



RESIDENCE HALLS ASSOCIATION
MICHIGAN STATE UNIVERSITY

52nd Session 2021-22 Financial Report

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Organization Overview

The MSU Residence Halls Association (RHA) is the on-campus student government at Michigan State University. Representing more than 15,000 students, MSU RHA is the largest Residence Halls Association in the country. MSU RHA remains dedicated to improving the on-campus living experience and providing services to students such as Campus Center Cinemas and RHA On Demand. RHA continues to support and advance diversity and inclusion, health and safety, and campus-wide programming to further enhance the student experience at Michigan State University.

Organization Mission

The mission of the Residence Halls Association is to represent the residents of Michigan State University objectively and to provide a voice for the concerns of our residents. We strive to achieve this by assisting hall organizations with publicity, legislation, funding, and by providing valuable services and opportunities through our programs. Through these initiatives, RHA is committed to continuously improving the on-campus experience at Michigan State University.

Notable Items & Events

Accounting Practices and Processing Improvements

The RHA Finance team improved the financial operations of the organization for RHA constituents and the RHA Leadership Team. Earlier on, during the 51st Session of RHA, the Finance team piloted an adjusted financial process to provide individuals the option to submit finance forms virtually. At the beginning of the 52nd Session (Fall 2021), this system hosted on Involve@State was fully adopted across all financial operations within RHA – including both leadership team members and constituents represented within the organization. The new digital financial process enabled quicker, more efficient communication between the finance team and the whole organization with an overall faster end-to-end process from request to disbursement. As part of the 53rd Session, RHA plans to develop more detailed training resources regarding the new process on Involve@State to allow higher accessibility to all our constituents.

Conferences

Michigan State University's RHA sent a delegation to two regional-level conferences during the 52nd Session. These included the Great Lakes Affiliate of College and University Residence Halls (GLACURH) Regional Leadership Conference (RLC) in November 2021 and the Regional Business Conference (RBC) in February 2022. Both of these were hosted virtually and offered delegations an excellent opportunity to participate while remaining at their respective colleges. While at GLACURH RLC, Michigan State's delegation gave a presentation on Boundaries Against Burnout and had one of our delegates, Director of Media and Entertainment, recognized with the Student of the Year award. Another notable experience was attendance at the National Association of College and University Residence Halls (NACURH) conference hosted virtually by Southern Oregon University in June 2022.

Health Promotion

RHA has a long-standing mission to improve and maintain a high standard of health and wellbeing as part of the on-campus student living experience. RHA's dedication to health promotion throughout this academic year is due to its partnerships with organizations all around campus. Some of the organizations include:

- **Prevention, Outreach and Education Department (POE)**
 - o RHA provides funds to support students surrounding relationship violence and sexual misconduct experiences (RVSM) and the overall mental wellbeing of the students in the MSU community. Through the POE department, RHA is supports programs like: Bystander Network, Sexual Assault and Relationship Violence (SREV) Prevention Workshops, Its on Us Week of Action, and other important initiatives.

- **Women's Student Services**
 - o During this academic year, RHA established a partnership with Women's Student Services with an initial sponsorship to help host initiatives including: a Women's History Month keynote speaker, the Wellness Fair and LUNAFEST – all held in Spring 2022.

Throughout the 2021-22 academic year, RHA remained intentional about supporting a variety of health-related needs that catered for the constantly developing needs of the on-campus student population. With this academic year marking the full return from COVID-19 virtual education, it was significantly more important to ensure a safe and comfortable living experience at MSU. Some of our health promotion efforts included:

- **It's On Us Week of Action:** RHA hosted a range of events during both the fall and spring semesters alongside the MSU POE department and MSU Safe Place to facilitate the conversation around all students' responsibilities in creating a safe environment on campus. Fall events included: a tie-dye and hot chocolate fall event, slam poetry, and a movie night. Spring events included: a virtual keynote on "Unboxing Masculinity" by Alok, a trivia night, and a tabling event with the theme 'Teal Out Tuesday'.
- **Special Events:** RHA partnered with MSU Health Promotions to host various special events and initiatives across the academic year to promote health on campus such as: Move For Your Mood, Duck Campaign, Know Your Solo, Nourish Nutrition Program, and Condom Connection.
- **Sharps Containers:** RHA collaborated with REHS to introduce the provision of Sharps containers inside the residence halls to provide additional health and safety measures for students living on-campus.

RHA continues to make progress alongside our MSU Infrastructure, Planning and Facilities to install ice machines within more of the residence halls in the 2022-2023 school year to further support the health needs of on-campus students.

