



Budget Request Form FY2016

Department should complete one form for each individual request

Department: Graduate and Professional Student Council
(formerly, Graduate Student Council)

| SAFAB Use Only | |
|----------------|----|
| YES | NO |
| | |

Program, Service, or Operation Requested

Permanent partial funding for a Graduate Assistant acting as the Student Research Week Director

General Description:

Student Research Week (SRW) is a week-long, student-led, university-wide conference showcasing research conducted by both undergraduate and graduate students at Texas A&M University. The Student Research Week Director position is a Graduate Assistantship designed to educate the student in planning and coordinating the large-scale event including assembling and organizing over 700 student participants, 260 judges, and 220 volunteers to ensure a successful event. Currently, the Office of Graduate and Professional Studies or Offices of the Dean of Student Life has contributed ½ of the funding of this half-time position (equal to ¼ of a full-time employee), and the secondary half has been solicited externally on an annual basis—one-time full funding was provided for FY14 by SSFAB which was matched and split to fund FY14 and FY15. As we have had matching funding for the past seven years since the inception of SRW, permanent partial support from UAF would allow us to focus on growing the event.

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?

The Student Research Week Director coordinates and manages the entire Student Research Week event including oversight of the Student Research Week Planning Committee. Funding half of a Graduate Assistant salary for the Director permanently would more directly link the Graduate and Professional Student Council to the Student Research Week allowing for the event to remain a student-led and partially student-funded event.

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

Yes, securing permanent partial funding for the Student Research Week Director graduate assistantship is part of our strategic plan. If the GA is not funded, the Graduate and Professional Student Council will need to search out other additional funding sources from additional administrators and corporate sponsors. Our fear is that the course and mission of the event may change from a true student-led and partially student-funded peer-to-peer event.

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

We have consistently received partial funding from the Office of Graduate and Professional Studies or Offices of the Dean of Student Life for seven years. One-time full funding was provided for FY14 by SSFAB which was matched and split to fund FY14 and FY15.

What sort of input did you receive (student, faculty, staff, other) to determine this need?

Internally, we have discussed securing permanent partially funding for this graduate assistantship with past Directors, our Executive Committee, and entire Council. Externally, in the past we have received support from the Office of Graduate and Professional Studies or Offices of the Dean of Student Life and, by securing this partial permanent funding, we may be able to do likewise with one or both of these academic offices for a long-standing event. The GA stipend has also been noted by previous Directors in their final reports as a great support system to allow them to focus on serving students as part of Student Research Week without the added burden of needing to become a teaching assistant or seek-out additional personal funding sources.

What actions have you implemented internally to address the identified need?

We have continued our discussions with the Office of Graduate and Professional Studies, Offices of the Dean of Student Life, and the Vice President for Research to continue their funding support for Student Research Week. We have additionally, as part of our strategic plan, made a financial priority to secure corporate sponsorships for Student Research Week—sponsorships that may be used to support the Director graduate assistantship.

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

Assessment of the Director is conducted through supervisor evaluation (the position reports directly to the Graduate and Professional Student Council President and answers to the members Executive Committee). The program’s success will be evaluated through surveys distributed to all participants of the event, as well as, via a Director-prepared report that is distributed to the entirety of the Council.

Funding Description:

| | Dollar Amount |
|---|-------------------|
| Total Estimated Cost | |
| 1/2 Student Research Week Director GA (permanent) | \$7,750.00 |
| | |
| Less Estimated Partial/Matching Funds (if applicable) | |
| TOTAL UAF INCREASE REQUEST | \$7,750.00 |

SAFAB Comments/Notes: