BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Teaching and Learning Center

Submitter Name: Cara Hale

UW Email Address: carahale@uw.edu

Department Head Approval: ✓

Department Head: Rebecca Disrud

Create Date: 10/25/2022

Due Date: 11/11/2022

Phone Number: 2013967933

Requested Amount: **$1,000**

Departmental Information

SPECIAL ALLOCATIONS - CRITERIA

In the past our Peer Success Mentors have used their own computers, mostly due to the nature of Covid (our program began Winter 2020), and the fact that our hires had their own computers. Recently our hires have not had their own computers, which are needed to access Canvas and our appointment system, as well as develop and create the study skills presentations we provide to the campus. As such, this is both an unforeseen emergency and capital expenditure. Use of their own laptop comes with an additional liability to the University doing work on a computer that isn't one of ours.

STUDENT UTILIZATION

The Peer Success Mentor program itself helps students learn important academic success strategies, and to do so, the mentors use a computer to access our training on Canvas. We also manage our appointments and keep track of the notes and data in an online system. We provide quarterly presentations to the student population on campus on the topics of time management and goal-setting and these presentations are created via Powerpoint or other presentation softwares.

SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

We hope that the funding can be used immediately to purchase a laptop so that we can avoid the issues faced by our most recent hire. Without their own computer, it took a lot more time than it should have finding a workstation in the library, getting headphones, then later on attempting to borrow one from the library and apply for the emergency aid through the student advocacy office to purchase their own laptop. The student worker ended up resigning their position, and I have to think it did not help to deal with the overwhelm and confusion that comes with not having the technology needed to do their job. So we were slower than necessary to train a new PSM and be able to provide enough appointments to the campus population, which impeded the program in benefitting students in the ways mentioned in question #2.

SERVICE BENEFITS TO STUDENTS

The Peer Success Mentor program benefits students because most professors do not teach the academic success skills necessary to thrive in college (time management, effective study habits, organization, test-taking strategies, etc.). If students didn't learn this in high school, or even if they did, they come to us unprepared for college-level self-regulated learning. Especially in light of the setbacks we experienced in education during the pandemic, students may need help creating structure in their day, being self-regulated, creating and maintaining motivation, and the PSM program provides the scaffolding and mentorship for these skills. We have received feedback from professors and students that this program has a great utility and has actually helped students improve their academic performance.

Staff Budget Requests

Category	Details	Amount Requested
	PERSONNEL TOTAL:	$0

Other Budget Requests

Category	Details	Amount Requested
Equipment	Dell Latitude 5320 - 13.3" - Core i7 1165G7 - 16 GB RAM - 256 GB SSD S001	$1,000
	SUPPLIMENTAL TOTAL:	$1,000

PERSONNEL TOTAL:	$0
SUPPLEMENTAL TOTAL:	$1,000
COMPLETE PROPOSAL TOTAL:	$1,000

Supplemental Documents