General Services Finance Committee (SSFC)
End of the Year Report for the 1997-98 Fiscal Year

Organizational Legal Name	**Movimiento Estudiantil Chicano de Aztlan - M.E.Ch.A.**
Address and Zip Code	**710 University Avenue, Room 205**
	Madison, WI 53706
Office Phone Number	**(608) 263-4830**
Name of Chief Administrator	
Name of GFFS Contact Person	**Deborah Vasquez**
Office Phone Number of Contact	**(608) 257-1071**
Email Address of Contact	**dvasquez@students.wisc.edu**

REMEMBER: Please 3-hole punch each page and paper clip each copy. DO NOT STAPLE

Please return seventeen (17) copies of your report to:

Student Services Finance Committee (SSFC)
511-A Memorial Union
800 Langdon Street
Madison, WI 53706

The deadline date is Thursday, October 1, 1998. If you encounter any problems, or need any questions answered, please feel free to contact the SSFC Chair (263-3950) or Connie Wilson, 263-5700.

057064 See reverse side for important informatio

MEMBER'S STATEMENT OF ACCOUNT

UNIVERSITY OF WISCONSIN CREDIT UNION
1501 MONROE STREET
MADISON, WI 53711-2085

MECHA

710 UNIVERSITY AVENUE #205
MADISON, WI 53715

DIRECT INQUIRIES TO THE ADDRESS SHOWN BELOW AFTER THE WORDS SEND INQUIRIES TO:
OR YOU MAY CALL (608)262-2043

ACCOUNT NUMBER	0093440-00
PRIME SHARE NUMBER	
SOCIAL SECURITY NO.	46-6048150
STATEMENT PERIOD FROM	07/01/89
TO	09/30/89
LINE OF CREDIT AVAILABLE	

Any loan marked # is open-end credit. The FINANCE CHARGE for an open-end loan is computed by applying the periodic rate to each unpaid balance for the exact number of days each balance was outstanding. The balance used to compute the FINANCE CHARGE is that balance each day after payments and credits are subtracted and new advances or other charges are added.

se advise us if your address is in error

**DEBITS: New Loans, Refinanced Loans, Add-Ons, Principal Reversal or Share Withdrawals

REGULAR SHARE ACCOUNTS ARE NOT TRANSFERABLE EXCEPT ON THE RECORDS OF THIS CREDIT UNION.

ing e	Effect. Date	TRANSACTION DESCRIPTION	Transaction Amount	Payments, Credits or Debits**	FINANCE CHARGE	Fees or Late Charges	BALANCE
		SAVINGS PLUS OWNERSHIP ACCOUNT 0093440-00		PREVIOUS BALANCE			0
		NEW SHARE BALANCE					0
		DIVIDENDS YEAR TO DATE	000				
		SAVINGS PLUS - 21 ACCOUNT 0093440-21		PREVIOUS BALANCE			1079
31	731	DEPOSIT DIVIDEND	052				107
31	831	DEPOSIT DIVIDEND	052				108
18	918	DEPOSIT	46967				577
30	930	DEPOSIT DIVIDEND	146				579
		NEW SHARE BALANCE					579
		DIVIDENDS YEAR TO DATE	250				

*	NOTE NUMBER	LOAN I.D.	ORIGINAL AMOUNT	ORIGINAL LOAN DATE	PERIODIC RATE Daily	ANNUAL PERCENTAGE RATE	FINANCE CHARGE Paid This Period	FINANCE CHARGE Paid Year To Date	PAYMENT AMOUNT	NEXT DUE DATE	P. D.
					.%	%					
					.%	%					
					.%	%					
					.%	%					
					.%	%					

ALL LOANS IGNATED WITH A PRECEDING THE TE NUMBER ARE EN-END LOANS.

VIDENDS AND/OR INTEREST (IF $10.00 OR MORE) WILL BE PORTED TO INTERNAL REVENUE SERVICE AND APPLI-BLE STATE AGENCY THROUGH PERIOD ENDING DEC. 31st INTEREST INCOME FOR THE CALENDAR YEAR.

