"See Attachment"

Totals	<u>\$ 13,210.00</u> =====
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Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.



Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823



Florida International University

CAREER PLANNING & PLACEMENT SGA BUDGET REQUEST FISCAL YEAR 1993-94

* Business Etiquette Dinner (Fall & Spring)	\$2,000.00
* Etiquette of Networking Reception (Fall & Spring)	\$1,000.00
* StateWide Job Fair transportation (to UCF)	\$1,700.00
* Coffee & coffee supplies for employers interviewing students on-campus	\$ 500.00
* (2) PC's (IBM compatible) for students to use when signing-up to interview with employers recruiting on-campus. This Summer CP&P will purchase a new software package to automate the on-campus recruiting process.	\$2,800.00 ?
* (1) Laser printer for students to use when printing their SF-171 Federal Government application form. CP&P currently has a dot matrix printer for students to use.	\$1,000.00 ?
* To cover the cost of using the GC Ballrooms for events such as College Majors Day, MBA Forum, Retailing Night, Dress For Success Seminar, Careers in Banking, Careers in Engineering, State Department Seminar, etc.	\$2,000.00 ✓
* To install four (4) phones on-campus for students to access the 24 hour JobsLine. CP&P will be responsible for the monthly maintenance fee.	\$ 800.00 ✓
* To advertise in the Beacon (JobsLine (full page, Career Fairs (2 full pages) College Majors Day (half page)	\$ 910.00 ✓
* To purchase books for the CP&P Library that have been "taken" by students.	\$ 500.00 ?
TOTALS	<u>\$13,210.00</u>

University Park, Miami, Florida 33199

Equal Opportunity/Equal Access Employer and Institution



Florida International University

MEMORANDUM

TO: Brian Schriener
Debate Team

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University

S.G.A. Budget Request Form
For the Fiscal Year 1993-94

GC 340
APR 23 1993
1:19:49

Organization: Debate Association

Representative: Brian Schriener, Director of Debate

INFORMATION MUST BE TYPED

Table with 2 columns: Detailed Events (List in order of priority.) and Amount Requested. Rows include Travel (23040.00**) and Supplies (1000.00**).

** Please see attached

Totals \$ 24040.00**

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: S.G.A. Finance Chair

BUDGET REQUEST

This budget was prepared with careful consideration for student fees and was formulated only after extensive discussions with knowledgeable persons of academic debate.

The following budget request is divided into 2 areas: travel monies and supplies.

1.) TRAVEL MONIES

In order for FIU to compete nationally the debate team must participate in a minimum of eight sanctioned tournaments. A university is permitted to enter for tabulation its six best showings of the year when determining final nationwide, regional, and state rankings. For this reason the FIU Debate Association plans on competing at four sanctioned Cross Examination Debate Tournaments per semester, for a total of eight or more tournaments per academic year.

To date it is impossible to determine the exact tournaments the Debate Association will attend because the official schedule for 1993-1994 is not released until August, 1993. For this reason we have submitted a detailed sample budget for a typical tournament. Due to our geographic location it makes it impossible to drive to most tournaments. Debate tournaments are held Friday - Sunday during the Fall and Spring semester. Appendix A provides a sample of a typical tournament schedule.

COSTS ASSOCIATED WITH ATTENDING A TOURNAMENT

1. Plane fare for each member of the team that attends the tournament and the coach
2. Rental vehicle to transport the team from the airport to the hotel and tournament sight
3. Lodging at a hotel (hotel rates are reduced for debate teams participating in a local tournament)
4. Tournament fees for entering the tournament (these usually run about \$50.00 per two-man team entered in the tournament)
5. Judging fees (If a university fields more than two two-man teams they must provide another judge. The penalty for entering more than two two-man teams without entering another judge is usually \$50.00 - \$75.00 per team entered.)
6. Meal money or per diem (it is customary to provide the members of the debate team and the coach a stipend to spend on meals for the trip.)

A SAMPLE TRIP BY AIR
 THE UNIVERSITY OF ALABAMA, BIRMINGHAM
ESTIMATED EXPENSES
 FOR SIX DEBATERS AND ONE COACH

AIRFARE:	\$ 2,100.00
estimated at \$300.00 per person one coach, six debaters	
CAR RENTAL:	280.00
estimated car rental at \$70.00 per day for four days and gasoline	
LODGING FEES:	840.00
three hotel rooms for four days	
TOURNAMENT FEES:	150.00
\$50.00 per team to enter the tournament	
PER DIEM	560.00
meal money for seven people at \$20.00 per day for four days	
<u>ESTIMATED TOTAL</u>	\$ 3930.00

A SAMPLE TRIP BY AUTO
 THE UNIVERSITY OF FLORIDA
ESTIMATED EXPENSES
 FOR SIX DEBATERS AND ONE COACH

CAR RENTAL:	280.00
estimated car rental at \$70.00 per day for four days and gasoline	
LODGING FEES:	840.00
three hotel rooms for four days	
TOURNAMENT FEES:	150.00
\$50.00 per team to enter the tournament	
PER DIEM	560.00
meal money for seven people at \$20.00 per day for four days	
<u>ESTIMATED TOTAL</u>	\$ 1830.00

<u>PROPOSED TRAVEL EXPENSES</u>	
A minimum of four trips by air.....	\$ 15720.00
A minimum of four trips by automobile.....	7320.00
<u>Estimated Total</u>	\$ 23040.00

2.) Supplies

It is essential for the FIU Debate Association to be able to gather research materials. This is an ongoing task, that requires many hours of individual and joint library research. At the present time the Debate Association will be using Professor Schriners' office as a practice room and a storage area for accumulated research.

Supplies necessary to compete in academic intercollegiate debate are as follows: legal pads, pens, glue sticks, highlighters, post-it pads, manilla folders, x-acto knives, oxford boxes, computer paper, and duplicating costs.

<u>PROPOSED SUPPLIES EXPENSES</u>	
Supplies.....	\$ 500.00
Duplicating.....	500.00
<u>Estimated Total</u>	\$ 1000.00

Debate Association

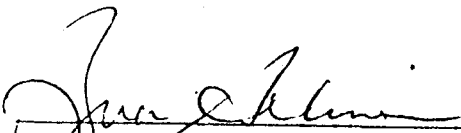
Based on the previous estimated balances, the FIU Debate Association requests the following funds for 1993-1994:

<u>Proposed Total For</u> <u>Academic Year 1993-1994</u>	
Travel.....	\$ 23040.00
Supplies	1000.00

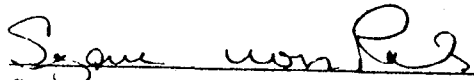
Proposed Total	\$ 24040.00

We appreciate your consideration and continued support for the 1993-1994 academic year.

On behalf of the FIU Debate Association,



Brian Schriner
Director of Debate



Suzanne von Paulus
Acting Treasurer

Appendix A

A TYPICAL DEBATE TOURNAMENT ITINERARY

Friday:

- 7:00 A.M. all debaters meet at the University to drive to the airport
- 8:00 A.M. leave for a tournament by airplane
- 12:00 P.M. arrive at your tournament destination
- 2:00 P.M. debate rounds begin
- 9:00 P.M. debate rounds end for that day
- 9:30 P.M. coach meets with team to discuss the days events and plan strategy

Saturday:

- 8:00 A.M. debate rounds continue
- 8:00 P.M. debate rounds finish for the day
- 8:30 P.M. coach meets with the team to discuss the days events and plan strategy

Sunday:

- 8:00 A.M. elimination debate rounds begin
- 5:00 P.M. tournament awards ceremony
- 8:00 P.M. team leaves for Miami
- 12:00 A.M. team arrives in Miami



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: GSA Graduate Student Association SP 34
 Representative: Ray Brouard, Chairperson

INFORMATION MUST BE TYPED

Detailed Events: Amount Requested
 (List in order of priority.) \$

GSA TOTAL BUDGET REQUEST

1. STUDENT FUNDING COMMITTEE	35,400.00
2. PROGRAMMING COMMITTEE	12,665.00
3. COMMUNICATIONS COMMITTEE	23,985.00
4. ORGANIZATION COMMITTEE	18,875.00

Totals \$ 90,925.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: GSA Graduate Student Association SP 34

Representative: Ray Brouard, Chairperson

INFORMATION MUST BE TYPED

Detailed Events: **Amount Requested**
(List in order of priority.) \$

GSA STUDENT FUNDING COMMITTEE

1.	CONFERENCE FUNDING FOR PAPERS	10,800.00
2.	OFFICER STIPENDS	18,000.00
3.	FELLOWSHIPS FOR WRITING CONTEST	3,000.00
4.	STUDENT ASSISTANT TEACHING AWARDS	3,600.00

Totals \$ 35,400.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: GSA Graduate Student Association SP 34

Representative: Ray Brouard, Chairperson

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
<u>GSA PROGRAMMING COMMITTEE</u>	
1. TEACHING ASSISTANT WORKSHOPS	2,250.00
2. E - MAIL SEMINARS	2,400.00
3. GRADUATE ORIENTATION	680.00
4. GRADUATE FORUM	2,485.00
5. GRANT WRITING SEMINAR	1,250.00
6. GUEST SPEAKERS	3,600.00
 Totals	 <u>\$ 12,665.00</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: GSA Graduate Student Association SP 34

Representative: Ray Brouard, Chairperson

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
<u>GSA COMMUNICATIONS COMMITTEE</u>	
1. NEWSLETTERS	11,700.00
2. BULLETIN BOARD SYSTEM MAINTENANCE	2,500.00
3. GRADUATE HANDBOOK	5,885.00
4. FLYERS DUPLICATION	1,500.00
5. GRADUATE BROCHURE	720.00
6. T - SHIRTS	1,680.00
 Totals	 \$ <u>23,985.00</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

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**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: GSA Graduate Student Association SP 34

Representative: Ray Brouard, Chairperson

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
<u>GSA ORGANIZATION COMMITTEE</u>	
1. MEMBERSHIP DUES	1,125.00
2. CONFERENCE TRAVEL	5,100.00
3. NAGPS NATIONAL CONFERENCE PLANNING	2,250.00
4. DAY CARE PROJECT PLANNING	1,200.00
5. FIU SCHOLARLY JOURNAL	3,200.00
6. GRADUATION RECEPTION	6,000.00
Totals	<u>\$ 18,875.00</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823



Florida International University

MEMORANDUM

TO: Ruth Hamilton
Graham Center

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 2, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University

MEMORANDUM

93 APR 23 11:12:53

F.I.U.

TO: Juan Carlos Freyre,
SGA Comptroller

FROM: Ruth Hamilton, Director *R.H.*
Graham University Center

SUBJECT: BUDGET REQUEST FOR SPECIAL PROJECTS

DATE: April 23, 1993

=====

The attached budget request is to bring to the attention of Student Government leaders the needs of the building which would greatly improve services to our students.

It is recommended that Student Government give careful consideration to the attached identified needs and develop a plan of action for its implementation. A prioritized list, along with an implementation schedule of a 5 to 10-year plan, will be very judicious.

Your leadership in seeing that SGA establishes short and long-range goals for building improvement will be of immense benefit to our students.

Thanks!

Enc.



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Graham Center - SPECIAL PROJECTS -

Representative: Ruth Hamilton

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
See attached	\$ 166,350.00

Totals \$ 166,350.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

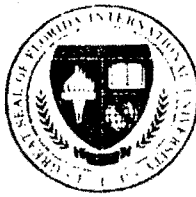
Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

**GRAHAM UNIVERSITY CENTER
SPECIAL PROJECTS PROPOSAL
1993-1994**

SPECIAL PROJECTS	PROPOSED
Refurbishing third floor conference rooms	\$10,050.00
Small rectangular tables for Ballrooms	\$0.00
Flip charts and easels	\$500.00
VHS/Monitor Cart (2 x \$1,200 ea.)	\$2,400.00
Overhead projectors with cart (3 x \$600)	\$1,800.00
Video projector units for Ballrooms (2 x \$6,000 ea)	\$12,000.00
Portable lighting system (GC Pit)	\$0.00
Custodial Carts	\$0.00
Industrial vacuum cleaners (2 x \$800)	\$1,600.00
Wet vacuum cleaners	\$0.00
Electric golf cart (1 x \$4,000)	\$0.00
Replacement of lockers	\$0.00
Bulletin boards (building entrance); brochure & flyer hangers	\$0.00
Outdoor furniture for Banshell area	\$0.00
Electronic information kiosks - TV circuit announcing:	\$32,000.00
I. BUILDING CALENDAR	
II. ACTIVITIES (SGA, Athletics, Performing Arts, Student Organizations, Greek Organizations)	
III. GC BUILDING & CAMPUS DIRECTORY/directional instructions	
IV. CABLE SATELLITE NEWS	
Purchase of Satellite System (down-link and up-link)	\$30,000.00
Refurbishing of GC 140 and 150 desks and seats	\$18,000.00
Purchase of outdoor/leisure furniture for Gracie's patio & outdoor areas	\$0.00
Landscaping of Gracie's pond area	\$20,000.00
Purchase of student's artwork for lounges and meeting rooms	\$2,000.00
Purchase of large TV screen for Gracie's	\$6,000.00
Construction cost to connect Gracie's with Game Room	\$20,000.00
Addition of computer hardware and software for Computer Lab	<u>\$10,000.00</u>
	\$166,350.00

Prepared: 4/22/93



Florida International University

MEMORANDUM

TO: Dr. John Bonanno
Greek Council

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.

Interfraternity Council

Category Description	Jan	Feb	Mar	Apr	May	Jun
Inflows						
Budget Grant	0.00	0.00	0.00	0.00	0.00	0.00
Fraternity Dues:						
Delta Chi	0.00	0.00	0.00	0.00	0.00	0.00
Phi Delt	0.00	0.00	0.00	0.00	0.00	0.00
Phi Sig	0.00	0.00	0.00	0.00	0.00	0.00
Pike	0.00	0.00	0.00	0.00	0.00	0.00
Sammy	0.00	0.00	0.00	0.00	0.00	0.00
Sig Ep	0.00	0.00	0.00	0.00	0.00	0.00
Teke	0.00	0.00	0.00	0.00	0.00	0.00
Total Fraternity Dues	0.00	0.00	0.00	0.00	0.00	0.00
Fund-Raiser	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00
From IFC	0.00	0.00	0.00	0.00	0.00	0.00
Total Inflows	0.00	0.00	0.00	0.00	0.00	0.00
Outflows						
Advertising:						
Banners	90.00	0.00	0.00	0.00	0.00	0.00
Flyers	100.00	0.00	0.00	0.00	0.00	0.00
Pin	100.00	0.00	0.00	0.00	0.00	0.00
Total Advertising	290.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	8.00	8.00	8.00	8.00	8.00	8.00
Leadership Wkshp:						
Flyers	0.00	0.00	0.00	0.00	0.00	0.00
Refreshments	0.00	0.00	0.00	0.00	0.00	0.00
Room	0.00	0.00	0.00	0.00	0.00	0.00
Speaker	0.00	0.00	0.00	0.00	0.00	0.00
Total Leadership Wkshp	0.00	0.00	0.00	0.00	0.00	0.00
Office Expenses:						
Stationery	0.00	0.00	0.00	0.00	0.00	0.00
Total Office Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Orientation:						
Flyers	0.00	0.00	0.00	0.00	0.00	0.00
Pamphlets	0.00	0.00	0.00	0.00	0.00	0.00
Total Orientation	0.00	0.00	0.00	0.00	0.00	0.00
Retreats:						
All Fraternity	200.00	0.00	0.00	0.00	0.00	0.00
E-Board	100.00	0.00	0.00	0.00	0.00	0.00
Total Retreats	300.00	0.00	0.00	0.00	0.00	0.00
Rush:						
M.T.F.N.:						
Food	400.00	0.00	0.00	0.00	0.00	0.00
Music	100.00	0.00	0.00	0.00	0.00	0.00
Room	100.00	0.00	0.00	0.00	0.00	0.00
Speaker:						
Air Fare	350.00	0.00	0.00	0.00	0.00	0.00
Fee	500.00	0.00	0.00	0.00	0.00	0.00
Hotel	160.00	0.00	0.00	0.00	0.00	0.00
Meals	50.00	0.00	0.00	0.00	0.00	0.00
Transportation	30.00	0.00	0.00	0.00	0.00	0.00
Total Speaker	1,090.00	0.00	0.00	0.00	0.00	0.00
Total M.T.F.N.	1,690.00	0.00	0.00	0.00	0.00	0.00
Mail-Out:						
Envelopes	25.00	0.00	0.00	0.00	0.00	0.00
Letter Head	25.00	0.00	0.00	0.00	0.00	0.00
Stage	145.00	0.00	0.00	0.00	0.00	0.00
Printing	60.00	0.00	0.00	0.00	0.00	0.00
Total Mail-Out	255.00	0.00	0.00	0.00	0.00	0.00
Total Rush	1,945.00	0.00	0.00	0.00	0.00	0.00
S.E.I.F.C.	1,500.00	0.00	0.00	0.00	0.00	0.00

Category Description	Jan	Feb	Mar	Apr	May	Jun
Special Events:						
Delta Chi	0.00	0.00	0.00	0.00	0.00	0.00
Phi Delt:						
Dress	25.00	0.00	0.00	0.00	0.00	0.00
Music	300.00	0.00	0.00	0.00	0.00	0.00
Prizes	100.00	0.00	0.00	0.00	0.00	0.00
Refreshments	50.00	0.00	0.00	0.00	0.00	0.00
Room	100.00	0.00	0.00	0.00	0.00	0.00
T-Shirts	250.00	0.00	0.00	0.00	0.00	0.00
Total Phi Delt	825.00	0.00	0.00	0.00	0.00	0.00
Phi Sig	0.00	0.00	0.00	0.00	0.00	0.00
Pike	0.00	0.00	0.00	0.00	0.00	0.00
Sammy	0.00	0.00	0.00	0.00	0.00	0.00
Sig Ep	0.00	0.00	0.00	0.00	0.00	0.00
Teke	0.00	0.00	0.00	0.00	0.00	0.00
Total Special Events	825.00	0.00	0.00	0.00	0.00	0.00
Sports Cup:						
Food	0.00	0.00	0.00	300.00	0.00	0.00
Music	0.00	0.00	0.00	100.00	0.00	0.00
Rent	0.00	0.00	0.00	100.00	0.00	0.00
Trophy	0.00	0.00	0.00	300.00	0.00	0.00
Total Sports Cup	0.00	0.00	0.00	800.00	0.00	0.00
to IFC	0.00	0.00	0.00	0.00	0.00	0.00
Total Outflows	4,868.00	8.00	8.00	808.00	8.00	8.00
Overall Total	-4,868.00	-8.00	-8.00	-808.00	-8.00	-8.00

Jul	Aug	Sep	Oct	Nov	Dec	Overall Total
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	25.00	0.00	0.00	0.00	50.00
0.00	0.00	300.00	0.00	0.00	0.00	600.00
0.00	0.00	100.00	0.00	0.00	0.00	200.00
0.00	0.00	50.00	0.00	0.00	0.00	100.00
0.00	0.00	100.00	0.00	0.00	0.00	200.00
0.00	0.00	250.00	0.00	0.00	0.00	500.00
0.00	0.00	825.00	0.00	0.00	0.00	1,650.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	825.00	0.00	0.00	0.00	1,650.00
0.00	0.00	0.00	0.00	0.00	0.00	300.00
0.00	0.00	0.00	0.00	0.00	0.00	100.00
0.00	0.00	0.00	0.00	0.00	0.00	100.00
0.00	0.00	0.00	0.00	0.00	0.00	300.00
0.00	0.00	0.00	0.00	0.00	0.00	800.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00
8.00	8.00	4,303.00	8.00	8.00	8.00	10,051.00
-8.00	-8.00	-4,303.00	-8.00	-8.00	-8.00	-10,051.00



FIU
26 APR 26 AM 5:42
COMMUNICATIONS

Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: FIU Panhellenic

Representative: Lourdes Llera (president)

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
Rush Expenses	\$ 2,000.00
SEPC	2,500.00
Workshops	400.00
Scholarships	200.00
Public Relations	500.00
Panhellenic Awards	400.00
Advertising (Beacon)	200.00

Totals \$ 6,200.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

BREAKDOWN OF EXPENSES:

RUSH:

1. **Flyers** \$350.00
Mallings
Copies

2. **Food & Decoration** \$800.00

To be included in this expense is the Annual Panhellenic "Open House", in which incoming freshmen girls are explained the rules of rush and meet the sororities. To add to this expense, is Parent's Night, in which the parents of these girls are invited to get to meet and know all about sorority life.

3. **Rho Chi T-shirts** \$450.00

Shirts for Rush Counselors, whose job it is to welcome incoming freshmen girls and help them through their rush period.

4. **Rush Booklet** \$400.00

Explains what rushing is all about and helps the rushee begin to get to know all about the different sororities.

AWARDS: \$400.00

Presented for excellence in leadership, top scholars and appreciation for continual support from faculty and advisors.

SEPC: \$2,500.00

Conference for Panhellenic women, in order to promote women organizations. It promotes leadership and school involvement. It is specially for 5 members of the Panhellenic E-board.

WORKSHOPS: \$400.00

Are for promoting and educating women on upcoming issues involving such things as eating disorders, hazing, sexual harrassment, etc.

SCHOLARSHIPS: \$200.00

Promoting education by using programs, materials, and speakers.

PUBLIC RELATIONS: \$500.00

Promote Greek life to FIU students, faculty, and staff.

ADVERTISING(BEACON): \$200.00

For Public Relation purposes, in order to promote and inform FIU community about upcoming Greek Events.



93 APR 23 PM 12:48
FID

Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Greek Council

Representative: Lilly Marchini

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
1. Greek Week	2,200.00
2. Greek Awards Banquet	2,000.00
3. Presidents Retreat	1,500.00
4. Activities	900.00
5. Speakers/Lectures	400.00
6. Orientation/Public Relations	2,500.00
7. Order of Omega	500.00
Totals	<u>\$ 10,000.00</u>

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

SGA BUDGET REQUEST
GREEK COUNCIL 1993-94

1. **GREEK WEEK**: This week is focused around the Greeks promoting the FIU school spirit, by competing against each other for the purpose of fundraising money for different Philanthropic organizations, such as Special Olympics and Cammillus House. Perhaps, the best time in which Greeks unite to further enhance FIU's community image.

A. Kick-Off Party	
1. DJ	200.00
2. Advertisement	100.00
3. Decorations	50.00
4. T-shirts	500.00
B. Award Ceremony	
1. Awards	800.00
2. Catering	400.00
3. Banquet Hall	150.00
4. Decorations	50.00
TOTAL	\$2,200.00

2. **GREEK AWARDS BANQUET**: End of the year ceremony honoring outstanding faculty, greek individuals and greek organizations.

A. Catering	500.00
B. Programs	200.00
C. DJ	200.00
D. Decorations	100.00
E. Awards	1000.00
TOTAL	\$2,000.00

3. **PRESIDENTS RETREAT**: Greek leadership retreat that brings together the leaders of each greek organization to determine future goals.

A. Food	300.00
B. Workshop materials	200.00
C. Lodging	1000.00
TOTAL	\$1,500.00

4. **ACTIVITIES:** Events sponsored by Greeks that contribute to school spirit and bring together the FIU community.

A. Fall Barbecue	300.00
B. Spring Barbecue	300.00
C. T-shirts	100.00
D. Easter Egg Hunt	<u>200.00</u>

TOTAL.....\$900.00

5. **SPEAKERS / LECTURES:** Seminars and Workshops geared towards all FIU students, faculty, and staff, in order to educate and inform on current issues. For example. seminars on date rape, AIDS awareness, leadership training, minority issues, and alcohol awareness.

TOTAL.....\$400.00

6. **ORIENTATION / PUBLIC RELATIONS:** Greek involvement in orientation in order to inform new students, parents, faculty, and staff about Greek life at FIU. The Greek newspaper, "The Olympus", is published twice a semester to promote and advertise Greeks to the FIU community.

A. Greek Brochure	500.00
B. Newspaper	<u>2000.00</u>

TOTAL.....\$2,500.00

7. **ORDER OF OMEGA:** National Greek Honor Society sponsored by Greek Council that requires outstanding scholarship and leadership skills in order to be a member.

TOTAL.....\$500.00

1993-94 GREEK COUNCIL PROJECTED COSTS: \$10,000.00



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

Organization: INTERFRATERNITY COUNCIL

Representative: DANIEL FERRER (PRESIDENT)

INFORMATION MUST BE TYPED

Detailed Events:
(List in order of priority.)

Amount Requested

\$

Meet the Fraternities Night:	\$4160
S.E.I.F.C.:	\$1500
Mail Out:	\$ 890
Orientation:	\$1500
Leadership workshop:	\$ 550
Awards:	\$ 800

Totals

\$ \$9400
=====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

Equal Opportunity/Equal Access Employer and Institution

03 APR 1993
 10
 11:24:48

Itemized Financial Statement

Meet the Fraternities Night:

Food:	\$ 400
Entertainment:	\$ 100
Facility:	\$ 200
Advertising:	
Banners: 3 x \$30	\$ 90
Flyers: 2000 x \$.05	\$ 100
GC Forum event:	\$ 100
Speaker:	\$ 500
Air Fare: round trip	\$ 350
Hotel: 2 nights	\$ 160
Meals: 2 per day	\$ 50
Local transportation:	\$ 30

	\$2080
Fall 93'and Spring 94'	x 2

	\$4160

Southeastern Interfraternity Conference:

Maximum budget for hotel,
food, and transportation: \$1500

Mail Out:

Brochure: \$500 for 1000	\$ 500
Letter Heads: \$.05 x 1000	\$ 50
Envelopes: \$.05 x 1000	\$ 50
Postage: \$.29 x 1000	\$ 290

	\$ 890

Orientation:

F.I.U Greek Shirts:

Screen- \$15 x 2	\$ 30
Per Shirt- \$5.50 x 250	\$1375
Flyer: 2000 x \$.05	\$ 100

estimated total:	\$1500

Leadership Workshop:

Flyers: 1000 x \$.05	\$ 50
Facility:	\$ 200
Speakers:	\$ 200
Refreshment:	\$ 100

	\$ 550

Awards:

Greek Cup:	\$ 400
Recognition and Plaques:	\$ 400

	\$ 800

FIU

93 APR 27 AM 6:02

SGA ACCOUNTING



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: National Pan-Hellenic Council-(The Governing Body)

Representative: Robert Thomas

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
1. Annual Black Greek Leadership Conference	2,000.00
2. Annual Black Greek Retreat	1,000.00
3. Reflections of Famous Black Greeks	500.00

Totals	\$ 3,500.00
--------	-------------

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

ANNUAL BLACK GREEK LEADERSHIP CONFERENCE

The National Pan-Hellenic Council (NPHC) at FIU is requesting \$2,000 in support of the Annual Black Greek Leadership Conference. This conference is held annually in Bloomington, Indiana. It will promote leadership and unity amongst Black Greeks. It will, also, allow FIU Black Greeks to network with other Greeks from other universities across the nation. It is expected that four students from FIU would attend this conference.

If more information is required, I will be more than happy to furnish it. Thanks in advance for your support.

Project Budget:

Registration (\$70.00 per person)	\$ 280.00
Plane Fare (round trip - \$250 per person)	1,000.00
Hotel Accomodation (\$65.00 per night)	260.00
Vehicle Rental (\$40 per day x 3 days)	120.00
Gas for vehicle	30.00
Food and Miscellaneous	310.00
	<hr/>
Total =	\$2,000.00

Sixth Annual Black Greek Dedicated to the Future Leadership Conference



Challenging, Supporting,
and Advising Black
Greeks: The Role of the
College Administration

Commotion vs. Motion
Why Pledging Died

Issues Influencing Unity:
New Opportunities for
Interfraternities

The Future of Black
Greek Leadership

Speakers and Panelists

*Rev. William Wright, Pastor
New Hope Baptist Church*

*Dr. James De Souza, Asst. Exec. Director
NPHC*

*Earl E. Cook, Esq.
Boy's Club of America, Perimeter & Atlanta*

*Dr. Michael W. Gordon, Asst. Exec. Director
NPHC*

*Walter Kimbrough, Greek Advisor
Emory University*

*Karen Williams, Special Projects
NPHC*

*Alvin Williams, Director of Greek Life
Central Missouri State University*

*Carol Ross, Pan-Greek Advisor
Marlboro State University*

*Dr. John C. Williams, Director
Center for the Study of an African Issues*

*Daisy M. Wood, President
NPHC*

(The names listed include all conference speakers and panelists.)

October 30 - November 1, 1992
Indiana University
Bloomington, IN

For additional conference information,
contact William Gibson
IMU 30, Bloomington, IN 47405
(812) 855-4311

ANNUAL BLACK GREEK RETREAT

The National Pan-Hellenic Council (NPHC) at FIU is requesting \$1,000 in support of the Annual Black Greek Retreat. This retreat is held annually in the Spring. The purpose of this program is to discuss issues and plan for the future. It is also a time for Greeks to network with one another and share any concerns. It is expected that 30 Greek students from FIU will attend this retreat.

If more information is required, I will be more than happy to furnish it. Thanks in advance for your support.

Project Budget:

Retreat Set-Up	\$	250.00
Food		300.00
Entertainment (DJ)		200.00
T-Shirts		250.00
		<hr/>
Total =		\$1,000.00

Project Budget:

Room Rental	\$ 70.00
Food	200.00
Publicity	100.00
Decorations	130.00

Total = \$ 500.00



Florida International University

MEMORANDUM

TO: Lynn S Morgan
Honor's Council

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



FIU
92 APR 13 PM 4:46
COMPTROLLER

Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: FIU HONORS COUNCIL

Representative: MARIA C. HERNANDEZ/PRESIDENT *Maria C. Hernandez*

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
Duplicating/Printing	\$ 940.00
Conferences	\$ 260.00
OTHER: Ind. Honor Societies	\$6000.00
Supplies	\$ 650.00
Social	\$ 150.00
Advertising	\$ 150.00
Speakers/lecturers	\$ 150.00
Totals	<u>\$ 8,300.00</u>

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

DUPLICATION EXPENSES:**PHOTOCOPIES:**

Minutes of meetings to members 12 months x 2 pgs x 27 = 648 copies
 Newsletters 4 times a year x 2 pages x 30 = 240 copies
 Miscellaneous correspondence = 53 copies

TTL: 941 copies

941 x .05 = \$47.05

DUPLICATION EXPENSES: \$ 47.05 (round off to >) \$ 47.00

AWARDS CEREMONY:

To be held in Ballroom or Multi-purpose room.

