

Wisconsin Union
Income Statement Snapshot
Year to Date
As of January 31, 2022

FINAL
02/17/22

	CURRENT BUDGET	CURRENT ACTUAL	BUDGET VARIANCE	PRIOR ACTUAL	
REVENUE					
OPERATIONS & PROGRAMS					
RETAIL DINING	\$12,004,963	\$9,802,048	(\$2,202,915)	\$1,941,779	Restaurants and Markets & Cafes
CATERING	2,835,453	1,537,155	(1,298,298)	98,817	MU/US and Grainger Catering, plus Conference Centers
FACILITY RENTALS & FEES	1,546,407	1,142,713	(403,694)	103,430	US Hotel/MU Guestrooms, AV rentals, campus vending, Facility fees,...
PROGRAMS	1,398,051	1,242,295	(155,756)	87,145	Theater Operations/Season, Wheelhouse, Hoofers...
SUBTOTAL OPS&PROG	17,784,874	13,724,211	(4,060,663)	2,231,171	
SEG FEES - WU	7,026,301	7,209,459	183,158	6,956,733	
PARTNERSHIP/WISCARD REV	585,492	370,132	(215,360)	219,602	Wiscard partnership fees, Housing Wiscard web transaction fee reimbursement,...
CAMPUS/OTHER REIMBURSEMENTS	533,443	519,067	(14,376)	258,039	Campus Photo ID Office/CESO support, offsetting cost reimbursements, ...
MEMBERSHIP & MISC	54,629	84,499	29,870	64,781	Membership, Student Print, interest income, miscellaneous gifts/contributions, ...
TOTAL REVENUE	25,984,739	21,907,368	(4,077,371)	9,730,326	
EXPENSES					
COST OF GOODS SOLD	6,473,946	5,366,442	(1,107,504)	1,828,372	Food costs, products and costs associated with generating revenue by the units
DIRECT OP EXPENSES	7,844,546	6,951,150	(893,396)	4,694,581	Salaries/wages/fringes, general expenses for the revenue units, Hoofers, Wheelhouse, Student Print...
SUPPORT SERVICES	3,507,533	3,358,312	(149,221)	3,159,508	
FACILITIES	4,332,623	4,455,066	122,443	4,059,562	
PROGRAMS & LEADERSHIP	1,044,262	1,056,480	12,218	805,792	Includes cost of WUD no fee or admission cost programming expenses
DEPRECIATION/EQUIPMENT	21,090	23,167	2,077	25,462	
MAJOR REPRS/BLDGS & EQUIP	233,333	45,825	(187,508)	14,180	
UTILITIES/TAXES/INS/TELEPHONE	590,740	639,712	48,972	678,666	
STATE/UW ASSESSMENTS	1,377,387	1,293,561	(83,826)	1,047,040	
INTEREST EXPENSE/BONDS	371,947	355,262	(16,685)	505,888	
OTHER & OFFSETTING EXPENSE	633,858	(15,522)	(649,380)	47,427	Wiscard credit card fees, cashier testing services...
TOTAL EXPENSE	26,431,265	23,529,455	(2,901,810)	16,866,478	
NET INCOME(LOSS)	(446,526)	(1,622,087)	(1,175,561)	(7,136,152)	

Wisconsin Union Policy PL X-X
Process for Approval of UW Madison Homecoming Position Descriptions

UW Homecoming officer position description will be reviewed each year by the Homecoming committee executive board and advisor (s) upon completion of the week of homecoming. After which, any changes to the position descriptions will be reviewed by the Social Education Advisory Board and then presented to Union Council for approval.

Additional background:

Date(s) of Action:

Last Date of Review:

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Next Required Review Date:

Wisconsin Union Policy SE x -x
UW Homecoming Committee Membership

Membership on the UW Homecoming Committee is open to any currently enrolled student attending the University of Wisconsin–Madison. Committee members are selected via an application process. Members must attend regularly scheduled committee meetings and any events organized by the UW Homecoming Committee. Additionally, members are required to attend weekly office hours with their Team Director or sub-committee.

Additional background:

Related materials and support documents:

For interpretations, resolution of problems and special situations contact:

Date(s) of Action:

Last Date of Review:

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Next Required Review Date:

Wisconsin Union Policy SE - #TBD
Homecoming Fundraising Policy for Paid Programs

For the purpose of this policy, fundraisers are defined to be activities or events of the UW Homecoming committee designed to elicit donations, either of property or cash. This policy refers to fundraisers requiring a donation and events for which there is a fee to attend.

For fundraiser events that require a donation, the UW Homecoming committee must also follow all policies and procedures for events that do not charge a fee to attend. Additionally, such events must comply with the University policies and guidelines found in the [RSO handbook](#), along with policies of the Union.

