

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: University Academic Advising

Create Date: 10/31/2023

Due Date: 11/10/2023

Submitter Name: Jennifer Mitchell

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Department Head Approval:

Department Head: Lorraine Dinnel

Requested Amount: **\$4,848**

Departmental Information

SPECIAL ALLOCATIONS - CRITERIA

The Student Advising Mentors (SAMs) are partially funded through permanent funding in the UAA budget (\$18,816 in FY23), with the rest (~\$11K) cobbled together through temporary allocations from the EVCAA, salary savings through vacancies of staff, or through annual allocations through SAFC or NSEOF. We are requesting an additional \$4000 (plus benefits) in permanent funds to make this high-impact, low-cost program whole and to cover the rising cost of minimum wage. There was a proposal during the original funding request cycle and it was not fully funded. Additionally, with the funding crises we are currently experiencing and the minimum wage having increased this year, we find ourselves requesting money to make sure the program is fully funded. Finally, the SAMs have been much more involved with the Husky Success Program this year. This means they need more hours to be able to cover events as they come along.

STUDENT UTILIZATION

We are requesting funds to permanently fund the gap to staff the Student Advising Mentors (SAMs) in University Academic Advising (UAA) to provide the full-range of drop-in hours for pre-major students, the group least likely to persist. As is common on most campuses, pre-major students have the lowest retention rate of any "major" on campus. Supporting pre-majors through Academic Advising is a key strategy to help them to persist through major declaration and beyond. The student to advisor ratio in University Academic Advising (UAA), the professional advisors who support pre-major students, is by far the highest on campus (366:1 for UAA, average of 155:1 across all majors, ranging from 85 - 229). We have enough funding to keep this program going at a reduced level, having already reduced coverage of the SAMs in the office. For a small amount of additional funding, we can maintain the high level of service that SAMs provide. Student staff work limited hours, so by having a complete team, they can provide a range of hours in aggregate to accommodate our students' diverse schedules. With fewer hours, we will limit the availability of drop-in hours and other "just-in-time" services. In addition, SAMs work with new students at New Student Advising and Registration, the summer pre-orientation event to get new students registered before classes fill. This event is crucial for converting confirmed students into registered students.

SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

Student Advising Mentors (SAMs) are already on staff in University Academic Advising, with great success. Because of that, their hours could be in place quickly during peak enrollment times and the salaries covered completely. Without the SAMs providing drop-in support to first year and pre-major students, wait times are currently in excess of 1-3 weeks for students to connect with advising staff, especially during peak periods such as registration.

SERVICE BENEFITS TO STUDENTS

The SAM program will continue to expand its high level of service to pre-major students. For example, in the past academic year, they served 402 students through New Student Advising and Registration events (76.28% of freshmen). SAMs have been an instrumental part of UAA's Husky Success Series campus events, such as the Freshman and Transfer Connect Event, which partnered with several departments on campus. As students are on campus much more, there has been more foot traffic in the office, which we anticipate to continue. There is a higher need for SAMs to be available on campus, in the office for students to drop in during advertised hours. Additionally, this is a high quality employment opportunity for students. They have specialized and regular training to be one of the very, very few student positions that directly works with fellow students in a tangibly academic way. It allows them to learn university systems well and to make professional connections to a variety of campus constituents.

Staff Budget Requests

Category	Details	Amount Requested
Student Staff ³	We are requesting \$4000 + Fringe Benefits to supplement the current budget for the fiscal year. E001	
	Student Staff Wages:	\$4,000
	Fringe @ 21.2%:	\$848
PERSONNEL TOTAL:		\$4,848

Other Budget Requests

Category	Details	Amount Requested
SUPPLEMENTAL TOTAL:		\$0

PERSONNEL TOTAL:	\$4,848
SUPPLEMENTAL TOTAL:	\$0
COMPLETE PROPOSAL TOTAL:	\$4,848

Supplemental Documents