

**CALIFORNIA STATE UNIVERSITY, LONG BEACH**  
**2002-03 RESOURCE PLANNING PROCESS**  
**FORM 3 - REQUEST FOR AUGMENTATION**

IDENTIFY ACTIVITY THAT WILL REQUIRE AUGMENTATION IN FY 2002-03	EXPENDITURE CATEGORIES																		
<p><b>COMPLIANCE AND STANDARDS COORDINATOR, Office of the Dean of Students</b></p> <p>Student leaders often experience difficulties in coordinating and prioritizing their academic responsibilities with the rigorous demands of representing and advocating their constituents' interests to the campus community and beyond. To better ensure that student leaders obtain expanded and enriched guidance, the Dean of Students is seeking a full-time staff position (SSP II – 12 month) to provide comprehensive academic compliance monitoring and advising to student leaders serving in elected and appointed positions in the Associated Students, College Councils, as well as for presidents of university recognized clubs/organizations as delineated by Regulation II of the CSULB "Regs." The Compliance Coordinator will also serve as a formal and informal adjudication officer to enforce university regulations concerning student behavior and conduct. The Compliance Coordinator will be responsible for monitoring and ensuring compliance with academic standards for approximately 250 students involved in student leadership positions stipulating academic requirements. Essential duties and responsibilities of the position would include, but not be limited to the following:</p> <ol style="list-style-type: none"> <li>1. Advises student leaders on methods for integrating their courses of study with their leadership roles and responsibilities.</li> <li>2. Informs student leaders of university academic eligibility requirements.</li> <li>3. Monitors academic progress of students. Identifies current and potential needs or problem areas (e.g., study skills, tutoring) and refers students to appropriate campus resources for assistance.</li> <li>4. Advises student leaders who are experiencing academic difficulty. Analyzes patterns of poor performance, assesses student's perceptions of contributing factors, and develops strategies for academic success.</li> <li>5. Assists students in developing appropriate learning attitudes and behaviors to enable them to become independent and confident learners. Conducts lectures, exercises and discussions on such topics as textbook reading, note taking, time management, memory and concentration improvement, and test-taking methods.</li> <li>6. Maintains close liaison with campus support networks and services. Works closely with Admissions Office, Associated Students, Academic Advising Center, Education Equity Services, Financial Aid Office, Disabled Student Services and other Student Services offices regarding individual students and policy program issues.</li> <li>7. Interfaces with academic administrators and faculty on issues of disruptive behavior and classroom management.</li> <li>8. Adjudicates cases of alleged student misconduct and infractions of the CSULB student code of conduct.</li> </ol>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Permanent Funding</td> <td style="width: 20%; text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Non-Base Funding</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Previously Funded</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: right;">FTEF</td> <td># _____</td> </tr> <tr> <td></td> <td>\$ _____</td> </tr> <tr> <td style="text-align: right;">SUPPORT POSITION (Staff and MPP)</td> <td># 1.0 \$ 37,704</td> </tr> <tr> <td style="text-align: right;">OTHER PERSONAL</td> <td>\$ _____</td> </tr> <tr> <td style="text-align: right;">OPER EXP/EQUIP</td> <td>\$ _____</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td># 1.0 \$ 37,704</td> </tr> </table> <p style="margin-top: 20px;">University Mid Range Goals: <i>Planning Area I</i></p>	Permanent Funding	<input checked="" type="checkbox"/>	Non-Base Funding	<input type="checkbox"/>	Previously Funded	<input type="checkbox"/>	FTEF	# _____		\$ _____	SUPPORT POSITION (Staff and MPP)	# 1.0 \$ 37,704	OTHER PERSONAL	\$ _____	OPER EXP/EQUIP	\$ _____	TOTAL	# 1.0 \$ 37,704
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