University of Washington — Tacoma

Request for 2020/202 Funding
Services and Activities Fee Committee

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Center for Equity & Inclusion

Submitter Name: Nedralani Mailo

UW Email Address: mailon@uw.edu

Department Head Approval: ✔

Department Head: Jimmy McCarty

Create Date: 01/09/2020

Due Date: 02/07/2020

Phone Number: 2536924325

Requested Amount: **$308,910**

Departmental Information

STUDENT UTILIZATION

As the CEI expands into a centralized location on campus we will have the ability to expand our current programs and develop new programs to support all students' experience. Funds will support all services, pro and classified staff salary and student employment, general supplies, and food for events/trainings. Funds will also be available for RSOs to request support in effort to create a more equitable, just and diverse campus.

Funds will also support our RISE learning community. Our goal is for students to have a transformational experience. We hope to retain 80% of all scholars engaging in our learning community by developing programs to build sense of belonging, focus on social engagement and community building both externally and internally. We created a formal partnership with Student Transitions & Success.

We are currently in a program review process and drafting our new mission statement. Below is our drafted statement thus far. We have met with our key stakeholders (students, staff, and faculty) and brought experts in the field to campus to serve as reviewers to assist us in shaping our future directions. A final draft of a new mission statement, values, and outcomes will be prepared by the end of the year.

Mission: The Center for Equity and Inclusion enhances the holistic education of all students and the campus community by supporting the success of historically marginalized students, empowering staff and faculty to engage difference towards justice, and building a more equitable campus.

Values:

Social Justice

Community

Joy

Advocacy

Cultural Humility

Advocacy

Cultural Humility

CORE VALUES/MISSION ALIGNMENT

The work of the CEI aligns with all five values and four of the six strategic priorities named in Charting Our Course. The five values are Access, Diversity, Innovation, Community, Excellence. The CEI's work increases **access** by supporting offices, like New Student Transitions and Success and Admissions, as they work to increase access to the university through participation in search committees and community outreach. We support campus **diversity** efforts through all our work to support marginalized students, staff, and faculty, and by building campus capacity to engage in conversations about identity, difference, and power. We support **innovation** by serving on campus committees related to sustainability, student retention and success, and community engagement. We also are creating innovative programs to meet the evolving needs of our student population. We build **community** through hosting welcome receptions, potlucks, and in building student cohorts such as RISE. We also provide space for students, especially students from minoritized communities, to gather together and build community across difference. We pursue **excellence**, especially inclusive excellence, in all we do and support the development of inclusive excellence across campus. One aspect of our work that works across all of these areas is our work with The Pantry, in which we increase access, diversity, innovation, community, and excellence through our support for food insecure students.

We support the achievement of the strategic priorities related to students, communities, equity, and culture. In particular, we support these priorities with a lens toward building and developing equity across campus: in student life and in staff and faculty life. We provide space for minoritized communities to gather, we provide professional development opportunities related to equity and inclusion, and we consult on the development of policies and structures that will promote inclusive excellence across campus.

Success indicators: In the area of students we are working on indicators A, C, and F. In relation to communities we are actively working on indicators A, C, E, and F. In relation to equity we are actively working on indicators A, C, D, F. In relation to culture we are actively working on indicators B and F.

SAF-Funded Program or Services Goals and Outcomes

Real Talk Discussions have been catered to discuss current issues that have a social justice component. This platform provides the opportunity for participants to learn, engage, and act on what was shared with them. Real Talk has also been a platform for our general students to come into the CEI and share their projects that has a focus around diversity, equity and inclusion and how we can support and guide them ensuring we have a social justice lens. A student came to the CEI wanting to get advice on how to create a game that is equitable, just and ways to avoid stereotypical depictions of people. We will be having a Real Talk to help this student work through her ideas.

Queer Discussion Group (QDG) is a space for our LGBTQIA identified students to meet, socialize and support one another as well as share experiences on queer specific topics and activities. This space is also open to allies of the LGBTQIA community to learn about ways how they can be supportive and show up for their peers. These discussions have been based on suggestions from students who have attended CEI programs in the past.

Racial Healing Circles are an opportunity to explore one's racial identity, the role of race and racism in society, and the ways we can collectively live antiracist lives. These are open for all students to participate in. In the Spring, a weekend retreat for Racial Healing Circle will take place as well.

Real Lit is a book club co-sponsored and co-facilitated by the Library and the CEI. Through this book club we have been able to discuss social justice topics that impact different marginalized communities through a literary lens with being very intentional of having own-voice authors as our selection. This has helped bridge the communication between the CEI and the Library and reach students we wouldn't normally be able to throughout student programming in the CEI. At the beginning of Winter Quarter, we have expanded this program even more so to connect with local high schools to do a combined skype meet and greet with the author of our selected book, the Poet X. We have also had student interest in wanting to partake in facilitating the book club with us staff. This is a great opportunity to expand student leadership.

Drop-ins. We have ongoing drop-ins with the Office of Global Affairs and University Academic Advising. Through these drop-ins we are able to meet students where they are at and share resources with them that they may not have known about otherwise.

