

BUDGET PROPOSAL CONTACT INFORMATION

Department Name:

Create Date:

Due Date:

Submitter Name:

UW Email Address:

Phone Number:

Department Head Approval:

Department Head:

Requested Amount:

Departmental Information

STUDENT UTILIZATION

Working with student groups such as the Associated Students of the University of Washington Tacoma (ASUWT), Student Activities Board (SAB), Childcare Assistance Program, Registered Student Organizations (RSOs), Student Publications (Ledger, Tahoma West), Center for Service and Leadership (CSL), Husky Sustainability Fund, The Giving Garden (new!), Hendrix the Husky and the University Y Student Center takes many hours of dedicated attention from supervisors, advisors, and student staff.

Programs such as these are recognized as playing a significant role in student retention and building campus community. We aim to provide students with a well-rounded college experience that includes activities and programs outside of the classroom to support their academic learning and personal interests.

The professional staff that are funded through this request are completely dedicated to supporting the work of students on campus; we truly take pride in putting students first. Students are our number one priority, and it is not lost on any of the professional staff that it is student fees that support our wages. We know how hard every student works to be here, and it is our duty to ensure the programs and services being offered through the Center for Student Involvement and Department of Student Life are focused on their needs.

This budget also supports student staff positions, and funding for the annual OSCARS awards ceremony, the pinnacle event of the year that highlights the amazing work being done by students.

CORE VALUES/MISSION ALIGNMENT

Student Life strives to empower students to change the world while changing themselves. We provide students with opportunities & programs that inspire personal transformation, campus connection, & social responsibility. This is our mission statement that guide & informs our work. Our services are focused on empowering student leaders: through training that develops their skills and understanding, advising students as they navigate policies & procedures, providing resources to students to pursue & enact their vision for the campus. Students have the opportunity to get involved in our campus community and have the ability to shape & determine what that campus experience is.

Goal: Students

Create institutional teams with shared responsibility for student retention & success: SL understands the effect that high quality programming, services & opportunities can have on a student's academic success.

Ensure every student has opportunities to engage in high impact practices: We know through research that students involved in high impact practices (HIPs) will have better persistence to graduation & educational success. The Association of American Colleges and Universities has developed a list of 10 experiences that are considered HIPs. SL is engaged with First Year Seminars & Experiences (Welcome Days), Service Learning/Community Based Learning (Center for Service & Leadership programs), Learning Communities (Leadership Living-Learning Community with Court 17 this year).

Goal: Strengthen Collaborative Community Partnerships with an Emphasis on Diverse Communities

Enhance, incentivize & recognize collaborative community engagement: The CSL encourages students to get involved with our community through service. They plan group service events open to all students; students are also encouraged to serve on their own, & log/report their hours to the CSL to illustrate the areas in which students

Goal: Intentionally Create Spaces, Programs & Activities that Encourage Engagement with our Campus

Create & expand opportunities to activate our campus: The CSI team hosts events weekly across our various programs.

Expand & create campus-wide celebrations & recognitions: This spring the CSI will host the 20th annual OSCARS - Outstanding Student Ceremony for Awards & Recognition. This event has been the primary venue to celebrate students at the end of each year.

SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES

1. Expansion of leadership programs. One area of need that the team identified is more opportunities for students to gain leadership skills and experiences. In Fall 2022 the Center for Student Involvement launched two new initiatives: a Leadership Living-Learning Community (LCC) in partnership with Court 17, and starting a campus chapter with the National Society of Leadership and Success. The LLC started the year with 12 members, supported by two resident assistants in Court 17 as well as CSI staff. Membership in NSLS is based on class year and GPA; over 350

students accepted their invitation to participate in NSLS and have been taking part in a structured leadership development program.

2. Foster a more connected campus community through expanding Registered Student Organizations. This is a standard goal in our office, accentuated by our continuing transition back to in-person operations and navigating the current needs of our students. We know students are eager to reengage with campus and find spaces where they can make friends, learn, and have positive interactions. Initiatives are designed to support and develop both professional and student staff to actualize their potential, and transform goals into action. The Center for Student Involvement is focused on increasing support and resources for Registered Student Organizations, and connecting students to involvement opportunities across campus.

3. Promote a connected learning community. Starting with Welcome Days each quarter, it is pivotal for Student Life to enact community focused initiatives to foster collaboration, intercultural competence, and social responsibility among students, and expand the concept of community beyond the campus. Comprehensive programming initiatives will include diverse programs, and the department aims to develop and publish a comprehensive programming calendar on a quarterly basis.

4. Demonstrate student learning that occurs through the campus experiences. We continue to learn about NACE (National Association of Colleges and Employers) standards, and incorporate these competencies into our work with student leaders. This alignment helps us ensure that students are gaining valuable skills through involvement with our office that will set them up for successful careers as they leave UW Tacoma. Innovative programs and services will be based on appropriate theories, and implemented in line with best practices. Students who participate in unit programs and services will demonstrate learning and achievement in identified learning outcomes.

Outcome data related to these goals is reported in the individual budget proposals of Student Life affiliated programs and services.

STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

The annual OSCARs (Outstanding Student Ceremony for Awards and Recognition) is funded through this budget, and the event is held at the end of Spring Quarter. In 2022, we returned for an in-person program for the first time since 2019, but also offered a live-stream virtual option as well. We welcomed over 100 students, staff and faculty in UWY 303/304, and the video of the event has over 500 views. Twenty seven awards and recognition certificates were presented to 53 unique recipients. The majority of recipients were students (47), and the remaining award went to Registered Student Organizations (3), and faculty/staff (3).

