

## 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

### SPECIAL ALLOCATIONS - CRITERIA

During the annual allocation period, restrictions on the SAF budget estimates required cuts that, among other things, resulted in the loss of three entry-level reporting jobs and one floating position at the same hours and wage rate. I'm requesting funding to reinstate these jobs. One of our other special allocation requests is for funding to restore the Ledger's print operations. If both this and the print funding request is approved, the floating position will become an additional design position (officially called a "content assistant"). If this request is approved and the print funding request is not approved, the floating position will be converted to either an additional reporting position or a copy editing position.

This is one of three special allocation proposals for student publications. It is my second-priority proposal of the three. Our lowest-priority request

### STUDENT UTILIZATION

This request creates four student jobs. Moreover, as the Ledger is the campus's only student news organization these jobs offer a type of job experience in media and publishing that is not replicated by other employment programs on campus.

### SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

If approved, the Ledger editors and I will immediately post the open positions on Handshake. Because writers produce the most foundational piece of the Ledger's product, we are motivated to place students in these positions as quickly as possible.

### SERVICE BENEFITS TO STUDENTS

The most significant way the Ledger benefits students is that it gives them a chance to read about issues that impact the student body, in articles written by students like them. One tool we have to see this in action, and examine whether the paper is hitting the mark, is to review thetacomaledger.com's story analytics on the day new stories are released. Stories about cocurricular programs, support resources, health services, or local businesses--in short, stories that directly affect students' day-to-day lives--rise to the top of the "Most Viewed" list when they're published online. We believe that it is essential for universities to have an independent paper that reports and critiques topics that are relevant to students.

It's important to gauge the paper's impacts on its student employees as well. The Ledger's staff develop professional skills that carry over after college. The process of handling unfamiliar information, making quick sense of it, cooperating with peers, and transfiguring raw material into a narrative product that will make sense to casual readers--all on a deadline that repeats week after week--prepares students for managing the ambiguity and demanding schedule of a full-time workplace.

I like to keep track of former Ledger employees; many have gone on to wonderful and varied careers. Editor-in-Chief Talia Collett (2020-2021; arts editor 2019-2020) is now a program assistant in UW Tacoma's Office of Community Partnerships. Managing Editor Alyssandra Goss (2019-2021) is a project coordinator for Belshire Environmental in Southern California. Opinion Section Editor Remi Frederick (2021-2022) has contributed articles about local theater to the Seattle Times Company's event calendar website, The Ticket. Former Tahoma West Nonfiction Editor Tiera Nhem (2019-2021) is an assistant editor for the same publication. Layout Manager and Designer Morgan Morgans (2019-2022) provides costuming services for community theaters throughout Western Washington.

Tahoma West benefits students by providing them a manageable first step toward becoming a published author/artist. Students who submit to Tahoma West are exposed to the same publication process they would encounter at a professional publisher, but scaled down to the size of our campus, making it a manageable first step for someone interested in pursuing authorship. Creative arts majors are far from the only group interested in this goal. **Contributors to the 2022 journal came from 11 different major programs.** Historically, Writing Studies majors make up the largest group of contributors, but in a surprise turn, this year the most contributors came from programs in the School of Social Work. Creativity is and should be for everyone.

## Staff Budget Requests

Category	Details	Amount Requested
Student Staff <sup>3</sup>	One arts and entertainment reporter at \$16.28/hour, 8 hours/week, 22 weeks. <span style="float: right;">E001</span>	
	Student Staff Wages:	<b>\$2,866</b>
	Fringe @ 21.2%:	<b>\$608</b>
Student Staff <sup>3</sup>	One opinion columnist at 8 hours/week, \$16.28/hour, 22 weeks. <span style="float: right;">E002</span>	
	Student Staff Wages:	<b>\$2,866</b>
	Fringe @ 21.2%:	<b>\$608</b>
Student Staff <sup>3</sup>	One TBD position (content assistant, additional writer, or copy editor, depending on other circumstances) at \$16.28/hour, 8 hours/week, 22 weeks. <span style="float: right;">E003</span>	
	Student Staff Wages:	<b>\$2,866</b>
	Fringe @ 21.2%:	<b>\$608</b>
Student Staff <sup>3</sup>	One news reporter at 8 hours/week, \$16.28/hour, 22 weeks. <span style="float: right;">E004</span>	
	Student Staff Wages:	<b>\$2,866</b>
	Fringe @ 21.2%:	<b>\$608</b>
PERSONNEL TOTAL:		<b>\$13,894</b>

## Other Budget Requests

Category	Details	Amount Requested
SUPPLEMENTAL TOTAL:		<b>\$0</b>

PERSONNEL TOTAL:	<b>\$13,894</b>
SUPPLEMENTAL TOTAL:	<b>\$0</b>
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$13,894</b>

## Supplemental Documents



### **NEWS REPORTER**

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Job description for news reporter.



### **ARTS REPORTER**

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Job description for arts reporter.



### **OPINION COLUMNIST**

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Job description for opinion columnist.



### **CONTENT ASSISTANT**

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Job description for content assistant.