In collaboration with the **Department of Student Transitions and Success**, we created seven New Student Welcome Receptions in the fall and winter quarter and plan to do so moving forward. These were created to ensure our new students know about the CEI and that this can be their home away from home. Since these receptions, we have seen many of these students in our spaces.

Student Utilization (comparison over past 2 years)

The Center for Equity and Inclusion is open to all students, staff and faculty. Our services and resources primarily serve students but we also provide frequent opportunities for faculty and staff to engage.

CEI Programming/Events/Sign-in - We conduct CEI user and Pantry Usage sign-ins each day. This helps us gather when and how our space and resources are used. We have been more intentional with the numbers we report and the services we provide to make sure they are a reflection of our mission.

2019-2020: Since September 2019 to January 2020, we have documented over 3200 instances of students, staff, and faculty and community members utilizing our services and/or attending our events. This number is slated to increase as we continue with our programming for the remainder of the academic year.

2018-19: We had documented over 3500 instances of students, staff, faculty, and community members utilizing our services and attending our events. These numbers also include Pantry usage.

2017-18: We had over 3000 documented instances of students, staff, faculty, and community members utilizing our services and/or attending our events. These numbers also includes usage of the Pantry.

*These numbers are not unique as we have several students, staff, and faculty that use our resources and participate in our programming options multiple times.

Collection of Feedback & Improvements

Over the last nine months CEI staff and external reviewers have convened three separate focus groups with students to discuss the student experience of the CEI space, services, and programs. These focus groups also included conversations about the needs of students not being met that might be able to be fulfilled by the Center. Students in these focus groups included students who have been engaged in the life of the Center in a variety of ways. This feedback has informed the scope and shape of CEI programming during this academic year, the ongoing revision of the Center's mission and values, and influenced the prioritization of new services and programs offered by the Center.

Ongoing, we conduct post-event evaluations after our student programming. These evaluations are critical to understanding our students' needs and views of the CEI.

Pantry: We check-in every student who utilizes The Pantry and implemented an inventory system that tracks how much weight is entering and leaving the Pantry. This will help with tracking usage of the resource.

RISE

Student Scholars participating in RISE will receive a pre-survey once joining the learning community. At the end of the year students will be given post-surveys. This ensures we are establishing a firm benchmark to measure our growth. These surveys are especially helpful to measure student knowledge and cognitive learning. In order for learning communities to have structure - surveys can guide us on how to develop learning communities in the near future. We want to capture our students' knowledge and abilities overtime to tailor our curriculum to students' needs.

Service Benefits to Students

We aim to serve students by producing programming that is co-curricular, multi-disciplinary, and effective by working with faculty, campus departments, the local community, and student organizations. Co-curricular programs complement what students are already learning in the classroom and provide students with the opportunity to expand on their learning or interact with peers as they learn (Whitt, et al., 2001). Research on college students experience shows that extra-curricular/co-curricular programs are an integral part to a student's success and development (Kuh, 2001).

In addition to the many benefits of co-curricular programming, research on multicultural centers on college campuses shows that spaces like the CEI help to affirm students diverse identities, build community, and cultivate leadership. Intentionally diverse spaces offer a non-threatening space for cultural expression and pride, and student empowerment (Benitez, 2011). These spaces also serve as anti-oppressive political spaces of consciousness for students from minoritzed backgrounds. Some research has shown that when given the opportunity to participate in programs aimed at creating an inclusive environment, students report greater comfort and improved perceptions of the campus climate (Poynter & Lewis, 2003). When students identify their campus as an inclusive and nondiscriminatory environment, they show greater support for the university's diversity efforts and increased satisfaction with their college experiences (Poynter & Lewis, 2003).

In our recent focus groups with students we learned that having a physical space for students from minoritized communities to gather and build community with one another is one of the most significant services we provide for students. We create open, inclusive, and welcoming spaces in which students are invited to bring their whole selves and engage as their best selves across difference. For our "high user" students, the community provided in our space is one of the most important parts of their student experience. This aligns with contemporary scholarship that demonstrates that a sense of belonging is one of the most important factors that influence the success of students.

In addition to this, we provide opportunities for students to engage in several "high impact practices" that have been shown to have a strong correlation to student success. These include opportunities to engage in learning communities (such as RISE), student employment, leadership opportunities (such as Students of Color Conference and several planning committees), and internships (which are under development to be launched this summer). We presently provide or are developing opportunities in these areas. Beyond these opportunities, we also meet the basic needs of up to 1/3 of our students by operating The Pantry which enable food insecure students to meet some of their nutritional and financial needs.

In addition, we regularly support students, staff, and faculty by providing opportunities for community members to engage in their own identity development through trainings, workshops, and other events with a diversity, equity, or inclusion lens. As members of our community grow in these skills all students benefit by having more skilled staff and faculty to engage them in their identities.