250 YEAR TO DATE EARNINGS

000 TOTAL YEAR TO DATE FINANCE CHARGE

ND INQUIRIES TO: U.W. CREDIT UNION 1501 MONROE ST. MADISON, WI 53711

AVINGS PLUS IS THE NEW NAME FOR SHARE SAVINGS AND DID ACCOUNTS.
RA PASSBOOK RATES/OCT: 6.90%(100+) 7.40%($500+) 7.90%($1000+)
HARE DRAFT RATES/SEPT: 5.5%, SAVINGS PLUS: 5.7%

NOTE: Revenue sheet should include SSFC and other revenue available to the organization to support operational costs.

* Final Budget = The last budget, including yearly adjustments/reallocations, approved by SSFC.

** Variation = Final Budget - Actual

7.62 3 314.90 16 573.50 Total $19,972.50

		1997-98 Final Budget*	1997-98 Actual	Variation**
Intra-University				
SSFC		$ 21,873.0	$21,873.00	$ 0
101 GPR				
ASM Event Grant		$ 5,000.00	$ 5,000.00	$ 0
WI Union Directorate				
Multicultural Council		$ 8,000.00	$ 8,000.00	$ 0
Community Groups				
City of Madison				
CDBG				
Human Resources				
Dane County				
Other				
Membership Fees		$ 175.00	$ 175.00	$ 0.00
Fund Raising		$ 700.00	$ 700.00	$ 0.00
Monetary Donations				
In Kind Donations				
TOTAL REVENUE		$ 30,748.0	$ 30,748.00	$ 0.00

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In Kind Donations				
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Misc Equipment purchase

FAX

Expense Summary (SSFC Funds Only)

Note: Indicate expenses justifying only SSFC funds versus all organization expenses.

Student Wage Plan above is Campus Wage Plan levels for ~~1997-98~~ 1998-99 fiscal year.

Category descriptions follow on the next page.

Salaries	1998-99 ~~1997-98~~ Final Budget*	1998-99 ~~1997-98~~ Actual	Variation**
Advanced Level ($5.90-13.75)			
Intermediate ($5.35-8.00)			
Basic ($5.15-7.55) Editor 15wk $7/50hr	$ 3262.50	$ 3262.50	$ 0
Clerical Support 15 wk $7.50 hr	$3262.50	$ 3262.50	$ 0
Outreach/Research 15wk $7.50hr	$ 3262.50	$ 3262.50	$ 0
Office Manager 15wk $7.50hr	$ 3262.50	@ 3262.50	$ 0
TOTAL Salaries	$ 13,050.00	$13,050.00	$ 0
Fringe Benefits			
	$0	$0	$0
TOTAL FRINGES	$0	$0	$0
Supplies & Services			
Advertising	$ 300.00	$ 300.00	$0
Child Care Fees			
Computer Soft/hardware	$6873.00	$6873.00	$0
Equipment Rental			
Membership Fees			
Miscellaneous	$100.00	$ 100.00	$0
Office Supplies	$ 200.00	$ 200.00	$ 0
Photocopying			
Printing/Publications	$ 600.00	$ 600.00	$ 0
~~Program Supplies~~ POSTAGE	$ 150.00	$ 150.00	$ 0
Rent (space/office)			
Telephone			
Travel	$ 600.00	$ 600.00	$0
TOTAL S & S	$ 8823.00	$ 8823.00	$ 0
Capital			
TOTAL Capital			
Grand Total All Expenses	$ 21,873.00	$21,873.00	$ 0

Description of Expenditure Definitions:

Advertising: newspaper ads.

Child Care Fees: paid for UW-Madison student parents

Computer Soft/hardware: items under $5,000 per piece

Equipment Rental: self explanatory

Membership Fees: fees to join membership organization

Miscellaneous: food or expenses not covered in other category descriptions

Office Supplies: pens, pencils, subscriptions, books, magazines

Photocopying: fliers, misc. printing not covered printing below.