AWARDS:

We approximate \$538.00 (last year's was \$525.00)

SUPPLIES EXPENSES: \$ 538.00

FOOD:

Approx. \$150.00 for Buffet/ Hors d' oeuvres

SOCIAL ACTIVITIES EXPENSES: \$ 150.00

INVITATIONS/BOOKLETS: \$ 96.50

PRINTING EXPENSES: \$ 96.50

INDUCTION CEREMONY:

INVITATIONS/ BOOKLETS: \$ 96.50

PRINTING EXPENSES: \$ 96.50

ADVERTISING:

6 ADS >> BEACON OR NEW TIMES 1 EA. FOR:

Budget/Stoles/Medallions/Induction/Conference/Awards
 4 (1/2 page) 2 (full page)

ADVERTISING EXPENSES: \$ 150.00

INDIVIDUAL HONOR SOCIETY ACCOUNT:

*6,000.00 Distributed among 27 Honor Societies = *222.22/year
 *222.22/2 semesters = *111.11 per semester.

OTHER (IND. HONOR SOCIETIES): * 6,000.00

The following 27 Honor Societies are eligible for funding from A & S fees:

- | | |
|-----------------------------|----------------------|
| 1) Alpha Psi Omega | 21) Phi Alpha Theta |
| 2) Alpha Epsilon Delta | 22) Phi Eta Sigma |
| 3) Alpha Pi Mu | 23) Phi Sigma Tau |
| 4) Alpha Phi Sigma | 24) Psi Chi |
| 5) Alpha Omega Chi | 25) Sigma Lambda Chi |
| 6) Beta Alpha Psi | 26) Sigma Tau Delta |
| 7) Beta Gamma Sigma | 27) Phi Alpha Sigma |
| 8) Civil Engineering Honors | |
| 9) Delta Delta Phi | |
| 10) Eta Kappa Nu | |
| 11) Kappa Delta Pi | |
| 12) Nursing Honor Society | |
| 13) Omicron Delta Epsilon | |
| 14) Omicrom Delta Kappa | |
| 15) Order of Omega | |
| 16) Pi Sigma Alpha | |
| 17) Pi Delta Phi | |
| 18) Pi Theta Epsilon | |
| 19) Phi Kappa Nu | |
| 20) Phi Kappa Phi | |



Florida International University

MEMORANDUM

TO: Ruth Hamilton
ID Program

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

S.G.A. Budget Request Form
 1993-94

Organization: COMPUTERIZED ID PROGRAM

Representative: Ruth Hamilton

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
1. Yearly commitment per business plan (See attached)	\$ 70,190.28
2. Purchase of fabrication equipment for North Miami and University Park (Over-enrollment monies)	27,730.00
3. Needed expansion (See attached)	32,495.78

Totals	\$ 130,416.06
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Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

1992 - 1993 ID System Expansion

Equipment Costs

Location	Reader Type	Cost
North Miami Aquatic Center	Card Reader	\$1,170.00
North Miami Library	LCR (replacing CR)	\$3,170.00
North Miami Health Services	LCR (replacing CR)	\$3,170.00
North Miami Ticket Office	LCR	\$3,170.00
North Miami Academic Bldg. (SGA Elections)	LCR	\$3,170.00
North Miami Fitness Center	LCR (replacing CR)	\$3,170.00
University Park Information Center	LCR	\$3,170.00
University Park Ballroom	LCR	\$3,170.00
University Park SGA Offices	Door Access Reader	\$3,000.00

Telecommunications Costs

Item	Cost per Location	Number of New Locations	Cost
Installation of Additional Data Lines	\$646.81	6	\$3,880.86
Telecommunications Line Lease/Service	\$375.82	6	\$2,254.92

Total 1993 - 1994 Expansion Costs: **\$32,495.78**

April 21, 1993

Computerized Photo ID - Budget Plan - September 15, 1993

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Revenues:										
First Time Student ID Sales	\$118,260.00									
New Students	\$7,000.00	\$33,788.00	\$34,801.84	\$35,845.69	\$36,921.06	\$38,028.69	\$39,169.55	\$40,344.64	\$41,554.98	\$42,801.63
Lost Card Revenue	\$5,913.00	\$6,090.39	\$6,273.10	\$6,461.29	\$6,655.13	\$6,854.79	\$7,060.43	\$7,272.24	\$7,490.41	\$7,715.12
Faculty/Staff ID Program	\$10,000.00	\$1,375.00	\$1,415.00	\$1,460.00	\$1,500.00	\$1,550.00	\$1,595.00	\$1,640.00	\$1,690.00	\$1,740.00
Bookstore Sales Revenue		\$10,000.00	\$18,720.00	\$22,256.00	\$25,950.50	\$29,725.11	\$33,612.32	\$38,233.93	\$43,013.17	\$48,174.75
Food Service Revenue		\$5,600.00	\$11,592.00	\$14,039.20	\$16,215.28	\$18,573.86	\$21,127.77	\$23,890.63	\$26,876.96	\$30,102.19
Vending Operations Revenue			\$4,347.00	\$5,164.24	\$5,915.40	\$6,728.76	\$7,608.68	\$8,559.77	\$9,586.94	\$10,695.43
E&G InterDept Inception			\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Total Photo ID Program Revenues	\$141,173.00	\$56,853.39	\$102,148.74	\$110,226.42	\$118,157.36	\$126,461.22	\$135,373.75	\$144,941.21	\$155,212.45	\$166,229.12
Revenue From Investment Pool	\$0.00	\$12,772.08	\$42,622.99	\$50,134.63	\$58,644.78	\$67,965.42	\$78,147.87	\$89,246.11	\$101,316.91	\$114,419.93
Total Revenues	\$141,173.00	\$69,625.47	\$144,771.73	\$160,361.05	\$176,802.14	\$194,426.64	\$213,521.62	\$234,187.32	\$256,529.36	\$280,649.05
Expenditures:										
Equipment Lease Year 1	\$150,620.00									
Equipment Lease Years 2 - 10		\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00	\$53,011.00
Telecom Equipment/Line Installation	\$30,400.00									
Telecommunication Line Leases	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00	\$17,664.00
Photo Equipment	\$19,000.00	\$15,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Supplies	\$26,953.13	\$15,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Marketing	\$13,000.00	\$11,884.95	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Equipment Rental	\$2,500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Support:										
Debit Bookkeeper OPS	\$7,500.00	\$7,800.00	\$8,112.00	\$8,436.48	\$8,773.94	\$9,124.90	\$9,489.89	\$9,869.49	\$10,264.27	\$10,674.84
Computer Support OPS	\$8,610.17	\$11,000.00	\$15,000.00	\$20,000.00	\$25,000.00	\$30,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Accounting			\$15,000.00	\$20,000.00	\$25,000.00	\$30,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$40,000.00
User Conferences and Training Sessions	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Fall, 92 ID	\$5,000.00									
Overhead	\$8,557.42	\$3,955.80	\$3,743.61	\$4,053.34	\$4,363.47	\$4,674.00	\$4,984.95	\$5,296.33	\$5,308.18	\$5,320.50
Total Expenditures	\$293,804.72	\$139,816.75	\$132,630.61	\$143,164.82	\$153,812.41	\$164,473.89	\$175,149.84	\$185,840.82	\$186,247.45	\$186,670.33
Gross Profit (Loss)	-\$152,631.72	-\$70,190.28	\$12,241.12	\$17,196.22	\$22,989.73	\$29,952.74	\$38,371.78	\$48,346.49	\$70,281.91	\$93,978.72
A&S/OPS Support	\$152,631.72	\$70,190.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Profit (Loss)	\$0.00	\$0.00	\$12,241.12	\$17,196.22	\$22,989.73	\$29,952.74	\$38,371.78	\$48,346.49	\$70,281.91	\$93,978.72
% of Revenues Generated by Investment Pool	0.00%	18.34%	29.44%	31.26%	33.17%	34.96%	36.60%	38.11%	39.50%	40.77%
% of Revenues Generated by ID Program	100.00%	81.66%	70.56%	68.74%	66.83%	65.04%	63.40%	61.89%	60.50%	59.23%
Profit Split to Scholarships	\$0.00	\$0.00	\$3,603.97	\$5,376.16	\$7,625.63	\$10,470.53	\$14,043.88	\$18,424.30	\$27,758.02	\$38,314.89
Profit Split to Graham Center Building	\$0.00	\$0.00	\$8,637.15	\$11,820.07	\$15,364.10	\$19,482.21	\$24,327.89	\$29,922.20	\$42,523.90	\$55,663.82
Cumulative Totals:										
Profit Split to Scholarships	\$0.00	\$0.00	\$3,603.97	\$8,980.13	\$16,605.76	\$27,076.29	\$41,120.18	\$59,544.47	\$87,302.49	\$125,617.38
Profit Split to Graham Center Building	\$0.00	\$0.00	\$8,637.15	\$20,457.21	\$35,821.32	\$55,303.53	\$79,631.42	\$109,553.62	\$152,077.52	\$207,741.34

* Profit will be split proportionally between Investment Pool and ID Program. Investment Pool share will go to Scholarships, ID Program share will go to Graham Center Building. To realize higher yields, the scholarship portion will accumulate over a period of eight years, prior to disbursement.

Revised 04/19/93



Florida International University

MEMORANDUM

TO: Dr. Larry Lunsford
Lectures Committee

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 2, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



FIU

APR 19 PM 2:22

SEAL ACCOUNTING

Florida International University

S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Lecture Committee Budget 1993-94

Representative: Dr. Larry Lunsford

INFORMATION MUST BE TYPED

Detailed Events: Amount Requested
(List in order of priority.)

Honorarium:

Table with 2 columns: Event Name and Amount Requested. Rows include Carl Sagan (30,000), Edward James Olmos (15,000), Jack Kemp (30,000), Black Heritage - TBA, Women's History - TBA, Spring Lecturer - TBA (20,000), Hospitality & Advertising (5,000), and Deposit for 1994-95 (20,000).

Totals \$ 120,000

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: S.G.A. Finance Chair

MEMORANDUM

TO: Dr. George Simms,
Minority Students Services

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 5, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your 2~budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

CS 11/20/93 7:49

Organization: BLACK STUDENT LEADERSHIP COUNCIL

Representative: Chimene Y. Graham, President

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
<u>TWO DAY STUDENT LEADERSHIP CONFERENCE</u>	\$ 7,000.00
Advertising: Beacon and flyers	500.00
Food/Beverage: Meals for conference participants	2,500.00
Supplies: Conference handouts	300.00
Room Charge: Rental charges for Graham Center	500.00
Honorarium: Speakers fees	3,000.00
Misc.: Other expenses	200.00
Totals	<u>\$ 7,000.00</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

**STUDENT ORGANIZATIONS COUNCIL
ACTIVITY/EVENT EXPENSE BREAKDOWN: PART D**

- 1) ORGANIZATION NAME: BLACK STUDENT LEADERSHIP COUNCIL 3) DATE(S): April 20, 1993
- 2) ACTIVITY/EVENT NAME: Student Leadership conference 4) LOCATION: University Park
- 5) DESCRIPTION: Activity designed to promote the development of student leaders on campus as well as inspire graduating high school seniors to seriously consider FIU upon graduation. The program also serves to showcase FIU.
- 6) PURPOSE: Develop future leaders on campus.
- 7) EVENT OPEN TO: FIU COMMUNITY PUBLIC CLOSED 8) EXPECTED ATTENDANCE: 200

<u>LINE ITEM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
1) ADVERTISING:	\$ <u>500.00</u>	<u>Adversising in the Beacon and Flyers</u>
2) FOOD/BEVERAGE:	<u>2,500.00</u>	<u>Meals for conference participants</u>
3) SERVING/PAPER SUPPLIES:	<u>300.00</u>	<u>Handouts</u>
4) ROOM CHARGE:	<u>500.00</u>	<u>Rental of Graham Center</u>
5) HONORARIUM/PERFORMER FEE:	<u>3,000.00</u>	<u>speakers fee</u>
6) Misc.:	<u>200.00</u>	
7) _____:	_____	_____
8) _____:	_____	_____
9) _____:	_____	_____
ACTIVITY TOTAL >>	\$ <u>7,000.00</u>	



**Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94**

6781 1031 1919

Organization: Minority Student Services

Representative: Dr. E. George Simms

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
Tutorial Program	\$ 10,000
Student Awards & Recognition	8,000
Awards Program/Commemorative Martin Luther King Jr. Breakfast	4,000
Open House (Fall and Spring) respective and admitted students	4,000
Student Leadership Retreat	4,000
African-descent Alumni Reception	2,500
Totals	<u>\$ 32,500</u> =====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

**SGA BUDGET REQUEST FORM
FLORIDA INTERNATIONAL UNIVERSITY
For the fiscal year 1992-1993**

Committee: _____ Chairperson: _____
Organization: _____ Representative: _____
Department: Minority Stu. Services Director: Dr. E. George Simms
Associate Vice President

INFORMATION MUST BE TYPED

Detailed Events: (List in order of priority.)	Amount Requested \$ 10,000
1992-93)	
University Tutorial Program	

TOTALS

\$ 10,000
=====

Note: Complete this form in detail, and submit it to the SGA Accounting Office (GC 340) no later than April 17, 1992 at 5:00pm.
If necessary, attach any supporting information or additional copies in this same format.

FOR OFFICE USE ONLY

Reviewed by: _____
SGA Comptroller _____

**SGA BUDGET REQUEST FORM
FLORIDA INTERNATIONAL UNIVERSITY
For the fiscal year 1992-1993**

Committee: _____ Chairperson: _____
Organization: _____ Representative: _____
Department: Minority Student Serv. Director: E. George Simms
Associate Vice President

INFORMATION MUST BE TYPED

Detailed Events: (List in order of priority.)	Amount Requested \$ 4,000.00
---	--

Fall/Spring retreat for new and returning African-American students.

TOTALS

\$4,000.00
=====

Note: Complete this form in detail, and submit it to the SGA Accounting Office (GC 340) no later than April 17, 1992 at 5:00pm.
If necessary, attach any supporting information or additional copies in this same format.

FOR OFFICE USE ONLY

Reviewed by: _____
SGA Comptroller _____

**SGA BUDGET REQUEST FORM
FLORIDA INTERNATIONAL UNIVERSITY
For the fiscal year 1992-1993**

Committee: _____ Chairperson: _____
Organization: _____ Representative: _____
Department: Minority Student Services Director: Dr. E. George Simms
Associate Vice President

INFORMATION MUST BE TYPED

Detailed Events: (List in order of priority.)	Amount Requested \$ 8,000.00
---	--

(1992-93)

-Annual Recognition Ceremony for black students

TOTALS

\$ 8,000.00
=====

Note: Complete this form in detail, and submit it to the SGA Accounting Office (GC 340) no later than April 17, 1992 at 5:00pm.
If necessary, attach any supporting information or additional copies in this same format.

FOR OFFICE USE ONLY

Reviewed by: _____
SGA Comptroller _____

**FALL/SPRING RETREAT FOR NEW AND RETURNING
AFRICAN-AMERICAN STUDENTS**

Each fall and spring the office of Minority Student Services plans and sponsors a retreat for all new and returning African-American student leaders at FIU. These organizations include: The Haitian Student Organization, the West Indian Student Association, the Black Student Leadership Council, and the Black Student Union. This totals approximately 40 students plus five advisors. The purpose of the Retreat is to build and develop peer support among student, develop leadership skills and to orient new student leaders to some of the nuances that will confront them as they seek to do their jobs.

The Marriott Hotel in West Palm was selected because of the competitive price quote. Extensive research and comparisons were done and they gave us the best package. That is all we could afford. Please note that transportation is not included in this request since it is expected that we will have the use of FIU motor pool.

