



Student Affairs Fee Advisory Board

DIVISION OF STUDENT AFFAIRS

Funding Request Form FY2024

Department should complete one form for each individual request

Department:

Office of the Commandant

Program, Service or Operation Requested:

Funding for a Student Development Specialist II – Case Manager, Office of the Commandant

General Description:

We are requesting DSA funding for the above position within the OOC to track all student assistance cases for the Office of the Commandant, communicate cases to Office of the Commandant staff and the Dean of Student Life Student Assistance Services as needed and appropriate; monitor cases for trends and taking suitable action, and connecting/networking to university colleges, departments, and services. Provide support to the University’s Critical Incident Response Team. Support provided includes but is not limited to: Referrals/resource connections, Concerning behavior follow-up, Student Welfare Checks, and Assistance in coordinating family needs, in the event of an emergency

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 OOC’s highest priority is to ensure the safety and well-being of our cadets. This position is dedicated to engaging students in individual developmental and/or educational conversations with students: meet, refer, and follow-up with students regarding general questions, concerns, and/or needs. Examples include, but are not limited to concerning behavior, relationship issues, student rules/grievances, absences, and transition issues.

What department/Division strategic plan item does this support?

The work of the Case Manager aligns with the Division of Student Affairs:

Strategic Plan Goal 2: Contribute to student success, including retention/persistence, and timely graduation

Strategic Plan Goal 4: Provide innovative programs and resources that promote the health, wellbeing, and safety of students.

Additionally, the position supports students through quality programs and services. The impact of not funding this position will result in delays in providing students with the resources needed during potential crisis.

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

During the 2020-2021 academic year the Corps of Cadets experienced two suicides which greatly affected the entire organization and Commandant Staff. The emotional impact on the cadets is incalculable. We continue to see cadets in crisis reaching out for support. This position provides students with the appropriate guidance, resources, and support to address a variety of personal matters.

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

The staff (Cadet Training Officers) who work directly with cadets perform these tasks as an additional duty. The increasing number of incidents puts a strain on their normal day-to-day duties and responsibilities. A case manager will allow the cadet training officers to focus on their primary job responsibilities.

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

The case manager would track the number of cases, priority (level) of cases, time to respond and outcome.

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

No other sources of funding have been considered. Fundraising/sponsorship or utilizing reserves are not viable options for the reoccurring funding needed for this critical full time positions.

Total Estimated Cost

| Funding Description | Amount |
|--|-----------------|
| Salary for Student Development Specialist II | \$40,000 |
| Benefits for position | \$12,000 |
| | |
| | |
| <i>Less Estimated Partial/Matching Funds (if Applicable)</i> | |
| TOTAL INCREASE REQUESTED | \$52,000 |