



Student Affairs Fee Advisory Board

DIVISION OF STUDENT AFFAIRS

Funding Request Form FY2027

Department should complete one form for each individual request

Department:

Student Life

Program, Service or Operation Requested:

Program Director – Increase to Full Time

General Description:

Student Life currently employs a part-time (20hr/week) Student Care Consultant. The role of this position is to support the areas of threat assessment (Special Situations Team), student care/support planning and implementation. Provide oversight to the rapid threat assessment process, present and consult on complex threat management strategies and cases, and support the student care planning and intervention strategies of the Student Behavioral Issues Team (SBIC).

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 primary responsibility of this position is to support the campus threat management infrastructure and processes. When the position was first created (FY24), Student Life asked for a part-time position recognizing there was limited data on the number of cases, time needed to support each case, and what other duties might evolve for this position. Over the last two years, this position has played a vital role in ensuring student safety and wellbeing by proactively identifying, assessing, and managing potential threats to the campus community. On average, the position has three-five active cases at any given time; and cases range from students of concern to faculty, staff and others. Additionally, this summer, Student Life, in conjunction with the Office of the Vice President for Student Affairs hired a full-time Tell Somebody Report Triage position. Based on the nature and scope of this position the decision was to place supervision and management of the work under the Student Care Consultant, increasing the position's workload and complexity.

What department/Division strategic plan item does this support?

Division Strategic Priority: Well-being

6.1 Integrate holistic wellbeing practices in programs, services, and facilities

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

The role's workload is reflected in the volume of intensity of activities coordinated and attended to including:

- 1) Coordination of campus wide trainings including support to University Police Department (NTER Training); College Station Police Department/City of College Station, SST/SBIC Summer Trainings, Campus Wide WAVER-21 training, individualized college/department trainings.
- 2) Task Force Participation with campus entities, community partners, State Department of Public Safety, Homeland Security, and Association of Threat Assessment Professionals.
- 3) Reviews all incoming Tell Somebody Reports (~2500+/year) and provides strategic guidance on many, including consultation with campus Student Case Managers on concerning behavior not rising to the level of threat, and direct oversight/management of all TSR cases rising to the level of threat.
- 4) Consultation with HR and Faculty Affairs on all non-study cases, daily communication with University Police Department for trends and overlapping concerns, Texas A&M System schools for guidance in setting up teams, management of complex cases, and other insights as requested.

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

Because this position is only funded for part-time, when threat case updates or calls come in outside of the individual's part time hours, the responsibility falls to the Director of Student Life and Assistant Vice President for Student Affairs. The challenge with this strategy is that it is difficult for the individuals to absorb the work in addition to regular workload.

When the position was originally created, there was not a delineation of concerning behavior cases versus actual threat cases so it was difficult to determine the workload and it was assumed a part time position would be enough. The current processes and protocols now allow for a clearer delineation and has shown that not only is there an increase in student threat cases, but an increase in cases involving faculty and staff the part time

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

Staff positions are evaluated through the annual performance review process conducted each spring semester. Additionally, this position is integral in the threat management process and team on campus, all cases are tracked and documented to determine load, complexity, and management strategies. These data points assist in articulating the value of the position as well as the distribution of time and task responsibility.

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

Please explain.

Alternative funding such as fundraising are not considered for full-time positions.

Total Estimated Cost

Funding Description	Amount
Additional Salary for Full Time Status	\$48,050
Benefits	\$19,222
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
<i>TOTAL INCREASE REQUESTED</i>	\$67,270