Because state budget does not allow us the flexibility to support such a program, and because such a program could play a vital role in the retention of students, I am requesting your support in the amount of \$4,000.00.

Any help that you can give would be greatly appreciated.

Projected budget for 40 students and 5 advisors:

Materials	\$1,000.00	(\$500 per semester)
Retreat site	\$3,000.00	(\$1500 per semester)
	=====	
	\$4,000.00	

ANNUAL RECOGNITION CEREMONY FOR BLACK STUDENTS

The Minority Student Services Office is requesting support in the amount of \$8,000 in support of the Annual Recognition Awards program to graduating and Dean's List black students at FIU. The program will honor all students who have GPAs above 3.0 cumulatively; those who have made the Dean's List and all graduating seniors. We will also honor other minority students who have made significant contribution to student life here at the university and in the community. It is expected that approximately three hundred students will be honored at this event. Another two hundred guests (parents, faculty, staff, alumni and friends of the university) will be invited.

Currently, state budget, the primary source from which Minority Student Services obtain its funds, does not allow us to support a program of this nature. If more information is required, I will be more than happy to furnish it. Thanks in advance for your support.

UNIVERSITY TUTORIAL PROGRAM

I am requesting a \$10,000 support for the Tutorial Program which is currently being administered out of the Minority Student Services office. The Tutorial Program serves all students at the university and cuts across all disciplines. Within the last year, requests for tutorials have more than tripled due in part to referrals from faculty and other students (please see attached). As the program expands it becomes clear that Minority Student Services does not have the funds and the staff necessary to effectively manage the program.

The \$10,000 request is needed to fund three graduate students whose responsibilities will be to coordinate the tutorial program. These individuals, one at the North Campus and two at the South Campus, will work directly with academic departments to identify faculty needs and expectations, course requirements, instructional methodology, exam schedules, etc., and then to work with the tutors to ensure that each student get the appropriate help they need. Currently, the budget from the state cannot adequately support such a program. This request, if approved, will allow also us to hire several more tutors to bolster the tutorial program.

I have attached some information that will demonstrate and support my request.

Page (2)

Project Budget:

Banquet	\$5,000.00
Plaques/Certificates	1,000.00
Programs (Typesetting/Printing)	1,000.00
Miscellaneous Expenses	1,000.00

=====

Total = \$8,000.00

ANNUAL RECOGNITION CEREMONY FOR BLACK ALUMNI

The Office of Minority Student Services is requesting support of \$2,500 in support of the Annual Recognition Ceremony for Black Alumni. This program will recognize and honor outstanding FIU Black Alumni. It will, also, provide the current black student population an opportunity to network with alumni as they approach the end of their undergraduate careers. It is expected that approximately 200 alumni will be recognized at this event. Another 100 guests (faculty, staff, student and friends of the university) will be invited.

Currently, the state budget, the primary source from which Minority Student Services obtain its funds, does not allow us to support a program of this nature. If more information is required, I will be more than happy to furnish it. Thanks in advance for your support.

Project Budget:

Programs (typesetting and printing)	\$1,300.00
Plaques/Awards	500.00
Engraving of plaques/awards	200.00
Ballroom Rental	200.00
Name Tags	100.00
Signs	100.00
	<hr/>
Total =	\$2,500.00

ANNUAL FALL AND SPRING BLACK STUDENT OPEN HOUSE PROGRAM

The Office of Minority Student Services is requesting support of \$4,000 in support of the Annual Fall and Spring Black Student Open House Program. These programs are designed to invite black high school students that have expressed an interest in attending FIU upon graduation. The Fall program is open to both high school juniors and seniors, while the Spring program is open to high school seniors accepted to FIU. Students will meet with faculty in their area of interest, along with administrators, staff and students of the university. It is expected that approximately 200 students will attend in the Fall and 100 students will attend in the Spring.

Currently, the state budget, the primary source from which Minority Student Services obtain its funds, does not allow us to support a program of this nature. If more information is required, I will be more than happy to furnish it. Thanks in advance for your support.

Project Budget:

Continental Breakfast and Lunch (Fall)	\$1,700.00
Continental Breakfast and Lunch (Spring)	1,200.00
Programs	500.00
FIU Folders w/pad and pen	350.00
Ballroom Rental	200.00
Name Tags	50.00
	<hr/>
Total =	\$4,000.00

LEADERSHIP RETREAT

BROAD GENERAL AREAS FOR DISCUSSION

1. Definition
2. What are basic qualities of a good leader
3. Being a student leader in a hostile environment
4. Minority Student Services and the student leaders:
What can we do for you?
5. As an African-descent student leader, what are some obstacles that affect your performance at FIU.
6. How do you negotiate the system
7. How do you get others to work for you or how do you get the institution to work for you.
8. Training of upcoming African-descent student leaders.
9. How to make and/or establish contact with internal organizations (i.e. How to deal professionally with established organizations).
10. What is meant by the system (how do faculty teach and how does the classroom operate).
11. Role of African-descent graduate student leader and how to service them at FIU.
12. Importance of time management and good study habits.
13. Making the office of Minority Student Services more focal.
14. How can students help the office of Minority Student Services relieve some of its burden.

Page (2)

GOALS:

1. To help students understand what is meant by good leadership.
2. To help students understand what is good management practice.
3. To help students understand how to be assertive and at the same time not be aggressive.
4. To help students understand how to remain a good leader in a difficult and uncooperative environment.
5. To help students understand how to get support and cooperation from their peers.

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FLORIDA INTERNATIONAL UNIVERSITY

John Augenblick, Chairperson

Department Of Music
Tuesday, April 20, 1993

TO: STUDENT GOVERNMENT ASSOCIATION

RE: 1993-94 BUDGET REQUEST

The Department of Music of Florida International University provides a variety of services and opportunities to the FIU community (students, faculty, staff, administration) and to the Greater Miami community around us. More than 250 FIU students participated in the music program as performers, soloists, in choirs, bands, opera, chamber music and other ensembles; and more than 10,000 people attended events of the music department. These included concerts of a variety of ensembles, faculty recitals, student recitals, guest artist recitals, basketball pep band, and off-campus performances.

Even with the adverse effects of Hurricane Andrew, this year was the most active and successful in the Department's history. Special recognition was brought to by special invitations for performance at highly significant events: the FIU Jazz Band was honored in a feature performance of the *Mid-West International Band and Orchestra Clinic* in Chicago (one of the most prestigious instrumental ensemble events in the world); the newly-formed FIU Master Chorale was selected to join with the internationally acclaimed *New World Symphony* in a performance of Handel's *Messiah*. The Master Chorale was also invited by the *American Society for the Advancement of Cantorial Arts* to present a concert of Jewish Liturgical Music, featuring three world-famous cantors.

Three major festivals were presented by the Department of Music: The *Subtropics Festival* (co-sponsored by FIU, MDCC and the South Florida Composers Alliance) brought several distinguished composers to Miami presenting concerts, lectures and master classes); the FIU Jazz Festival gave more than a dozen area high school jazz bands the opportunity to perform for distinguished judges, and included workshops and master classes, culminating in a performance of the FIU Jazz Band with FIU faculty member, *Arturo Sandoval*; the *May in Miami Festival* brought composers such as Morton Subotnic, Joan La Barbara, and Jonathan Kramer to the FIU campus, presenting masters classes, lectures and concerts.

Nearly 100 programs including 14 Forums, 10 Student Recitals, 8 Faculty Recitals, 30 FIU Ensemble Concerts, 10 Guest Artist Concerts/Recitals, 11 Guest Lectures, and 12 Guest Master Classes) were presented on the University Park Campus of FIU, and most of these were free to FIU students. Several FIU student and faculty groups participated in *School's Tour* performances at Dade County High Schools.

FIU

02 MAY 18 PM 4:40

COMMUNICATIONS

**SGA Budget Request
Department of Music
Page 2.**

The Department of Music hosted the Dade County Public Schools/Florida Vocal Association *Vocal Solo and Ensemble Festival* and the DCPS/Florida Band Masters Association *Instrumental Solo and Ensemble Festival*. More than 4000 students represented their respective Middle or Senior High School in three two-day festivals. This activity serves as an outreach to the community, as well as for university recruitment.

The expenses for producing our programs (publicity, music purchases, maintenance and repair of instruments, piano tuning and repair, instrument purchases, printing costs, etc.) has continued to rise steadily. The Department has undergone considerable development in the past three years with the addition and expansion of the Jazz Program, Opera Program, the Electronic Music Laboratory, etc., and the student population has increased from 58 majors in Fall-1991 to 105 majors in Fall-1992, with the expectation of 130 majors in Fall-1993. Further, the number of concerts has more than doubled in the last three years. However, the SGA appropriation for the Department of Music has remained nearly the same over this same period.

It is our hope that the Department of Music can continue to provide all of these services to the FIU community of students and faculty and to continue to provide a connection between the university and the surrounding community of South Florida. We need the support of SGA to meet this goal, and we trust that you will find the resources to support these programs which enrich the lives of us all.

Attached is the SGA Budget Request for the Department of Music for the 1993-94 season. Due to the extreme variety of programs, the proposal is listed by type of program rather than individual listings.

The Department of Music appreciates your careful consideration of this request. Please contact me at extension 1999 for any additional information. We look forward to a highly successful and rewarding year.

**SGA BUDGET REQUEST FORM
FLORIDA INTERNATIONAL UNIVERSITY
For the fiscal year 1993-1994**

Organization: DEPARTMENT OF MUSIC

Representative: JOHN AUGENBLICK

INFORMATION MUST BE TYPED

Detailed Events (List in order of priority)	Amount Requested
1. Publicity Concert Brochures Flyers Programs Advertisements Supplies Receptions	\$12,000.
2. FIU Ensemble Concert Series Music for Master Chorale, University Singers, Men's Chorus, Women's Chorus, Opera Workshop, Symphonic Wind Ensemble, Chamber Woodwinds, Brass Choir, Chamber Brass, Percussion Ensemble, Guitar Ensemble, Chamber Strings, Jazz Ensemble, Jazz Combos, New Music Ensemble, and Latin American Music Ensemble [Each of these ensembles must purchase new music each year. The College of Arts and Sciences funds some of this, but the budget has not kept up with the growth in the department. The addition of many of these groups in the past three years has added to the financial pressures.]	10,000.
3. Master Class/Lecture Series Presentations by Artists in Voice, Piano, Woodwind, Brass, String and Conducting [These programs feature outstanding artists in lectures or master classes. These are open to all students and the public.]	6,000.

4,000.

4. Festivals:
Subtropics Festival
Composers, Performers and Lecturers

We propose to present 2 concerts and 4-6 Lecture/Master Classes with Guest Composer/Performers. (\$2,000.)

[This Festival is presented in cooperation with the South Florida Composers Alliance, FIU and MDCC. Its goal is to present the highest quality "New Music" of today in a variety of performances, workshops, lectures, etc.]

Jazz Festival

This Festival consists of 3 parts: a concert by one of the United States Armed Services Jazz Bands, a workshop/competition for high school jazz bands. [This requires hiring three clinician/adjudicators @ \$1,500.], and clinics and workshops by FIU Jazz Faculty—includes adjuncts who must be paid (\$500)

[These Festivals cost much more than what is requested. The additional funds are generated through grants, the College of A & S, and other sources.]

5. Guest Artist

6,000.

We propose to have a guest artist to perform in-concert with each of the major ensembles: University Singers, Jazz Band, and Symphonic Wind Ensemble.

[This provides an opportunity for students to work with active professional artists, and provides an opportunity for FIU students and the community to attend a university concert featuring a well-known artist.]

6. Music Student Honor's Recital Festival

300.

This recital features the most outstanding student performers in the FIU Music Department. These students are selected by the Music Faculty. Each student performs in the Honor's Recital and is reviewed by guest adjudicators (this year Nestor Torres and David Alt). Two winners are selected to receive a \$500. scholarship.

[Funding is needed for the Judges' Stipend: \$100 @]

**SGA Budget Request
Department of Music
Page 5.**

7. Tours

9,500.

Three invitations have been tendered to FIU student groups:

- a. The Florida Music Educators Association has invited the FIU Jazz Ensemble to perform at the State Conference (\$1000. needed)
- b. The International Association of Jazz Educator's has invited the FIU Jazz Combo to perform (\$2500. needed)
- c. Governments of Hungary, Poland and Russia have invited the FIU Master Chorale to perform (\$5000. needed)

[NOTE: total cost of each of these is much higher. The Master Chorale tour will cost between \$80,000.-100,000. Funds for these tours will be raised from various sources, and students will be expected to pay a portion of the expenses.]

8. Equipment

15,000.

Instruments, amplifiers, electronic equipment for the Symphonic Wind Ensemble, Jazz Band, and Electronic Music Laboratory.

TOTAL REQUEST:

\$62,800

Reviewed by:

S.G.A. Finance Chair



Florida International University

MEMORANDUM

TO: Dr. Larry Lunsford
Orientation

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.

FIU

93 APR 19 PM 2: 23



S.G.A. ACCOUNTING

Florida International University

S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Orientation

Representative: Dr. Larry Lunsford

INFORMATION MUST BE TYPED

Detailed Events: Amount Requested
(List in order of priority.)

	\$
OPS*	12,000
EXP**	4,000

	\$16,000

* Seven extra OPS Peer Advisers will be needed due to the increase in the length of the program and the number of students to be admitted.

** Telephone equipment charges have been assessed to Orientation.

Totals \$ 16,000.00
=====

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

**SGA BUDGET REQUEST FORM
FLORIDA INTERNATIONAL UNIVERSITY
For the fiscal year ~~1992-1993~~**

1993-94

Committee: _____ Chairperson: _____
 Organization: _____ Representative: Sgt. Richard DeStefani
 Department: Public Safety Director: Chief. H. Gunson



INFORMATION MUST BE TYPED

Student Security/Escort Program Salary Account # 517100800

Detailed Events: (List in order of priority.)	Amount Requested
	\$ 53,000.00

S.S.P./Crime Prevention Program Expense Account # 711030400

Electric Golf Cart Maintenance (Four Carts)	\$2,340.00
Uniform Reissue	\$ 400.00
Crime Prevention Program	\$1,000.00
Miscellaneous	\$ 260.00
Total Amount Both Accounts:	\$57,000.00

TOTALS

Note: Complete this form in detail, and submit it to the SGA Accounting Office (GC 340) no later than April 17, 1992 at 5:00pm.
 If necessary, attach any supporting information or additional copies in this same format.

FIU
 APR 11 11:33 AM '92
 ACCOUNTING

FOR OFFICE USE ONLY

Reviewed by: _____
 SGA Comptroller _____

DESCRIPTION OF PROGRAM GOALS FOR FISCAL YEAR 1993-1994 AND ADDITIONAL JUSTIFICATION AND/OR COMMENTS IF NEEDED.

PAYROLL:

BASED ON 11,750 HOURS IN A 50 WEEK YEAR AT \$5.00 PER HOUR. THE COST COMES TO \$58,750.00. WITH A 10% ABSENTEE RATE FACTORED IN, THE FIGURE DROPS TO \$52,875.00. THE AMOUNT REQUESTED FOR SALARY IS \$53,000.00.

CRIME PREVENTION PROGRAM:

THE \$1000.00 REQUESTED FOR THIS PROGRAM INCLUDES THE COST FOR CRIME PREVENTION PROGRAMS, PAMPHLETS, BROCHURES, DUPLICATING SERVICES, SPEAKERS FOR CRIME PREVENTION WEEK, AND STATIONARY.

