

# Auxiliary Enterprises

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2024-2025 Division of Student Affairs Budget Hearings  
February 15, 2024

**Auxiliary Enterprises manages the auxiliary functions of the University, and in doing so, holds the following departments within the unit accountable:**

**Auxiliary Administration  
Bookstore and Book Rental  
Catamount Dining  
CatCard / Electronic Door Access  
Printing and Mailing Services  
Residential Living**

## REVENUE & FUNDING SOURCE

FUNDING SOURCE	2022-23	2023-24	2024-25
Generated Revenue	\$392,458	\$443,243	\$518,077
<b>Total</b>	<b>\$392,458</b>	<b>\$443,243</b>	<b>\$518,077</b>

- Auxiliary Enterprises Revenue is generated by a 1% internal charge on departments under the supervision of the Associate Vice Chancellor of Auxiliary Enterprises. These departments include:
  - Bookstore
  - Book Rental
  - Catamount Dining
  - Conference Services
  - Residential Living
  - Vending Services
- Increase in revenue FY25 from bringing Lower Campus (“The Rocks”) online

## STAFFING & PERSONNEL

	2022-23		2023-24		2024-25	
	FTE	Total Salary (+ fringe if applicable)	FTE	Total Salary (+ fringe if applicable)	FTE	Total Salary (+ fringe if applicable)
EHRA	2	\$282,162	2	\$293,000	2	\$301,790
SHRA	-	\$	-	\$	-	\$
<b>Total</b>	<b>2</b>	<b>\$282,162</b>	<b>2</b>	<b>\$293,000</b>	<b>2</b>	<b>\$301,790</b>

- Salaries include personnel for management of Auxiliary Enterprises and departmental support
  - FY24 – one position vacant, held with the intent to fill in early FY25

## PROFESSIONAL DEVELOPMENT

WHO	WHAT/WHY	2024-25
Auxiliary Enterprises Staff	Visit Other Dining Programs/Travel	\$2,000
Auxiliary Enterprises Staff	National Conference	\$2,000
	<b>Total</b>	<b>\$4,000</b>

- Travel funds to evaluate other dining programs with new RDM
- Budgeted to attend at least one major conference (NACUFS, NACAS, etc.)
- Budget is established and maintained independent of our ability to attend conferences. Auxiliary Enterprises will observe any restrictions on spending as mandated by the University

## BUDGET REDUCTION PLAN

- Auxiliary Enterprises' budget is funded via a 1% self-imposed tax on auxiliary units under the Auxiliary Enterprises umbrella, independent of actual expenses. The Auxiliary Enterprises budget funds three full-time positions, a portion of an administrative position, and minor departmental purchases. All excess funds beyond these costs are expensed as reserves, contributing to fund balance.
- It is possible for Auxiliary Enterprises to permanently reduce this expense and decrease the rate at which fund balance is built. This would occur via a reappropriation of those funds, or a reduction to the 1% self-imposed tax, allowing the revenue generating units to repurpose those dollars.

## RESERVES

	AMOUNT
Ending 2023-24 Balance	\$1,490,504
Total Anticipated Expenditures 2024-25	\$405,790
Expected 2024-25 Ending Balance	\$1,601,791
EOY Operating Budget Reserve Coverage Ratio (6 months)	7.9

- 6 Month Operating Costs: \$202,895
- Note: Auxiliary Enterprises fund balance is designed to fund cross-departmental efforts inside of Auxiliary Enterprises. While it provides a small operational budget, its primary purpose is as a reserve for shared infrastructure repair and other capital expenses.



## SUMMARY

REVENUE/EXPENSES	2022-23	2023-24	2024-25	EXPLANATION OF DIFFERENCE
State Funds	\$	\$	\$	
Fees (Stud./Health/ACA)	\$	\$	\$	
Generated Revenue	\$392,458	\$443,243	\$518,077	
Grant Funds	\$	\$	\$	
<b>Total Revenue</b>	<b>\$392,458</b>	<b>\$443,243</b>	<b>\$518,077</b>	
Staffing/Personnel	\$282,162	\$293,000	\$301,790	
Student Staffing	\$	\$	\$	
Professional Development	\$4,000	\$4,000	\$4,000	
Facilities	\$	\$	\$	
Equipment	\$25,000	\$	\$	FY23 – PC replacements
Capital Projects/R&R	\$	\$323,355	\$100,000	FY24 – fire panel replacements
<b>Total Expenses</b>	<b>\$311,162</b>	<b>\$620,355</b>	<b>\$405,790</b>	
Contribution to Reserves	<b>\$81,296</b>	<b>\$(177,112)</b>	<b>\$112,287</b>	





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