

MEMORANDUM

TO: «Name», «Title_»
«Department»

FROM: James P. Tressel
President

DATE:

SUBJECT: Changes to Campus Based Work Study Funding

In an effort to increase campus employment opportunities for students exhibiting financial need, a number of departments will be required to contribute a portion of their general fund and/or auxiliary fund budgets earmarked for on-campus student employment to the Institutional Work Study (IWS) Fund beginning with the 2017-2018 Award Year (FY2018). This speaks directly to a key initiative mentioned during the State of the University address which focuses on providing increased employment opportunities to this targeted population of students.

A total of 49 departments will have funding reallocated from on-campus student employment budgets to IWS totaling \$340,000. The departments identified to expand need-based employment opportunities were those that housed 5 or more student employees **earning minimum wage** (excluding currently employed Federal Work Study students). Departments employing a larger number of student workers were specifically selected as it was determined that departments employing fewer student employees would be unequally affected by these changes. *Your department will contribute «IWS_Contribution» to this initiative for 2017-2018.*

Based on the individual budgetary contributions to the IWS Fund, affected departments will retain the same number of students they are currently employing; however a larger portion of the student employees will be those that demonstrate financial need.

For example, a department with 25 regular student employees, contributing \$12,500 to the IWS Fund, will continue to employ 25 total students with 20 paid through regular student employment (department general and/or auxiliary funds) and 5 through the IWS Fund. Additionally, because the department has contributed what equates to be \$2,500 per student for their 5 new IWS employees, they will be able to differentiate them from the students earning the current regular Federal Work Study \$2,000 allocation cap.

If you have additional questions regarding the IWS Fund, please contact Melissa McKenney in the Office of Financial Aid and Scholarships at 330-941-3508.



Youngstown State University
Office of Student Life
Continuous Student Employment Report
Report Run On: March 31, 2016 - For Effective Date:

Department	Title	Hourly Rate	# of Workers	Divided by 5 (Every 5th student)	Total Amount to be shifted
Andrews Student Recr & Wellness Ctr	Student Wages	8.10	40	8.0	\$ 20,000
Art	Student Wages	8.10	13	2.6	\$ 5,000
Athletic Administration	Student Wages	8.10	62	12.4	\$ 30,000
Biological Sciences	Student Wages	8.10	8	1.6	\$ 2,500
Campus Rec & Intramural Sports	Student Wages	8.10	10	2.0	\$ 5,000
Chemistry	Student Wages	8.10	8	1.6	\$ 2,500
Chief Technology Officer	Student Wages	8.10	6	1.2	\$ 2,500
Communication	Student Wages	8.10	13	2.6	\$ 5,000
Ctr - International Studies & Prog	Student Wages	8.10	8	1.6	\$ 2,500
Ctr for Student Progress	Student Wages	8.10	9	1.8	\$ 2,500
Dana School of Music	Student Wages	8.10	11	2.2	\$ 5,000
Dean - Business Administration	Student Wages	8.10	12	2.4	\$ 5,000
Dean - CLASS	Student Wages	8.10	5	1.0	\$ 2,500
Dean - Coll of Creative Arts & Comm	Student Wages	8.10	6	1.2	\$ 2,500
Dean - Education	Student Wages	8.10	11	2.2	\$ 5,000
Dean - Health & Human Services	Student Wages	8.10	8	1.6	\$ 2,500
Dean - STEM	Student Wages	8.10	44	8.8	\$ 20,000
Delivery Services	Student Wages	8.10	7	1.4	\$ 2,500
Disability Services	Student Wages	8.10	10	2.0	\$ 5,000
Distance Learning	Student Wages	8.10	8	1.6	\$ 2,500
English	Student Wages	8.10	29	5.8	\$ 12,500
Escort Services	Student Wages	8.10	11	2.2	\$ 5,000
Foreign Languages & Literatures	Student Wages	8.10	17	3.4	\$ 7,500
Geography	Student Wages	8.10	6	1.2	\$ 2,500
Geological & Environmental Sciences	Student Wages	8.10	10	2.0	\$ 5,000
Grounds	Student Wages	8.10	5	1.0	\$ 2,500
Health Professions	Student Wages	8.10	6	1.2	\$ 2,500
Housing & Residence Life	Student Wages	8.10	62	12.4	\$ 30,000
Human Perf & Exercise Science	Student Wages	8.10	8	1.6	\$ 2,500
Jambar	Student Wages	8.10	13	2.6	\$ 5,000
Janitorial Services	Student Wages	8.10	8	1.6	\$ 2,500
Kilcawley Center	Student Wages	8.10	47	9.4	\$ 22,500
Maag Library	Student Wages	8.10	31	6.2	\$ 15,000
Mathematics & Statistics	Student Wages	8.10	30	6.0	\$ 15,000
McDonough Museum	Student Wages	8.10	7	1.4	\$ 2,500
Mechanical & Industrial Engineering	Student Wages	8.10	21	4.2	\$ 10,000
Media & Academic Computing	Student Wages	8.10	18	3.6	\$ 7,500
Metropolitan College	Student Wages	8.10	9	1.8	\$ 2,500
Multicultural Affairs	Student Wages	8.10	9	1.8	\$ 2,500
Nursing	Student Wages	8.10	7	1.4	\$ 2,500
Parking Services	Student Wages	8.10	31	6.2	\$ 15,000
Performing Arts Series	Student Wages	8.10	5	1.0	\$ 2,500

