



Funding Request Form FY2024

Department should complete one form for each individual request

Department:

Office of the Vice President for Student Affairs

Program, Service or Operation Requested:

Full-Time Staff Position

General Description:

Student Conduct Office – Student Development Specialist II; to assist in managing cases related to student organization accountability and the Student Conduct Code.

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?

It is anticipated that the Student Conduct Office will take on responsibility for administering the Student Conduct Code relating to student organizational misconduct. This position which will assist in addressing student organization misconduct is a specific recommendation in one of the working groups from the MGT consultation project. This responsibility or addressing student organization misconduct is currently housed in another department in the Division of Student Affairs. The current staffing in the Student Conduct Office cannot provide sufficient support for the attention that student organizational misconduct cases will require. It is critically important for the University to address student organizational misconduct in a timely manner and understaffing this area will only lengthen the time a case can be appropriately investigated and adjudicated which will hamper a student organization to function adequately for its members. The move of student organization accountability from one department to the Student Conduct Office will also lessen the confusion students have reported by having to deal with two different offices who addressing the misconduct from an individual lens and an organizational lens.

What department/Division strategic plan item does this support?

*Division of Student Affairs' strategic plan
Strategic Goal #1: Enrich Student Learning Experience
Strategic Goal #2: Contribute to Student Success
Strategic Goal #4: Support Student Wellbeing*

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

This responsibility related to responding to student organization behavior is new to the Student Conduct Office (SCO). To date, with the office's current responsibilities, staff often work the full 40 hours per week and then some. During the long semesters—fall and spring—the SCO is responsible for approximately 550 to 650 individual cases a year (these numbers are down from pre-pandemic years when individual cases reached as high as 750-800 per year). Feedback from campus partners and stakeholders additionally indicates a strong need for bolstering outreach and prevention education, which continues to be a goal for each academic year. Furthermore, from FY18 to FY19, student organizational misconduct increased by 37.5%. This number has not declined since; with the start of FY21 to FY 22, student organizational misconduct composed the majority of investigations initiated. ALL student conduct investigations—individual and student organization—are initiated and conducted by Student Conduct Office staff. In addition to current practices regarding accountability for recognized student organizations, further work needs to be done to engage in organizational processes for the wide range of other organizations; this is emphasized by recently updated laws regarding hazing and ongoing campus dialogue about the many forms of organizations on this campus.

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

Not applicable as this is an anticipated move of responsibilities from one department to another.

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

*Survey of student organization memberships.
Survey of campus partners and stakeholders.
Number of student organization conduct investigations/cases; number of students involved.
Time taken to complete student organization conduct investigations.
Time taken to complete student organization conduct cases.
Review of types of behaviors at center of organizational conduct investigations/cases.
Annual performance appraisals of staff members.*

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

Not at this time.

Total Estimated Cost

Funding Description	Amount
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SDS II Salary, Benefits	\$61,600
Computer Hardware	\$2,500
Professional Development	\$1,250
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
TOTAL INCREASE REQUESTED	\$63,350