It should be understood that the UW Homecoming committee's primary function is not fundraising and that a minimal number of fundraising events may be undertaken each year. Less than 25% of the week's event should include a fee or fundraising element.

A. To fundraise for an outside charitable organization/cause, the following conditions must be met:

1. The fundraiser event/activity must recoup all costs before any money raised can be donated to the designated charitable cause. All donations received at the event, over and above all program costs, must be forwarded to the specific charity designated by the UW Homecoming committee as the recipient of the donations.
2. The organization partnered with must also provide appropriate documentation of their 501(c)3 charitable organization status.
3. The UW Homecoming committee will follow all existing policies for submitting cosponsorship agreements for other campus/community groups that are participating in the program.
4. Fundraiser events/activities should assist the UW Homecoming committee in meeting its goals, provide an interesting engagement opportunity for students at the university, assist charitable organizations in their mission, and enhance the Wisconsin Union's connection to the outside community.

B. To fundraise for the UW Homecoming committee, the following conditions must be met:

1. The proposed event must be related to the goals of the UW Homecoming committee.
2. UW Homecoming committee has created a financial plan that clearly demonstrates the funds raised will cover the operational expenses and the plan created follows University guidelines, and Union policies/procedures.
3. The UW Homecoming committee must submit a program budget and receive approval from the Director or Deputy Director; Once written permission is obtained the UW Homecoming committee is free to move forward with the approved plan for fundraising.

Additional background:

Related materials and support documents:

Date(s) of Action:

Wisconsin Union Policy SE x-x Expectations of UW Homecoming Officers

UW Homecoming Officers are expected to:

- Represent UW Madison and the Wisconsin Union to members of the campus community to provide better understanding and awareness of UW Madison Homecoming.
- Guide, set direction, and develop programming for UW Homecoming.
- Maintain frequent interaction and communication with Union staff as well as other UW Homecoming Officers and committee members.
- Support other officers and committee members.
- Hold themselves, other officers and committee members accountable for uplifting the goals of the Homecoming Committee.
- Participate in the spring, summer, and fall in-service trainings, plan and implement such trainings whenever applicable.
- Develop and maintain connections with other campus organizations.
- Ensure and promote fiscal responsibility.
- Actively pursue all forms of diversity and integrity within the UW Homecoming program and functioning of the UW homecoming committee.
- Supervise and guide the planning, coordination, and evaluation of UW Homecoming programs.
- Maintain regular office hours.
- Meet regularly with advisors.
- Attend UW Homecoming Officer executive meetings; committee meetings, advisor meetings; and any appropriate staff meetings

Officer positions include:

- President
- Vice President
- Vice President of Marketing and Communications of Programs
- Community Events Chair

Commitment

- A major time commitment of approximately 20-hours per week during the academic year is expected with the need for a flexible schedule.
- A specific time commitment over the summer is not required, but strongly encouraged.

Selection Criteria

- In accordance with Union Council Policy SE X-X Selection Criteria for UW Homecoming Leadership Positions

Scholastic requirements

- In accordance with Union Council Policy SE X-X Scholastic Requirements for UW Homecoming Leadership Positions

Last Date of Review:

Next Required Review Date:

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Wisconsin Union Policy SE x-x
Expectations of UW Homecoming Officers

Additional background:

Date(s) of Action:

Last Date of Review:

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Next Required Review Date:

Wisconsin Union Policy SE x-x
Scholastic Requirements for UW Homecoming Officers

The Union will not establish minimum scholastic requirements for UW Homecoming Officers but will seek appropriate academic information which Union Council deems necessary to select those candidates with the greatest promise in both their academic work and their Union activities.

Additional background:

Date(s) of Action:

Last Date of Review: 1/16/13

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Wisconsin Union Policy SE x - x
Selection Criteria for UW Homecoming Leadership Positions

Policy Goal: To provide criteria to be used by nominating committees and Union Council in evaluating UW Homecoming leadership positions:

The nominating committee and members of Council should be cognizant that a leadership position with the Wisconsin Union should complement the educational mission of the University. In other words, the applicant's presence on campus is primarily to be a student.

In keeping with UW System Administration's definition of students, only UW students taking at least a half-time load (6 credits per semester for undergrads; 4 credits for non-dissertator graduate students; and 3 credits for dissertators) are eligible to hold a leadership position with the Wisconsin Union. It should be noted that opportunities do exist for students in these leadership positions to receive academic credit.