This fall, Student Leader Training also returned to fully in-person programming, spanning two days. We spent a half day at Camp Seymour in Gig Harbor, participating in a ropes course, then returned to campus for a day of informative workshops and campus exploration activities. Students had the chance to meet our Chancellor and Vice Chancellor for Student Affairs, participated in ice breakers, learned about updates and changes to campus procedures they would encounter through their roles, and participated in workshops from PAWS and CEI. 40 students in total registered; all 40 participated in day 2, and 26 students participated in the ropes course.

Student Life supports a number of comprehensive student programs and spaces, including the oversight of the Conference and Event Fund, Associated Students of UW Tacoma, Student Activities Board, Registered Student Organizations, Childcare Assistance Program, Hendrix the Husky, University Y Student Center, Dawghouse Student Lounge, Dawg Bones Incentive Program, Center for Service and Leadership, Tahoma West, The Ledger, Husky Sustainability Fund and the Giving Garden. Specific user data is reported in the individual budget proposals of these Student Life affiliated programs and services.

COLLECTION OF FEEDBACK & IMPROVEMENTS

Every associated program utilizes a diverse evaluation methods to assess our services. Some students may remember "DawgDen," a website we utilized extensively for a multitude of features, but, perhaps most importantly, has been our ability to track event attendance and run demographic and analytic reports. Our past company was not meeting the expectations & functional features that we needed. Students ran into issues accessing the page and complained about loading speeds. There were consistent problems uploading new student data each quarter, which resulted in some students not being able to access the site.

In Winter 2022, we received approval from the Student Technology Fee Committee to explore a new provider for this service. We began the contracting process with a new company, but unfortunately both parties could not come to agreements on sections of the contract, so the first search failed. We quickly contacted another company that could provide this service, and began the second contracting process last summer. There is a great deal of negotiating that occurs between the company & the university, as there are a lot of security & data protection issues that we have to ensure are handled before launching a new program. We are very hopeful that we are close to wrapping this process up, & a new "DawgDen" system could be launched as early as Spring Quarter.

More detailed information on feedback collection efforts can be found in each program's proposals, but a few examples of ways we use feedback to improve our efforts include pre and post surveys or reflections with participants of training & service events. Any data that we collect is utilized by the staff to evaluate programs & services, make necessary adjustments, & allocate resources to support critical areas.

SERVICE BENEFITS TO STUDENTS

There are a number of ways that the benefits of our programs or services show themselves. Some are more obvious, like welcoming 250+ students each year to the OSCARs to celebrate a year's worth of hard work. At last year's event, nearly 30 individual awards were presented, including individual program awards, campus-wide votes, and committee recognition. The event also includes photo and video highlights from throughout the year, and has become a highlight event for our department. This year will we host the OSCARs for the 20th time in our history!

Other ways may be smaller, or more personal. From the dozens of weekly one-on-one meetings held between students and their supervisor, to drop-in moments that range from idea generation or supporting a student with their priorities, the individual attention and care provided to each student cannot so easily be tracked. Our work goes beyond just executing a program or making sure a newspaper is published each week. We are ensuring that students are feeling like they are part of the process, that they are heard, that they are supported in their endeavors.

We have the honor to work with students on their very best days, as well as to sit with them during their worst. Some days we have to tell students things they don't want to hear, but are there to support and help them learn through these moments. We are striving to prepare students for what's next, but developing professional and interpersonal skills. We're providing moments to share their voice, or to take a break when life gets stressful. This has been even more evident during this virtual year, where the need for connection and support is even higher.

Regardless of the program, our ultimate goal is the same: to empower students to change the world while changing themselves.

Staff Budget Requests

Category	Details	Amount Requested
Professional Staff ¹	5 Professional Staff positions within the Center for Student Involvement- please see full budget breakdown in attached spreadsheet for more detailed information E001	
	Professional Staff Wages:	\$343,284
	Fringe ⁴ @ 39.5%:	\$135,597
Classified Staff ²	2 classified staff positions, plus funds for a potential reclassification - please see full budget breakdown in attached spreadsheet for more detailed information. E002	
	Classified Staff Wages:	\$115,665
	Fringe @ 31.8%:	\$36,781
Student Staff ³	5 student staff staff positions - please see full budget breakdown in attached spreadsheet for more detailed information. E003	
	Student Staff Wages:	\$39,193
	Fringe @ 21.5%:	\$8,426
PERSONNEL TOTAL:		\$678,946

Other Budget Requests

Category	Details	Amount Requested
Contracted Services	Monthly recurring charges for 10 phone lines and technology recharge fees	S001 \$5,345
Other Services	Professional Membership due for professional and classified staff (10 total annual memberships)	S002 \$894
	Copy Charges	S003 \$600
	Mail Charges	S004 \$120
	Professional Development for professional and classified staff members, in line with standard recommendation from Finance & Administration for staff throughout UW Tacoma. For 9 Employees	S005 \$10,302
	Oscars Awards Ceremony to recognize student achievement at the end of each academic year	S006 \$9,000
	Background Checks for Student Employees	S007 \$315
	HRPM Workday Fee	S008 \$700
Travel	Travel to/from UW Seattle or UW Bothell (quarter meetings)	S009 \$200
Non-Food Supplies & Materials	Office supplies for MAT 103	S010 \$2,400
	Marketing for office	S011 \$2,000
Food	Bi-Annual Training for MAT 103 front	S012 \$216
Equipment	Adobe software for 3 computers in MAT 103	S013 \$600
SUPPLEMENTAL TOTAL:		\$32,692

PERSONNEL TOTAL:	\$678,946
SUPPLEMENTAL TOTAL:	\$32,692
COMPLETE PROPOSAL TOTAL:	\$711,639

Supplemental Documents



STUDENT LIFE OPERATING BUDGET

Full details regarding salaries, supplies, and budgetary details for the department of Student Life