UNIFORM RE-ISSUE:

EACH SECURITY/ESCORT AIDE IS ISSUED ONE UNIFORM SHIRT, WINDBREAKER, AND CAP. IT IS REASONABLE TO EXPECT THAT SOME OR ALL OF THESE ITEMS WILL NEED TO BE REPLACED IN THE COMING YEAR.

MISCELLANEOUS:

INCLUDES S.S.P. STATIONARY (WORK SHEETS, SIGN-IN SHEETS ETC.), DUPLICATING SERVICES, FLASHLIGHTS, BATTERIES, CLIPBOARDS, TRAFFIC VESTS, AND ADVERTISING.

GOLF CART MAINTENANCE:

THE \$2,340.00 REQUESTED IS BASED ON THE DEALERS RECOMMENDED REPAIR COSTS OF \$585.00 PER YEAR PER CART. WE HAVE FOUR CARTS IN SERVICE IN THE S.S.P. THREE ARE OPERATING AT UNIVERSITY PARK AND ONE IS STATIONED AT NORTH MIAMI CAMPUS.



Florida International University

MEMORANDUM

TO: Dr. Larry Lunsford
Radio Station

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.

WUFI MEMORANDUM

TO: Juan Carlos Freyre, SGA Comptroller
FROM: Charles D. Michaels, WUFI
SUBJECT: 1993/94 Budget Requests
CC: Dr. Larry Lunsford
DATE: 04/23/93

Attached is the Radio Station's Budget request for 1993-94. I have included the amount of \$43,000.00 which covers our expenses at the new WCIX Tower site. Let me remind you that our budget last year was cut to a ridiculous amount. If Student Government wants to provide Florida International University with an FM station, it needs to put its money where its collective mouth is. Because of SGA budget cuts, we lost the chance to provide FIU with a premium spot on a new panel antenna at the new Channel Six tower, (WCIX) which would have provided FIU with the best sounding college radio station in the south.

I urge you to grant me a Budget Hearing if any of the numbers look inflated or any of the expenses seem unreasonable. Should you choose to do what transpired last budgeting period, I feel obliged to resign from my post as General Manager. My only concern is to provide FIU with an FM Station. Without SGA's support, I feel I would be wasting my time as well as our community's time.

FIU

93 APR 23 PM 12: 57

SGA ACCOUNTING

**Florida International University
S.G.A. Budget Request Form
Fiscal Year 1993-94**

Organization: WUFI Radio, FIU's Radio Station
Representative: Dr. Larry Lunsford / Mr. Charles D. Michaels

<u>Detailed Events:</u>	<u>Amount Requested</u>
OPS - Engineering Consultant Roy Presman	\$6,750.00
Security Improvements (ID Card Lock System, Surveillance Camera) (The Radio Station was the target of a recent prank were, if it was not) (for the Janitors, a \$100,000.00 plus facility would have been vandilized)	5,000.00
Telephone and Long Distance	3,000.00
Legal Fees	5,000.00
Macintosh LCIII Computer 4 / 80	1,300.00
PLI Infinity Removable 88RW44	628.00
DoveFaxPro + V	500.00
Engineering Supplies (Studio Maintanance)	2,000.00
MOTU MIDI Time Piece II	480.00
Tower Study	3,000.00
WCIX FM Tower Building Share (one time cost)	40,000.00
Social Activities (i.e. : Promotional Parties, ect.)	1,000.00
Advertising	1,842.00
Office Supplies	500.00
Totals	<u>\$71,000.00</u>

Reviewed by: _____

S.G.A. Finance Chair

MEMORANDUM

TO: Greg Olson,
Recreational Sports

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 5, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your 2~budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.

M E M O R A N D U M

TO: John Pederson,
Recreational Sports

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 5, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your 2~budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



Florida International University

MEMORANDUM

TO: Juan Carlos Freyre, Comptroller
Student Government Association

FROM: Ruth Hamilton, Director
Graham University Center

SUBJECT: 1993-94 BUDGET REQUEST

DATE: April 22, 1993

=====

R.H.

59 APR 23 PM 12:52
F.I.U.

Attached please find the 1993-94 budget request for the Graham University Center operation.

The request for \$931,621.32 addresses program requirements of additional staff positions and increased operating costs. The increased activities are the direct result of very creative and active student governments, student organizations, fraternities and sororities. All these groups combined sponsor over 4,000 events a year with an attendance of over 250,000 guests. The annual traffic in the Graham Center is estimated at over one million persons.

Additional positions are needed to manage newly created programs of the computer lounge, the computerized ID, and the expanded services for late evenings and weekends. Below is a list of factors necessitating the increase:

- 1) 100% increase of (space) A&S square footage for student programming.
- 2) Increased square footage requiring intensive labor for setups, breakdowns, cleanups and maintenance.
- 3) Addition of student security staff to monitor student lounges, cafeteria, ballrooms, common and exterior areas of the building to safeguard from vandalism, theft and defacing of property.
- 4) Increased operating hours for the GC building to be open late hours and on weekends.
- 5) Increased operating hours for the Game Room to be open late evenings and weekends for the billiards and chess clubs.
- 6) Annual maintenance contract for carpet steaming and Scotch guarding.
- 7) Annual maintenance contract for maintaining awnings, computers and A.V. equipment.

Cont. Page 2

1993-94 BUDGET REQUEST MEMORANDUM
CONT. PAGE 2

- 8) Increased OPS students to assist with labor, cleanup and maintenance of the day-to-day building operations.
- 9) Increased telephone lines.
- 10) Increased expense for supplies, (cleaning, A.V., electrical and maintenance).
- 11) Staffing and supplies for the student computer Lab.
- 12) Hiring of an special events coordinator.
- 13) Hiring of an accountant to maintain the financial operation in accordance to audit requirements and guidelines.
- 14) Hiring of an A.V. coordinator and A.V. student assistants to maintain and safeguard all new sophisticated sound, lights and A.V. equipment.
- 15) Hiring of computer technicians to oversee the management and maintenance of the computer lounge, Novell network, Scheduler Plus reservation software, technical analysis of ID bids and the administration of the computerized ID system.

The above factors needing funding directly impact the services provided to students, student groups and organizations. In this regard, our FIU Student Government has achieved tremendous progress by providing facilities and event support to FIU students. We are proud to report that all student programs are presented with a great deal of care and high degree of quality.

Funding to the Graham Center brings immense credibility to Student Government as FIU students receive tangible services for the A&S fee they pay. Through the Graham Center the Student Government provides to all students a home away-from-home for them to interact and socialize in a clean and supportive environment; provides facilities and event support for students to present quality programs (lecture, movies, dances, Greek rush, ethnic and theme weeks, comedy shows, etc.); provides job opportunities for students to pay their educational bills; provides on-the-job training at TicketMasters, accounting, computer center, audio visual, event setup, custodial and building management, etc.

The attached 1991 study of the Florida student centers compares square footage, total budget, A&S allocation and the cost for running a student center. The Graham Center operating cost of \$6.71 per square footage is the lowest in the state system.

I urge your continued support in seeing that the Graham Center becomes a functional, attractive, and dynamic place for our students. This facility is a source of pride, respect and brings great visibility to our Student Government.

On behalf of the diverse student body, a million thanks for continuing the spirit of providing to FIU students the best facility on campus...and someday the State of Florida, and perhaps, the entire nation. Thanks for building a great place for our students.

Enc.



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Graham Center

Representative: Ruth Hamilton

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$ 931,621.32

See attached

Totals \$ 931,621.32

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823

**GRAHAM UNIVERSITY CENTER
1993-1994 BUDGET FORECAST**

Prepared:

4/23/93

	1992-1993	1993-1994 FORECAST	COMMENT
REVENUES:			
A & S Funds	\$610,157.00	\$931,621.32	
E & G Funds (Salaries) *	\$100,000.00	\$0.00	
E & G Funds (Plant) **	\$100,000.00	\$150,000.00	
AUXILIARY (Bookstore, Cafeteria, Gracie's, etc)	\$20,000.00	\$20,000.00	
GC OPERATIONS:			
Room Rental	\$55,000.00	\$65,000.00	
Presidential Suite Rental	\$8,000.00	\$7,000.00	
Vendors	\$12,031.40	\$20,000.00	
TicketMaster Outlet	\$4,000.00	\$4,000.00	
Subscription Commission	\$800.00	\$800.00	
Game Room Revenue	\$21,590.71	\$24,000.00	
Food Vending Commission	\$30,000.00	\$32,000.00	
Other Term Program	\$37,000.00	\$37,000.00	
Replacement/Depreciation	\$22,000.00	\$22,000.00	
Deposit on Hold	\$0.00	\$1,501.00	
Carryforward	\$2,418.00	\$2,000.00	
Investment Earnings	\$1,233.00	\$1,300.00	
Salary Savings	\$39,843.00	\$20,000.00	
	\$1,064,073.11	\$1,338,222.32	
EXPENSES:			
Salaries:			
USPS Salaries & Benefits (1)	\$377,901.11	\$590,219.32	
Overtime (SGA Events)	\$12,000.00	\$24,000.00	
Overtime (Leave / Maintenance)	\$10,000.00	\$12,000.00	
Overtime (Paid by Renters)	\$3,000.00	\$7,000.00	
OPS (Student Employees) (2)	\$216,840.00	\$267,252.00	
(Information Center, Game Room, Office Asst, Reservationist, Sound/A.V. Asst., Custodial, Computer Labs, Night Managers, Cafeteria Monitors)	\$619,741.11	\$900,471.32	
Operations:			
Special Projects OCO (3)	\$0.00	\$0.00	
Expenses (Operational) (4)	\$130,831.00	\$175,250.00	
Game Room Expense	\$3,000.00	\$5,500.00	
Travel to Conference (ACU-I Conf.)	\$7,000.00	\$7,500.00	
ACU-I Memberships (ACU-I, BOMI)	\$1,000.00	\$1,000.00	
Depreciation	\$33,000.00	\$36,000.00	
OCO From Replacement	\$0.00	\$0.00	
Administrative Overhead	\$33,000.00	\$36,000.00	
Reserve	\$5,000.00	\$5,000.00	
Deposit on Hold	\$1,501.00	\$1,501.00	
Agency Account/GC Opening/Tournaments	\$30,000.00	\$20,000.00	
	\$244,332.00	\$287,751.00	
E & G:			
Salaries *	\$100,000.00	\$0.00	
Utilities **	\$100,000.00	\$150,000.00	
	\$200,000.00	\$150,000.00	
	\$1,064,073.11	\$1,338,222.32	

* The university E & G budget funds positions for the Graham Center Building.

** This figure represents utilities paid by Physical Plant in the amount of \$100,000.00

SURVEY OF FLORIDA STATE UNIVERSITIES

JULY 1991

ROOM: BALLROOM/THEATER/AUDITORIUM

	STUDENT ORG.	UNIV. GROUPS	GEN. PUB.	OPERATING HOURS	COMMENTS
<p>Univ. of Florida J. Wayne Reitz Union 260,000 S.F. John Jurnigan, Bus. Mgr. (904)392-1641 Cap: 650 banquet 900 lecture Ballroom S.F. 10,000</p>	<p>Free if no admission fee; otherwise; \$115.00/event A.V. extra</p>	<p>\$350.00/event A.V. extra</p>	<p>\$500.00/event A.V. extra</p>	<p><u>Rathskeller</u> (M-F) 11:00am-12:00am (Weekends) 11:am- 1:am <u>Cafeteria</u> All week 7:00am-7:00pm <u>Game room</u> (M-F) 10:00am-12:30am (Sat. & Sun) 12:00pm-1:00am</p>	<p><u>Budget</u>: \$3.7 million <u>E&G</u>: 0 <u>A&S</u>: \$2.28 million <u>AUX</u>: \$1.5 million Every revenue-generating operation housed in the building is under the Union's management; therefore, all revenues go back to the building. <u>Cost per S.F.</u> \$14.23</p>
<p>Florida State Univ. Oglesby Union 200,000 S.F. T.S. Penney, Bus. Mgr. (904) 644-6860 Cap: 800 banquet 1,000 lecture Ballroom S.F. 10,235</p>	<p>Free if no admission fee; otherwise; \$30.00/4hrs</p>	<p>Free if no admission fee; otherwise; \$100.00/4hrs.</p>	<p>\$175.00/4hrs. \$350.00/8hrs.</p>	<p><u>Rathskeller</u> (M-F) 11:00am-12:00am (Weekends) 11:am- 1:am <u>Cafeteria</u> (M-F) 7:00am-7:00pm <u>Game room</u>: (M-F) 10:am-11:pm (Sat. & Sun) 12:pm-11:pm</p>	<p><u>Budget</u>: \$2.0 million <u>E&G</u>: \$148,000 <u>A&S</u>: \$1.4 million <u>AUX</u>: \$522,000 Food Service reimburses the Union for the use of space, setup and cleanup at the rate of \$0.03/sq.ft./4 hr. period, the Union's cost. <u>Cost per S.F.</u> \$10.00</p>
<p>Univ. of So. Fla. 183,000 S.F. Phyllis Marshall, Dir. (913)974-5400 4,000 students Cap: 280 banquet 300 lecture Ballroom S.F. 3,830</p>	<p>FREE</p>	<p>FREE</p>	<p><u>Non-Profit</u> 1-4hrs. \$85- <u>Profit</u> 1-4hrs. \$140 <u>Non-Profit</u> 5-9hrs. \$170 <u>Profit</u> 5-9hrs. \$280 <u>Non-Profit</u> 10+ hrs. \$340 <u>Profit</u> 10+ hrs. \$560 Chairs = \$.25e a. Tables = \$.7 Oea.</p>	<p><u>Pub Rathskeller</u> (M-F) 10:30am-11:00pm <u>Cafeteria</u> (M-F) 10:30am-2:00pm <u>Game room</u> (M-F) 10:00am-10:30pm (Sat) 1:00pm-11:30pm (Sun) 1:00pm-10:30pm <u>Lounges</u> (M-F) 7:30am-12:00am Sat. & Sun. 9:am-12:am</p>	<p><u>Budget</u>: \$3.5 million <u>E&G</u>: gives \$200,000 (6% of Union budget) towards their \$470,000 yearly utility bill for free meeting rooms. <u>A&S</u>: \$1.5M other <u>AUX</u>: \$40,000 Food Services is under Union operation and runs it's own Food Services. Monies go back to Union budget. <u>Cost per S.F.</u> \$19.12</p>
<p>Florida Atlantic Univ. 88,000 S.F. Gerri Gehman, Dir. Matt Hollander, Rerv. Mgr. (407)367-3730 Cap: 350 banquet 500 lecture Ballroom S.F. 6,400</p>	<p>Free before 5pm; thereafter overtime charges (Univ. Depts.) \$33.00/hr. 2hr./min. A.V. extra</p>	<p>\$63.00/hr. 4 hr. minimum (Tax exempt) A.V. extra</p>	<p>\$84.00/hr. 4 hr. minimum (non-tax exempt) A.V. extra</p>	<p><u>Rathskeller</u> (M-F) 4:00pm-11:00pm (Weekends) 11:30am-6:30pm <u>Cafeteria</u> (M-Th) 7:00am-6:30pm <u>Game room</u> 10:00am-12:00am</p>	<p><u>Budget</u>: \$800,000 Food service <u>E&G</u>: -0- <u>A&S</u>: \$480,000 (1991-92) <u>AUX</u>: \$320,000 ran by Union <u>Cost per S.F.</u> \$9.09</p>
<p>Florida Int'l Univ. Graham Univ. Center 149,000 S.F. Ruth Hamilton, Dir. (305) 348-3059 Cap: 650 banquet 1,000 lecture 550 banquet w/ dance floor Traffic flow: 1.2 million</p>	<p>\$200.00 A.V. included \$75 ea. bay</p>	<p>\$300.00 A.V. included \$100/bay</p>	<p>\$675.00 A.V. included \$225/bay</p>	<p><u>Rathskeller</u> (M-Th) 11am-11pm (Fri) 11am-6pm (Sat) 10am-2pm <u>Cafeteria</u> (M-Th) 7:30am-7:00pm (Fri) 7:30am-2pm <u>Game room</u> (M-F) 10am-11pm (Sat) 10am-6pm</p>	<p><u>Budget</u>: \$1,000, 733.00 <u>E&G</u>: \$305,000 <u>A&S</u>: \$527,000 <u>AUX</u>: \$20,000 Utilities trade-off with Physical Plant <u>Cost per S.F.</u> \$6.71 Service cost per person: 0.83 cents</p>

