



Budget Request Form FY2014

Department should complete one form for each individual request

Department: Disability Services

Program, Service, or Operation Requested

Graduate Assistant (9 month)

SSFAB Use Only	
YES	NO

General Description:

Funding of a graduate assistant position to work in the Testing Administration Center to provide support for the additional testing and provide evening hours

Request Type:

Full

Increase

One-Time

Partial/Matching

General Questions:

How does this increase impact students, and what motivated this request (needs, strategic planning, etc.)?

This request would benefit students in that the TAC could accommodate common exams that occur in the evening hours (i.e. some math, accounting, and engineering exams). It would also help students who have classes that conflict with their accommodations such as needing extra time for their exams and having back-to-back classes. This request was motivated by the overcrowding currently occurring in the TAC. By being open more hours, we could serve more students without having more space.

How do other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.

Since this is a recurring expense, it would be difficult to find other funding.

Generally, what assessment tools will you use to evaluate this program/service?

Our services are assessed yearly through our student survey to evaluate how students are benefitting from our department. Questions are asked specifically about the Testing Administration Center and students and faculty have had concerns on the last survey about not being open after 6pm. Utilization of the TAC for the evening hours will also be tracked.

Funding Description:

	Dollar Amount
Total Estimated Cost	\$12,500.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
TOTAL UAF INCREASE REQUEST	\$12,500.00

SSFAB Comments/Notes: