



# Request for 2026 Funding Services and Activities Fee Committee

## BUDGET PROPOSAL CONTACT INFORMATION

|                           |                                     |                   |                      |
|---------------------------|-------------------------------------|-------------------|----------------------|
| Department Name:          | Center for Student Involvement      | Create Date:      | 01/29/2026           |
|                           |                                     | Due Date:         | 02/06/2026           |
| Submitter Name:           | Conor Leary                         | UW Email Address: | cleary2@uw.edu       |
|                           |                                     | Phone Number:     | 2536924685           |
| Department Head Approval: | <input checked="" type="checkbox"/> | Department Head:  | Dr. Bernard Anderson |
|                           |                                     | Requested Amount: | <b>\$160,175</b>     |

## Departmental Information

### STUDENT UTILIZATION

The funds portioned in this secondary proposal for the CSI Professional Staff would continue to strengthen the Giving Garden and the Husky Sustainability Fund as services funded by SAFC previously. Currently, both the Giving Garden and Husky Sustainability Fund budgets hold the salaries and wages for their professional staff positions. This is different from how other CSI Programs are budgeted based on the CSI's inheritance of each of these programs, upon funded provided by SAFC. The potential for funding allotted to programming and student engagement purposes competes directly the staff member's compensation. This proposal is requesting:

- Shifting the Giving Garden Coordinator or Sustainability Coordinator's Salaries out of their budgets, to be paid by the CSI Pro Staff Proposal
- Shifting both the Giving Garden Coordinator or Sustainability Coordinator's Salaries out of their budgets, to be paid by the CSI Pro Staff Proposal

Either approach ensures that students will receive high-quality programming *and* the professional guidance necessary to support inclusive, student-driven engagement. By centering CSI Staff in one budget, students benefit from consistent mentorship from the CSI Pro Staff Budget and SAFC can determine programmatic funding needed for the Giving Garden and Husky Sustainability fund for student-led initiatives.

### CORE VALUES/MISSION ALIGNMENT

The Center for Student Involvement strives to empower students to change the world through the enhancement of their skills and identities. We provide students with activities and programs to inspire personal transformation, campus communication, and social responsibility. Our services are focused on inspiring students: through training that develops their skills and understanding, advising students as they navigate policies, procedures, and new situations, and providing resources to pursue and enact a shared vision.

#### Student

CREATE INSTITUTIONAL TEAMS WITH SHARED RESPONSIBILITY FOR STUDENT RETENTION & SUCCESS

The CSI and Student Life 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 (HIPS)

We know through research that students involved in high impact practices will have better persistence to graduate and educational success. The Association of American Colleges & Universities has developed a list of 10 experiences they consider HIPS and student life has engaged with many of them including: First Year Seminars & Experiences (Welcome Days) Service Learning/Community-Based Learning (Husky Volunteers) Learning Communities (RSOs & Student Leadership programs)

#### Communities

STRENGTHEN COLLABORATIVE COMMUNITY PARTNERSHIPS WITH AN EMPHASIS ON DIVERSE COMMUNITIES.

Enhance, incentivize and recognize collaborative community engagement- The CSI encourages students to get involved with the community through service. We plan group service events open to all students and encourage student organizations to connect with partners on and around campus. Students, from RSO Officers to anyone performing volunteer service, are able to record and track their service hours that they provide to the community, with many opportunities to reflect.

#### Vitality

INTENTIONALLY CREATE SPACES, PROGRAMS AND ACTIVITIES THAT ENCOURAGE ENGAGEMENT WITH OUR CAMPUS.

The CSI hosts events weekly across our various programs and helps to enhance RSO and campus partner events by providing information regarding policies and procedures.

EXPAND AND CREATE CAMPUS-WIDE CELEBRATIONS AND RECOGNITIONS

From the W Photo and Stuff-A-Husky, to RSO Block Party, three involvement fairs, and our OSCARS, the CSI helps students understand that the achievement of their goals are possible, and that celebration brings our campus closer together.

## SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES

### Giving Garden Coordinator

As a member of the Center for Student Involvement Team, the Giving Garden Coordinator concentrates their efforts on increasing community collaboration on and beyond campus with the Giving Garden, increasing volunteer participation from students within the space, and increasing the product produced by students from the Giving Garden, to benefit the UW Tacoma campus. As a full-time staff member, the Giving Garden Coordinator commits to these goals to further increase the use of the space by students and to strengthen connection to the UW Tacoma and its surrounding community. Events and volunteer hours within the space bring in many different students and community members, uniting their efforts to affect food insecurity in Tacoma for the better and supply needed produce to the UWT Pantry. The Giving Garden Coordinator reports in their primary proposal that "This year we have made a more intentional approach to hour volunteer opportunities. By co-hosting all our events with Husky Volunteers on Dubnet, students are more informed about the events and are easily able to track their hours for the Husky Volunteer Medallion program. To show our appreciation to our volunteers, now when they track their hours through Husky Volunteers, they can earn Giving Garden specific swag. We no longer just give our swag away during tabling events." In order to enhance connection with the space, student volunteers have been provided with a means of acquiring certain tangible swag, while being able to find opportunities for involvement on the widely-used DubNet system.

The Giving Garden Coordinator fulfills their full-time role in connection and support of the garden, but as a Center for Student Involvement Staff Member, is included and required to support projects outside of the garden, including Earth Day, Campus Sustainability Month, Involvement Fairs, and other large-scale events that engage the campus in meaningful experiences.

### Sustainability Coordinator

The goals of HSF relate to creating impact, increasing accessibility, developing student engagement, competency, and leadership, and fostering a meaningful culture of sustainability on our campus and are outlined fully in the Husky Sustainability Fund budget proposal. Meaning is also achieved through partnerships. So far this year, through grant-making work the HSF has collaborated with 6 on-campus groups: the Department of Emergency Preparedness, Husky Volunteers, the Indian Student Association, the Master of Business Administration Association, the Tabletop Club, and the Wordlings. Through these collaborations, these groups have taken leadership in addressing sustainability issues in ways that are meaningful to them. For Campus Sustainability Month, we worked with 3 off-campus partners: the Tacoma Tree Foundation, the City of Tacoma, and Foss Waterway Seaport. These partnerships will continue to grow over time and strengthen opportunities for students to become engaged with community-wide sustainability initiatives. This position actively prepares Husky Sustainability Fund opportunities while supporting CSI initiatives and programs as an active team member. Through the combined work of our CSI Team, these positions interact with multiple dimensions to enhance student learning, engagement, and success.

## STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

The CSI supports an incredible number of UWT students and emphasizes our services and developmental opportunities to every registered student, which includes the Giving Garden and Husky Sustainability Fund under our umbrella of engagement. These programs are centered within our work and advertise in direct ways, including adding content to the Grit List weekly email blast of involvement opportunities to every student email. Another direct way of our support is constant advocacy and creation of SAF-funded student employment experiences (advertised through Handshake) for work completed, with a focus in helping students understand how their skills can transfer to future positions, no matter what they're studying. Other ways of connection involve students in the development of campus ideas that result in enhancements to departmental services and committees that are connected by our services. We are able to pull important data regarding student involvement from DubNet, including information that helps us understand not only the students who are connecting to campus, but those who may need varying strategies to get them connected. Specific usage data of our services can be found in the individual CSI budgets proposals.

I provide the context of each professional staff position of how their roles directly impact students at UW Tacoma.

#### **Giving Garden Coordinator- Clare Tupper**

Student Staff : 2 Giving Garden Student Employees

Connection: Giving Garden Volunteers, Students fulfilling projects in the Giving Garden for Capstones and Classes, Visitors to the Giving Garden Giving Garden Student Volunteer Hours (twice a week), Giving Garden Events (2 per quarter), Work Parties in the Garden, Tacoma Community members and neighbors

#### **Sustainability Coordinator- Livia Petzinger**

Student Staff : 2 Student Interns (STARS Reporting and Earth Day)

Connection: Husky Sustainability Student Committee, Husky Sustainability Fund student proposers and recipients, Sustainability Education Events

## COLLECTION OF FEEDBACK & IMPROVEMENTS

The Giving Garden and Husky Sustainability Fund both utilize diverse evaluation methods to assess the services we provide to the UW Tacoma community, as other CSI-affiliated proposals. DUBNET, introduced in September 2023, has enhanced our ability to record important quantitative data in the areas we support, so we're able to track and provide on-going information about the touchpoints of involvement our students are able to have with our office and beyond. Our office does work to emphasize the story of how finding something to connect with, to be involved with, no matter where it is on campus, will only increase the value a student's experience. DubNet, in allowing us to report out the data provided as a supplemental document for this request, allows us to dial into how many students out of the ~5000 student enrolled at UW Tacoma have made a connection somewhere on campus. The system allows us to collect information on how students may be involved and how they may not be involved, which can lead to supporting those students who may not understand all the ways they could be involved in their collect experience. The system allows for surveys to be dispersed for various events and to be created with the mind of collecting student input that our programs and services can use to further enhance opportunities.

