

**BUDGET NEEDS ASSESSMENT APPLICATION**  
**Fall 2015**

Name of Person Submitting Request:	<b>Raymond Carlos</b>
Program or Service Area:	<b>Office of Student Life</b>
Division:	<b>Student Services</b>
Date of Last Program Efficacy:	<b>Spring 2014</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>\$55,000</b>
Strategic Initiatives Addressed: (See Appendix A: <a href="http://tinyurl.com/l5oqoxm">http://tinyurl.com/l5oqoxm</a> )	2.93

*Note: To facilitate ranking by the committee, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.*

One-Time                          Ongoing   

Does program or service area have an existing budget?    Yes        No   

If yes, what is the amount? \$46,000 to only be used for commencement purposes; \$10,000 for supplies from ASG.

1. Provide a rationale for your request (Please explain clearly the reasons for the need of the budget increase and also state whether this is a new, growth, or restoration request.)

The Office of Student Life currently receives \$10,000 from the Associated Student Government for office supplies. These funds are used for basic supplies and upkeep to keep the office working and must be voted upon by ASG every year—**these funds are not guaranteed**. This does not allow the office to forecast accordingly. These funds cannot be used for anything but supplies. The office does not have the budget for staff development and/or attending conferences to stay compliant with current Title V and Title IX regulations nor does it allow for the office to program for the student body. Additionally, the commencement fund can only be used for commencement activities and the office continuously requests more funding.

2. Indicate how the content of the latest Program Efficacy Report and current EMP data support this request. How is the request tied to program planning? (*Reference the page number(s) where the information can be found on Program Efficacy.*)

The current data shows that we are not tracking students who come in for conduct. With this new information, we will have a need to provide ongoing training to staff. Additionally, these funds will assist in completing our action plans including the office's ability to provide quality programming and training for club officers and ASG members.

3. Indicate if there is additional information you wish the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.*).

All staff members who work with Title V and Title IX should be trained adequately. Additionally, new software or tools that become available that ensure that SBVC is utilizing best practices for conduct and Title IX should be the highest priority.

4. Evaluate amount requested, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources (*for example, Department, Budget, Perkins, Grants, etc.*).

\$10,000 to ensure that we have adequate supplies and upkeep should ASG not extend these funds in the future.

\$15,000 to ensure that staff are routinely trained in Title IX and Title IV

\$20,000 additional for commencement

\$10,000 for increased programming opportunities and training for students/clubs/ASG

5. What are the consequences of not funding this budget request?

Non-compliance and legal ramifications which will hurt our accreditation.