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Western Oregon UNIVERSITY

# WOU STRATEGIC BUDGET PROPOSAL FOR INSTITUTIONAL PRIORITIES

## I. PROPOSAL OVERVIEW

| | | |
|---|---|---|
| Title<br>Transfer recruitment and advising operations -- new ongoing activity | | |
| Department<br>Academic Advising | Requestor<br>Stephen Scheck | |
| Requestor Email<br>schecks@wou.edu | Requestor Phone<br>8-8271 | Request Date<br>11/22/17 |

## II. TIMEFRAME

| | | |
|---|---|---|
| **Proposed Dates** | Start 07/01/18 | End |

## III. PROPOSAL SUMMARY

*Make your summary **concise** and compelling. Avoid jargon and acronyms. A limit of 100 words is recommended.*

In spring 2017 Dr. Kristin Mauro was reassigned to a new position as a Transfer Specialist to provide specific focus on transfer student recruitment/advising and to be a regular WOU presence on our primary community college feeder schools. Funding requested is to provide S&S budget to support the travel and recruitment/advising work that Dr. Mauro is currently providing. No budget exists in the current fiscal year -- we are covering Dr. Mauro's expenses with salary savings from Dr. Karen Sullivan-Vances unplanned departure. Salary savings is not a long-term solution for budgeting for Dr. Mauro's activities.

## IV. PROPOSAL SCOPE

Describe the proposal and the expected outcomes if approved. Additional space available on the next page.

Transfer students will become increasingly important as a source for new enrollment streams at WOU. Past staffing in admissions -- which focuses primarily on high school enrollment and out-of-state enrollment -- was not sufficient to provide advising coverage at our principle Oregon community college feeder campuses.

Regular, scheduled presence of a WOU representative (Dr. Mauro) on feeder campuses to specifically work with articulation advising at the community college campuses as well as in an ombudsperson capacity once the transfer student has matriculated at WOU is predicted to increase our recruitment success and onboarding success of transfer students.

***Proposal Scope continued***

## V. STRATEGIC ALIGNMENT

Describe the proposal's linkage to the university Strategic Plan.

This work aligns with:

I. Student Success 2.2 Provide intentional and effective transfer paths to graduation
V. Sustainability & Stewardship 1.1 Meet enrollment targets through effective recruitment and retention efforts

## VI. ADDITIONAL INFORMATION

Please include the following: implementation plan, assessment plan and the plan to sunset proposal if assessed objectives are not met in the timeframe outlined.

This work must continue and without new baseline funding to support the S&S expenses ($12,000/yr) funding will be created by clawing back S&S allocations in other areas within academic affairs.

To ensure efficiency, we currently are working with Rob Findtner, director of admissions, to ensure good coordination between efforts of transfer recruitment/advising and admissions staff visits to feeder campuses.

Transfer articulation pathways are a cooperative effort among multiple offices and costs for those expenses are not sought as part of this budget. This budget is primarily travel-oriented.

| **VII. BUDGET** Select all sources that will fund this proposal and complete form A (below) for each source. (Additional copies on pages 6-8.) | | | |
|---|---|---|---|
| Education & General ☐ | Grant ☐ | Self-Support Academic ☐ | Self-Support Non-Academic ☐ |

| **A. Funding Source** | Education & General ☐ | | Grant ☐ | Self-Support Academic ☐ | | Self-Support Non-Academic ☐ |
|---|---|---|---|---|---|---|
| | **One-Time Funding** | | | **Base (3-yr Recurring) Funding** | | |
| **INFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **SFTE** | | | | | | |
| **Revenue** | | | | | | |
| **OUTFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **FTE** | | | | | | |
| **Salaries** | | | | | | |
| **Benefits** | | | | | | |
| **Materials & Supplies** | | | | 800.00 | 800.00 | 800.00 |
| **Travel** | | | | 11,200.00 | 11,200.00 | 11,200.00 |
| **Contracted Services** | | | | | | |
| **Capital** | | | | | | |
| **Other Operations** | | | | | | |
| **TOTAL** | 0.00 | 0.00 | 0.00 | 12,000.00 | 12,000.00 | 12,000.00 |

| **A. Funding Source** | Education & General ☐ | Grant ☐ | | Self-Support Academic ☐ | Self-Support Non-Academic ☐ | |
|---|---|---|---|---|---|---|
| | **One-Time Funding** | | | **Base (3-yr Recurring) Funding** | | |
| **INFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **SFTE** | | | | | | |
| **Revenue** | | | | | | |
| **OUTFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **FTE** | | | | | | |
| **Salaries** | | | | | | |
| **Benefits** | | | | | | |
| **Materials & Supplies** | | | | | | |
| **Travel** | | | | | | |
| **Contracted Services** | | | | | | |
| **Capital** | | | | | | |
| **Other Operations** | | | | | | |
| **TOTAL** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| **A. Funding Source** | Education & General ☐ | Grant ☐ | | Self-Support Academic ☐ | Self-Support Non-Academic ☐ | |
|---|---|---|---|---|---|---|
| | **One-Time Funding** | | | **Base (3-yr Recurring) Funding** | | |
| **INFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **SFTE** | | | | | | |
| **Revenue** | | | | | | |
| **OUTFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **FTE** | | | | | | |
| **Salaries** | | | | | | |
| **Benefits** | | | | | | |
| **Materials & Supplies** | | | | | | |
| **Travel** | | | | | | |
| **Contracted Services** | | | | | | |
| **Capital** | | | | | | |
| **Other Operations** | | | | | | |
| **TOTAL** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| **A. Funding Source** | Education & General ☐ | Grant ☐ | | Self-Support Academic ☐ | Self-Support Non-Academic ☐ | |
|---|---|---|---|---|---|---|
| | **One-Time Funding** | | | **Base (3-yr Recurring) Funding** | | |
| **INFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **SFTE** | | | | | | |
| **Revenue** | | | | | | |
| **OUTFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **FTE** | | | | | | |
| **Salaries** | | | | | | |
| **Benefits** | | | | | | |
| **Materials & Supplies** | | | | | | |
| **Travel** | | | | | | |
| **Contracted Services** | | | | | | |
| **Capital** | | | | | | |
| **Other Operations** | | | | | | |
| **TOTAL** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| VIII. PROPOSAL SIGNATURES | | |
|---|---|---|
| Department Head | Name | Signature |
| Division Head | Name | Signature |
| Vice President | Name Stephen Scheck | Signature |

| IX. ACTION | | |
|---|---|---|
| **Recommended by UBC** | Yes ☐ No ☐ | Date |
| Comments: | | |
| **Recommended by President** | Yes ☐ No ☐ | Date |
| Comments: | | |
| **Final Approval** | Yes ☐ No ☐ | Date |
| Comments: | | |