Campus Center Cinemas (CCC) & MSUTV

In continuing and improving on the programming of past RHA sessions, we hosted weekly movie nights open to all students during the 52nd Session. These were particularly popular this year with many students excited about the return to on-campus living and maintained high attendance throughout the year. We were also able to premiere multiple movies prior to their public release in partnership with well-renowned movie studios.

As of the Spring 2022 semester, RHA has began plans to start producing content for MSUTV to offer student-made content geared towards the whole student community. Being led by our Director of Media and Entertainment, RHA hopes

to begin releasing content on the platform during Fall 2022 semester (during the 53rd Session).

Sponsorships & Initiatives

During the 52nd Session, RHA continued to support the various CORES/COPS groups on campus and partnered with a range of student organizations to host events throughout the year. Some notable events that were sponsored are: African Students Union Gala, Spartchella, and Muslim Student's Association's Interfaith Iftar event.

During the spring semester, RHA also oversaw the renovation and improvement of the Transcend Caucus Room effectively onboarding a new caucus serving MSU students.

Nintendo Switch Rental Program

During spring of 2022, RHA launched a pilot program to rent out Nintendo Switch game consoles to any on-campus organization or individual student seeking entertainment during social events. The program was piloted with two consoles and an online rental system established to keep track of rentals and offer accessible rental services campus-wide. During the 53rd Session, RHA plans to expand the program by acquiring more consoles and set up a system to keep the physical consoles across all the residential neighborhoods across MSU.

RHA Leadership Summit

The Spring 2022 Leadership Summit invited all members of RHA's constituent orgs from representatives to presidents to gather for an afternoon to learn more about student governance, SLE, and effective student leadership. The event included several workshops from RHA Leadership Team members, from an exploration of governing documents and how to use them to how to incorporate DEI as a student organization. Lastly, the summit featured a Keynote from Heather Shea exploring effective Admin interaction.

Special Events

(All events were held in-person marking a return from virtual programming)

- **Tie-Dye & Friends**
 - Hosted during Fall Welcome 2021 to offer students an opportunity to meet their fellow residents while tie-dyeing t-shirts and playing various yard games.
- **Breaking Point Stress Relief**
 - Hosted during both the fall and spring semester, this offered a weekend of fun activities such as fairground games, caricature drawings, and therapy dogs to help students de-stress prior to finals week.
- **CCC Musical Movie Weekend**
 - A special Campus Center Cinemas showing of 4 movies with trivia, food and giveaways during the Fall semester.
- **Saturday Breakfast Outreach Blanket Donation Initiative**
 - A philanthropic initiative at the start of the spring semester where students made tie blankets to be donated locally in Lansing.
- **Plants for the People**
 - At People's Park, this event was geared towards celebrating Earth Day and offering students a break during finals week with a succulent giveaway during the spring semester.
- **Shamrock 5K**
 - In March, RHA registered constituent groups to attend the Shamrock 5K event to help raise funds towards the MSU Resource Center for Persons with Disabilities hosted by MSU Tower Guard.

Partnerships

(For larger scale events, RHA worked with other student organization on-campus)

- **Movie Night at the Breslin Center**
 - RHA worked with UAB to hold a movie night during Fall Welcome showing the film Ferris Bueller's Day Off. With students excited to have an in-person semester again, the event had high attendance marking a great start to on-campus entertainment programming for the academic year.
- **Grouplove Spring Concert**
 - RHA partnered with UAB, ASMSU, and ImPACT FM to put on a concert with the well-known band Grouplove at the Breslin Center. The concert was a hit with record attendance marking the return of the traditional spring concert after hosting a virtual concert in 2021.
- **Spring Sparty Party**
 - Hosted in collaboration with UAB, RHA hosted a spring party to bring students together and have a meet-and-greet with Sparty.

Fall 2021 Budget

Revenues & Balances

Spring 2021

General Ending Balance	\$ 74,580.00
Payroll Ending Balance	\$ (24,839.00)
Constituent Ending Balance	\$ 23,925.00
Reserve Ending Balance	\$ 30,050.00
Total Balance Forward	\$ 103,716.00

Fall 2021

Tax Collection	\$ 359,550.00
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Fall 2021 Beginning Balance	\$ 463,266.00
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Budget Summary

Fall 2021 Beginning Balance	\$ 463,266.00
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Fall Expenditures

General	\$ 246,189.00
Payroll	\$ 97,991.00
Constituent	\$ 88,374.75
Reserve	\$ 30,030.00
Subtotal	\$ 462,584.75

Spring 2022 Deferred Expenditures

Caucus Room Keyless Entry*	\$ 75,564.93
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Surplus/Deficit	\$ 681.25
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General Account

