

COUNCIL OF ETHNIC ORGANIZATIONS
ONE-TIME ALLOCATION REQUEST FY 2011-2012

The Council of Ethnic Organizations (CEO) is presenting a request to SFAC with the determination that if CEO is to be as successful an organization as they can be, there is a need for more student leader positions to be included in the organization. At this time, CEO has 3 paid student leader positions, 4 unpaid positions and an office assistant. Currently, CEO has the fewest number of fee funded student leaders of any of the groups that do a significant amount of on-campus programming. Although the current set up has been successful, for the organization to truly take advantage of the resources they have been allotted and to be considered one of the better fee funded organizations on campus, CEO needs to bring more student leaders into the fold. CEO would like to change the structure of their organization to better assist the student body as well as the registered student organizations that register to be a member organization in CEO. To that end, CEO would like to request to have the positions of Marketing Director, Diversity Programming Chair and Diversity Education Chair implemented as paid student leader positions.

CEO would like to create a Marketing Director position to work in tandem with their current Design Director. Because CEO functions as an umbrella organization that has other organizations as a part of their family, CEO organizations are encouraged to bring any request for advertising or design needs to CEO for assistance. Currently CEO has over 50 member organizations that look to the current CEO design director as a resource. With the number of requests for design and marketing assistance, it is impossible for one individual to handle all of them in an effective way. If CEO was to be allowed to bring in another individual to assist with the marketing, they would be able to effectively assist all of the groups that come to them with both design and marketing request.

Currently, CEO already has the positions of Diversity Programming Chair and Diversity Education Chair as a part of their current structure. However, under the current constitution, these student volunteers are only asked to volunteer two (2) hours per week of their time towards CEO's goals. A position with that few hours cannot truly help CEO to further their mission. CEO would like to propose to increase both positions to 12 hours a week and make them a paid position so that CEO can help in the further development of multiple student leaders. With the implementation of these two positions as paid student leaders, CEO would be able to bring much more innovative and effective student programming to campus all the while still being sensitive to each individual ethnic group.

CEO strives to provide innovative programs to students at the University of Houston to help them broaden their mind and gain awareness of their surroundings and of other cultures. Currently, the CEO executive boards members are working to their fullest potential to develop programs that we feel are geared towards the interest of students. Although they are doing an incredible job programming this year, for CEO to reach its full potential as a fee funded

organization, they need an increase in student leaders assisting in developing quality, educational and enriching programming. This is why we ask for your approval to add three support positions that will greatly benefit CEO and the University of Houston student body.

Marketing Director

The Marketing Director works alongside our Design Director to provide effective advertising and promotions. Marketing Director is responsible for:

- Proper advertisement of CEO events throughout the University of Houston.
 - Posting fliers
 - Delivering handbills
 - Completing banner permits and posting of banners
- Proper advertisement of other student organization events throughout the University of Houston
- Be responsible for updating our social network.
- Work with the Design Director and the Diversity Programming Chair to coordinate various events.
- Maintain and update website for CEO and student organizations programs
- Develop a system of delivering advertisements
 - Basic calendar and to do lists as to when to begin advertising events
- Maintaining fifteen (15) hours a week during which student(s) may be able to access him/her.

The total cost of adding an additional CEO Marketing Director is as follows:

Compensated Student Leader Stipend	\$2,331.70 (\$466.34/5 months)
Benefits	\$201.69
UH Administrative Charge	\$139.90
<u>VPSA Administrative Charge</u>	<u>\$34.98</u>
Total=	\$2,708.27

Diversity Programming Chair

Diversity Programming Chair is responsible for:

- Developing professional programs under CEO.
- Develop a survey for students to complete to gauge the success of the events.

- Must review suggestions from students on the Individual Member and Organization Application weekly.
- Developing on-campus programming that can truly benefit the University of Houston
- Work alongside with Design Director and the Diversity Education Chair to provide effective, professional programs.

The total cost of adding an additional CEO Diversity Programming Chair is as follows:

Compensated Student Leader Stipend	\$1,716.00 (\$343.20/5 months)
Benefits	\$148.43
UH Administrative Charge	\$102.96
<u>VPSA Administrative Charge</u>	<u>\$25.74</u>
Total=	\$1,993.13

Diversity Education Chair

- Diversity Education Chair is responsible for:
- Researching different ethnic backgrounds
- Assisting Marketing/Design Director and Diversity Programming Chair
- Accurate information about the culture and common bridges with diverse cultures.
- Required to work with the Diversity Programming Chair in developing programs for students on campus.
- Required to maintain twelve (12) hours a week.

