

SAFAB Use Only	
YES	NO



Student Affairs Fee
Advisory Board
DIVISION OF STUDENT AFFAIRS

Funding Request Form FY2021

Department should complete one form for each individual request

Department:

Counseling & Psychological Services

Program, Service or Operation Requested:

Career Ladder Increases for Four Staff (Kasbekar, Klemt, Popovska, & T. Smith)

General Description:

CAPS uses a career ladder to maintain high quality mental health professionals. The department had four people qualify and earn career ladder advancement and we are requesting money to cover those corresponding raises.

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 career ladder provides high quality mental health professionals opportunities to advance their career at CAPS rather than seek employment elsewhere. Ultimately this impacts students by increasing the number of clinical hours. Once a mental health professional is licensed, they and their supervisor are able to see more students because they no longer have to fulfill the state required supervision times. Additionally, quality of care increases as the CAPS professional stays, which positively impacts students.

What department/Division strategic plan item does this support?

The Division strategic plan emphasizes the goal of staff development. The Career Ladder at CAPS is a direct reflection of this goal. "The staff in the Division are committed professionals who seek to support and enhance the learning and development of all Texas A&M students. Collectively and individually, they are well known for their knowledge and expertise across campus and in the student affairs profession. As our greatest resource, we invest in the people who work in the Division by providing support and opportunities for personal and professional growth."

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

CAPS does not have a budget source for the career ladder system. The current system is that once a staff member qualifies and fulfills the obligations to obtain the advancement, we come to SAFAB to cover the cost of the new pay scale.

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

Previously, we requested the money in advance for those who would qualify in the upcoming year. We are now waiting and requesting funding after the career ladder promotion occurs, since the former system occasionally saw anticipated promotions delayed for a variety of reasons.

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

We continue to evaluate the retention of employees through our career ladder. Over the past year, we have had four retirements of staff who had been with CAPS for the entirety of their career (over 20 years). All four pointed to the career ladder as one of the main reasons they stayed.

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

Please explain.

Not at this time.

Total Estimated Cost

Funding Description	Amount
Kasbekar Increase – Salary (\$6,336) + Benefits (\$1,044)	\$7,380
Klemt Increase – Salary (\$7,080) + Benefits (\$1,166)	\$8,246
Popovska Increase – Salary (\$7,224) + Benefits (\$1,191)	\$8,415
T. Smith Increase – Salary (\$5,904) + Benefits (\$973)	\$6,877
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
TOTAL INCREASE REQUESTED	\$30,918