



Funding Request Form FY2021

Department should complete one form for each individual request

Department:

Disability Resources

Program, Service or Operation Requested:

Program Coordinator I-Testing Center

General Description:

Disability Resources is requesting funding for a Program Coordinator I to supervise the Testing Center. This staff member would oversee the testing center and provide strategic planning as well as working more directly with faculty members to problem solve when issues arise. The program coordinator would also be responsible for determining ways to continue to improve efficiencies as the testing center grows and benchmark with other universities. This position is essential as the number of exams administered continues to grow and the staff struggle to continue to provide access for 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?

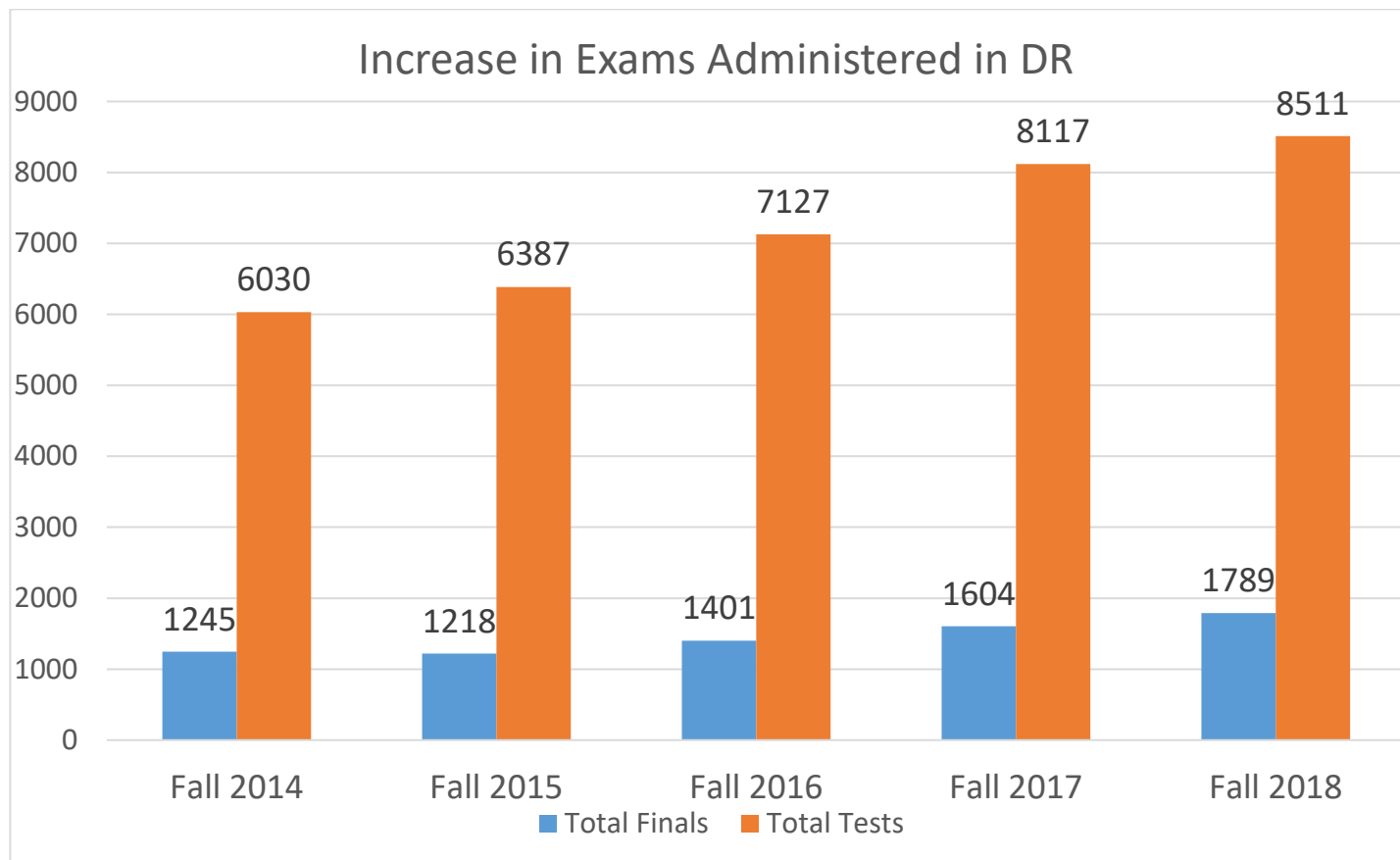
The number of students with disabilities has increased every year. In addition, the number of exams administered in the testing center increases each year. In order to make sure that students have access to their accommodations in an accurate manner, it is imperative that DR increases the testing center staff. In previous years, this involved adding graduate assistants to help with the volume of exams being administered, but at this point, it would be helpful to have a professional staff member to help with developing a vision for this area.

What department/Division strategic plan item does this support?

This request supports the Division Strategic Goal 4: Support Student Wellbeing (f. Meet or exceed local, state, and federal mandates that support the student experience).

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

The number of exams that are administered in Disability Resources continues to grow at a rapid pace. The chart below demonstrates that increase in both finals and all exams.



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

One of the assistant directors often provides assistance in the testing center. This is not ideal as she sometimes spends 20 hours or more a week working in the testing center and cannot attend to her other duties. We have added graduate assistants to help with administering exams, but need to have a staff member who can help develop a vision and strategy for the testing center in addition to the day-to-day work.

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

DR uses a data management system (Tracker) to store student information. Tracker can be used to look at the number of exams administered each semester.

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

| Funding Description | Amount |
|--|-----------------|
| Program Coordinator I Testing Center | \$61,345 |
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| | |
| | |
| <i>Less Estimated Partial/Matching Funds (if Applicable)</i> | |
| TOTAL INCREASE REQUESTED | \$61,345 |