



Funding Request Form FY2025

Department should complete one form for each individual request

Department:

Student Affairs Strategic Planning

Program, Service or Operation Requested:

Senior Data Analyst Reclassification

General Description:

We are requesting support to reclassify an existing position, due to the dramatic change in how the Division of Student Affairs and student organizations utilize data to better serve 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 roles and responsibilities of the data analyst position are shifting due to the increased need to maintain data from multiple databases. This is necessary to combine data from these various sources to provide needed information for the Division of Student Affairs. Additionally, the need and request for dashboards is increasing. This shift in responsibilities aligns directly with the senior data analyst position. While this may not be a direct impact on students, the complex data provided from this position allows departments and the division to make informed decisions that do directly impact students. The experiences of students could be negatively impacted due to an inability to appropriately compile and interpret necessary data from multiple sources without this position.

The staff in our department is our greatest asset, and we need to be able to keep high performing staff members. To make sure we are retaining and potentially recruiting highly capable and experienced staff, we need to compensate at a level that supports the work that is being done, in addition to the increased complexity of the work we anticipate in this new role.

What department/Division strategic plan item does this support?

Reclassifying this position addresses two of our department's strategic directions: data access and management and sought out expertise. Additionally, this reclassification further supports our department's goal to provide quality assessment services for the Division of Student Affairs and recognized student organizations.

Furthermore, this position supports the division's strategic priority to leverage resources by utilizing data to make informed decisions for continuous improvement and innovative approaches to new and existing challenges.

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

When our current data analyst started in July 2021, the number of requests for dashboards was approximately two or three dashboards a year. In the 2022-2023 academic year, these requests increased to over ten dashboards. The complexity of these dashboards has also increased. Furthermore, in July 2021, few projects involved combining data from multiple data sources; however, this past year this has become a common practice with multiple projects. The continually increasing need to gather data from multiple sources, both inside and outside the division, has made it necessary to develop a data warehouse and manage the ongoing collection and interpretation of multiple data points.

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

The workload has increased at a higher level than the responsibilities within the current data analyst position description. As a result, we have asked our current data analyst to assume responsibilities for a level of work above and beyond what is appropriate for the current position description.

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

We will evaluate the reclassified position based on the feedback from division staff members and student organizations through our already established departmental assessment of our services.

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

No, our department does not have the ability to raise additional funds and reserves are not allowed to pay for full-time salaries.

Total Estimated Cost

Funding Description	Amount
Data Analyst Reclassification to Senior Data Analyst salary & benefits increase	\$8,938
6 Month Hiring Adjustment (5%)	\$3,835
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	0
TOTAL INCREASE REQUESTED	\$12,773