

Student Fees Advisory Committee (SFAC)

FY 2013 Program Questionnaire

Office of the Vice Chancellor/Vice President for Student Affairs

1. Executive Summary

The Division of Student Affairs currently employs 250 full-time staff and approximately 200 student workers annually. It is supported by an operating budget in excess of \$59 million which is comprised of both student fees and self-generated revenue.

Due to the change of administration in the Division of Student Affairs and the appointment of Dr. Richard Walker as the Vice Chancellor/Vice President, the Office of the Vice President for Student Affairs is undergoing a major reorganization. Three new positions will be added to the Vice Chancellor/Vice President's office: Associate Vice Chancellor/Vice President, Assistant Vice President for Health and Wellness and Executive Director of Business Services. Additionally, three existing positions will be phased out: Associate Vice President for Administration, Associate Vice President for Student Services, and Assistant to the Vice President.

The Associate Vice Chancellor/Vice President position will be responsible for several departments as well as several functional areas and strategic initiatives for the division including: strategic planning, assessment, student success (academic partnerships, first-year experience collaborations, Enrollment Management liaison), marketing and communications, and fundraising. The Assistant Vice President for Health and Wellness will be responsible for the Health Center, Counseling and Psychological Services, Campus Recreation and Wellness Center and the UH Wellness Program. The Executive Director of Business Services is a split position with the Division of Administration and Finance will be responsible for all administrative and financial aspects of the division. (See attached new organizational chart)

The university's state funding was reduced by approximately \$27 million beginning September 1, 2011. Out of this reduction, state funds of \$350,000 in the Office of the Vice Chancellor/Vice President were returned to the state. Therefore, we are asking the Student Fees Advisory Committee to retain the funds previously allocated to the Central Business Office as well as fund the loss of state revenue and an increase realized as a result of the reorganization explained above.

2. Organization Chart – Office of the Vice Chancellor/Vice President

3. FY 2011 – 12 Objectives, all of which were achieved

- Adhere to baseline standards of the University of Houston
- Ensure appropriate financial accountability for the Division of Student Affairs
- Identify areas where financial accountability could be strengthened
- Provide enhanced services to SFAC- funded units

4. Evaluation

The number and frequency of documents rejected from university offices of Accounts Payable, General Accounting, Human Resources and Payroll continues to be very low. Centralization has provided expert oversight in the areas of document processing while allowing staff in SFAC-funded units to concentrate more on providing service to students. Business Services will continue to be an important conduit of information between SFAC-funded units and other university offices.

5. Budget Changes

With the reorganization and the state budget reductions, the Office of Vice Chancellor/Vice President is asking to retain the base budget previously funded for the Central Business Office as well as fund the loss of state funds along with an increase realized as a result of the reorganization of the Division of Student Affairs. The difference in funding from the previous allocation would be \$416,103.

6. 2012-2013 Objectives

- Finalize and implement a strategic plan for the Division of Student Affairs with a focus on student success and providing optimal programs and services for students which supports the mission of the University of Houston.
- Develop and implement a comprehensive assessment plan for the DSA and each unit with an emphasis on student learning outcomes and improvement of programs and services.
- Work with students, student organizations, DSA departments, and other key institutional stakeholders to develop a balanced approach to creating a more residential campus provided the need infrastructure for student engagement, programs, and services.
- Develop strategies to meet the needs regarding engagement and student success for the commuter student and transfer student populations.
- Work in collaboration with academic affairs on the First-Year Experience program, faculty-in-residence program, and other key student success initiatives such as career services.
- Continue the planning and construction for Cougar Village II and Cougar Place to open in the fall of 2013.
- Begin construction on phase I of the University Center transformation project.
- Work with an exploratory committee regarding the possibility of building a new health center and space for counseling services.

7. Other Sources of Funding

Departments within the Division of Student Affairs will provide funding for Business Services staff specifically identified to work within their department. As with all UH divisions, the state funding for the Division of Student Affairs was reduced.

8. Overlap - None