**SURVEY OF FLORIDA STATE UNIVERSITIES
CONT. PAGE 2**

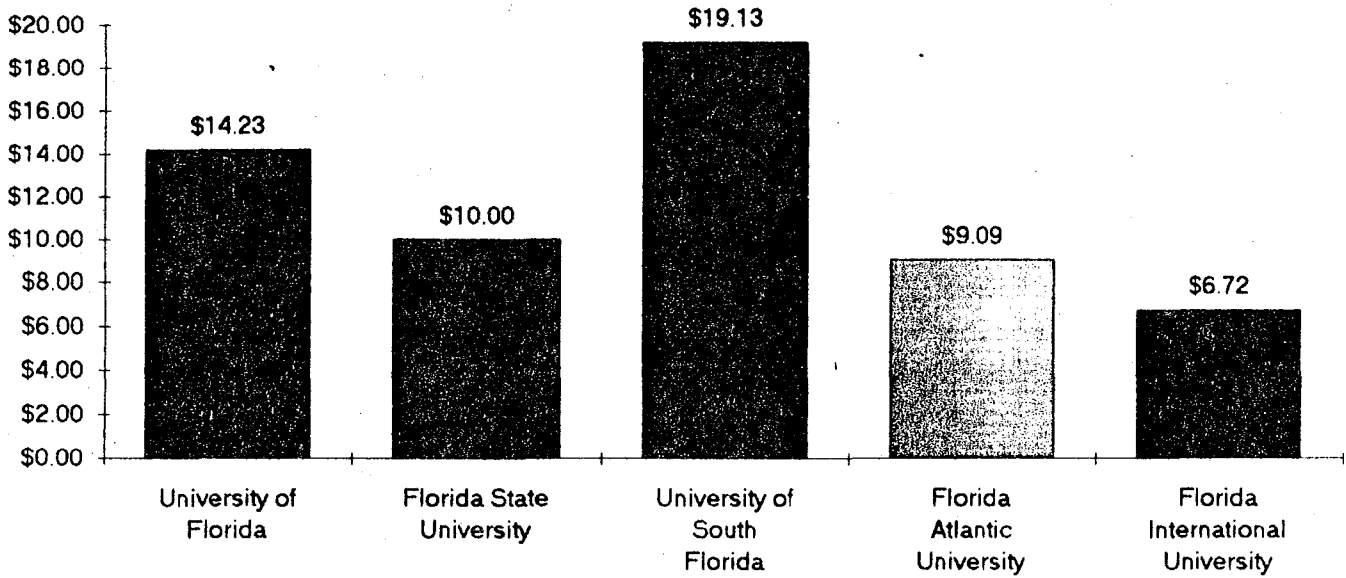
STUDENT ORG.	UNIV. GROUPS	GEN. PUB.	OPERATING HOURS	COMMENTS	
Univ. of Miami 250,000 S.F. Dan Westbrook (305) 284-2211 (305) 284-2427 Diana 284-2805 284-6622 284-5662 Cap: 200 banquet 400 lecture Ballroom S.F. 3,100	FREE	FREE	\$450.00 3hrs.-5hrs. A/V extra	Rathskeller (M-T) 11:00am-9:00pm ?? (W)11:00am-12:am (Th-F)11:am-1:am (Sat)7:pm-1:am <u>Cafeteria</u> 7:-10:am & 5:-7:pm 11:am-4:pm(Meal Plan) 7:30am-3:pm(M-Th) 7:am-2:pm (F) 8:am-10:pm(M-F)(FF) 11:am- 5:pm(Weekends) <u>Gameroom(S)</u> (M-Th) 9:am-11:pm (F)9:am-12:am (Sat)5:pm-12:am	<u>Budget:</u> \$1.5 Million <u>Funding:</u> <u>A&S:</u> \$300,000 <u>Administration:</u> \$900,000 <u>Auxiliary:</u> \$300,000 (No E&G space in building) Free utilities Free maintenance for pool, roof, major plant needs. <u>Cost per S.F.</u> \$6.00

EXHIBIT 6A

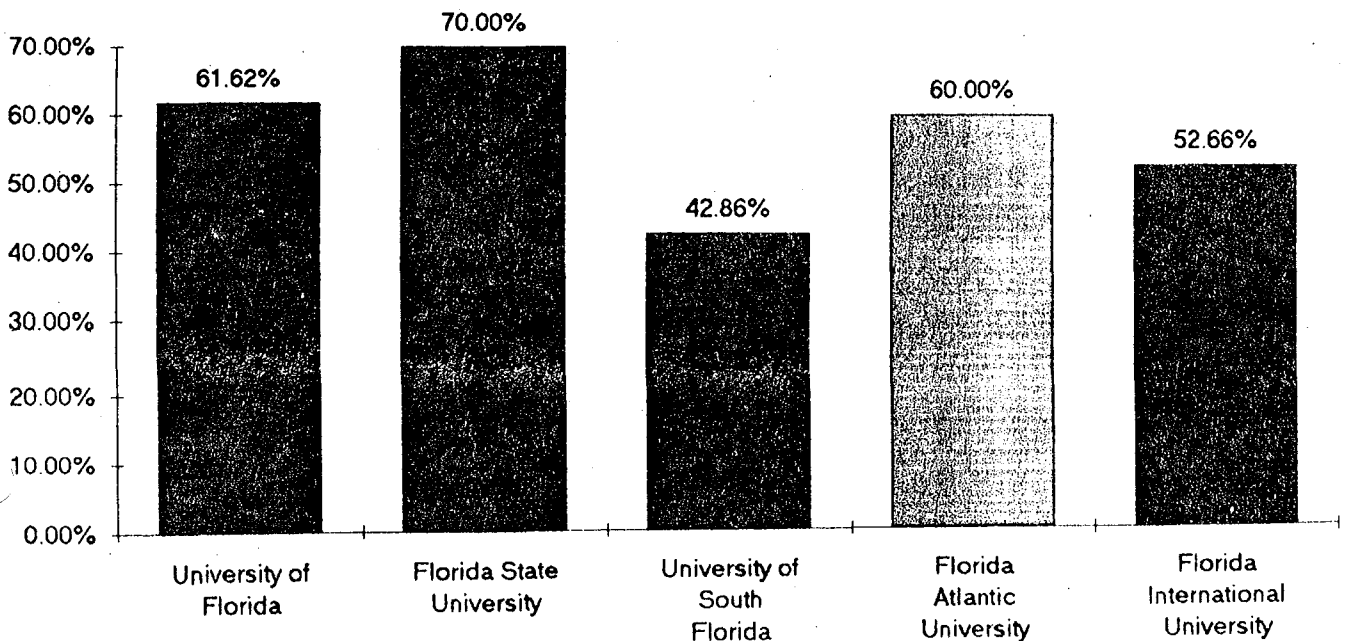
SURVEY OF FLORIDA STATE UNIVERSITY STUDENT CENTERS
JULY, 1991

University	Square Feet	Budget	Cost per Sq. Ft.	A&S Funding	% A&S Funding
University of Florida	260,000.00	\$3,700,000	\$14.23	\$2,280,000	61.62%
Florida State University	200,000.00	\$2,000,000	\$10.00	\$1,400,000	70.00%
University of South Florida	183,000.00	\$3,500,000	\$19.13	\$1,500,000	42.86%
Florida Atlantic University	88,000.00	\$800,000	\$9.09	\$480,000	60.00%
Florida International University	149,000.00	\$1,000,733	\$6.72	\$527,000	52.66%

Operating Cost per Square Foot



A&S FUNDING





Florida International University

MEMORANDUM

TO: Whit Hollis
N/M Student Center

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 2, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



MEMORANDUM

TO: Juan Carlos Freyre, SGA Comptroller
Sean Davis, SGA Vice President

FROM: Whit Hollis, Director *Whit Hollis*

RE: FY 1993-94 University Center Budget

DATE: April 22, 1993

FIU
93 APR 23 PM 12:51
SGA 4100A 1110

The attached budget request for the University Center for FY 1993-94 is submitted for your committees deliberations. Before you read the budget I feel it is important to touch upon three main issues that shaped the budget and form the basis for all future plans the Student Advisory Board and I see for the University Center.

First, the University Center is saddled with a generally bad location. It is placed away from student housing and the parking lots, not between them and the academic buildings as logic would suggest. As such the Center is not in the normal traffic pattern, so it is not a gathering place for students and does not engender a very inviting environment. In light of this it is necessary to provide for students the kinds of facilities and services that draw them to the Center. From a purely financial perspective, increased traffic is necessary to generate the revenue needed for further expansion of services.

Second, the Center does not develop a sense of community. The Center has suffered over twelve years of neglect in both a physical and spiritual sense. While the physical neglect can be remedied in part by the staff's diligence, the spiritual neglect needs to be healed from without. More than just attracting students to come to the building that is their University Center, we need to keep them there by making it their community center. The Center should be the focus of all student events, helping to bring the students together with faculty and staff to participate in a wide variety of activities. Achieving this will also help draw in the community that surrounds the university itself, adding to the recognition of FIU. Additionally, there are obvious financial advantages in this.

University Center
Division of Student Affairs
North Miami Campus, UC 124, North Miami, Florida 33181-3601
(305) 940-5800 • Suncom 439-5800 • FAX (305) 940-5638

Equal Opportunity/Equal Access Employer and Institution

Third, it is important to lay the foundation for change now. Within the next three years the Center should complete its scheduled \$5.4 million renovation. For this renovation to be successful we need to begin laying a foundation now for the services and community that this will bring about. We need input from students engendered by commitment to community. As the students themselves use the building we will have their valuable input. However, time is short, in little more than a year plans will be finalized and construction will begin. That is why next year is so important, and why this budget needs all your valued consideration.

To be honest, in my fifteen years as a University Center professional I have scarcely come across more of a challenge. However, my experience also tells me that the challenge can be met. Thank you.

FIU NORTH MIAMI - UNIVERSITY CENTER
FISCAL YEAR 1993-94 BUDGET REQUEST
 Submitted April 23, 1993
 Account #624450050

Operating Budget Overview

Overview of FY 1993-94 University Center Revenue:

1993-94 A&S Fee Allocation		726,904
Budget Generated Revenue		
Rental Income	20,000	
Gameroom	5,200	
Sales	1,200	
Other	1,000	
Total		27,400
Cash Balance Brought Forward		0
Total University Center Revenue		754,304

Overview of FY 1993-94 University Center Expense:

Payroll Expense

USPS Salaries	210,312	
USPS Overtime	3,708	
Sub-total USPS		214,020
OPS Wages	158,101	
OPS Overtime	4,000	
CWS Wages	0	
Sub-total OPS & CWS		162,101
Total Payroll Expense		376,121

(Continued on next page)

FIU NORTH MIAMI - UNIVERSITY CENTER
FY 1993-94 BUDGET REQUEST

April 23, 1993
Page 2

Overview of FY 1993-94 University Center Expense (continued):

Non-Payroll Expense

Office Expense		
Office Supplies	7,000	
Communication Service	6,350	
Travel	17,219	
Office Machine Support	5,800	
Promotions & Printing	12,000	
Training	7,000	
Sub-total Office Expense		55,369
Custodial and Maintenance Expense		
Custodial Supplies	15,500	
Maintenance Equipment	4,500	
Contracted Services	23,000	
Repairs	2,000	
Sub-total C & M Expense		45,000
Audio-Visual Expense	3,500	
Gameroom	1,000	
ID Center	2,000	
Information Desk/Copy Center	7,000	
Depreciation	13,496	
Utilities	37,100	
Overhead	16,218	
Total Non-Payroll Expense		180,683
Operating Capital Outlay		197,500
Total University Center Budget		<u>754,304</u>

Itemized Budget Description and Priorities

Description of Revenue:

1993 A&S Fee Allocation 726,904

The University Center's only source of significant external revenue is the A&S Fee. We are working very hard to get E & G funding to supplement this budget, but have not yet been successful.

Budget Generated Revenue

Rental Income 20,000

University Center is currently operating at capacity in regard to room reservation. The only way to increase this revenue source would be to limit room use by students.

Gameroom 5,200

This estimate was extrapolated from actual revenue generated by the Graham Center Gameroom.

Sales 1,200

Other 1,000

Total 27,400

Sales and Other includes revenue from tickets sales, vending machines, and interest income, and are based on actual collections from FY 1992-93.

Cash Balance Brought Forward 0

The University Center is expecting no surplus for FY 1992-93.

Total University Center Revenue 754,304

Description of Expense:

Payroll Expense

USPS Salaries and Overtime 214,020

This sum represents the continuation of the current three lines plus seven new lines for all University Center full time staff. Also added is the expected three percent pay increase for FY 1993-94, and benefits are continued at FY 1992-93 current rate. Overtime is budgeted at levels similar to FY 1992-93.

Five of the additional lines are for four custodians and a business manager who are currently employed under OPS. The two other lines are for the position of Ticket Salesperson, currently paid for by the Graham Center, and Night Manager, a position recently vacated and in desperate need of being filled.

To expect our non-student full time staff to perform as professionals it is necessary to treat them as such and provide them the health and retirement benefits they would expect at any other institution.

OPS Wages and Overtime 162,101

This sum accounts for the greatly expanded service base expected for FY 1993-94. Student employees are necessary to staff the Information Desk/Copy Center, Work Crew, and Gameroom, and are needed for use as office clerks and building managers. The positions, once filled, should provide employment to about 60 students, and provide the workforce necessary for the success of the University Center.

Also, a non-student employee is required for the ID Card operations to be in compliance with university policy. This position must be filled otherwise ID cards will cease to be issued after the first week of each semester and the Debit Plan registration will cease to be operated from the North Miami Campus. Temporary student employment is budgeted at 400 hours to handle the additional rush during the first week of each semester. Overtime is budgeted at a comparable level with last year.

CWS Wages 0

No college work study student wages can be budgeted since we may not receive any students who have awards and the areas they operate must remain open.

Total Payroll Expense (See Appendix for detail) 376,121

Non-Payroll Expense

Office Expense

Office Supplies 7,000

This represents a reduction from FY 1992-93 expense due to the expected redistribution of office functions elsewhere.

Communication Service 6,350

Current line charges alone total \$5,000 for FY 1992-93, even though only \$1,700 was budgeted for this expense. An additional \$1,350 is to account for long distance, postage and subscriptions.

