Student Affairs Fee Advisory Board
DIVISION OF STUDENT AFFAIRS

Funding Request Form FY2022

Department should complete one form for each individual request

Department:
Student Activities

Program, Service or Operation Requested:
SODA Student Development Specialist II - Risk Management

General Description:
In its work with student organizations, one of SODA's key service areas is support for risk management reviews of student organization events and programs. Through reviews of organization submitted event planning forms, in-person consultations with student leaders and advisors, and responses to inquiries by phone and email, a significant amount of effort is dedicated to supporting the success and safety of our student organization activities. Our current model for providing these services is a shared responsibility across every member of the SODA team, from our Student Assistants to the Assistant Director. However with the continued growth of our organization community and a rising demand for risk management support and feedback from the organizations, the capacity of our current staff to manage and respond to these requests for support is not able to meet the demand. In light of this, a clear need is evident for the addition of a dedicated staff member who could focus efforts around student organization risk management support. An additional area of increasing demand for staff time and attention is in the management of student organization accountability processes, from investigations and hearings to sanction support and tracking. This position could also provide coordination and support for student organizations that have failed to meet community expectations and face sanction requirements to facilitate their growth and success as an organization. Consolidating each of these important and intensive responsibilities in the defined role of a new professional staff member would relieve significant strain on the time and resources of the team in its current form, while more importantly providing strategic and focused support for enhanced success in the area of student organization programming and accountability.

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?

For many years, the university has recognized the critical significance of effective risk management planning in promoting the safety and success of recognized student organization events and activities. While ultimate responsibility for the decisions and actions of these groups rests with the student leaders and advisors, the university has long sought to serve a key role in providing timely and informed feedback and recommendations through the planning processes of organization events. The current mechanism for providing this input from the university is through staff reviews of student organization submitted event forms in the MaroonLink online management system. Through this process, SODA staff members, as well as other key members of the campus community, are able to provide expert advice to groups as they plan and prepare for their activities and programs that can help them avoid significant roadblocks or risks, while also promoting critical thinking and organizational excellence in their pursuit of successful events.

An additional area of need exists in the management and support of student organization accountability processes. Reported incidents of potential organization violations continue to rise each year, leading to coinciding instances of applied student organization sanctions and enhanced expectations. While the Office of the Dean of Student Life currently manages and supports individual students through the conclusion or resolution of their accountability processes, there is currently no such support mechanism or dedicated human resource to provide equally important support and management to student organization leaders and advisors working towards resolution in organization cases. Such support could provide significant benefit to these individuals and groups as they seek to meet expectations, learn from their experiences, and ultimately guide their organizations towards growth and success moving forward.

What department/Division strategic plan item does this support?
- Department Strategic Outcome: Impact - Promote programs and services to achieve status as the national benchmark
- Division Strategic Goal: Support Student Wellbeing (4a) - Provide innovative training and programs to students on risk management
- Division Strategic Goal: Ensure Future Effectiveness (5a) - Design an effective and evolving staffing structure to meet the needs of the Division and departments, maximizing departmental impact and efficiency

Please provide data, evidence, and/or input (student faculty, staff, other) you gathered to help you determine the need for additional resources.
- In the 2019-2020 academic year, 2,497 MaroonLink event forms were submitted for review.
- Also, during the prior academic year, Student Activities received more than 100 reports of potential organization violations, many of which led to requirements for follow-up action or response and/or findings of responsibility with sanctions issued and expectations for tracking.

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

- Currently all SODA staff and student assistants are assigned a portion of the submitted Event Planning Forms based upon the categories of the submitting organizations, and event reviews are conducted as time permits to provide basic risk management recommendations.
- For student organization accountability processes, staff in Student Activities and the SODA area redistributed responsibilities for organization investigation follow-up, SOAB case-management, and organization sanction management between multiple staff to facilitate organization communication.

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

- The MaroonLink system provides a robust set of tracking and assessment tools for organization event submissions and activities, which would allow this individual and the SODA office as a whole to evaluate goals for improvement in the areas of event review response rates, average review response time, and even reported incidents of potential organization violations, along with several other key metrics surrounding event planning and risk management.
- In the area of student organization accountability, goals for evaluation would center around qualitative data from student organization leaders and advisors regarding their understanding of and responses to implemented sanctions and enhanced expectations, positive outcomes and improvements in organization processes, and recidivism rates of engaged student organizations.

Have other sources of funding (fundraising, sponsorship, reserves, etc.) been considered? Please explain.
At this time, alternative sources of funding for this request have not been considered, as this would be a full-time professional staff position requiring approved university funding, benefits, and continuing support.

Total Estimated Cost

Funding Description	Amount
SDS II Salary	$36,512.00
Benefits	$17,701.00
Professional Development	$ 1,400.00
Less Estimated Partial/Matching Funds (if Applicable)	
TOTAL INCREASE REQUESTED	$55,613.00