Physics & Astronomy	Student Wages	8.10	29	5.8	\$ 12,500
Reading & Study Skills	Student Wages	8.10	7	1.4	\$ 2,500
Registration & Records	Student Wages	8.10	11	2.2	\$ 5,000
Rich Center for Autism	Student Wages	8.10	5	1.0	\$ 2,500
Student Activities	Student Wages	8.10	7	1.4	\$ 2,500
Undergraduate Admissions	Student Wages	8.10	16	3.2	\$ 7,500
WYSU - FM	Student Wages	8.10	5	1.0	\$ 2,500

TOTAL STUDENT WORK WAGES TO MOVE: \$ 340,000

Created By: Jim Hanek - Information and Reporting Services

Institutional Work Study (IWS) Q & A

What is the Institutional Work Study (IWS) Fund?

The Institutional Work Study (IWS) Fund is a pool of money that will allow the university to increase the number of on-campus employment opportunities to students exhibiting the greatest financial need beginning with the 2017-2018 Award Year.

Why was my department identified as a financial contributor?

A total of 49 departments across campus were identified to have a portion of their general and/or auxiliary fund budgets reallocated to the IWS Fund. Departments with 5 or more non-Federal Work Study employees (regular student employees) **making minimum wage** were selected for contribution participation.

These departments employing a larger number of student workers were specifically selected as it was determined that departments employing fewer student employees would be unequally affected by these changes.

How much of my budget is being allocated to the IWS Fund and how was that calculated?

Once a department was identified as meeting the criteria as listed above, the total number of non-Federal Work Study, **minimum wage earning** student employees were calculated. That total number was then divided by 5; thus, meaning that every 5th worker would need to be a student who exhibits financial need and funded by the IWS Fund. The department will then contribute what equates to be \$2,500 per student.

For example, a department with 25 non-Federal Work Study student employees **making minimum wage** will have \$12,500 reallocated from the general fund budget into the IWS Fund ($25 \div 5 = 5$, then $5 \times \$2,500 = \$12,500$).

Please note that the department will still maintain a total of 25 employees; however, 20 will be considered regular student employment, while 5 will now need to exhibit financial need and be hired and paid through the IWS Fund.

Who will be responsible for monitoring and ensuring that my department is not losing money?

The Office of Financial Aid and Scholarships will monitor the departments affected, financially needy student employees gained, and total amounts that were allocated to the IWS Fund. Since the departments are contributing the funding out of their general and/or auxiliary fund budgets, which had been previously earmarked for regular student employment, Financial Aid will ensure that the individual areas will retain employees equal to the amount of the contribution. Thus, departments will notice that the employees commencing from the IWS Fund will be awarded a total of \$2,500 in IWS funds as opposed to the Federal Work Study yearly cap of \$2,000 per student.

What is the overall student benefit to this program?

Implementation of this IWS Fund speaks directly to one of President Tressel's points during the State of the University address: to better assist and increase opportunities among students with the greatest of need. The IWS Fund seeks to provide said students with on-campus employment, not only to assist them monetarily, but also through the development of necessary professional skills.