Printing/Publications: newsletters, brochure printing, major publications

Program Supplies: professional fees/honor., interpreter costs, special event costs

Rent: Office rent

Telephone: long distance, local calls, fax charges

Travel: car fleet costs, airline, food, lodging, registration fees

DESCRIPTIONS OF EXPENDITURE DEFINITIONS:

Advertising: Newspaper or publication ads

M.E.Ch.A. placed ads for upcoming events, activities, and other Chicana/o & Latina/o discussions, welcomes, and thank you's.

M.E.Ch.A. placed to place ads in the campus newspapers (Daily Cardinal and Badger Herald). The Isthmus, Madison Times, other organizations' newsletters, pamphlets, etc.

Computer software and hardware:

M.E.Ch.A. was funded $6873.00 for a computer and other components. With M.E.Ch.A. having a vast amount of paper documents, photos, audio tapes, and videos, the need to archive this information in an electronic form was very important. Our Historian as well as the clerical support staff person have and are still working on entering all this data. Most of our information will be available on the internet as soon as our Web Page is finalized.

Miscellaneous: Food or expenses not paid in other budget categories

M.E.Ch.A. was able to provide food at the this year's activities, events, and study groups which before at organization's expense was sometimes too much to bear. This is what we struggle with every year for each event and function. M.E.Ch.A. wanted to have more activities that will include beverages, food, and entertainment to help make the events and activities more enjoyable and relaxed.

Office Supplies: Pens, Pencils, subscriptions, book, magazines, etc.

Pens, pencils, paper, binders, filing folders, tape, etc. were purchased in bulk quantity for a better price at one time and then purchased as need be. The supplies was for Office use and while students were in the office.

Postage: Bulk mailing costs or postage stamp purchases.

Most of M.E.Ch.A.'s mailing was done through campus mail. But, we did reach out to the surrounding community and other M.E.Ch.A.s located outside of the university. For this, we purchased postage stamps and/or use bulk mail. Most of our mailings included everything from flyers of events and activities to our newsletter and magazine.

Printing/Publications: Cost of reproducing newsletters, brochures and other major publications.

M.E.Ch.A. published it's newsletter "La Onda" and annual magazine "Sexto Sol" again after 3 years in not being able to. Each was made available to the students, other organizations, and the general public.

Travel: Car Fleet costs, airline tickets, food, lodging, registration fees.

With M.E.Ch.A. being part of National M.E.Ch.A., Regional meetings were to be attended at least twice a year. Nationals are annually attended. Most costs were usually incurred by the members attending. The mode of transportation is the most expensive. This year we were able to get departments to sponsor us to get vans and M.E.Ch.A. was able to pay for them. We also sponsored members to attend different functions/conferences/meetings outside of campus. Some expenses were still paid by attendees, but he costs was much lass than usual.

Also, since our particular M.E.Ch.A. chapter has a member who is currently the Midwest Representative on the National M.E.Ch.A. Coordinating Council, M.E.Ch.A. most of the time asked that this person be the liaison to all meetings. Other members are welcomed to attend if M.E.Ch.A. helped with costs.

Please answer these questions on a separate piece of paper attached with these questions.

Program Purpose, Problem Identification, and Outcome

1. State the specific local needs of the identified target population which this program or service intends to address. Include size, extent or outreach effort in educating the University population.

2. If more than one agency within the University or community provides services similar to those that you provide, specify the agencies and describe the manner in which you coordinate tasks, information, and responsibilities.

3. Estimate the number of people your organization has served in the past year, providing the methodology of reaching the figures, if possible. How many (or percentage) were UW-Madison students? How does this compare to last year? Please explain any reason for a change.

4. What methods do you currently use to inform students about services your organization provides? Do you plan on making changes in the future to inform students of your services?

5. What are your organization's office hours? Are there other means of reaching the organization's contact people during non-office hours? Does your organization have regular staff/personnel meetings? If yes, when and how often? If not, why not?

