



## Request for 2024 Funding Services and Activities Fee Committee

### BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Center for Student Involvement

Create Date: 01/31/2024

Due Date: 02/07/2024

Submitter Name: Conor Leary

UW Email Address: cleary2@uw.edu

Phone Number: 2536924685

Department Head Approval:

Department Head: Bernard Anderson

Requested Amount: **\$211,320**

## Departmental Information

### STUDENT UTILIZATION

The purpose of this request is to invest in the development of UW Tacoma students through the provision of educational and social opportunities. The Conference & Training Fund (CTF) provides funding to currently enrolled UW Tacoma students, providing opportunities to participate in local and national trainings and conferences. Providing students with the opportunity to pursue educational opportunities beyond the classroom is a vital part of academia. Often the conferences that students attend allow them to connect with future employers, earn certificates that prepare them for internship and employment opportunities, and provide clarity regarding the exact paths that they may wish to pursue, either in their current program or in further education or career settings.

The Campus Event Fund (CEF) provides funding for events or programs that are focused towards student engagement through the Council for Campus Engagement. Funds may be solicited by anyone on campus, as long as the primary audience & beneficiary of their event is UW Tacoma students. These opportunities further meet the social, ideological, and academic needs of a variety of students which results in an enhanced campus environment and enriching co-curricular experiences.

Student Leader Training is an initiative that supports multiple offices across campus. This year, the event was hosted on one day in UWY 303/304 and hosted 83 student leaders from across the campus, including students from other departments and offices. The event featured topics around communication, sustainable leadership, and developing partnership strategies with on-campus units.

### CORE VALUES/MISSION ALIGNMENT

The Council for Campus Engagement, a committee composed of students from around the campus, empowers students through programs that inspire leadership and responsibility to enhance the campus experience. The Council supports student learning through conference and training funding, and this knowledge is brought back to classrooms and student organizations. While it is not a requirement to receive funds, the Council has focused on applications where the students applying for the conference and training fund are participating in the conference in some way, often presenting an educational session or a paper. This is not only a great professional development opportunity for those students, it helps highlight the great work being done on our campus. Empowering students to create change is one of the best ways to reach the strategic plan goals. The council tries to ensure every request we grant money will benefit the campus in some way.

Specific success indicators include:

- Ensure every student has opportunities to engage in high impact practices (Students)
- Increase opportunities to fund faculty and students doing undergraduate research (Scholarship)
- Expand opportunities for students, faculty and staff to engage in the work of social justice and anti-racism (Equity)
- Expand opportunities for training and community conversations to enhance a culture of inclusive excellence, mutual respect and social justice (Equity)
- Create and expand opportunities to activate our campus (Vitality)

**SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES**

The goal of fostering student engagement on campus is stated to "Build a community that will foster a culture of engagement that is inclusive of the diverse student needs, perspectives, and experiences." The Conference and Event Fund provides an open opportunity to support many student needs through funding student requests. Students have an opportunity to develop their own programs and events that would not be possible to implement without the resources of this fund. Our goal each year is the same, although how we reach it varies - we want to impact as many students as possible for the greater good of our campus.

For the second year, the Council of Campus Engagement started this year with a very reduced budget; major cuts were made to this budget during last year's SAF process. The Council for Campus Engagement has worked to ensure that the funding has lasted as long as it can and has managed to extend the funding through the end of January (With some remaining). This has resulted in not every application for CTF or CEF being funded or funded fully and a much stricter reliance on existing policies that provide the Council with the most amount of time to deliberate, as well as for the Center for Student Involvement to plan, events or conference travel.

Associated Students of the University of Washington Tacoma  
 Black Student Union  
 Center for Data Science  
 Disability Resources for Students  
 Echo Dance Club  
 Filipino American Student Association (FASA)  
 Finance Association  
 Google Development Student Club  
 Husky Sustainability Fund  
 Latinx Student Union  
 Mathematics Club  
 Middle Eastern South Asian Association  
 Music Club  
 Pacific Islander Student Alliance  
 Pack Advisors  
 Phi Alpha Honor Society  
 Pre-Dental Club  
 Pre-Medical Club  
 Pre-PA Club  
 Student Activities Board  
 Tahoma West  
 Vietnamese Student Association  
 Welcome Days

**STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)**

For the current 2023-2024 school year, **CEF has sponsored 14 programs (out of 17 applications) and CTF has funded 23 conferences (out of 29 applications)**. In comparison, at this time last year, CEF had sponsored 8 programs and CTF had funded 13 conference requests; by February of the 2020-2021 academic year, CEF had sponsored 4 programs and CTF had funded 7 virtual conferences.

