Clayton State University
Budget Priority Request
Budget Period 2021

Division/Department: Student Affairs/Veterans Resource Center

Priority Title:

Priority Number:

Funding Requested: $42,300   × Permanent   ☐ One-Time

1) Description of Request:

New position request for a Clerical Office/Outreach Assistant for the Veterans Resource Center

2) Justification: Please provide a justification that discusses such things as support of the University's strategic plan or other institutional objectives. What impact will this request have on University programs and services? Can you redirect funds to meet this need?

Funding for an Office and Outreach Assistant will be used to provide continuity of current services to current and future Veterans and Military Connected students. The center currently operates with one professional staff member who is responsible for center operations and supporting currently 386 student veterans and other military connected students in addition to new and prospective students. The role will be used to implement the VRC's outreach matrix which aims to increase student performance and provide proactive and reactive support and solutions to a non-traditional sub-population of the student body which will demonstrate that we are a military-friendly institution. Having an additional full time professional in the center will allow for the creation of new and expansion of current programs and services. The position will support retention and persistence for the veterans and military population by providing expanded case management for currently enrolled students.

Presently, there are no available funds to redirect to find this position. This unit is a tuition funded department.

3) Metrics: Please describe how you plan to determine the effectiveness and measure the impact of the proposed funding.

- Student contact reports
- Performance Evaluations

- Monthly production and performance reports submitted to VRC Coordinator
- Student Success reports comparing students served by the VRC and their success rates to those not served directly
- Use a cohort outreach model for student contacts and VRC program initiatives