The Giving Garden and Husky Sustainability Fund track attendance at events, have forms active for their organizations, and provide feedback surveys to student after events or experiences that they have at their programs or offerings. The Giving Garden can provide reported information in their proposal. The Husky Sustainability Fund can provide reported information in their proposal

**SERVICE BENEFITS TO STUDENTS**

While this secondary proposal concentrates on shifting the CSI Pro Staff salaries into one budget and does not seem like a very visible or needed decision, this supports the inclusion of the funding allotted towards the dynamic and critical CSI Pro Staff team as a unit supporting students in multidimensional ways. This team is actively planning programs and engagement opportunities that center on students and provide them with multi-dimensional options to connect, stay engaged, and understand the greatest potential about their student experience at UW Tacoma. The Giving Garden Coordinator and Sustainability Coordinator are part of the Center for Student Involvement; they are supervised by the Director of Student Involvement and Leadership after their programs were given financial support from SAFC. These programs matter to the student experience and their professional staff members do not simply focus on their program responsibilities. As members of the CSI Pro Staff, they support on-going efforts in other areas of student engagement, connected to the mission of the CSI to connect students to whatever form of involvement they may be looking for or may learn the most from.

Should SAFC approve this secondary proposal, the effect would mean the potential for increasing programmatic funding and funding for student employees in both the Giving Garden and Husky Sustainability Fund. Adhering to the salaries of both of these positions in their individual budgets can result in the adjustment of programming and student employee funding to ensure that the professional staff member can support the holistic development of students, and receive proper compensation for their dedication. While programming dollars and funding for student employees is important, more project and service progress can be allocated with a staff member working 40 hours (or more) a week and professional staff in the CSI has always striven to ensure that programs and services exist, no matter the funds. With a professional staff person in the role, more innovation and creativity can be enacted and communicated to ensure that students can experience something interesting. It also allows for that staff member to aid in other projects, combining efforts with another team member or students to create a meaningful and impactful experience.

This may be viewed as simply moving the costs around, but shifting one or both of the salaries will still leave the need for budgets for programming and student employees for the Giving Garden and Husky Sustainability Fund. This may even, in particular years, result in an increase in the funds that they end up asking for. These two budgets would benefit greatly from not having to own the salary for their professional staff member so they could determine reasonable requests for how the programming and students can directly be supported by SAF Funds. The result would also mean smaller requests than they have usually sent into SAFC, as these areas also work to determine alternate sources of funding (Grants and donations); work conducted by their professional staff leads.

**Staff Budget Requests**

| Category                      | Details  | Amount Requested |
|-------------------------------|--|------------------|
| Classified Staff <sup>2</sup> | <p><b>Giving Garden Coordinator (Clare Tupper)- This position has been supported by SAFC in the past, and the budget for this position resides in the Giving Garden budget. This position is responsible for the maintenance, support, and execution of a calendar year's time of growing and the connection of the Giving Garden to the UW Tacoma student community. More information regarding responsibilities can be found in the position description attached for this proposal.</b></p> <p style="text-align: right;">E001</p>                        |                  |
|                               | Classified Staff Wages:  | <b>\$59,740</b>  |
|                               | Fringe @ 32.5%:  | <b>\$19,416</b>  |
| Classified Staff <sup>2</sup> | <p><b>Sustainability Coordinator (Livia Petzinger)- This position has been supported by SAFC in the past, and the budget resides in the Husky Sustainability Fund budget. This position is responsible for the promotion and execution of projects submitted, funded, and assessed by students who receive the Husky Sustainability Fund. This position also creates educational events and workshops to better support student understanding of sustainability in their lives. Position description attached</b></p> <p style="text-align: right;">E002</p> |                  |
|                               | Classified Staff Wages:  | <b>\$59,798</b>  |
|                               | Fringe @ 32.5%:  | <b>\$19,434</b>  |
| <b>PERSONNEL TOTAL:</b>       |  | <b>\$158,387</b> |

## Other Budget Requests

| Category            | Details   | Amount Requested |
|---------------------|---|------------------|
| Contracted Services | Monthly non-recurring charge for technology recharge imposed by Information Technology for Giving Garden Coordinator (~74.47 a month) S001  | <b>\$894</b>     |
|                     | Monthly non-recurring charge for technology recharge imposed by Information Technology for Sustainability Coordinator (~74.47 a month) S002 | <b>\$894</b>     |
| SUPPLIMENTAL TOTAL: |   | <b>\$1,788</b>   |

|                                 |                  |
|---------------------------------|------------------|
| PERSONNEL TOTAL:                | <b>\$158,387</b> |
| SUPPLEMENTAL TOTAL:             | <b>\$1,788</b>   |
| <b>COMPLETE PROPOSAL TOTAL:</b> | <b>\$160,175</b> |

## Supplemental Documents



### POSITION DESCRIPTION FOR GIVING GARDEN COORDINATOR

Position description for the Giving Garden Coordinator, including responsibilities, daily activities, and expectations from the University to serve student interests and needs



### POSITION DESCRIPTION FOR SUSTAINABILITY COORDINATOR

Position description for the Sustainability Coordinator, including responsibilities, daily activities, and expectations from the University to serve student interests and needs