1. Knowledge:
 - a) The mission and philosophy of the Wisconsin Union and of the University
 - b) The content area of the position
 - c) Cultural diversity (including but not limited to various age groups, cultures, lifestyles, traditions, and value systems)
 - d) The educational partnership with professional staff

2. Skill at:
 - a) Communication: written, oral and listening
 - b) Organizing (goal setting, time management, administrative attention to detail, delegation of responsibility)
 - c) Working as a member of a group, in a democratic manner
 - d) Balancing the demands of extracurricular activities with academic course load
 - e) Thinking critically

3. Behavioral characteristics
 - a) Ethically and socially responsible
 - b) Enthusiasm, reliability, initiative, sense of humor, creativity, strong social skills

4. Understanding of the responsibilities and accountability of the position

5. Flexibility in personal schedule and other commitments

Additional background:

Date(s) of Action:

Last Date of Review:

Next Required Review Date:



Wisconsin Union Policy SE x - x
UW Student Homecoming Committee Purpose

Mission

The mission of the Wisconsin Homecoming Committee is to bring together the Badger community by providing opportunities to honor Wisconsin tradition. Empowered by UW–Madison Student Affairs, the Homecoming Committee reaches out to the student body, alumni, and community to celebrate what it means to be a Wisconsin Badger.

Vision

The Wisconsin Homecoming committee unites the student body, alumni, and the community by organizing and implementing a week of events which encourages students to get actively involved in celebrating Wisconsin spirit; drawing alumni back to campus to remember the past, celebrate the present, and look forward to the future; setting the standard amongst peer organizations for community enrichment.

Additional background:

Date(s) of Action:

Last Date of Review:

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Next Required Review Date:

Wisconsin Union Policy SE x-x
UW Homecoming Co-sponsorship

In seeking to complement the academic mission of the University of Wisconsin-Madison, it is the mission of the UW Homecoming committee to bring together the Badger community by providing opportunities to honor Wisconsin tradition. The UW Homecoming committee is charged with reaching out to the student body, alumni, and community to celebrate what it means to be a Wisconsin Badger.

For our purposes of this policy, a co-sponsorship refers to agreements between the UW Homecoming committee and any student organization, University Department, or non-campus/community organization.

UW Homecoming co-sponsorships include:

- Jointly planned and financed events
- Events and initiatives added to the UW Homecoming calendar by entities other than the UW Homecoming committee
- Financial or in-kind support provided for events and initiatives planned by the UW Homecoming events

UW Homecoming co-sponsored events, initiatives, and agreements:

- Promote and support the overall mission of the UW Homecoming committee
- Reflect the values and interests of the Wisconsin Union and the university
- Follow the established UW Homecoming branding guidelines.
- Require, as appropriate, a written acceptance of the conditions outlined in this policy, including the financial and planning expectations by the organization with whom the UW Homecoming committee is considering a co-sponsorship relationship.
- May be subject to review and approval by the UW Homecoming committee and the Wisconsin Union Associate Director of Social Education, or their designee.
- Failure to meet the above conditions can result in cancellation of the UW Homecoming committee's involvement and promotion of events and initiatives.

Additional background:

Date(s) of Action:

Last Date of Review:

Next Required Review Date:

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Wisconsin Union Policy SE - tbd
Wheelhouse Studios Purpose Statement

Wheelhouse Studios is an open art studio with three versatile workspaces, flexible studio designs, drop-in art opportunities, and classes.

Wheelhouse Studios is part of the Community Engagement unit within the Social Education Area of the Wisconsin Union. As such, Wheelhouse Studios fulfills the mission of the Wisconsin Union by building community through educational, social, and recreational opportunities created through a student staff partnership. Additionally, Wheelhouse Studios allows UW-Madison students, Union members, faculty, staff, and community members to create together, build social capital, and strengthen their own relational networks by actively involving them in what happens at the Union and on campus, thereby increasing affinity for the Wisconsin Union. Wheelhouse Studios serves as an advocate for art and crafts education, exposure, and engagement. Wheelhouse Studios embraces art makers of all experience levels.

To accomplish this, Wheelhouse Studios will:

- Provide creatives space and resources to make art, individually and through a dynamic curriculum
- Connect individuals and the Wisconsin Union with the greater community through art making
- Provide a place where UW students, faculty, staff and the community can explore and experience the arts in an immersive, interactive, and accessible manner
- Provide a rich, hands-on learning experience for student employees
- Promote an enriching, inclusive, and socially just art making environment

Additional background:

Related materials and support documents:

For interpretations, resolution of problems and special situations contact:

Policy Authority (suggested amendments should go through these bodies):

Social Education Advisory Board of Union Council
Union Council

Date(s) of Action:

Last Date of Review:

Next Required Review Date:

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