6. What mechanisms are in place now to review the effectiveness of your program?

7. During the past year, what has been your organization's major accomplishments? Have new programs been implemented during the past year and were they effective or successful to be continued in the next year?

Organization's Budget

1. Describe any plans your organization has for fund raising. Describe the program, timetable, and estimated revenue. If you do not have any particular ideas finalized, explain any general plan for fund raising you may have. Describe efforts in pursuing alternative sources of funding.

2. Based on your experience this past year, please indicate the areas you see as having potential for growth, increased funding, or new funding. Please also indicate any major concerns facing your organization in the coming year.

3. How many employees did your agency employ in the previous fiscal year? Do you have a high employee turnover rate? Do you have an affirmative action policy? If so, how is this enforced?

Program Purpose, Problem Identification, and Outcome

1. On this university approximately there are 1000 Latina/o students on campus. About 250 are Chicanas/os (Mexican-American US citizens). M.E.Ch.A. serves as an educational mentor/tutor type of program for Chicanas/o, by offering study groups on weekends, student leadership retreats, offer a Theatre group, and other have committees such as Fundraising, Political, Events, and Outreach & Retention for students to get involve with. Most of the students are from the South, in particular Texas, and so are most of the M.E.Ch.A. members and, so, M.E.Ch.A. has taken it upon itself to create a welcoming environment not yet successfully achieved by the University. We provide events such as Chicano Week to help inform and educate the rest of the campus about us, Chicanas/os, and where we come from. And although we are primarily Chicano based, we do encourage others to join M.E.Ch.A. for it only benefits the person and M.E.Ch.A..

2. Although we provide study sessions, they mostly consist of students studying together in the same room. M.E.Ch.A. always encourages the use of GUTS Tutorial, TRIO Tutoring, and other tutoring programs. M.E.Ch.A. only provides the space, refreshments, and snacks.

   M.E.Ch.A. also provides Outreach & Retention, as does the Chicano Studies Program. The Chicano Studies Program office provide workshops such as: Stress and Time Management, Study Skills, Writing and Financial Aid. M.E.Ch.A. helps provide the rest through We coordinate with Chicano Studies by offering events and activities less academic than the Chicano Studies Program.
   M.E.Ch.A. has a bulletin board space that the Chicano Studies Office provided for students to check the latest with M.E.Ch.A..

3. M.E.Ch.A. has served at least 2000 people this past year. M.E.Ch.A. uses numbers of non- M.E.Ch.A. people at this past years events. M.E.Ch.A.'s Dia de los Muertos alone brought in 400 to 500 people. About 75% person were UW-Madison students. M.E.Ch.A. feels that we serve the same amount of people every year if not more. Our supporters are always there and looking for more from M.E.Ch.A.

4. Currently, M.E.Ch.A. uses flyers, email, letters, postings/publications and word of mouth to inform students about M.E.Ch.A. and its services.

   M.E.Ch.A. feels that once we finalize our webpage and are linked to the Multicultural Center and other webpages, we will be able to inform more people.

5. M.E.Ch.A. office hours are from 9:00am to 7:00pm Monday through Friday. On weekends, the hours vary. Email is another way to reach other people; M.E.Ch.A. has a list server. By telephone, we are all listed in the student directory and contact names and phone numbers are listed with the student organization's webpage on different organizations.

   M.E.Ch.A. has staff meetings every chance we can get, but they are scheduled for Wednesdays biweekly at 6pm at the M.E.Ch.A. office, meeting every other Wednesday from M.E.Ch.A.'s regular meetings.

6. M.E.Ch.A. encourages the membership body to all review the effectiveness of our program. We are constantly reviewing our procedures and services so that changes can be made as soon as possible. Our biggest way of knowing if things are going well are through the freshman or new members, as well as other organizations.

7. M.E.Ch.A. had never had study sessions before and this year we were able to keep about 20 students interested in the sessions. M.E.Ch.A. also finally was able to bring together a groups of studnets interested in Theatre. About 15 students were active and even performed famous Chicano paly: Los Vendidos originally done by Teatro Campesino with Luis Valdez.

