



Budget Request Form FY2012

Department should complete one form for each individual request

Department: Division of Student Affairs IT

Program, Service, or Operation Requested

Professional Staff Salary Increase

SSFAB Use Only	
YES	NO

General Description:

IT organizations on campus have historically had difficulty maintaining highly qualified staff given the low salary range for various IT positions. This request is to provide funds to keep IT salaries competitive when compared to comparable IT positions across the university. This request would only apply to staff with a position title below that of manager.

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.)?

Retaining high quality employees is critical to the mission of the department and Division. Without these professionals, the impact to students will be visible through reduced availability, institutional knowledge and quality of service. Staff turnover due to low salaries increases the cost of IT, reduces continuity of service, and inhibits our ability to take advantage of innovative technology enhancements. In addition, our staff provide technical mentorship to staff, students, student organizations and our own student workers.

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

Given recent budget cuts for all departments in the divisions, we are reluctant to charge other departments for this salary increase.

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

The department will use feedback from staff, students and student organizations to evaluate the need and quality of our professional staff.

Funding Description:

	Dollar Amount
Total Estimated Cost	
Professional Staff Salary Increase	\$18,205.00
<i>Less Estimated Partial/Matching Funds (if applicable)</i>	\$12,005.00
TOTAL SSFAB INCREASE REQUEST	\$6,200.00

SSFAB Comments/Notes: