



Funding Request Form FY2025

Department should complete one form for each individual request

Department:

Student Community Standards

Program, Service or Operation Requested:

Increase requested to elevate a Student Affairs Coordinator position to an Assistant Director for Investigations.

General Description:

The Department of Student Community Standards consist of the Aggie Honor System Office and the Student Conduct Office. The Investigation’s Team is embedded within the Student Conduct Office. It is my request to elevate the Sr. Student Affairs Coordinator for Invesitgations to the Assistant Director of the Office of Investigations.

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 Department of Student Community Standards was founded in Spring 2023. The elevation of the Office of Investigation will un-tether Investigations from the Student Conduct Office. With this updated structure, the Investigations team will serve the department by conducting investigations for the Student Conduct Office as well as the Aggie Honor System Office.

What department/Division strategic plan item does this support?

*Division of Student Affairs’ Strategic Plan
 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 addition of responsibilities of conducting investigations for the Aggie Honor System Office. During the 2022-2023 academic year, the Aggie Honor System Office conducted approximately 150 investigations.

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

Adding Aggie Honor System Office Investigations will require more coordination from this position, which is why we would need to elevate this position to Assistant Director. Also, elevating the Student Affairs Coordinator position to an Assistant Director rewards a current employee for the work that they have done within this area.

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

The number of investigations completed for the Aggie Honor System Office and the Student Conduct Office will provide a metric of the success in elevating this position to Assistant Director.

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

The Department of Student Community Standards has not considered an alternative funding source. Utilizing reserve funds would be an alternative funding source.

Total Estimated Cost

Funding Description	Amount
Reclassification for Student Conduct Coordinator for Investigations (SAC to Assistant Director)	\$8,000
<i>Less Estimated Partial/Matching Funds (if Applicable)</i>	
TOTAL INCREASE REQUESTED	