Travel 17,219

Attendance at conferences by students and staff is needed for professional and leadership development. This Travel budget is necessary to send 17 UC personnel to regional and national conferences.

The UC business manager shall attend the Indiana Professional Development Seminar (IPDS) to train him in Student Union operation (his graduate degree and experience are in general business operations). Three staff and a student shall attend the ACUI national meeting to provide them with the best University Services and Leadership Development training possible. Two staff shall attend the NODC conference for Orientation Directors. Two staff and ten students shall attend the ACUI regional conference.

This travel budget accounts for all food, transportation, accommodation and conference fees; an additional \$1,680 is budgeted for vicinity travel.

Office Machine Support 5,800

This item includes expenses for service contracts on office equipment (computers, fax etc.) and specific computer expenses (software, upgrades) and represents current expenditure.

Non-Payroll Expense

Office Expense

Office Supplies 7,000

This represents a reduction from FY 1992-93 expense due to the expected redistribution of office functions elsewhere.

Communication Service 6,350

Current line charges alone total \$5,000 for FY 1992-93, even though only \$1,700 was budgeted for this expense. An additional \$1,350 is to account for long distance, postage and subscriptions.

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This travel budget accounts for all food, transportation, accommodation and conference fees; an additional \$1,680 is budgeted for vicinity travel.

Office Machine Support 5,800

This item includes expenses for service contracts on office equipment (computers, fax etc.) and specific computer expenses (software, upgrades) and represents current expenditure.

Promotions and Printing 12,000

This item includes \$5,000 for an All Nighter at the beginning of the academic year. This is a Fall Grand Opening Party to introduce students to the new services at the UC. This will be held in conjunction with the SGA, SPC, the Fitness Center, Campus Recreation, the Aquatic Center and others. Also \$5,000 is budgeted for a Program Development Fund which would be used by the Director and his staff to encourage students to develop new activities and services which would ensure a multicultural environment. \$2,000 is for printing building brochures and fliers.

Training 7,000

\$2,000 is for attendance at local seminars and training of staff. \$5,000 is for development of a UC handbook, and provide for student staff training prior to the beginning of Fall semester on UC operations and customer service.

Total Office Expense 55,369

Custodial and Maintenance Expense

Custodial Supplies 15,500

Maintenance Supplies 4,500

These items include all cleaning, paper, plastic, and electrical supplies and minor equipment and are increased from current expenditure due to expected increases in demand of UC services.

Contracted Services 23,000

\$6,500 of this item is to continue current blankets and contracts for hardware purchases, window cleaning and maintenance equipment repair. An additional \$6,500 is for new blankets and contracts for uniform rental, dry cleaning and awning maintenance (see OCO list below). Uniform rental is absolutely necessary as our custodial staff is the only custodial staff at FIU without uniforms. \$10,000 is budgeted for painting the University Center.

Repairs 2,000

This item is for non-service contract repairs, amount continued from FY 1992-93.

Total C&M Expense 45,000

FIU NORTH MIAMI - UNIVERSITY CENTER
FY 1993-94 BUDGET REQUEST

April 23, 1993
Page 7

Audio-Visual Expense 3,500

This budget item buys overhead projectors, small screens, film projectors and other AV supplies needed to run UC as the North Miami campus conference center.

Gameroom Supplies 1,000

ID Center Supplies 2,000

Information Desk/Copy Center 7,000

These items form the core of the service-base at the University Center. Gameroom and ID Center supplies are self-explanatory. \$5,000 is for service contracts on two recently acquired copiers.

Depreciation 13,496

Utilities 37,100

Overhead 16,218

These items are charged by FIU directly from UC accounts and their final amounts will be set by the university. Depreciation is charged on a percentage of the purchased price of equipment and is subject to increase with additional purchases. Utilities were \$35,000 for FY 1992-93 and were estimated to increase 6 percent for FY 1993-94. Overhead is charged at 3 percent of non-OCO expenses.

Total Non-Payroll Expense 180,683

Operating Capital Outlay

All equipment, furnishings and other purchases over \$500 are budgeted in OCO. The following is a list of necessary OCO items for UC operations:

Table Skirts 5,000

Tables 10,000

The current stock of tables and skirts are woefully inadequate to meet UC needs. These purchases provide ten new skirts (we currently have two) and the replacement of twenty tables not covered in the depreciation fund. Under this schedule we will replace 20 percent of our tables every year and move them to the depreciation account.

FIU NORTH MIAMI - UNIVERSITY CENTER
FY 1993-94 BUDGET REQUEST

April 23, 1993
Page 8

Stage Curtain	8,000
Theater Sound System	4,000
Auditorium Projectors	3,000

These items are necessary to begin to utilize the UC100 auditorium for the student events it was designed for. The curtain needs to meet fire codes and will allow the full use of UC100 for student productions. The sound system and projectors are necessary to maintain the success of the movie program and further allow the UC to serve as the campus conference center.

Service Center Remodelling	40,000
----------------------------	--------

The area comprising UC110, Ticket Office and an unenclosed alcove nearby, needs to be remodelled to provide the area for the Information Desk, Copy Center, ID center, Typing Center, and a Cashiers/Ticket Office. These areas form the core of the expanded student services which need to be developed to form the base of future expansions.

First Floor Lobby Furniture	30,000
-----------------------------	--------

To facilitate student traffic through the UC, the first floor area must offer frequently used services. This item is for a small cart, which would serve specialty coffee and snacks, and cafe style furniture to draw students into the area.

Second Floor Lobby Furniture	25,000
------------------------------	--------

The disgraceful condition of the second floor furniture, outside the cafeteria, actively discourages students from congregating there. New furniture must be provided for this area so it will become a congregating area for our community.

Awnings	30,000
---------	--------

Direct exposure to the sun of all non enclosed second floor areas also discourages student use of their UC. Awnings should enclose the areas surrounding the cafeteria to facilitate student use and expand the potential area for the Gameroom (e.i. outside pool tables and eating areas).

Building Sound System	1,500
-----------------------	-------

The mausoleum like atmosphere of the UC must come to an end. Music is a proven method of drawing people to an area.

FIU NORTH MIAMI - UNIVERSITY CENTER
FY 1993-94 BUDGET REQUEST

April 23, 1993
Page 9

TV, Cart and VCR 1,200

This is necessary for the various functions using our meeting rooms.

Griffin LCR (4) 10,800

Griffin Card Reader 1,800

To implement the Debit Plan and other services the UC needs this equipment. If this is purchased else where in the Student Activities Budget this item may be dropped.

Computerized Reservation Software 4,000

This is a must for efficient use of UC facilities.

Computers (2) and Computer Network 3,200

This is needed to complete the computer facilities and provide a file server to assist in all UC operations.

Signage 6,000

Current signage does not exist. This is a one time charge to provide this necessity.

Banners 5,000

This is for large colorful vinyl banners that will do two things. First, they will direct the campus from the parking lot to the UC and then welcome them - exactly like the banners currently at the Graham Center.

Lockers 4,000

Mailboxes 4,000

Suggestion Boxes (10) 1,000

These items are necessary to provide services to students. The lockers and mailboxes should be located at the student service center area, and the suggestion boxes located throughout the campus.

Total OCO Expense 197,500

Total University Center Budget 754,304

APPENDIX

PAYROLL
 USPS

POSITIONS	FY93 PAY	FY94 PAY	BENEFITS	SS	TOTAL
CUSTODIAL SUPERVISOR	14,575	15,012	5,264	1,081	21,356
CUSTODIAN #1	12,260	12,628	4,843	909	18,380
CUSTODIAN #2	12,130	12,494	4,819	900	18,213
CUSTODIAN #3,#4,#5,#6*	45,760	47,133	18,775	3,394	69,301
BUSINESS MANAGER*	NA	28,000	7,556	2,016	37,572
TICKET SALESPERSON*	NA	11,248	4,599	810	16,657
NIGHT MANAGER*	NA	21,000	6,321	1,512	28,833
SUBTOTAL					210,312

OVERTIME 3,708

OPS

POSITIONS	RATE	Hours/Week	PAY	SS	TOTAL
INFO DESK/COPY CENTER (2)*	5.00	138	35,880	0	35,880
WORK CREW (5)*	6.00	100	31,200	0	31,200
BUILDING MANAGER (1)*	7.00	78	28,392	0	28,392
GAMEROOM (1)*	5.50	78	22,308	0	22,308
OFFICE HELP (1)	5.50	55	15,730	0	15,730
ID CARD STAFFER (non-student)	10.00	40	20,800	1,591	22,391
ID CENT STAFF (400 hrs a year)	5.50		2,200	0	2,200
SUB TOTAL					158,101

OVERTIME 4,000

CWS 0

TOTAL PAYROLL 376,121

(*) beside position indicates a new position or one upgraded to USPS

Benefits are at FY93 rate and are as follows:

17.75 % of income for State Retirement

\$2.30 per person, per pay period Admin Assessment (\$59.80 Ann)

\$97.07 per person, per pay period State Health (\$2,523.82 Ann)

\$1.12 per person, per pay period State Life (\$29.12 Ann)

Social Security is not charged for student OPS, it is 7.65% for non-student OPS and the charge for USPS works out to 7.2%.

For this document almost all OPS are students and there are no CWS (employer share of CWS is 35% of wages)



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: DEPARTMENT OF THEATRE AND DANCE

Representative: THERALD TODD, CHAIR

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
(SEE ATTACHED)	\$ 23,000.00

Totals \$ 23,000.00

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than ~~April 30~~, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823



Florida International University

DEPARTMENT OF THEATRE AND DANCE SGA BUDGET REQUEST: 1993-94

DEPARTMENT SUMMARY

The Department of Theatre and Dance at FIU provides a unique service to the FIU community. The department serves many areas through its theatre season productions. In addition to providing a high quality of entertainment to the FIU family, we also act as a cultural and educational resource for many departments and colleges within the university. This year about 100 FIU students participated in our productions as actors, dancers, back stage, in costume and scene construction. In addition, the Department of Theatre and Dance through its theatre season acts as an outreach to members of the Dade County community, as well as a service to the Dade County Public and Private school systems.

This year proved to be productive in spite of the problems created by Hurricane Andrew. Due to the fact that FIU began the Fall Semester two weeks later than scheduled, the Season Brochure was printed later than usual. Mailing the brochure was also delayed, and since the Post Office was not dealing with bulk mail in the usual manner because of so many left homeless and/or forced into temporary housing, the department felt it necessary to mail this brochure first class. The first Fall Production of the 1992-93 season was the contemporary work *Look Homeward Angel*. There were 8 performances over a two week-end period. This was followed by *Dance Ensemble '92*, a production which showcased FIU dance students, choreographed by FIU Dance Faculty, in conjunction with works performed by local guest artist companies. There were five performances.

The Spring Production proved to be an exciting one. The department embarked on the task of teaching what repertory theatre was like by presenting two Shakespeare plays on alternating nights. Members of the cast, costume, lighting, sound and running crews learned the importance of being flexible enough to be cast in one show one night, and then help run the show the next night. Or, playing a major character one night, and playing a support character the next. *A Shakespeare Repertory: A Midsummer Night's Dream and The Winter's Tale* proved a tremendous success. There were 11 performances spread over three week-ends. In addition, three Friday morning matinees were performed for students from local public and private school systems.

Productions which are considered part of the Theatre Season are presented in VH 100 Theatre which has a seating capacity of 135 seats. Tickets are sold on a first-come first-served basis. Seats are assigned at the time of the sale. No restrictions are placed on seating into categories based on amount paid per ticket. Tickets are pre-sold. If there are seats available, sales continue at the door until 20 minutes after curtain. A total of 957 FIU student tickets were sold during the 1992-93 season. Because we believe that exposure to the theatre is valuable to students, the Department of Theatre and Dance charges a nominal fee of \$2.00 per FIU student ticket (as opposed to \$8.00 for the general public), regardless of how expensive a show is to produce. The number of FIU students attending our productions has continued to increase over the last three years. In fact, FIU student ticket sales has shown the largest increase (more than general admission or senior citizens). It is ironic that this increase in FIU student attendance is approximately the same percentage as our

Department of Theater and Dance • College of Arts and Sciences
University Park Campus, Miami, Florida 33199 • (305) 348-2895

SGA Budget Request

Page 2

SGA appropriation has fallen over the same three year period. It is important to note that since the department does not restrict the number of seats sold at the FIU student rate, that often general admission patrons are turned away when there is a full-house. This guarantees that FIU students are given the same seats, and the same amount of time to purchase tickets as any other patron.

Theatre production expenses are rising at an alarming rate. Over the past three years, the cost of materials has increased by more than 30%. An example of this increase is lumber. Lumber is our main scenery expense for each production. After Hurricane Andrew, the purchase price for lumber increased by approximately 25%. Other production costs have continued to grow. At the same time, however, our SGA appropriation has continued to fall from \$23,000 for the 1988-89 academic year to \$15,000 for the 1992-93 academic year. We have seen an increase in box office income, but not nearly enough to make up for the difference between increased production expenses and reduced SGA appropriation. As a result of higher production costs and less money appropriated to our program, our productions have had to be scaled back as far as scenery, costumes, etc., at a time when the department is working hard to continue to provide a high level of performance and increase public and student awareness of the quality for which the Department of Theatre and Dance has become known.

In addition to the SGA appropriation the department does have box office income which is used for production expenses. Approximately 40% of our total production expenditures were paid out of box office receipts for the 1992-93 season.

The Theatre Division of the department again hosted the District 8 Senior High School Thespian Festival. Over 500 students from Dade County represented their high schools in a two-day festival. This activity acts as an outreach to the community, as well as for university recruitment. Members of the FIU Theatre faculty evaluated students in the areas of acting, playwriting and musical theatre. In addition, the department hosted a luncheon for the teachers of the participating students, giving the opportunity to socialize with and encourage the teachers of young actors. Due to budget cuts, we faced the challenge of finding class rooms on campus to house the events. It is our hope that SGA will be able to offer the use of the Graham Center as in-kind service next year.

The Dance Division of the department hosted the Dade County Elementary and Secondary School Dance Festival. This event brought more than 400 students to FIU's campus over a period of two days. Again, this activity acts as a community outreach and potential recruitment for FIU. The department supported this event by printing publicity and mailouts, and providing evaluation by FIU Dance faculty. The department also sponsored a luncheon for the evaluators, school teachers and other school representatives. The event was held in AT 100. Students were evaluated on dance technique, followed by a dance workshop. The Dance Division was also involved in the Multi-Cultural Awareness Program, sponsored by SGA. Dancers performed a variety of dances from different cultures during the lunch time series held at the Graham Center.

It is our hope that the Department of Theatre and Dance can continue to provide all of the services to the FIU and Dade County communities. Without the help of the SGA, we could not provide the type of quality production necessary in a competitive Liberal Arts setting.

SGA Budget Request
Page 3

Department Summary (continued)

Attached is the SGA Budget Request for the Department of Theatre and Dance for the 1993-94 season. Due to the nature of how the season is planned, our proposal request is listed in a per production format rather than a line item format.

The Department of Theatre and Dance appreciates your consideration of our request. If additional information and/or explanations are needed, please contact me or my secretary, Elsie Augenblick, at ext. 2895. The department is currently meeting to select the specific shows for our 1993-94 Theatre Season. With your support, I know it will be a successful one.