   M.E.Ch.A. with the help of the computers was able to create a computer lab open for all students and store a lot of information as well as outreach to others via Internet and Email. Most students liked the access and wished we had more computers. We have three. One that was purchased and two that were donated by Paul Borrows' office.

   M.E.Ch.A. will continue all these services in the future. M.E.Ch.A. currently has over 50 members, about 30 are active. We have representative on the Chicano Studies Program Advisory Board, and made good contacts in the community. M.E.Ch.A. again has the opportunity to have one of their members be on the National M.E.Ch.A. Coordinating Council to represent the Midwest.

Organization's Budget

1. M.E.Ch.A. plans to sell taco plates once a semester to campus students and staff during lunch hours. M.E.Ch.A. also plans to participate in community activities where selling is involved (Fiesta Hispana).

   Alternative funding for events and activities will still be sought for through the MCC, ASM, Wisconsin Union Directorate, Anonymous Fund, Lecture Series, other Departments, and the community and foundations.

2. Areas that have a potential for growth are the computer lab resource center. For this more a continuance of funding is needed. The area of the Theatre group has a potential for performing as a bigger group and maybe even professionally.

   M.E.Ch.A.'s concerns always are with the no reassurance of Chicana/o students being admitted to UW. The numbers are certain; they go up and down, which can be devastating to any organization depending on one particular population.

3. M.E.Ch.A. employed 4 staff people. Yes, our employees are all new. Yes, we do have an affirmative action policy. The employment selection committee will look at the first page of the application only which does not include the person's name. If that application is chosen we will then look at the second page. All are encourage to apply. No one is discriminated against. We do not ask that the person be a M.E.Ch.A. members or even be Chicana/o.

GSSF/SSFC Process

The questions that follow are related to your organization's presentation to the Student Services Finance Committee (SSFC) during the 1997 Fall Semester. Your responses will assist SSFC in developing and refining a budget proposal review process.

1. Did the preparer feel that the GSSF Application accurately solicited the information SSFC wanted pertaining to your organization's budget and purpose? Do you have any suggestions for change?

2. Do you think the GSSF hearings were an important part in the SSFC process?

3. Was the amount of time of your hearing sufficient for you to answer SSFC's questions and discuss any problems which may have surfaced in your application?

4. If SSFC made cuts in any of your requests, did you receive adequate explanation as to why these cuts were made?

5. Do you think SSFC should ask your organization to prioritize your increases during the application or hearing process prior to making cuts?

6. Were any of your programs or services terminated because of budgetary cuts made by SSFC? If so, which programs or services?

7. Do you feel the committee maintained an open rapport with your group, keeping it informed of changes in SSFC policies and decisions made related to your group?

8. Please explain any other issues or comments you have related to the budget proposal process not already addressed above. We appreciate any suggestions you have to improve our process.

GSSF/SSFC Process

1. Yes, the preparer did feel that the GSSF Application solicited the information SSFC wanted pertaining to our organization's budget.

2. Yes M.E.Ch.A. feels that the hearing are important part of the SSFC process. It gives M.E.Ch.A. a chance to discuss any questions that are not clarified on the application.

3. Yes, enough time was given for question and answers.

4. Last year SSFC denied our funding request because they felt that M.E.Ch.A. was incapable of strategically spending over $20,000. M.E.Ch.A. appealed with the basis that the decision was racially based and the merits and services that M.E.Ch.A. provides were never discussed.

5. Yes, M.E.Ch.A. feels that prioritizing our increases because there is obviously a reason for the increase and should be discussed with M.E.Ch.A. prior to making cuts .

6. No. none of M.E.Ch.A. services were cut because of budgetary cuts.

7. Yes, M.E.Ch.A. feels that the SSFC committee and Connie Wilson have been very helpful and have provided M.E.Ch.A. with information related to our organization's funding.