ADDITIONAL INFORMATION OF FUND UTILIZATION

The CEI will be utilizing a substantial amount of its funds through the remainder of the year. Our remaining funding (excluding classified staff, pro staff and student staff wages) is allocated toward the following:

Ongoing Programming

- Small-scale events such as Real Talk, Queer Discussion Groups, Real Lit, Racial Healing Circle, Self-Care Week, etc.
- Identity-themed month events and programs (Black History Month, Latinx Heritage Month, etc.)

Rainbow Center Workshops

We are in negotiations with educators from the The Rainbow Center to offer LGBTQA+ awareness and education workshops for staff, faculty and students at UW Tacoma at a fee. Workshops will happen during Winter and Spring and the hope is that this partnership will sustain a renewed relationship with a valuable community partner.

Racial Justice Workshops

We are presently in conversations with consultants to lead racial justice education workshops for staff, faculty and students at UW Tacoma at a fee.

Umoja Celebration

This annual event will provide us the opportunity to honor and recognize our diverse student population that will be graduating as well as an opportunity to recognize staff, faculty and students who have been instrumental in the CEI.

Staff Budget Requests

Category	Details	Amount Requested
Professional Staff[1]	**50% of the Student Retention & Community Development Specialist salary. This position is responsible for developing, maintaining, and assessing a comprehensive array of student retention and success programs for historically underrepresented students that make up a large part of the UW Tacoma campus community. Charged with developing and implementing cohort-based programs/initiatives focused on academic success, career development, and identity and leadership development like RISE.** E001	
	Professional Staff Wages:	**$28,459**
	Fringe[4] @ 32.1%:	**$9,135**
	Program Support Supervisor: Classified staff position supervises student positions and scheduling, oversees the Services and Activities Fee Committee budget; monitors and reconciles budget, manages and supervises the Pantry, and assists in developing annual signature programs such as the Native American Indigenous Education Symposium, Umoja Celebration, and trainings. This work has resulted in support for ongoing student led	

Classified Staff[2]	Celebration, and trainings. This work has resulted in support for ongoing student-led programs like Real Talk and Queer Discussion Group, Real Lit, and more. E002	
	Classified Staff Wages:	$52,870
	Fringe @ 41.2%:	$21,782

Student Staff[3]	3 CEI Student Assistants at 19 hours each week for Fall/Winter/Spring and 10 hours each week for Summer. E003	
	Student Staff Wages:	$29,444
	Fringe @ 20.9%:	$6,154

Student Staff[3]	3 Program Coordinators at 18 hours each a week for Fall/Winter/Spring and 10 hours each a week for Summer. E004	
	Student Staff Wages:	$29,148
	Fringe @ 20.9%:	$6,092

Student Staff[3]	1 Pantry Lead Assistant at 19.5 hours a week for Fall/Winter/Spring and 15 hours a week for Summer. E005	
	Student Staff Wages:	$10,904
	Fringe @ 20.9%:	$2,279

Student Staff[3]	3 Pantry Assistants for 19.5 hours each a week for Fall/Winter/Spring and 15 hours a week for Summer. E006	
	Student Staff Wages:	$32,137
	Fringe @ 20.9%:	$6,717

Student Staff[3]	1 Social Media/Marketing Coordinator at 17 hours a week for Fall/Winter/Spring and 10 hours a week for Summer. E007	
	Student Staff Wages:	$8,924
	Fringe @ 20.9%:	$1,865

Student Staff[3]	2 Retention and Community Development Student Coordinators at 19 hours each a week for Fall/Winter/Spring and 10 hours each a week for Summer. E008	
	Student Staff Wages:	$20,356
	Fringe @ 20.9%:	$4,254

	PERSONNEL TOTAL:	$270,520

Other Budget Requests

Category	Details		Amount Requested
Contracted Services	Speaker honorariums - $5,000 Workshops & Trainings - $5,000	S001	**$10,000**
Other Services	software/subscriptions - $400 Pro devo for Pro & Classified Staff - $1956.00 Pro devo for student staff - $1,300 Operational costs - $1800. Campus services - $300 Student recognition/development $500	S002	**$8,956**
Travel	conference travel - $500 mileage re-imbursements - $500 Ucar Transportation for student programming - $2000	S003	**$3,000**
Non-Food Supplies & Materials	General office supplies - $2000 Uniforms and nametags - $700 Marketing & promotional material - $3000 Event decorations and materials - $1000	S004	**$6,700**
Food	Events - $2000 Quarterly team trainings - $500 Sponsorships for RSOs - $2000	S005	**$4,500**
Equipment	touch screen laptop - $1479.35 color printer toner - $1920.00 black toner - $600 2 Workstation stand up desks - $1000 Paper - $235	S006	**$5,234**
		SUPPLIMENTAL TOTAL:	**$38,390**

PERSONNEL TOTAL:	$270,520
SUPPLIMENTAL TOTAL:	$38,390
COMPLETE PROPOSAL TOTAL:	**$308,910**

Supplemental Documents

2019-2020 EVENT COUNTS

Event counts of events starting Fall 2019-Winter (January 2020)

PROGRAM DESCRIPTION

Extensive CEI program event list.