SGA Budget Request

Page 4

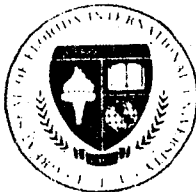
PROGRAM GOALS FOR 1993-94

Please note that this request is listed by production and not by priority. The allocation provided by SGA is spread over the entire theatre season. The season is a "single package", which does not function like those budgets with line items as separate entities, not impacting from one to another. The Department of Theatre and Dance must plan an entire season, building productions, work schedules, budgets and publicity on this premise.

1. MAJOR FALL THEATRE PRODUCTION (performance date: late October)	Publicity	\$1000.00	
	Costumes	\$2500.00	
	Sets, Lights, Props	<u>\$2500.00</u>	\$6000.00
2. FALL DANCE CONCERT (performance date: late November)	Publicity	\$ 800.00	
	Costumes	\$2000.00	
	Sets, Lights	<u>\$ 200.00</u>	\$3000.00
3. FALL STUDIO PLAY (performance date: early December)	Publicity	\$ 600.00	
	Costumes	\$ 900.00	
	Sets, Lights, Props	<u>\$1000.00</u>	\$2500.00
4. SPRING STUDIO PLAY (performance date: late February)	Publicity	\$ 600.00	
	Costumes	\$ 900.00	
	Sets, Lights, Props	<u>\$1000.00</u>	\$2500.00
5. MAJOR SPRING THEATRE PRODUCTION (performance date: late April)	Publicity	\$1000.00	
	Costumes	\$2500.00	
	Sets, Lights, Props	<u>\$2500.00</u>	\$6000.00
6. FALL SCHOOL TOUR			
	Typesetting and printing educational brochure mailed to schools prior to performance as part of the educational and cultural enrichment program to accompany the production		\$1000.00
	Costumes		\$1200.00
	Sets and Props		<u>\$ 800.00</u>
			\$3000.00

TOTAL SGA BUDGET REQUEST FOR 1993-94**\$23,000.00**

FIU
93 APR 25 AM 5:20
S.G.A. ACCOUNTING



Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Yearbook

Representative: Kiki Trelles (editor)

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
Yearbook Printing	43,696.00
Mailings	6,000.00
Computer Equipment	4,450.00
Film Development	1,000.00
Cameras	600.00
Office Supplies	703.16

Totals \$ 56,449.16

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

Office of the Comptroller • Student Government Association
University Park Campus, Graham Center, Miami, Florida 33199 • (305) 348-3077 • (305) 348-3823



Florida International University

Student Government Association

Yearbook Budget

1) Yearbook Printing (Bid # 92/47-Walsworth).....	\$43,696.00
2) Mailings (3).....	\$6,000.00
To inform Seniors of dates for picture taking and actual sales of yearbook.	
3) Office Supplies:	
Desk Accessories	
Clip Dispenser.....	\$3.95
Memo Holder.....	\$8.15
Calendar Stand.....	\$8.15
Tape Dispenser.....	\$14.10
Pencil Cup.....	\$5.05
Desk Tray.....	\$10.30
Stapler.....	\$12.50
Calendar.....	\$6.75
Pens.....	\$3.60
Pencils.....	\$3.12
Eraser.....	\$7.08
Sharpener.....	\$18.95
Scissors.....	\$17.05
Ruler.....	.65
Paper Clips.....	\$3.70
Legal Pads.....	\$11.52
Liquid Paper.....	\$1.69
Dictionary.....	\$18.95
Thesaurus.....	\$12.95
Paper.....	\$50.00
Total	\$218.21
Files	
File with lock.....	\$199.95
Lateral File.....	\$285.00
Total	\$484.95
4) Computer Equipment	
To make layouts and for office use.	
Centrus 610	
Drive.....	\$1,600.00
Monitor.....	\$300.00
Keyboard.....	\$100.00
Total	\$2,000.00

University Park, GC311, Miami, Florida 33199 • (305) FIU-2121 • FAX (305) FIU-3823



Florida International University

Student Government Association

Printer	
Apple Laser Write Pro 600.....	\$1,900.00
Cables (for hook up).....	\$50.00
Page Maker (to do layouts on computer).....	\$500.00
5) Cameras with film (3 - either Minolta or Cannon).....	\$600.00
To take pictures of school events and activities	
6) Film Development (100 roles, 24 exposure).....	\$1,000.00
Estimated Cost	\$56,449.16



Florida International University

MEMORANDUM

TO: Dr. Larry Lunsford
Student Handbook

FROM: Juan Carlos Freyre, SGA Comptroller

SUBJECT: 1993/94 Budget Request

DATE: April 1, 1993

The 1993/94 Budget process has begun. Please submit 3 copies of your budget request to GC 340, no later than 5 pm, Friday, April 23, 1993.

Please use attached format and add pages as necessary.



FIU
93 APR 19 PM 2:22
S.G.A. ACCOUNTING

Florida International University
S.G.A. Budget Request Form
For the Fiscal Year 1993-94

Organization: Student Handbook

Representative: Dr. Larry Lunsford

INFORMATION MUST BE TYPED

<u>Detailed Events:</u> (List in order of priority.)	<u>Amount Requested</u>
	\$
Printing & typesetting	50,000

There is an increase in the amount requested due to last year's increased cost of \$ 48,000.

Totals	\$ 50,000
--------	-----------

Note: Complete this form in detail and submit it to the S.G.A. Accounting Office (GC 340) no later than April 23, 1993 at 5:00 pm. If necessary, attach any supporting information or additional copies in this same format.

Reviewed by: _____
S.G.A. Finance Chair

STUDENT GOVERNING COUNCIL (UP) OFFICE POLICY

I. The following Office Policies are intended to provide for the efficient and professional operation of the Student Government Office. Use of the office and its staff is extended as a privilege that if abused or misused may be revoked.

II. Office Hours and Operation

GC 311 - The main SGC office will be open from 8:30 AM - 5:00 PM for use related to the conducting of SGC business only. This area is a work space and should not be used as a student lounge.

GC 318 - The meeting room will be open from 8:30 AM - 5:00 PM and used for activities related to the functioning of the various committees. Priority for use of the meeting room will be given to the SGC committees and subcommittees. Only the secretaries will have a key to this room. Any meeting after 5:00 PM will need to be scheduled in advance with the office secretaries.

III. After Regular Work Hours Use

GC 311 will not be used for any functions after 5:00 PM.

The representatives needing space after hours may use GC 312.

IV. Computer Use

Computers/work areas in GC 311 are for clerical support staff (FIU employees) use only. The computers/printers in GC 311B are for use of SGC personnel during regular office hours. These computers/printers are NOT to be removed or altered in any way.

Only the computers and typewriter in room 312 are to be used by representatives. Their use should be restricted to SGC business. Any personal file found in the main memory or on office diskettes will be erased. Computer usage during office hours should be scheduled with secretaries.

V. Correspondence Mailing

All correspondence sent from SGC office must be routed through staff. Only official university business correspondence is to be mailed through the University. Check with staff for university mail vouchers.

NOTE : Only business related correspondence is to be mailed through the University.

VI. **Mailboxes**

All SGC members are expected to check their mailboxes daily. Any information not needed should be disposed of in the proper receptacle.

VII. **Phone call box**

All SGC members are expected to check their phone call boxes daily before 5:00PM.

VIII. **Office Supplies**

All office supplies are to be used for office use only and must be requested from the staff. Replacement supplies will be ordered by the staff. Office supplies will not be distributed after 5:00 PM.

IX. **Telephones**

Telephones are for business calls only. Long distance calls are for official business and will be logged in/out after completion.

X. **Trash/Garbage**

SGC offices are used and visited by many individuals, therefore, they must be kept clean. Trash/garbage (drinks, food) left in any SGC area will NOT be tolerated.

XI. **Correspondence Approval**

All correspondence to be done by SGC secretaries should be routed through the President or Vice-President before it is typed. The typing/copying request form will be initiated for approval.

Request for issuance of contracts, requisitions, TAR(s) and emergency P.O.(s) must be approved by the President, Vice-President, or Finance Chair.

XII. **Travel**

Travel documents should be completed two weeks in advanced. Cancellation of travel should be notified a week before the event.

XIII. Dry Board

The dry board located in room GC 312 will be used to schedule office hours and in and out. Nothing else should be written on the board.

XIV. Meeting Legend Board

Representatives should inform the secretaries of any meeting to be written on the board. The purpose of the board will be to keep all SGC members informed.

XV. Violations of the Office Policies

Repeated violators of the policies will be denied use of all SGC office space at the discretion of the Director of Student Activities. Any student may be held responsible for unauthorized use of office supplies equipment and/or keys (i.e. computers, copy machine key).

DATE: _____

COMPUTER RESERVATION LIST

TIME	NAME	PURPOSE	SIGN IN TIME	SIGN OUT TIME
8:30				
9:00				
9:30				
10:00				
10:30				
11:00				
11:30				
12:00				
12:30				
1:00				
1:30				
2:00				
2:30				
3:00				
3:30				
4:00				
4:30				
5:00				

MONTH : _____

MEETING SCHEDULE

INVITATION DIRECTED TO	DIRECTED FROM	DATE	TIME	PURPOSE	PERSON ATTENDING	DATE CONFIRMED	CONFIRMED WITH

(1)MEETSCH

**TELEPHONE LOG
FOR
SUNCOM AND LONG DISTANCE**

DATE AND TIME	NUMBER CALLED SUNCOM/OTHER	PERSON/CO. CALLED	NATURE OF CALL	LENGTH OF CALL

(1)\USERS\SENATORS\PHONE.LOG

AVOID VERBAL ORDERS

"SAY IT IN WRITING"

DATE:

NO.:

TO:

SIGNED:

NOTICE—Keep This For Reference

TOPS  FORM 3373

LITHO IN U. S. A.

* This form is to request typing of any SGC related documents, any phone calls required to be done by secretaries or any other special requests. This form is to be placed on the "REQUESTS" blue folder.

Please Copy

Need ____ Copies

Copies To:

Original:

Return to: _____

File under: _____

Post-It™ copy request pad 7670

* This form is to request the photocopying of any SGC related materials. This is to be placed on the "PHOTOCOPYING" green folder.

* Any material needed to be filed must be placed on the "FILING" yellow folder. A Post-it note should be attached to the document specifying where to be filed.

SGA Graphics Department

Guide to the Publicity Production Process

1 Complete **Publicity Request Form**. Determine content, budget, type of publicity needed, quantity required, and deadline for your publicity.

2 After meeting with Administrator responsible for event, schedule a meeting with Graphics coordinator. Administrator and/or committee chair should be prepared to **plan** publicity and production schedule.

3 All copy **must** be submitted in writing. At this time, copy will be reviewed and modifications may be suggested.

4 Depending on the type of publicity you require, a **minimum of 4 weeks** prior to event is necessary; (**Theme Weeks require 8 weeks**) keep this in mind when you are planning your time schedule.

5 Any special instructions should be mentioned at this time. Photos, logos, paper, and color preferences.

6 All copy for printed material **must be proofed** before going to press. **Signature of administrator** coordinating event is required on all jobs before they can be printed. Returned corrected proofs **must meet approval deadlines** to keep project on schedule.

7 All printing jobs will be delivered to SGA Graphics Department and distributed as directed from there.

We will **distribute** throughout the University, **post, and rack** unless otherwise informed. Banners, posters, and flyers will be hung by SGA Graphics as well. **Space reservations** for hanging banners, posters, and flyers will also be done by SGA Graphics.

8 Jobs done within the SGA offices for SGA sponsored events are **free**. Jobs requiring **outside services** will be billed to your account by way of a requisition sent through SGA Accounting.

9 Our **work load** can get very **heavy** during the semester year. Therefore we advise you to submit your publicity information as we have suggested, **or we cannot be held responsible** for work not done on time. **Emergencies** are done in **exceptional instances**, but **not** on a regular basis. Jobs are done on a date priority basis.

10 SGA Graphics keeps **samples** of you jobs on file. We may need to use them for future displays, conventions, or various graphics competitions.

SGA Graphics Department Publicity Request Form

OFFICE USE ONLY

Date Received _____

Date Completed _____

The SGA Graphics Department offers a variety of services (for programs sponsored directly by SGA), to assist in publicizing upcoming events. Please complete this form and submit at least **4 weeks** prior to date of event. (Theme Weeks require **8 Weeks**). Layout, design, printing, and distribution should always be taken into consideration in your time planning.

Date Needed _____ Coordinator _____ Phone # _____

Committee _____ Contact Person _____ Account # _____

EVENT INFORMATION

Event _____ Speaker/Performer(s) _____

Topic _____

Date(s) _____ Time(s) _____ Place _____

Instructor(s) _____ Ticket Price _____

SERVICES REQUESTED

____ Flyers: Size _____ Qty. _____

____ Invitations: Size _____ Qty. _____

____ Posters: Size _____ Qty. _____

____ PosterPrinter: Size _____ Qty. _____
(Max: 4)

____ Table Tents: Size _____ Qty. _____

____ Banners: Size _____ Qty. _____
(Max: 1)

____ Brochures: Size _____ Qty. _____

____ GerberSigns: Size _____ Qty. _____
(Max: 2)

____ Tickets: Size _____ Qty. _____

____ Directionals: Size _____ Qty. _____

____ Programs: Size _____ Qty. _____

____ Other: Size _____ Qty. _____

Specific Instructions If Any (photos, color, paper, logos) _____

SERVICES REQUESTED

____ Campus wide - 2700 ____ UP Employees - 1975 ____ UP Dorm Reps - 25 ____ Racks - 75

____ Club Boxes - 150 ____ Posting - 20 _____ Total

SGA Graphics Department
Printing or Promotional Item Cost Out Sheet

Event _____ Date of Event _____

Coordinator _____ Phone # _____

Publicity Needed By _____ Account # _____

Size: Flat _____ Finished _____

Type of Paper: ___ Coated ___ Uncoated ___ Recycled ___ Camera Ready Artwork

Color(s) _____

Quantity _____ Delivery Date _____ Price _____

Description _____

Vendor _____ Phone # _____

Address _____ ID# _____

City _____ State _____ Zip _____

Comments _____

SGA Graphics Department Ticket Information Form

Event _____

Speaker(s) _____ Performer(s) _____

Date _____ Time _____ Place _____

CATEGORY	PRICE	COLOR	QUANTITY	PROJECTED REVENUE
FIU Students	\$			\$
FIU Community	\$			\$
General Admission	\$			\$
Complimentary	\$			\$
Children (under 12 yrs.)	\$			\$
Totals				\$



Florida International University

PROPOSAL to the finance Committee of the Student Government Council-(North Miami)

From Lamar Conness (Student Affairs Coordinator) and the Broward Awareness Committee

This is to request the funding for the position of a ten (10) hour per week Office Assistant for the Broward Awareness Program of the Student Government Association. The position would pay \$5.00 per hour. It would be located at the University Tower and would also require some time at the Davie campus as determined by the Student Affairs Coordinator.

The position would include the following duties and responsibilities:

- *clerical: typing requisitions, university invoices, minutes of meetings and all other paperwork needed by the Committee
- *copying all necessary paperwork for the Broward Awareness
- *organizing and maintaining files of the Broward Awareness Committee
- *assisting the Student Affairs Coordinator and the Committee with creating signs, displays, and tickets for events
- *answering telephone calls that come to the Student Affairs office regarding Broward Awareness
- *ordering and assisting with the retrieving of the grocery items from local grocery stores
- *assisting at the events that are planned by the Committee
- *faxing the necessary paperwork to the appropriate offices at University Park and North Miami and to outside vendors
- *other duties as assigned by the Student Affairs Coordinator and the Broward Awareness Committee pertaining to student programming in Broward