

## BUDGET PROPOSAL CONTACT INFORMATION

Department Name:

Create Date:

Due Date:

Submitter Name:

UW Email Address:

Phone Number:

Department Head Approval:

Department Head:

Requested Amount:

## 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 and Training Fund (CTF) provides funding to currently enrolled UW Tacoma students, providing opportunities to participate in local, national, and international trainings and conferences. Providing students with the opportunity to pursue educational opportunities beyond the classroom is a vital part of academia. Often the conference 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 further 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 103 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 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 funds 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, but it also 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 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 third 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 of 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

Center For Student Involvement

Center For Equity & Inclusion

CIVITAS

Disability Resources for Students

Global Honors

Husky Sustainability Fund

IEEE

Latinx Student Union

Mathematics Club

Middle Eastern South Asian Association (MESAA)

Multicultural Association of Prehealth Students

Pacific Islander Student Alliance

Pack Advisors

Student Activities Board (SAB)

Somali Student Association (SSA)

University of Global Affairs

UW Tacoma Library

Welcome Days

## STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

For the current 2024-2025 school year, CEF has sponsored 17 programs (out of 19 applications) and CTF has funded 32 conferences (out of 37 applications). In comparison, at this time last year, CEF had sponsored 14 programs and CTF had funded 23 conference requests; by February of the 2021-2022 academic year, CEF had sponsored 8 programs and CTF had funded 13 conference requests.

The use of the CTF and CEF has become a more apparent need, and the number of applications the committee has received can be attributed to the growth of the campus. The Council for Campus Engagement uses Dubnet to collect the application information and Microsoft Excel to view the monetary requests. Dubnet allows for attendance tracking through registration and sign-in sheets. It should also be noted that an application that exceeds \$1000 for the CTF and \$500 for the CEF, 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. We also require a reflective paragraph, pictures, and attendance from CE funded proposals. For CTF funded proposals, we require either a workshop, classroom presentation, or RSO meeting to make sure that students are giving back to the Campus. Our committee works to fund events and conferences that benefit students.

With the utilization of Dubnet, attendance tracking is more possible than it was in the past, although the CSI is still educating students on how to do this effectively. Some information for Campus Event Fund attendance has been provided as Supplemental Document #2. 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 provide 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 Somali Student Association attending the annual SSA Nationals, or students 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 British Machine Vision, IEEE Rising Stars Conference, National Society of Black Engineers, 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 ongoing support for campus traditions such as Welcome Days Events, PISA's Luau, Diwali Night, and the OSCARS.

With the funding of SAF last year, the Council for Campus Engagement was given the opportunity to hire four stipend positions. This year, we hired two but one took another job, so we have had one hired member. Our other members are from different parts of campus, with the Chair for SAB, ASUWT Director of Finance, and the RSO Coordinator. The members are expected to work 3-4 hours a week, reviewing applications as they come in, gathering to meet, hearing presentations, asking questions, and determine which events and conferences should be funded, based on their connection to the campus community. This year, the Council is approaching the SAF to continue to fund the stipend positions, to benefit the students who take on this diligent work, to aid in the disposal of funds and the consideration of all factors that go into the efforts. To provide the students with the opportunity with a stipend so that they would earn money for their work completed. This stipend would allow for the continual recruitment of diverse student perspectives that would help in distributing the funds fairly and equitably across campus.

**Staff Budget Requests**

Category	Details	Amount Requested
	PERSONNEL TOTAL:	\$0

## Other Budget Requests

Category	Details	Amount Requested
Other Services	Funding for 2 stipends to be provided to two appointed members to the Council for Campus Engagement, along with members employed as RSO Coordinator, SAB Chair, and ASUWT Director of Finance S001	\$2,000
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 S002	\$130,000
Non-Food Supplies & Materials	Campus Event Fund spending 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 S003	\$70,000
	Student Leader Training funding for campus-wide student leader training in September S004	\$5,000
Food	Food for Student Leader Training S005	\$4,500
SUPPLEMENTAL TOTAL:		\$211,500

PERSONNEL TOTAL:	\$0
SUPPLEMENTAL TOTAL:	\$211,500
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$211,500</b>

## Supplemental Documents



### **CEF/CTF BUDGETARY BREAKDOWN**

Budgetary Breakdown for Campus Event Fund and Conference and Training Fund, along with Student Leader Training to take place in Sept 2025



### **CAMPUS EVENT FUND SPENDING BREAKDOWN**

Breakdown of current spending for Campus Event Fund through 2.6.2025



### **CONFERENCE AND TRAINING FUND SPENDING BREAKDOWN**

Breakdown of current spending for Conference and Training Fund through 2.6.2025



### **CEF & CTF: TESTIMONIALS**

Accounts from students who have made use of the Campus Event Fund and Conference and Training Fund

