

**BUDGET PROPOSAL CONTACT INFORMATION**

Department Name: Student Publications

Create Date: 11/04/2024

Due Date: 11/08/2024

Submitter Name: Conor Leary

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Phone Number: 2536924685

Department Head Approval:

Department Head: Bernard Anderson

Requested Amount: **\$15,739**

**Departmental Information**

**SPECIAL ALLOCATIONS - CRITERIA**

During the annual allocation period, restrictions on the SAF budget estimates required reductions that, among other things, resulted in the loss of three entry-level reporting jobs and one content assistant. 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 this request is approved and the print funding request is not approved, the content assistant will support the editorial process and the digital production of the newspaper. 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. With physical print, that would require to produce a physical and digital version for the weekly newspaper for student enjoyment. This would also mean making sure that we have enough writers to fill a 8 page (4 total pieces of paper) newspaper each week, as well as getting the information organized on the digital publication, emailed to the campus, and distributed to the Newspaper stands around 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. The Student Media Specialist will hopefully be appointed in January 2025 as a professional staff position responsible for the development of student publication and media outlets offered at UW Tacoma. Along with their work in media, this position would be primarily responsible for ensuring that the newspaper is staffed and that student funds are distributed. Until then, I will continue to support the publication and the team throughout this search process.

**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. The Center for Student Involvement has kept 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 \$16.66/hour, 8 hours/week, 24 weeks. E001	
	Student Staff Wages:	\$3,199
	Fringe @ 23%:	\$736
Student Staff <sup>3</sup>	One opinion reporter at \$16.66/hour, 8 hours/week, 24 weeks. E002	
	Student Staff Wages:	\$3,199
	Fringe @ 23%:	\$736
Student Staff <sup>3</sup>	One news reporter at \$16.66/hour, 8 hours/week, 24 weeks. E003	
	Student Staff Wages:	\$3,199
	Fringe @ 23%:	\$736
Student Staff <sup>3</sup>	One content assistant at \$16.66/hour, 8 hours/week, 24 weeks. E004	
	Student Staff Wages:	\$3,199
	Fringe @ 23%:	\$736
PERSONNEL TOTAL:		\$15,739

## Other Budget Requests

Category	Details	Amount Requested
SUPPLEMENTAL TOTAL:		\$0

PERSONNEL TOTAL:	\$15,739
SUPPLEMENTAL TOTAL:	\$0
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$15,739</b>

## Supplemental Documents



### **NEWS WRITER**

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2024-2025 News Writer Position Description



### **ARTS & ENTERTAINMENT WRITER**

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2024-2025 Arts & Entertainment Writer



### **OPINION WRITER**

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2024-2025 Opinion Writer Position Description



### **CONTENT ASSISTANT**

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2024-2025 Content Assistant Position Description