

**Ancillary Unit Annual Review**  
**Reporting Period: 2022-23 AY**

Deadline for submission to Reporting Administrator: October 30

**This report is required by FAM 105.4 – POLICY GUIDELINES FOR THE FORMATION  
AND REVIEW OF CSUSB ANCILLARY UNITS**

**Basic Information**

Ancillary Unit's name	William and Barbara Leonard Transportation Center
Director(s)	Kimberly Collins, Ph.D. Executive Director; Yunfei Hou, I
Administrator to whom the unit reports ("Reporting Administrator")	Dr. Tomás Gomez-Arias, Dean, Jack H. Brown College
Purpose and goals of the Ancillary Unit (from the original proposal or updated operating documents)	

**Advisory Board**

<p>Please list your current Advisory Board, their positions outside the Advisory Board, and their roles on the Advisory Board (if applicable)</p>	
---	--

**Ancillary Unit Activity**

Please summarize the top three (3) accomplishments of your Ancillary Unit (AU) during this reporting period. This should highlight the substantive activities that support and advance the purpose/goals of the AU, and the relationship between the activities and the purpose/goals.

Please highlight the most significant activities of the AU that engage the community or other entities on campus, if any.

Substantive Activities undertaken by the AU during reporting period

Activity (please describe)	Funds spent	Goal advanced (and extent)

**Describe planned activities for the current academic year and how each of them will advance the purpose/goals of the AU.**

Planned Activity	Connection to Purpose

Complete the Annual Use of Funds form

	Year 1		Year 2		Year 3	
	Internal	External	Internal	External	Internal	External
Salaries	\$ 32,000	\$ 155,066	\$ 43,000	\$ 287,000	\$ 44,000	\$ 318,000
Assigned Time	\$ 24,000	\$	\$ 24,000	\$	\$ 24,000	\$
Travel	\$	\$ 12,991	\$	\$ 20,000	\$	\$ 20,000
Supplies	\$	\$	\$	\$	\$	\$
Contractual	\$	\$	\$	\$	\$	\$
Other*	\$	\$ 12,500	\$	\$ 30,500	\$	\$ 23,000
<b>TOTAL</b>	\$ 56,000	\$ 180,107	\$ 67,000	\$ 337,500	\$ 68,000	\$ 361,000


**\*Other can include items such as: External Contracts, Grants, Sponsorships, Marketing and Outreach, Communications, Data Processing, Facilitates Operation, Printing, Postage**

Additional Attachments

Certification

Kimberly Collins \_\_\_\_\_

Director Name

  
Kimberly.Collins (Ort 27\_2023.15:44.PDT) \_\_\_\_\_

Director Signature

