



Budget Request Form FY2015

Department should complete one form for each individual request

Department: Student Counseling Service

Program, Service, or Operation Requested

Career Ladder Increases (Jason Hindman – 8%, two vacant Professional Counselors – 12%, and vacant Psychologist – 12%)

SAFAB Use Only	
YES	NO

General Description:

Since the mid 1990’s, the career ladder has helped to ensure that good clinical staff are retained, allowing them to advance professionally without moving into administration. Most of the current staff of the SCS were hired under the auspices of the career ladder and it has become a contract with them, ensuring excellent, on-going care of our students.

Request Type: Full Increase One-Time Partial/Matching

Type of Funds Requested UAF Other

General Questions:

Why is this important to your department? How does this increase impact students, and what motivated this request?

Most SCS staff have been hired since the career ladder has been in place, ensuring experience and quality of care for TAMU students. Ongoing contacts with other professionals and faculty on campus, knowledge of TAMU traditions and customs, and the ability to resolve issues in a reasonably short time are all benefits of this program. Entry level salaries can also be lower due to the career ladders in place.

Is it part of your strategic plan? What will be the impact if it is not funded?

The career ladder plays an integral role in assuring that experienced, knowledgeable staff are available to deal with the variety of concerns that students bring to the SCS. If it is not funded, it could result in loss of experienced staff and direct service hours, and more time devoted to training and supervising new staff.

How do other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.
 Because the Career Ladder is a foundation for recruitment and hiring of ongoing staff, other types of funding have not been considered.

What sort of input did you receive (student, faculty, staff, other) to determine this need?
 Many students request to be seen by a therapist who has more experience or is not a trainee. Additionally, the requirements for obtaining a career ladder ensure that staff stay current with practices, laws, and case management. Board certification (which is one of the criteria for a career ladder promotion) for psychiatrists, psychologists, and counselors ensures quality of care.

What actions have you implemented internally to address the identified need?
 Requirements to move from one level to another are clear and concise; however they do change to stay current with legal, ethical, and professional requirements.

Generally, what assessment tools will you use to evaluate this program/service?
 Efficacy of the program will be assessed by retention of excellent staff.

Funding Description:

	Dollar Amount
Total Estimated Cost	
Salaries	\$ 21,990
Benefits	\$ 3,357
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	
TOTAL UAF INCREASE REQUEST	\$25,347

SAFAB Comments/Notes: