

S&A Annual Financial Report Questionnaire

Westside Advisor Funding

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Annual Financial Report. Items that are vague, such as "contract services" should be clearly explained. Please include an explanation of increases or decreases from the previous year's expenses.

We will be spending all of the allotted salary and benefits for this position. Goods and Services we will spend most of the allotted funds for basic travel, computer equipment replacement, and conference attendance.

2. What was your fund balance at the end of the year? If positive or negative, please provide a detail explanation.

At the end of 2019 budget year we had a positive balance of \$11,897. This surplus is from having some salary savings of \$2,000 and lower travel expense than expected.

3. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. Please list all funding received for this program and the source(s) of the funding.

We will be putting forward a proposal for state funding this coming funding year. We have not made this request in previous years.

4. Are there any long-term obligations or contracts associated with this funding request?

No.

5. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.

No, we do not employ any students with this funding.

6. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics as applicable.

This advising position has a caseload of approximately 350 students. There are over 1,000 student contacts per year. These statistics are obtained through tracking contacts via Simplicity and advising notes.

7. How do you assess the effectiveness of the services and activities you provide to students? Is student input collected and used in this process?

We collect student information from a quarterly student survey.

8. Does your program have an advisory committee? If so, in what capacity is it involved in your budgeting process?

No.

9. What would be the impact to students if this program's funding were increased by 15-20%? What would be the impact to students if this program's funding were decreased by 15-20%?

A funding increase of 15-20% might have some impact to students if we were to use the additional funding to hire a student to help do some basic advising.

A funding decrease of 15-20% would possibly cause us to have to eliminate this advising position. There is very little extra in this budget to allow for a significant cut and not have to eliminate the position.

10. What are your program goals or learning/operational objectives? How are you assessing the effectiveness of your program in achieving those targets?

Through working with a Professional Advisor, students will become more informed of advising resources available to them which will allow them to become more independent in making their own academic decisions.

Through working with a Professional Advisor, students will become more informed of where they stand in completing their general education, graduation requirements, and pre-major requirements.

Each of these goals are assessed through our student survey.