

SSFAB

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Budget Request Form FY 2010

To be Completed by Department for Each Individual Request

Department: Student Counseling Service

SSFAB Use Only	
YES	NO

Program, Service, or Operation Requested

Promote Mary Ann Covey to Assistant Director

General Description:

For many years the SCS functioned with five administrators--one director and four associate directors. In 2003, two associate directors were reclassified as Psychologist IV's. In the intervening years, the SCS has grown and the lack of administrative backup is causing major problems for the smooth function of the Center.

Request Type:

Full Increase One Time Partial/Matching

General Questions:

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

Adding another administrator will ensure that an administrator is always present to manage difficult situations--hospitalizations, contacting police, invoking Rule 30, etc.--and will ensure smooth and seamless service for TAMU students.

Have other sources of funding (fundraising, sponsorship, membership dues, etc) been considered? Please explain:

Other sources of funding have not been considered.

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

Dr. Covey would be evaluated on an annual basis as required by University policy.

Funding Description:

	Dollar Amount
Total Estimated Cost	
Promotion Increase	\$ 7,300
Associated Benefits Increase	\$ 1,233
Less Estimated Partial/Matching Funds (if applicable)	\$ 7,540
TOTAL SSFAB INCREASE REQUEST	\$ 993

SSFAB Comments/Notes:

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