President

Discretionary	\$ 12,000.00
Initiative Fund	\$ 8,000.00
Room Upgrades/Maintenance	\$ 6,000.00
Subtotal	\$ 26,000.00

Vice President

Leadership Summit	\$ 3,000.00
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Leadership/GA Development	\$ 2,000.00
GA/Committee Meeting Planning	\$ 1,000.00
Constituent Development	\$ 2,000.00
Subtotal	\$ 8,000.00

Chief of Staff & Director of Human Resources

HR-specific Professional Development	\$ 220.00
Leadership Team Bonding	\$ 6,000.00
Leadership Team Appreciation	\$ 1,500.00
RHA, UAB, ASMSU, Impact FM Fall Mixer	\$ 500.00
Subtotal	\$ 8,220.00

Chief Financial Officer

Subtotal	\$ -
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Chief Diversity & Inclusion Officer

History Month Collaborative & Mental Health Campaign	\$ 7,000.00
Caucus Support	\$ 6,000.00
DEI Learning Opportunities and Workshops	\$ 3,000.00
Student Organization Sponsorship	\$ 6,000.00
Team Development Activities	\$ 500.00
Dinner with Spartans	\$ 3,000.00
Subtotal	\$ 25,500.00

Director of Treasurers and Allocations

Subtotal	\$ -
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Director of Technology

IT Service Charges	\$ 180.00
Technology/Equipment	\$ 1,000.00
Subtotal	\$ 1,180.00

Chief Publicity Officer & Director of Creative Services

Creative Services Professional Development	\$ 564.00
Social Media Giveaways	\$ 500.00
Fall Tabling Event	\$ 1,000.00
Promotional Items	\$ 5,000.00
State News/Social Media Promotion	\$ 4,000.00
Subtotal	\$ 11,064.00

Director of Special Events

Neighborhood Programming	\$ 11,000.00
Campus-wide Programming	\$ 12,500.00
RHA Pop-up Events	\$ 5,000.00
Subtotal	\$ 28,500.00

Director of Media and Entertainment

Movie Royalties Company 1	\$ 14,295.00
Movie Complimentary Snacks and Supplies	\$ 1,000.00

Promotional Items	\$ 8,000.00
Custodial/Reservation Fees	\$ 4,000.00
Subtotal	\$ 27,295.00

Director of Health & Safety

Health Promotions	\$ 10,000.00
Wellness Partnership	\$ 9,000.00
Campus Collaboration & Programming	\$ 8,000.00
Ice Machines	\$ 30,000.00
Mission Menstruation	\$ 2,000.00
Nutrition Showcase	\$ 2,000.00
It's On Us Event	\$ 7,000.00
Breaking Point Stress Relief	\$ 7,000.00
Subtotal	\$ 75,000.00

Executive Secretary

Office Supplies/Any Maintenance	\$ 3,000.00
Telephone Fees	\$ 1,000.00
Printer Fees	\$ 2,000.00
Subtotal	\$ 6,000.00

Communications Coordinator

Conference - GLACURH	\$ 700.00
Philanthropy Recognition	\$ 2,500.00
Subtotal	\$ 3,200.00

Committees

COB General Fund	\$ 22,000.00
COB Tangible Items Fund	\$ 4,000.00
Chair Discretionary	\$ 200.00
Subtotal	\$ 26,200.00

Account

Service Fees	\$ 30.00
Withholding	\$ -
Subtotal	\$ 30.00

General Account Total	\$ 246,189.00
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Payroll Account

Payroll

Leadership	\$ 72,475.00
Campus Center Cinemas	\$ 9,716.00
Office Staff	\$ 4,800.00
Business Manager	\$ 11,000.00
Subtotal	\$ 97,991.00

Account

Service Fees	\$ 30.00
Subtotal	\$ 30.00
Payroll Account Total	\$ 98,021.00

Constituent Account

Tax Allocation

Hall Governments	\$ 64,102.50
LGBTQ+ Caucuses	\$ 10,558.50
Transcend	\$ 3,000.00
Black Caucuses	\$ 10,683.75
Subtotal	\$ 88,344.75

Account

Service Fees	\$ 30.00
Subtotal	\$ 30.00

Constituent Account Total	\$ 88,374.75
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Reserve Account

Account

Reserve	\$ 30,020.00
Service Fees	\$ 30.00
Subtotal	\$ 30,050.00

Reserve Account Total	\$ 30,050.00
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*Deferred expenditure that is not included in Fall 2021 budget calculations

Glossary:

General account:

Account for all general RHA expenses & activity

Constituent account:

Account for all constituent expenses & activity

Payroll account:

Account for all payroll for RHA team members.

Reserve account:

Account for emergency services.

Withholding

Amount calculated to account for Univeristy handled tax refunds.

Surplus

The standing when there is a greater amount of money than budgeted expenses.

Deficit

The standing when there is a greater amount of budgeted expenses than money.

Balance Forward

The money that is not spent in the previous semester and is carried to this current semester.

Fall 2021 RHA Constituent Allocation

Hall Governments		
	Allocation	# of residents
Akers/Hubbard	\$8,028.00	1,784
Armstrong	\$1,863.00	414
Bailey	\$1,804.50	401
Bryan	\$1,881.00	418
Butterfield	\$1,638.00	364
Case	\$4,036.50	897
Emmons	\$1,728.00	384
Holden	\$5,314.50	1,181
Holmes	\$5,553.00	1,234
MASP	\$5,638.50	1,253
McDonel	\$4,711.50	1,047
Rather	\$1,809.00	402
Shaw	\$4,018.50	893
VanHoosen	\$360.00	80
West Circle	\$6,079.50	1,351
Wilson	\$4,887.00	1,086
Wonders	\$4,752.00	1,056
	\$64,102.50	14,245

South
East
River Trail
Brody
North

Black Caucuses		
	Allocation	# of residents
East	\$2,263.50	3,018
Red Cedar/River Trail	\$1,515.00	2,020
South	\$3,165.00	4,220
North	\$1,953.00	2,604
United Brody	\$1,787.25	2,383
	\$10,683.75	14,245

Queer Caucuses		
	Allocation	# of residents
SPECTRUM	\$2,263.50	3,018
TRUE	\$1,515.00	2,020
PRISM	\$3,165.00	4,220
PRIDE	\$1,953.00	2,604
LIGHT	\$1,787.25	2,383
	\$10,683.75	14,245

Transcend	\$3,000.00	-
	\$3,000.00	

Total Constituent Allocation	\$88,470.00
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MASP = Mason-Abbot, Snyder-Phillips

Spring 2022 Budget

Revenues & Balances

Fall 2021

General Ending Balance	\$ 92,235.00
Payroll Ending Balance	\$ 59,614.00
Constituent Ending Balance	\$ 82,853.00
Reserve Ending Balance	\$ 30,050.00
Total Balance Forward	\$ 264,752.00

Spring 2022

Tax Collection	\$ 338,550.00
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Spring 2022 Beginning Balance **\$ 603,302.00**

Budget Summary

Spring 2022 Beginning Balance **\$ 603,302.00**

Spring Expenditures

General	\$ 340,102.00
Payroll	\$ 84,288.00
Constituent	\$ 84,282.00
Reserve	\$ 30,030.00
Caucus Room Keyless Entry	\$ 64,600.00
Subtotal	\$ 603,302.00

Surplus/Deficit **\$ -**

General Account

President

Discretionary	\$ 10,000.00
Sponsorship fund (incl. CORES/COPS)	\$ 8,000.00
Outreach/Collaboration initiatives	\$ 5,000.00
Subtotal	\$ 23,000.00

Vice President

Leadership summit	\$ 3,000.00
Constituent development	\$ 1,000.00
Subtotal	\$ 4,000.00

Chief of Staff & Director of Human Resources

RHA Banquet	\$ 7,000.00
Graduation gifts/ceremony	\$ 600.00
Leadership Team bonding	\$ 4,000.00
Professional development	\$ 500.00
Subtotal	\$ 12,100.00

Chief Financial Officer

Subtotal	\$ -
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Chief Diversity & Inclusion Officer

RHA Caucus support	\$ 5,000.00
Leadership sponsorship fund	\$ 5,000.00
Campus-wide programming	\$ 5,000.00
Mental health + history month collaboratives	\$ 7,000.00
Subtotal	\$ 22,000.00

Director of Treasurers and Allocations

Office staff bonding	\$ 300.00
Subtotal	\$ 300.00

Director of Technology

IT service charges	\$ 180.00
Technology/Equipment	\$ 1,500.00
Subtotal	\$ 1,680.00

Chief Publicity Officer & Director of Creative Services

Creative services professional development	\$ 300.00
Promotional items	\$ 900.00
Marketing events	\$ 3,700.00
GA and LT merch	\$ 2,000.00
State News/Social media promotion	\$ 2,220.00
Subtotal	\$ 9,120.00

Director of Special Events

Spring Concert	\$ 70,000.00
Campus-wide virtual programming	\$ 5,500.00
In-person programming	\$ 10,000.00
Subtotal	\$ 85,500.00

