

Request for 2025 Funding Services and Activities Fee Committee

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

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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.

SERVICE BENEFITS TO STUDENTS

- 1. Our office offers an array of support services that are geared towards holistically supporting students. Our First Gen Fellows cohort was created to support incoming first-year and transfer students as they begin to navigate the university and the web of support services that exists on-campus. The Financial Wellness cohort, which we facilitate in collaboration with Sound Outreach, helps students build the necessary financial competencies needed to make effective financial decisions. Lastly, our new Internship Prep cohort was created to address the disparities in co-curricular engagement that exists among first- and continuing-generation students on-campus. Through a four-weeklong "micro-internship" with on- and off-campus employers, students gain the necessary skills and experience needed to make them competitive for other career-connected opportunities. Students can earn stipends for their participation in each of the three cohorts depending on their unmet financial need and eligibility.
- 2. Through our We Are First Gen Campaign, we provide a space for first-generation students, staff, faculty, and alumni to share their stories with the rest of campus, which supports the cross-campus effort to positively spotlight the first-generation identity.
- 3. Alongside supporting students, the FG provides monetary research grants to UWT faculty engaged in research projects that support community health and wellness. Funding is distributed to faculty who have agreed to employ first gen students as research assistants through the academic year.
- 4. Most importantly, the Office of FG is a community space that provides students grab-and-go snacks, study spaces, and an office culture that facilitates community building and student engagement (i.e., creating a "sticky campus").
- 5. Programming through the Office of FG consistently sees increased student engagement year after year. In the 2023-2024 academic year, FG saw 1,211 students sign-ins to FG events and workshops, with 369 of those sign-ins being unique. In the spirit of continuous improvement, we prioritize student voice and feedback to create programming that prioritizes students' ever-changing needs and demands, including the introduction of the Internship Prep cohort that was outlined above.

Staff Budget Requests

Category	Details	Amount Requested
PERSONNEL TOTAL:		\$0

Other Budget Requests

Category	Details	Amount Requested
Other Services	Service to remove a cubicle station that is currently unused to allow for more student centered space. S001	\$1,000
Equipment	This is for the furniture refresh that includes soft seating and new tables and chairs. Furniture has to be approved for commercial use. S002	\$5,650
SUPPLIMENTAL TOTAL:		\$6,650

PERSONNEL TOTAL:	\$0
SUPPLEMENTAL TOTAL:	\$6,650
COMPLETE PROPOSAL TOTAL:	\$6,650

Supplemental Documents