



Request for 2021-22 Funding Services and Activities Fee Committee

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: **Student Life**

Create Date: 11/15/2021

Due Date: 11/19/2021

Submitter Name: **Kelly Tyrrell**

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Proposal Authors:

Department Head Approval:
Bernard Anderson

Requested Amount: **\$74,818**

Approved Amount: **\$0**

Departmental Information

SPECIAL ALLOCATIONS - CRITERIA

The proposal of the Program Support Supervisor position to be moved to 100% funding from SAFC is due to the desire of the department to a singular source of funding based on the current portfolio that this position supports.

STUDENT UTILIZATION

The Program Support Supervisor for Student Life is a position that provides dedicated attention to specific programs integral to building student community and retention. Among those programs include the Childcare Assistance Program (CAP) where student parents are awarded a stipend to reimburse the cost of childcare. This position oversees a dedicated CAP student assistant who communicates with student parents offering them assistance in the application process, connecting them to campus and community resources, and building community among other student parents through the RSO, Huskies & Pups.

Another major component of this position is to supervise student staff in the office of Student Life. They provide mentoring, guidance, and a safe inclusive space for students to learn and grow in an academic setting.

This position also provides administrative support for SAFC throughout the academic year.

SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

The office of Student Life is dedicated to supporting all offices within the greater division of 'Student Life' including: the Center for Student Involvement, Psychological & Wellness Services, Disability Resources for Students, Housing & Residence Life, Student Advocacy & Support, Student Conduct & Academic Integrity, Student Health Services, and the University Y Student Center. The Program Support Supervisor provides support for all these divisions in indirect and direct capacities.

SERVICE BENEFITS TO STUDENTS

A large part of the Program Support Supervisor's work lies within the Consultation Assessment Response Education (CARE) team. The CARE team is a referral tool the campus community is encouraged to utilize when they feel a student is in distress. In the past year they have improved the reporting system by implementing a new program called Advocate where all cases submitted are identified, processed, assigned, and tracked. The Program Support Supervisor is the first point of contact in all submitted cases and works with various campus partners to assure that students are getting the CARE they need. They also organize a bi-monthly meeting with the CARE team partners to collectively assess current cases.

Within the time of COVID work with the CARE team has become invaluable as students continue to struggle with stressors related to the pandemic: learning remotely, returning to campus, mental health struggles, and their overall wellbeing. The efforts of the CARE team is truly life saving work for our students. Often times behaviors go unnoticed until a caring person notices and takes the extra step to report.

Staff Budget Requests

Category	Details	Amount Requested	Amount Approved
Classified Staff ²	Program Support Supervisor- assists with office processes including budget tracking, contracts and purchase orders, direct administrative support to the Associate Vice Chancellor for Student Life and supervising student assistants. Coordinates the CAP program and CARE team.		E001
	Classified Staff Wages:	\$54,492	\$0
	Fringe @ 37.3%:	\$20,326	\$0
NOTES			
PERSONNEL TOTAL:		\$74,818	\$0

Other Budget Requests

Category	Details	Amount Requested	Amount Approved	Notes
SUPPLEMENTAL TOTAL:		\$0	\$0	

	Submitted:	Approved:
PERSONNEL TOTAL:	\$74,818	\$0
SUPPLEMENTAL TOTAL:	\$0	\$0
COMPLETE PROPOSAL TOTAL:	\$74,818	\$0

Supplemental Documents