

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Office of First Gen

Create Date: 11/06/2024

Due Date: 11/08/2024

Submitter Name: Dominic Jay Crisostomo

UW Email Address: djcrisos@uw.edu

Phone Number: 2536925678

Department Head Approval:

Department Head: Amanda Figueroa

Requested Amount: **\$6,650**

Departmental Information

SPECIAL ALLOCATIONS - CRITERIA

In an effort to accommodate growing student engagement, requests were put forward to re-locate the FG office to a larger space on-campus. This quarter, the FG office officially re-located from the original office in MAT 213 to MAT 106. The FG offices move was dependent on several organizational and inter-departmental choices, including Career Developments re-location to the academic advising suite in GWP and the Professional Development Center's re-location to the Tioga library building. This chain of decisions made it difficult to anticipate move-related costs, including updating furniture, costs associated with carpet cleaning, and the disposal of unusable office supplies, as the move was projected to take place at any time between Winter 2024 and Winter 2025.

Most of the office amenities that we inherited as a part of the move haven't been updated in over 10 years. These funds would be put towards addressing the unanticipated moving costs outlined above to ensure that our space remains a spot on-campus students feel comfortable to be in.

STUDENT UTILIZATION

The FG space sees frequent traffic from students who have long commutes and need to rest between the time they get to campus and their next class; students looking to make connections and build community with their fellow first gen peers; and students who just need a quiet place to complete their coursework. We hope to replace the weathered furniture that we inherited as a part of our move to MAT 106 to create an office environment that feels welcoming, comfortable, and clean in order to effectively continue supporting students in the manners mentioned above. In alignment with the student (1 & 2) and equity (8 & 9) goals of the campus strategic plan, as well as goal area 1 of the UW Tacoma Student Affairs strategic plan, these funds and the new office amenities they would go towards will support our office in cultivating a community space that centers student well-being and facilitates student retention.

Additionally, the FG space is going to be used to host employers so that they have rooms to conduct internship and job interviews with students. Our hope is for an office setting that helps facilitate these important connections between UW Tacoma students and employers and that demonstrates the offices and the campuses commitment to meaningful campus-community partnerships.

SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

If all goes as planned and we are able to purchase the necessary items for our office, we anticipate removal of weathered furniture and placement of new furniture to happen swiftly and not interrupt student learning. In particular, we anticipate a majority of objectives (purchasing, delivery, and placement of items) to occur right after finals week and throughout Winter break. With the newer furniture items in place and more seating available, we anticipate this to benefit students directly. Considering the feedback loops we use with students that frequent the office and their candid input about what they would like to see in the FG space, we expect enhanced engagement – not only from students but from offices and departments we already partner with.

