

# SSFAB

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## Budget Request Form FY 2010

*To be Completed by Department for Each Individual Request*

Department: GREEK LIFE

SSFAB Use Only	
YES	NO

**Program, Service, or Operation Requested**

Permanent funding for department **administrative office expenses** - Greek Life subaccount numbers # 25000, 25100, 25212; 25230, 25236, 25351 (see below for specifics).

**General Description:**

The Department of Greek Life has requested permanent funding for operations and maintenance items over the past few years. For the last two years the department has pulled from reserve funding to pay for these items. Prior to that, salary savings from vacant positions and additional funding from the VPSA allowed for these expenditures.

**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.)?*

The Department of Greek Life has finally moved into a permanent location (pending MSC renovation) and is facing the reality of 10% reduction this year (FY09 budget = \$6,106). This is largely due to an increase in staff benefits and the fact that we have not been fully funded since FY06. Currently there are more than 3400 Aggies who are members of greek organizations. These members are a part of four governing councils (NPHC, MGC, IFC, and CPC) which represent 56 individual fraternity and sorority chapters. In addition, the Department of Greek Life supports one honors organization (Order of Omega) and Greek Ambassadors our orientation and outreach support organization.

Greek Life administrative expenses have fluctuated due to facility moves (once from Cain Hall to the MSC hotel and then to suites 023 and 026). Our operating and maintenance expenses support our work with these organizations and all that is involved in providing academic enhancement and risk management assistance via event-planning oversight/reviews, event management wristband allocations, travel to student leadership conferences for both leadership and chapter members, advisor training for both faculty and chapter advisors, computing support for recruitment activities for all councils, high-risk activity prevention programming and training for all constituencies, and assessment projects.

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

The Department of Greek Life has requested permanent funding for operations and maintenance items over the past few years. For the last two years the department has pulled from reserve funding to cover administrative costs, and provide services and programs necessary for support of TAMU 56 fraternities and sororities, 4 councils and ancillary activities.

Most of our activities require that participants pay a participant fee to offset travel and accomodation expenses and/or other administrative costs. In order to keep participation fees low, the Department of Greek Life subsidizes at least 50% of optional leadership development programs and 100% of all mandatory program or legislated program expenses. In addition, each Council is invoiced for supplies or services that are not budgeted for as a part of the Greek Life department budget.

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

In addition to utilizing the services of Student Life Studies for assessment of various programs, the Department works with the Departments of Ag Leadership and Educational Administration to collect empirical data for research and publication purposes. Also utilized is a newly formed Greek **Student Leaders Advisory Board** and **Greek Faculty Advisory Board** that vets all current and new programs for their relevancy and interest appeal to students. This type of review will assist us to revise or discontinue any program that is not meeting the needs or expectations of our students.

**Funding Description:**

		<b>Dollar Amount</b>
<b>Total Estimated Cost</b>		
SubAcct: 25000 - General Office Supplies (paper, pens, files, tape, paper towels, etc.)	This cost is an estimate based on the past two years of expenses for general office supplies.	5,000.00
SubAcct: 25100 & 25150 - Postage & Communications	This cost includes an estimated increase due to long distance costs associated with student cell phones and use of land lines within the office.	400.00
SubAcct: 25230 - Copy Machine	This increase is the result of the expiration of our current copy equipment rental contract and quoted cost of a new copier contract for a similar equipment.	1,700.00
SubAcct: 25351 - Facility Maintenance, Renovations & Moving Expenses	This cost includes \$1200 per year for off-campus storage rental	2,400.00
SubAcct: 25351 - Assessment Projects	This is the projected costs associated with faculty meetings, conference calls, surveys, focus groups and/or materials not already covered by a specific program budget.	250.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>		-
<b>TOTAL SSFAB INCREASE REQUEST</b>		<b>\$ 9,750.00</b>

SSFAB Comments/Notes:

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