The use of the Conference and Training Fund and Campus Event Fund has become a more apparent need and the number of applications the committee has received connects to our pre-covid numbers, where by March 2020, the CEF had funded 17 programs and the CTF had funded 77 trips for students to participate in conferences and trainings. Due to Covid, nearly 30 of those CTF trips had to be cancelled, unfortunately. Those numbers are closer to the "norm" of what this budget could do, and we had steadily been receiving larger funding allocations from SAFC. The Council for Campus Engagement continues to use Microsoft Forms to collect the application information and edits were made to the application this year to ensure that all necessary data points were collected to provide the Council with the information they would need to make a decision. It should also be noted that any application for CTF or CEF that exceeds \$1000 requires a presentation to the Council from the participants about the benefits of what the travel experience would mean to the students as well as its connection to the campus community.

With the introduction of DUBNET, attendance tracking is more possible than it has been in the past, although the CSI is still educating students are how to do this effectively. Some information for Campus Event Fund attendance has been provided as **Supplemental Document #1**. As the events are carried out by RSOs or other groups, the CSI is not directly responsible for oversight of those programs.

**COLLECTION OF FEEDBACK & IMPROVEMENTS**

Each applicant for funding is asked how they will connect what they have learned back to UW Tacoma. Often they are participating in RSO or classroom presentations. The committee receives feedback directly from event or conference attendees with their review of programs. This is especially useful if students are interested in attending the same conference year after year. Most importantly it provides insight into what students learned at a conference or training, and provides feedback on whether or not we should send students to a similar conference in the future. These reports are also useful in evaluating recurring programs from year to year, and adjusting funding according to the goals and success of previous programs. The committee is exploring ways to make these reports more publicly accessible, as we want to share all of the great experiences UW Tacoma students are participating in.

Student Leader Training feedback has come from word of mouth from participants and pre- and post-training surveys. Each year we review information from previous training surveys, and they have absolutely been used to shape programming for the future.

**SERVICE BENEFITS TO STUDENTS**

These funds provides opportunities for any student to pursue their ideas, as well as make a difference within the campus community. As a student-led committee, this also provides a venue for students to advocate for their peers, and support the community through resources that benefit all students. This fund also expands opportunities for students to host events or travel to conferences that they may not typically be able to gain access to.

Allowing students to access funds to bring their program ideas to fruition is a wonderful way to increase the number of events that are being offered to our campus community. Students who attend conferences serve as representatives of UW Tacoma – we have seen an increase in the number of students who are traveling to a conference because they are involved in some way. Examples include the Student Veterans Organization attending the annual Student Veterans Alliance convention (where they are regularly nominated for awards!), or student heading to national and international locations to expand their understanding of their field of study, or to present the research they've completed at UW Tacoma for the world to hear about, like students have done this year at Western Society of Naturalists, British Machine Vision, IEEE Big Data Conference, and more.

We have seen many clubs come back each year to help fund their events. This fund is one of the greatest resources students have on campus. It gives many student organizations a chance to put on their events and has resulted in on-going support for campus traditions such as Multicultural Night, Black Prom, PISA's Luau, and Welcome Days Events.

The Council for Campus Engagement at this moment is supported by students who willingly give their time to the effort on a volunteer basis. This committee has not had a monetary connection to doing the work, which can include 2-3 hours a week, reviewing applications as they come in, gathering to meet, hearing presentations, asking questions, and determining which events and conferences should be attending, based on their connection to the campus community. This year, the Council is approaching SAFC to benefit the students who take on this diligent work, to aid in the dispersal of funds and the consideration of all the factors that go into the efforts to provide students with a stipend that they would earn for their work completed. This stipend would allow for the recruitment of diverse student perspectives that would help in distributing the funds as fairly and equitably across campus.

**Staff Budget Requests**

Category	Details	Amount Requested
Student Staff <sup>3</sup>	<b>Stipend for Council for Campus Engagement members for 4 members to receive a total stipend of 1000 for working in Autumn, Winter, and Spring Quarters.</b> E001	
	Student Staff Wages:	<b>\$4,000</b>
	Fringe @ 20.5%:	<b>\$820</b>
PERSONNEL TOTAL:		<b>\$4,820</b>

**Other Budget Requests**

Category	Details	Amount Requested
Travel	Conference And Travel Spending fund allotted to cover expenses for Travel, Lodging, and/or Registration for conferences for currently enrolled students, upon the discretion of the student committee S001	<b>\$130,000</b>
Non-Food Supplies & Materials	Campus Event Fund spending fund allotted to cover expenses for on-campus, student engagement programs where the primary audience is UW Tacoma students, upon the discretion of the student committee S002	<b>\$70,000</b>
	Student Leader Training funding for campus-wide student leader training in September S003	<b>\$5,000</b>
Food	Food for Student Leader Training S004	<b>\$1,500</b>
SUPPLEMENTAL TOTAL:		<b>\$206,500</b>

PERSONNEL TOTAL:	\$4,820
SUPPLEMENTAL TOTAL:	\$206,500
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$211,320</b>

## Supplemental Documents



### CEF REPORT OF EVENTS HOSTED

Attendance Data for event hosted with the Campus Event Fund in 2023-2024.



### CEF\_CTF\_BUDGET BREAKDOWN

Budget information for the Campus Event Fund and Conference and Training Fund