

MEMORANDUM

TO: Chair, Student Fee Advisory Committee (SFAC)

FROM: David B. Small 
Director
University Career Services

DATE: October 25, 2013

RE: FY2015 Base Augmentation Request – CLASS Career Counselor

This request is for Base funding in FY2015 in the amount of \$52,457 for the continuation of the CLASS Career Counselor position as described and justified in the memorandum of October 25, 2013, with subject heading “FY2014 One-Time Allocation Request – CLASS Career Counselor.” The reader is respectfully asked to refer to that memorandum. In the interest of efficiency, the full text is not reproduced here.

The midpoint monthly salary for Career Counselor 1, Pay Grade 107, is \$3222 plus 28 percent for benefits: \$4124 X 12 months = \$49,488. Including the Administrative Fee of six percent, the Base amount requested for FY2015 is \$52,457.

The continuation of the CLASS Career Counselor position will help to ensure that the career development and job search needs of students enrolled in the largest college at UH will be addressed with skillful and caring professional counselors.

Thank you again SFAC for your consideration of this proposal.

dbs/sfac/ccal2/1013