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Student Affairs Fee  
Advisory Board  
DIVISION OF STUDENT AFFAIRS

## Funding Request Form FY2026

**Department:**

Disability Resources

**Program, Service or Operation Requested:**

Access Coordinator II

**General Description:**

Disability Resources is requesting funding for an additional Access Coordinator position (AC II) to work with a caseload of students.

**Request Type:**

- Full
  Increase
  One-Time
  Partial/Matching

**Type of Funds Requested:**

- UAF
  Other

**General Questions**

***How does this address an important need and/or positively impact students?***

The number of students with disabilities has increased every year. In order to continue to provide access for students with disabilities in a timely manner and prevent staff burnout from overwork, DR needs an additional access coordinator to work with a caseload of students. Students will be impacted by this request in that they will be able to get an appointment with their access coordinator more quickly and be able to contact their access coordinator and get a response more quickly when they have a concern about a compliance issue.

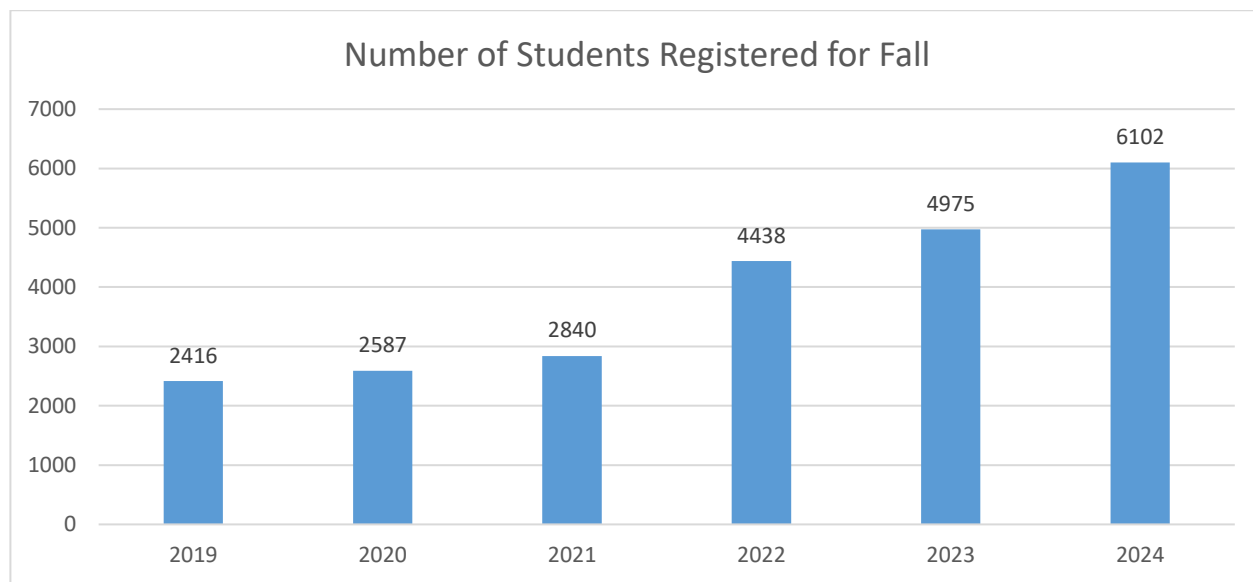
***What department/Division strategic plan item does this support?***

Inclusive & Caring Communities, Student Learning through Engagement

***Please provide data, evidence, and/or input (student faculty, staff, other) you gathered to help you determine the need for additional resources.***

The most common data used to support an increase in staffing is examining the number of students registered with Disability Resources over the last several years. The first chart shows

the increase in the number of students with disabilities each year since Fall 2019. As of the 12th class day in Fall 2026, there are over 6100 students in the Disability Resources database.



Disability Resources has also been working over the last several years to increase outreach efforts especially to faculty and staff so that they understand how to be more accessible and inclusive for disabled students. This means that Access Coordinators need to focus part of their time on educating and presenting and working with instructors on designing courses to be more accessible with less need for accommodations.

***What actions have you implemented or discontinued internally to address the identified need?***

Disability Resources has implemented an expedited process so that not every student registered with the office must meet with an Access Coordinator. Our process also allows for students to meet with the first available AC for a new student meeting and we have a Coordinator of the Day who can assist students with urgent needs. There is still a need to monitor the expedited students to make sure they understand the process.

Disability Resources was allotted two additional Access Coordinator positions last academic year. At that time, Access Coordinators had a case load of 600-800 students each. At this time, AC caseloads are over 500 students each and increasing due to the increase in the number of students. Current university-wide studies (2024 Student Experience Study, 2024 Capacity Study) are suggesting that academic advisors have caseloads of 275 students. Disability Resources Access Coordinator have double that number. By adding another AC, caseloads can hopefully be maintained between 400-500 students each.

***If funding is granted, what metrics will you use to evaluate success of this program/service/operation?***

DR uses a data management system (AIM) to store student information. AIM can be used to look at caseloads per Access Coordinator. DR also conducts surveys of students to determine their experience with their Access Coordinator.

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

Given that the request is a permanent position request needed to ensure compliance, other sources would not be appropriate.

**Total Estimated Cost**

<b>Funding Description</b>	<b>Amount</b>
Access Coordinator II	\$85,000
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
<b>TOTAL INCREASE REQUESTED</b>	<b>\$85,000</b>