



# Student Affairs Fee Advisory Board

DIVISION OF STUDENT AFFAIRS

## Funding Request Form FY2027

*Department should complete one form for each individual request*

### Department:

Student Community Standards

### Program, Service or Operation Requested:

Reclassify Student Development Specialist II for Investigations to Student Development Specialist III for Investigations.

### General Description:

The Department of Student Community Standards consists of the Student Conduct Office and Student Organization Accountability and the Investigations Office. After a careful review of the Department of Student Community Standards' current investigation case load, it has become increasingly clear that the existing classification and salary for the entry-level Investigator position are insufficient to attract and retain talented employees who can effectively adjust to the demands of the position. Over the past year, the department has experienced high turnover among entry-level investigators, with exit interviews and internal surveys consistently citing low starting salaries as a primary reason for seeking employment elsewhere.

### 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?***

Increasing the skill level of our full-time investigator will allow more capacity for this individual. This will also allow the Department of Student Community Standards to investigate behaviors in a timely manner.

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

Leveraging our Resources  
Investing in our Staff

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

The Department of Student Community Standards has seen an increase in the number of investigations. Over the past three years, our Investigations Office has investigated

approximately 100 incidents. Each investigation should take about two weeks to complete. With an SDSII staff member within this position, these investigations have been taking an average of four weeks to complete.

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

We have attempted to change our investigation process to limit the amount of administrative time that it takes to complete our investigation meetings with students.

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

The turnaround time of our investigation process.

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

The Department of Student Community Standards intends to fund the position out of reserved for FY 26. We are seeking re-occurring funds to continue to support this initiative.

**Total Estimated Cost**

<b>Funding Description</b>	<b>Amount</b>
Reclassification from Student Development Specialist II to Student Development Specialist III for Investigations	\$9,000
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
<b>TOTAL INCREASE REQUESTED</b>	