

SAF Proposals for 2009-2010 Fiscal Year

Proposal 16 of 18

Program Title:

Student Life Operations

Department:

Student Life

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Executive Summary of Your Proposal, please provide a concise overview of the program, activity, or service for which you seek funding.

The following request contains items that will allow the Student Life Office to provide continuing and new services, activities and events in the most effective and efficient manner possible. The areas within this budget include staffing, operational costs, financial support for registered clubs and organizations, for leadership development and service initiatives, and for intercultural programming.

In 150 words or less, please describe the need for this program or service. Please include any data that might support your proposal (e.g., the number of students who have participated in your service or program in the past). If your program is currently funded by SAF, please indicate how you have used the money to help your organization meet its goals.

In order to maintain excellent service to students, it is imperative to keep staffing and operational costs (phones, office supplies, etc.) at a level that meets student demands. Details of the Student Life request are outlined below.

- The Coordinator of Student Programs will provide administrative and advising support to student organizations and CEB as well as assist with the planning and production of other Student Life-sponsored programs.
- The Student Life Marketing Coordinator will to develop a clear, consistent message to students about the myriad of opportunities available through Student Life.
- New monies are being sought this year to support a student staff in the office. With a new office location, Student Life is in need of students to support a welcome desk that will provide direction and information to visitors. The cost of the staff will be split between SAF and the new student enrollment fee.

- Stipends for graduate students will allow Student Life to hire interns that can work on special projects throughout the year.
- Costs associated with supporting administrative operations for ASUWB, CEB, Recreation and Wellness, clubs, and student committees are based on the 2007-08 and 2008-09 expenditures. This line item has been reduced by \$2,000.
- Funding for student clubs and organizations remains at a consistent level: \$30,000.
- Funds are being requested in support of student leadership development and service initiatives. In addition to current Student Life programs and services, there is a need to provide meaningful training, seminars, and other activities that help develop a sense of servant leadership for individual students and student groups (including student government, SAF and Technology Fee committees, CEB, and clubs and organizations).
- Funds to support intercultural programming on a more consistent basis are also being requested.

How do you plan to assess the program or service?

Success will continue to be measured by the (a) number of students that attend events, (b) number of active student organizations, and (c) contributions made by individual student leaders and student groups. Evaluations of all programs will also be conducted by Student Life staff to review successes and identify areas for improvement.

Current Student Life attendance and budget data that reflects how SAF funds have supported our programs this year are available for the committee's review.

In 150 words or less, estimate how many currently enrolled students will likely benefit from your proposed service or program. Please estimate the number of other individuals (and indicate their affiliation) that might benefit from this service or program. Finally, please indicate other sources of financial support.

Students are increasingly taking advantage of the programs available through Student Life. During Fall 2007, overall student attendance at Student Life programs was 1278. In Fall 2008, overall attendance was 2040, an increase of 60%. The number of registered student organizations is now at 40. An estimated 400 students are expected to benefit from participating in these groups. Leadership and service programs should support and educate at least 100 students.

The programs offered through Student Life, with the exception of new student orientation and transition programs, are supported solely through SAF funds.

In 150 words or less, please describe the benefits that participants are likely to gain by attending or participating in this program or service.

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Salary/Wages

\$45,000	Coordinator of Student Programs
\$8,580	Marketing Coordinator
\$15,600	Student Assistants
	\$10/hr * 39 weeks *40 hours
\$3,000	Graduate Student Stipends

Benefits

*Benefits paid to regular employees working at least .50 FTE should be calculated at 32% of earnings. Benefits paid to hourly employees should be calculated at 11% of earnings.

\$14,400	Coordinator of Student Programs
\$944	Marketing Coordinator
\$1,716	Student Assistants
\$330	Graduate Students

\$17,390 TOTAL

Honoraria

\$6,000

For leadership and intercultural programs

Facilities Rentals/Set-Ups

\$4,000

For leadership and alternative spring break venues and plant charges for on campus events

Telecommunications

*Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension)

\$4,000

8 handsets, data ports, and long distance charges for ASUWB, CEB, Student Life, and student organizations

Security

Printing and Photocopying

\$4,000

Large posters, brochures, BS Times, and other promotional materials for events and activities

Transportation

\$2,000

Transportation for leadership retreat and alternative spring breaks

Meals and Lodging for Travel

Office Supplies

\$8,000

Supplies for clubs, ASUWB, CEB, Student Life events, SAF, and STFC

Food/Refreshments

\$6,000

For leadership retreats, workshops and trainings, alternative spring break, and recognition ceremonies

Equipment Rental/Purchase

Other

\$30,000

for student clubs and organizations

Total Amount Requested

\$153,570