



Budget Request Form FY2014

Department should complete one form for each individual request

Department: Offices of the Dean of Student Life (ODSL)

SSFAB Use Only	
YES	NO

Program, Service, or Operation Requested

Reclassification of Student Development Specialist II to Program Coordinator

General Description

Adult, Graduate, & Off Campus Student Services (AGOSS), a program area within ODSL, had a Program Coordinator for a significant number of years. Approximately two years ago, ODSL needed to increase the department's Administrative Team for distribution of administrative responsibilities and reclassified/promoted Stefanie Baker, AGOSS Program Coordinator at the time, to Assistant Director. She continued to supervise AGOSS but assumed a number of other department responsibilities. We are now requesting funding to support the reclassification of the current position of an SDS II to Program Coordinator.

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.)?

With the return of the Women's Resource Center and Student Assistance Services to ODSL in May 2012, we needed to again redistribute administrative oversight of program areas. Stefanie Baker took on supervising the Women's Resource Center, in addition to AGOSS, and will eventually oversee the GLBT Resource Center. Given her time will now be divided further; we felt it necessary to reinstitute the Program Coordinator title to a staff position within AGOSS. This will allow Stefanie to dedicate more time to her departmental responsibilities and AGOSS will be the recipient of more directed supervisory oversight by this reclassification.

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

Reserve balances is a possible "other source" for a temporary period of time, but this is a permanent, recurring expense and other sources are not available.

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

Funding Description:

Dollar Amount	
Total Estimated Cost	
Reclassification SDSII to Program Coordinator	\$15,000
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
TOTAL UAF INCREASE REQUEST	\$15,000.00

SSFAB Comments/Notes:

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