Overall, the Diversity Education Chair is required much time commitment.

The total cost of adding an additional CEO Diversity Education Chair is as follows:

Compensated Student Leader Stipend	\$1,716.00 (\$343.20/5 months)
Benefits	\$148.43
UH Administrative Charge	\$102.96
<u>VPSA Administrative Charge</u>	<u>\$25.74</u>
Total=	\$1,993.13

CEO is also requesting a one-time allocation increase due to the increased Administrative and VPSA charges. CEO's total increase that we are requesting is \$2,586.00 to cover the total amount of the increase in Administrative and VPSA charges.

COUNCIL OF ETHNIC ORGANIZATIONS
BASE AUGMENTATION REQUEST FY 2011-2012

The Council of Ethnic Organizations (CEO) is presenting a request to SFAC with the determination that if CEO is to be as successful an organization as they can be, there is a need for more student leader positions to be included in the organization. At this time, CEO has 3 paid student leader positions, 4 unpaid positions and an office assistant. Currently, CEO has the fewest number of fee funded student leaders of any of the groups that do a significant amount of on-campus programming. Although the current set up has been successful, for the organization to truly take advantage of the resources they have been allotted and to be considered one of the better fee funded organizations on campus, CEO needs to bring more student leaders into the fold. CEO would like to change the structure of their organization to better assist the student body as well as the registered student organizations that register to be a member organization in CEO. To that end, CEO would like to request to have the positions of Marketing Director, Diversity Programming Chair and Diversity Education Chair implemented as paid student leader positions.

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CEO strives to provide innovative programs to students at the University of Houston to help them broaden their mind and gain awareness of their surroundings and of other cultures. Currently, the CEO executive boards members are working to their fullest potential to develop programs that we feel are geared towards the interest of students. Although they are doing an incredible job programming this year, for CEO to reach its full potential as a fee funded

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- Be responsible for updating our social network.
- Work with the Design Director and the Diversity Programming Chair to coordinate various events.
- Maintain and update website for CEO and student organizations programs
- Develop a system of delivering advertisements
 - Basic calendar and to do lists as to when to begin advertising events
- Maintaining fifteen (15) hours a week during which student(s) may be able to access him/her.

The total cost of adding an additional CEO Marketing Director is as follows:

Compensated Student Leader Stipend	\$5,596.08 (\$466.34/month)
Benefits	\$484.06
UH Administrative Charge	\$335.76
<u>VPSA Administrative Charge</u>	<u>\$83.94</u>
Total=	\$6,499.84

Diversity Programming Chair

Diversity Programming Chair is responsible for:

- Developing professional programs under CEO.
- Develop a survey for students to complete to gauge the success of the events.

- Must review suggestions from students on the Individual Member and Organization Application weekly.
- Developing on-campus programming that can truly benefit the University of Houston
- Work alongside with Design Director and the Diversity Education Chair to provide effective, professional programs.

The total cost of adding an additional CEO Diversity Programming Chair is as follows:

Compensated Student Leader Stipend	\$4,118.40 (343.20/month)
Benefits	\$356.24
UH Administrative Charge	\$247.10
<u>VPSA Administrative Charge</u>	<u>\$61.77</u>
Total=	\$4,536.41

Diversity Education Chair

- Diversity Education Chair is responsible for:
- Researching different ethnic backgrounds
- Assisting Marketing/Design Director and Diversity Programming Chair
- Accurate information about the culture and common bridges with diverse cultures.
- Required to work with the Diversity Programming Chair in developing programs for students on campus.
- Required to maintain twelve (12) hours a week.

Overall, the Diversity Education Chair is required much time commitment.

The total cost of adding an additional CEO Diversity Education Chair is as follows:

Compensated Student Leader Stipend	\$4,118.40 (343.20/month)
Benefits	\$356.24
UH Administrative Charge	\$247.10
<u>VPSA Administrative Charge</u>	<u>\$61.77</u>
Total=	\$4,536.41

CEO is also requesting a base augmentation increase for the FY 2012 due to the increased Administrative and VPSA charges. CEO's total increase that we are requesting is \$2,586.00 to cover the total amount of the increase in Administrative and VPSA charges.