As part of the continued efforts to improve efficiency and to utilize funds more effectively, the Sustainable Financial Model Committee examined the use of student employment funds. In addition to providing assistance to departments, student employment can be a useful tool to support recruiting and retaining efforts, help reduce student debt, and provide experiential learning opportunities for students. Since there appears to have been no systematic assignment of student wage budgets to departments, the committee recommends the following to more equitably distribute institutional funds, to allow all eligible departments the opportunity to use government funds to hire student employees, to provide all students a chance to apply for jobs, and to reallocate available funds to scholarships and other strategic initiatives.

**ACTION PLAN**

UTM receives over $420,000 for the federally sponsored work study program. Eligible students are assigned $2,500 for compensated services. Since governmental funds are provided and will be returned if not used, the committee recommends that efforts be made to first hire work study students. To be equitable, the committee suggests that each eligible hiring department be assigned $2,500 in work study funds. Eligible hiring departments are the Educational and General (E&G) Fund departments that do not have self-generating revenue. If all funds are not required for eligible hiring departments, money will be assigned to self-generating E&G departments. In addition, the committee recommends making institutional funds available to each eligible hiring department to fund one additional student if desired. The combined funds (including work study) assigned to the hiring department would be $6,960 ($7.25 x 15 hrs. x 36 wks).

The committee recognizes that some departments rely heavily on student employment to run their operations. Those departments could request funds for additional hours with justification for the need. Justifications would also be required for summer employment.

In addition, the committee recommends that a student temporary pool be established for seasonal work. Those students desiring employment who are not assigned to a position could be available in the temporary pool. Departments who have seasonal work should use the temporary pool instead of employing students on a regular basis. An online form will be available on the Student Employment website for a department to provide justifications for additional student hours. Details as to how the approval process will work will be forthcoming.

To assist students in identifying available positions on campus, UTM will post all positions on a Student Employment webpage or within Banner. Students will apply for the positions online. Campus Recreation, Physical Plant Administration, and the Office of Human Resources are currently testing the process. Training sessions are scheduled in June and July to instruct departmental staff how to post the positions and how to assist students in the online application.
GOAL

The ultimate goal is to ensure that all federal work study funds are expended, that departments are equitably funded for student employment, that student wages can be used as a recruitment tool, that student employment and the four-payment plan aids in reducing student debt, and that excess student funds are allocated to meet the strategic needs of the university.