Director of Media and Entertainment

MSUTV	\$ 10,000.00
CCC movie royalties/rights	\$ 8,000.00
On-Demand Service	\$ 42,000.00
Movie events & promotional items	\$ 8,000.00
Subtotal	\$ 68,000.00

Director of Health & Safety

Health promotions	\$ 8,000.00
Wellness partnership	\$ 8,000.00

Campus collaboration & programming	\$ 5,000.00
Ice machines	\$ 22,297.00
Mission menstruation	\$ 2,000.00
Nutrition showcase	\$ 2,000.00
It's On Us Week of Action	\$ 10,000.00
Breaking Point Stress Relief	\$ 3,500.00
Subtotal	\$ 60,797.00

Executive Secretary

Office supplies/Maintenance	\$ 2,000.00
General assembly snacks/beverages	\$ 1,000.00
Telephone fees	\$ 1,000.00
Printer fees	\$ 1,000.00
Subtotal	\$ 5,000.00

National Communications Coordinator

Regional Business Conference (GLACURH)	\$ 75.00
Philanthropy initiatives (Lansing community)	\$ 2,500.00
GLACURH Fall 2020 delegation appreciation	\$ 200.00
NACURH conference	\$ 400.00
Subtotal	\$ 3,175.00

Committees

COB General Fund	\$ 38,000.00
COB Tangible Items Fund	\$ 7,000.00
Chair Discretionary	\$ 400.00
Subtotal	\$ 45,400.00

Account

Service Fees	\$ 30.00
Withholding	\$ -
Subtotal	\$ 30.00

General Account Total	\$ 340,102.00
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Payroll Account

Payroll

Leadership	\$ 51,260.00
Campus Center Cinemas	\$ 15,198.00
Office Staff	\$ 6,800.00
Business Manager	\$ 11,000.00
Subtotal	\$ 84,258.00

Account

Service Fees	\$ 30.00
Subtotal	\$ 30.00

Payroll Account Total	\$ 84,288.00
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Constituent Account**Tax Allocation**

Hall Governments	\$ 60,939.00
LGBTQ+ Caucuses	\$ 10,156.50
Transcend Caucus	\$ 3,000.00
Black Caucuses	\$ 10,156.50
Subtotal	\$ 84,252.00

Account

Service Fees	\$ 30.00
Subtotal	\$ 30.00

Constituent Account Total	\$ 84,282.00
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Reserve Account**Account**

Reserve	\$ 30,020.00
Service Fees	\$ 30.00
Subtotal	\$ 30,050.00

Reserve Account Total	\$ 30,050.00
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Glossary:**General account:**

Account for all general RHA expenses & activity

Constituent account:

Account for all constituent expenses & activity

Payroll account:

Account for all payroll for RHA team members.

Reserve account:

Account for emergency services.

Withholding

Amount calculated to account for Univeristy handled tax refunds.

Surplus

The standing when there is a greater amount of money than budgeted expenses.

Deficit

The standing when there is a greater amount of budgeted expenses than money.

Balance Forward

The money that is not spent in the previous semester and is carried to this current semester.

Spring 2022 RHA Constituent Allocation

Hall Governments		
	Allocation	# of residents
Akers/Hubbard	\$7,348.50	1,633
Armstrong	\$1,818.00	404
Bailey	\$1,678.50	373
Bryan	\$1,836.00	408
Butterfield	\$1,521.00	338
Case	\$3,937.50	875
Emmons	\$1,665.00	370
Holden	\$5,080.50	1,129
Holmes	\$5,310.00	1,180
MASP	\$5,400.00	1,200
McDonel	\$4,401.00	978
Rather	\$1,746.00	388
Shaw	\$3,739.50	831
VanHoosen	\$337.50	75
West Circle	\$5,818.50	1,293
Wilson	\$4,752.00	1,056
Wonders	\$4,549.50	1,011
	\$60,939.00	13,542

South
East
River Trail
Brody
North

Black Caucuses		
	Allocation	# of residents
East	\$2,109.75	2,813
Red Cedar/River Trail	\$1,413.00	1,884
South	\$3,053.25	4,071
North	\$1,869.75	2,493
United Brody	\$1,710.75	2,281
	\$10,156.50	13,542

Queer Caucuses		
	Allocation	# of residents
SPECTRUM	\$2,109.75	2,813
TRUE	\$1,413.00	1,884
PRISM	\$3,053.25	4,071
PRIDE	\$1,869.75	2,493
LIGHT	\$1,710.75	2,281
	\$10,156.50	13,542

Transcend	\$3,000.00	-
	\$3,000.00	

Total Constituent Allocation	\$84,252.00
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MASP = Mason-Abbot, Snyder-Phillips

Contact Information

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