

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 **computing hardware & software expenses** - Greek Life subaccount number # 25238

General Description:

The Department of Greek Life has requested permanent funding for computing operation funds the past few years. For the last two years the department has pulled from reserve funding to pay for the use of an on-line student organization mgmt system and software updates (which used to be paid for by Doit and the Dept of Student Life prior to Greek Life's elevation to its own department).

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.)?

This request impacts the ease in which our student leaders (officers of each fraternity & sorority) and advisors manage the administrative requirements associated with their recognition by the University, the Department of Greek Life and their governing council. The on-line update, communication and roster maintenance features allow for them to work more fluidly with the Department of Greek Life and each other. In addition to the ICS on-line management system, keeping our department computer hardware and software (used by staff and student leaders) up-to-date is something that allows for quality operations.

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

The Department of Greek Life requested permanent funding for development and maintenance of an on-line administrative database system and did not receive it. In FY07 the Department purchased (using reserves) a subscription for an off-site database management system that required an initial development costs and then yearly use fee (based on the number of organizations we support). For the last two years the department has pulled from reserve funding to cover regular software update (virus protection, software change costs, etc.) and will continue to do so unless a donor can be found to fund this service or it is funded through student service fees.

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

Current users have been informally surveyed as to their opinions regarding the newly released automated database system (ICS Club Manager). This will continue using informal and formal methods through the next three semesters to determine its effectiveness. We rely on Doit to provide software and hardware recommendations and support. Data provided by users regarding errors or the need for new applications, etc. is process through Greek Life and Doit.

Funding Description:

| | Dollar Amount |
|--|---|
| Total Estimated Cost | |
| SubAcct: 25238 - Computing & Software | |
| ICS yearly subscription | \$25.00 per organization x 56 organizations 1,400.00 |
| software updates / upgrades | virus protection, etc. on 7 staff, 4 council computers / 2 laptops 350.00 |
| card swipe hardware for events | 46.00 per card swipes 100.00 |
| <i>Less Estimated Partial/Matching Funds (if applicable)</i> | - |
| TOTAL SSFAB INCREASE REQUEST | \$ 1,850.00 |

SSFAB Comments/Notes: