• **INTRODUCTION**

• The CSUF Auxiliary Service Corporation is one of four auxiliary corporations on the CSUF campus.

• ASC was incorporated in 1959 as a nonprofit public corporation for the purpose of promoting and assisting the educational mission of Cal State Fullerton.
UNRESTRICTED ACTIVITIES

• **General Fund**
  - Administration
  - Accounting and Finance
  - Human Resources
  - Management Information Systems

• **Enterprises**
  - Bookstores (Titan Shops)
  - Dining Services
• **Supplemental Programs**
  - Research-Post Award Grants & Contracts.
  - Non-credit Continuing Education (University Extended Education)
  - **Campus Programs projects.**
  - Faculty Research Award
• In fulfilling its mission, ASC employs approximately 800 employees as it performs a variety of services throughout the campus community.
• **ASC Contribution to University**

ASC has contributed $1,905,000 to the University for fiscal year ending June 30, 2008.

• The contribution is funded from the prior year’s surplus after requirements for capital spending, reserves and debt service have been considered.

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### CSUF AUXILIARY SERVICES CORPORATION
University Contribution Summary (Five Years)

<table>
<thead>
<tr>
<th>Year</th>
<th>Designated Gifts</th>
<th>Misc.</th>
<th>Commissions</th>
<th>Research</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/04</td>
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<td>500k</td>
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<td>04/05</td>
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<td>05/06</td>
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<td>06/07</td>
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<td>2,500k</td>
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<td>07/08</td>
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</table>
Over the past five years the ASC has contributed over $9.1 million to the University.

<table>
<thead>
<tr>
<th></th>
<th>FY 03/04</th>
<th>FY 04/05</th>
<th>FY 05/06</th>
<th>FY 06/07</th>
<th>FY 07/08</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research</td>
<td>449,000</td>
<td>532,000</td>
<td>663,000</td>
<td>609,000</td>
<td>526,000</td>
<td>2,779,000</td>
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<tr>
<td>Commissions</td>
<td>296,000</td>
<td>315,000</td>
<td>455,000</td>
<td>497,000</td>
<td>563,000</td>
<td>2,126,000</td>
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<tr>
<td>Miscellaneous</td>
<td>314,000</td>
<td>370,000</td>
<td>372,000</td>
<td>255,000</td>
<td>266,000</td>
<td>1,577,000</td>
</tr>
<tr>
<td>Designated Gifts</td>
<td>325,000</td>
<td>325,000</td>
<td>325,000</td>
<td>325,000</td>
<td>325,000</td>
<td>1,625,000</td>
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<tr>
<td>Pepsi</td>
<td>149,000</td>
<td>159,000</td>
<td>225,000</td>
<td>225,000</td>
<td>225,000</td>
<td>983,000</td>
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<tr>
<td>CKE</td>
<td>20,000</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>1,553,000</td>
<td>1,701,000</td>
<td>2,040,000</td>
<td>1,911,000</td>
<td>1,905,000</td>
<td>9,110,000</td>
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</table>
In signing the agreement, the Authorized Signers acknowledge the following conditions as mandated by the Chancellor’s Office of the California State University. Currently, this includes two Executive Orders issued by the CSU Chancellor’s Office.

- EXECUTIVE ORDER 753 (cost recovery)
- EXECUTIVE ORDER 919 (Definition of CSU Fund)
Executive Order 919

Establishes criteria outlining the responsibility and control over activity of a project.

The criteria is as follows:
- Authority to sign related contracts;
- Risk of business loss;
- Legal responsibility and liability exposure.
Executive Order 919

- Fiduciary duty.
- Policies that will govern the conduct of the program.
- Authority to either close the program or allow it to continue.
- Administrative control over expenditures.
- All projects must comply with the guidelines, policies and procedures of the Auxiliary Services Corporation.
• **SOURCE OF FUNDING** – Course fees collected from students may not be deposited with ASC unless they are from non-credit courses offered through the ASC. All State funds must be deposited with the University.

• **DONATIONS: Do Not Use This Form.** Contact the Philanthropic Foundation Office – Gift Administrator at (714) 278-2118 to establish a Philanthropic Foundation account.
CSUF ASC agrees to monitor and enforce the following:

- The Project funds will earn interest for accounts that do not fall below a minimum of $5,000 and will receive payment on a quarterly basis.
- The agreement will be reviewed on a 3 year cycle.
- To continue this project activity past the project termination date the form must be updated.
- Negative balances are **not allowed**; accounts with negative balances may be closed and will become the liability of the department associated with the liability of the department associated with the Project Director.
- All property or equipment purchased from this project is the property of ASC.
- Project information is provided on a monthly basis to the Project Director and others so designated.
Project Director’s Responsibilities include:

• Ensuring all funds expended on this project will be for the purposes described.
• Signature authority on this agreement.
• Ensuring expenditures are in compliance with the educational mission of CSUF-ASC.
• Complying with any and all ASC policies, procedures and/or directives (as amended from time to time) including the hiring, payment and supervision of employees.
• Reviewing and monitoring this project and reporting any discrepancies upon discovery.
• Updating the signature each time the project is renewed or a designee changes.