



## Budget Request Form FY2016

*Department should complete one form for each individual request*

**Department:** Choral Activities/Music Activities

SAFAB Use Only	
YES	NO

**Program, Service, or Operation Requested**

Increase music accompanist (FY13 - 9 month position at 75%) to 9 month position at 100% to cover web page management and social media coordination.

**General Description:**

There is a desperate need to have web page management and social media coordination within Choral Activities. All of full-time existing employees have more than what they can currently do in their time allotment and put in more than what is expected. In the spring of 2014, Ben Sieben, who serves as music accompanist was asked to manage the web page and coordinate social media. He agreed to do so. The position would remain at 9 months, but during the 9 months the percentage would be increased to 100%.

**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 position directly impacts service to students. The current generation of students refers to web pages and social media before any personal interaction. We have found that we are not adequately communicating the choral programs of Texas A&M University because of a lack of time for anyone to manage this program. This need just increases every day as students want and need pertinent and timely information accessible to them on the web page and through social media.

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

No, It is a recurring 9 month annual salaried position. There is no external source for this.

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

Service to the students, number of hits on the web page, and feedback from students.

**Funding Description:**

STUDENT | AFFAIRS | FEE | ADVISORY | BOARD

Dollar Amount	
<b>Total Estimated Cost</b>	<b>\$9,800.00</b>
Salary and Benefits	
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	<i>\$0.00</i>
<b>TOTAL UAF INCREASE REQUEST</b>	<b>\$9,800.00</b>

SAFAB Comments/Notes: