

## STANDING COMMITTEES

Academic and Student Affairs Committee

### Approve Services and Activities Fee for the Tacoma Campus: 2024-25 Maintenance of Fee, Operating and Capital Allocations

#### RECOMMENDED ACTION

It is the recommendation of the administration and the Academic and Student Affairs Committee that the Board of Regents approve for the University of Washington Tacoma campus:

1. maintaining the current Tacoma S&A fee level at \$164 per full-time student per quarter for 2024-2025;
2. maintaining the current University Y Student Center fee level at **\$180** per quarter for 2024-2025;
3. allocating **\$2,808,136** for 2024-2025 program operations. \$2,130,000 for salaries, fringe benefits, and program expenses will be funded by projected revenue collection: \$678,136 of one-time expenses will be funded by funds in the Contingency Fund;
4. allocating **\$0** from the Short-Term Contingency Fund to the Long-Term Fund; and
5. allocating **\$0** from the Long-Term Contingency Fund to the Short-Term Fund.

#### BACKGROUND

According to action taken by the 2018 Washington state legislature, the Board of Regents is authorized to annually increase the Services and Activities Fee, under RCW 28B.15.069, “by amounts that shall not exceed four percent per year, judged reasonable and necessary by the services and activities fee committee and the governing board.” As provided under RCW 28B.15.045, a student committee recommends the annual allocations to the Board of Regents for approval.

Each year, on the basis of recommendations by the administration and the S&A Fee Committee, the Board of Regents approves annual S&A Fee allocations for the Tacoma campus. Additional allocations may be approved during a given year.

S&A Fees at the UW Bothell and Tacoma campuses are collected separately from the Services and Activities Fees at the Seattle campus, but the process is handled

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in a similar manner. The Board of Regents, at the September 27, 1991, meeting, approved the initial Guidelines that established the S&A Fee Committee for the Tacoma campus and its operating procedures.

The Tacoma S&A Fee Committee reviews and approves the S&A and the UWT-Y Fees on an annual basis. The UWT SAF will be maintained at \$164 per quarter for 2024-2025.

On the topic of the University Y, the committee does not expect to have to cover any gap in bond payments on the Y building, the fee revenue is estimated cover the payment fully.

#### A. Recommended Services & Activities Fee Rates for 2024-2025:

The quarterly S&A Fee rate history at UW Tacoma for the past few biennia is as follows, along with this year's recommendation:

<b>Academic Year</b>	<b>Quarterly Fee Rate</b>
2016-17	\$159
2017-18	\$159
2018-19	\$158
2019-20	\$158
2020-21	\$158
2021-22	\$158
2022-23	\$158
2023-24	\$164
2024-25	\$164

The 2024-2025 recommendation grew out of S&A Fee Committee discussions over the course of the current academic year—discussions that included, at several different times, representatives of the units supported by S&A Fee income.

#### B. Recommended Services & Activities Fee Budget for 2024-2025:

Based on 2023-2024 S&A Fee revenue collections and current year enrollment information, the S&A Fee Committee estimates 2024-2025 revenue at the \$164 fee level per quarter to be approximately \$2,130,000. Projected revenue figures

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are net of waivers and funds set aside for financial aid. Based on these projections, the Committee recommends allocating the full amount of \$2,130,000 in addition to the \$678,136 from the Contingency Fund to fund the allocations detailed below.

The Tacoma S&A Fee Long-Term Fund is currently at a total of \$1.5 million and is typically used for capital and other projects not part of the annual allocation process. This is an estimate based on end of year projections.

C. Services & Activities Fee Allocations for 2024-2025:

The 2024-2025 budgets for each program are as follows:

<b>Program</b>	<b>2024-2025</b>	<b>% Change</b>
Associated Students of UW Tacoma (ASUWT)	\$345,001	54.45%
Career Development & Education	\$49,436	2.58%
Center for Equity and Inclusion (CEI)	\$246,646	19.83%
Center for Student Involvement (CSI) - Campus Event Fund (CEF) & Conference & Training Fund (CTF)	\$100,000	44.51%
CSI - University Y Student Center & Dawg House	\$143,101	-11.79%
CSI - Giving Garden	\$80,346	61.91%
CSI - Husky Sustainability Fund	\$125,341	2.52%
CSI - Husky Volunteers	\$63,575	5.95%
CSI - Registered Student Organizations (RSOs)	\$50,039	11.2%
CSI - Student Activities Board (SAB)	\$128,464	-10.35%
CSI - Student Publications	\$161,879	-8.04%
CSI - Welcome Days	\$13,261	32.61%
Champions Program (New)	\$0	N/A
Childcare Assistance Program (CAP)	\$80,000	33.33%
Disability Resources for Students (DRS)	\$26,435	12.54%
First Gen Fellows	\$94,167	2.19%
Global Ambassadors & Language Lessons	\$13,658	-17.59%
Husky Success Series	\$5,037	86.56%
SAFC Operations	\$10,400	0%
Student Advising Mentors (SAMs)	\$21,000	140.3%

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Student Health Services	\$212,791	4.19%
Student Legal Services	\$10,100	1%
Student Life	\$689,359	-3.13%
TLC - Hospitality Fund (New)	\$750	New
TLC - iPads [2023-2024]	\$5,000	New
TLC - Peer Success Mentor Program	\$8,882	-21.2%
UWT Undocu Initiatives	\$8,950	610%
University Y Student Center Payment	\$0	N/A
Veteran & Military Resource Center (VMRC)	\$114,519	58.76
<b>TOTAL ALLOCATIONS</b>	<b>\$2,808,136</b>	<b>12.27%</b>

#### **Associated Students of University of Washington Tacoma (ASUWT)**

The Associated Students of UW Tacoma represents and promotes student interests, needs, and welfare within the University community through committee representation and administrative-level interactions. It also provides for the expression of student opinion and interests to the community at-large and assists the University in providing physical and social environments.

#### **Career Development and Education**

Career Development and Education is a service to all current and alumni students in developing, evaluating, and implementing career and educational decisions. Their staff supports students' endeavors toward a rewarding college experience and successful professional growth beyond UW Tacoma. The Career Development and Education program has achieved high success during its first year, and thus it was decided to continue to support this program.

#### **Center for Equity and Inclusion**

The Center for Equity and Inclusion (CEI) is a service to the students which strives to create a welcoming and inclusive environment that enables all members of the UW Tacoma community to learn through the exploration of human differences. CEI provides programs and support in three main areas: enhancing campus education, developing community partnerships, and building a diverse campus community.

#### **Center for Student Involvement (CSI) - Campus Event Fund (CEF) & Conference & Training Fund (CTF)**

The Center for Student Involvement (CSI) Conference & Event Fund (CEF) and Conference & Training Fund (CTF) allows students, faculty, and staff to submit

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requests to bring a broad spectrum of activities to our campus for the benefit of students; it provides opportunities for students to be involved in planning events for the campus. In addition, the CEF supports students' participation at conferences and training events, professional development—often affiliated with their academic program or student organization – that provide skill enhancement and enrichment.

#### **CSI - University Y Student Center & Dawg House**

The Center for Student Involvement (CSI) located at the University Y Student Center and Dawg House services located in the Mattress Factory are the central hubs for student life. The majority of this budget is allocated for student staffing. Resources and services offered range from video game check-in/out to event/meeting rooms, study spaces and “hang out” spaces.

#### **CSI - Giving Garden**

The Giving Garden at the University of Washington Tacoma strives to eliminate food insecurity among students by connecting them back to their food system through hands-on experience with fresh food, grown by students, for students. Through its partnership with The Pantry at UW Tacoma, the university's on-campus food bank, the garden is able to deliver local produce directly to students in need. The Giving Garden makes space for the community through volunteer opportunities, events, and by connecting people to nature and agriculture in Tacoma's urban core. The Giving Garden stands as a hub for sustainability, research, and demonstration for the larger community. We believe that the Giving Garden has seen great success this year and the increase in funding is to support its continued growth and development.

#### **CSI - Husky Sustainability Fund**

Husky Sustainability Fund aims to provide students with opportunities to engage their community in UW Tacoma by supporting the culture of sustainability. This program strives to provide students with amenities designed to decrease waste and incentivize a sustainable community.

#### **CSI - Husky Volunteers**

The Center for Service and Leadership provides leadership, personal and professional development for students through their participation and reflection in community engagement and opportunities. Consisting of Volunteer Services and Leadership Endorsement, CSL provides a wide range of experiences for students, based on their passion and commitment, while enhancing their leadership skills and community engagement.

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#### **CSI - Registered Student Organizations**

Registered Student Organizations (RSOs) are an integral part of student and campus life. This allocation ensures that students who want to engage on campus are able to do so. By providing these funds, students will have access to resources that promote opportunities for student involvement, camaraderie, as well as student leadership development. RSOs also provide students with an opportunity to build community with others who may share similar interests, cultures, and viewpoints.

#### **CSI - Student Activities Board**

Student Activities Board (SAB) is a student-led organization responsible for planning, hosting, and sponsoring a wide variety of cultural, entertainment, and social issue events during the academic year. Their goal is to make each event educational, fun, and thought-provoking while encouraging communication and collaboration between students, staff, faculty and the local community. The events hosted by the SAB foster environments for students to engage in comfortable and inviting activities that enhance their overall campus experience.

#### **CSI - Student Publications**

Student Publications runs The Ledger and Tahoma West. These publications celebrate students' artistic and journalistic skills through the weekly edition of The Ledger and the annual edition of the Tacoma West. Student Publications regularly develops materials that are substantive and relevant to the UWT student population.

#### **CSI - Welcome Days**

Center for Student involvement (CSI) Welcome Days provides an opportunity for students to meet new people, learn about UW Tacoma, and get immersed into UW Tacoma and Husky culture at the beginning of Autumn, Winter, and Spring quarters. Welcome Days activities and events are executed to ensure the growth of UW Tacoma campus and to make students feel welcomed to remain on campus for their entire education.

#### **Champions Program**

This was a new proposal this year to support a new program at UW Tacoma that supports students that were part of the foster care system. The committee was encouraged to received the proposal and supportive, but due to lack of funds was not able to support the proposal this year. The committee encouraged the program to apply again next year for annual allocation consideration.

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##### **Childcare Assistance Program**

The Childcare Assistance Program (CAP) allows students with children to receive supplemental funding for childcare, which would then give student-parents space and time to attend classes and/or take advantage of campus programs and services. This program has seen great success in the number of applicants and has proved to be a positive and supportive program for the students at UWT.

##### **Disability Resources for Students**

Disability Resources for Students (DRS) strives to provide services and support to students with disabilities and those who are advocates for accessibility and universal design. This program offers students with disabilities a voice to engage with UW Tacoma student and campus leadership, Associated Students of UW Tacoma (ASUWT), and DRS students.

##### **First Generation Fellows**

First Generation Fellows (FGF) serves as a resource for the students, faculty and staff by assisting with recruitment and retention activities and helps facilitate the experience of a broad spectrum of urban, veteran and military, first-generation, differently-abled, and other potentially at-risk students. FGF assists the campus in developing services and programs geared toward aiding in the success of these populations and to connect students with appropriate individuals, programs, and services, community agencies, on campus resources, and prospective employers.

##### **Global Ambassadors & Language Lessons**

The Global Ambassadors Program is to assist new international students with their transition to life as UW Tacoma students and to provide current domestic students with opportunities to connect with and learn from international students. International students have a difficult transition into the campus community, and we value their input in UW Tacoma's campus, thus we would like to continue to support their efforts in that process.

##### **Husky Success Series**

The Husky Success Series was originally housed and facilitated under University Academic Advising but has since evolved to incorporate collaboration and participation from the larger UWT campus community. This program aims to provide the campus with programming that is innovative and culturally relevant in hopes of aiding in the success of each student. Each workshop also aids in the training of student leaders to engage in activities that would positively contribute to our campus community.

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#### **Services & Activities Fee Committee**

The Services and Activities Fee Committee would like to continue to ensure that there is a student representative that would be able to advocate on behalf of the student population during the 2024 summer quarter and begin planning the ways in which the SAFC will operate during the 2023-2024 academic year.

#### **Student Advising Mentors (SAMs) Program**

Student Advising Mentor Program aims to provide advising and support to students during their academic careers. This program provides offers insight into academic issues as the Husky Experience. The Student positions in this program will focus on providing services to aid the University Academic Advising department in supporting students.

#### **Student Health Services**

Student Health Services (SHS) serves as a vital entity at this University, allowing students the opportunity to receive convenient, no-fee basic healthcare. SAFC funds the Health Promotion Specialist & Title IX Coordinator position and the contract for student health services with TimelyCare. This program strives to promote awareness of health-related topics as well as educate the UW Tacoma communities about discrimination on the basis of sex.

#### **Student Legal Services**

In partnership with UW Student Legal Services, this funding supports students from the UW Tacoma campus that need legal advice. Student Legal Services provides a safe and confidential space for all UW-Seattle, Tacoma, and Bothell students who have legal questions or concerns. The office offers free 40-minute consultations on a broad range of issues. Students can also hire us for ongoing representation for a low hourly rate.

#### **Student Life**

The Student Life department ensures that the students are provided with opportunities and programs that inspire campus connection, social responsibility and personal transformation. Student Life coordinates the majority of staffing and resources to administer and facilitate student involvement on-campus.

#### **TLC – Hospitality Fund, iPads, & Peer Success Mentor Program**

Housed in the Teaching and Learning Center (TLC), the Peer Success Mentor Program aims at providing students with a stable and strong support system. As opposed to strictly supporting students academically, such as the tutors, Peer Success Mentors would provide support in other ways. The Peer Success Mentors



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will provide students with skills and strategies for coping with university and academic struggles from strategic planning, self-evaluation, and others that will positively impact students. The SAFC has determined that this program would play an important role in supporting our student population. This year SAFC approved small hospitality fund for the TLC to create a welcoming place for students and approved the purchase of new iPads to replace aging devices.

#### **UWT Undocu Initiatives**

Undocumented Student Support strives to provide permanent resources and support to promote a sense of safety and belonging for students pursuing their degree at UW Tacoma who are undocumented, DACA recipients, and those from mixed-status families.

#### **University Y Student Center Payment**

This is the annual payment on the University Y Student Center. Fee revenues are estimated to cover the payment so not additional funding from SAFC will be required.

#### **Veterans and Military Resource Center**

The VMRC is a vital resource on campus that focuses on supporting our military-connected student population. About 20% of our student population has some affiliation with the military. Whether they're a veteran or a partner, the VMRC offers resources that are specifically tailored to enhance their experience at UWT. With the help of internal and external campus stakeholders, the VMRC is able to advance the academic, professional, and personal success of military-connected students.

#### *Attachments*

1. Letter of Concurrence of Chancellor Edwards Lange, dated May 31, 2024
2. Biographical Information: Tacoma SAFC Chair and Vice Chair



**OFFICE OF THE CHANCELLOR**  
UNIVERSITY of WASHINGTON | TACOMA

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May 31, 2024

Ms. Ngoan Huynh  
2023-2024 Services & Activities Fee Committee (SAFC) Chair  
University of Washington Tacoma  
Campus Box 358403  
1900 Commerce Street  
Tacoma, WA 98402

Dear Ms. Huynh,

I received your document dated May 29, 2024, which outlines UW Tacoma 2023-2024 SAFC's annual allocation decisions. I wish to thank you and your committee for your commitment and diligence. Your attention to detail that was shown concerning issues most important to our students is quite evident. Please forward my appreciation to your fellow committee members for the thoughtful and passionate work they have accomplished on behalf of all UW Tacoma students. The committee's ability to keep on task and get this critical work done on behalf of your student colleagues was admirable. I especially appreciate your service leading this effort as Chair. I am looking forward to joining you for your presentation during the upcoming Board of Regents meeting on June 13, 2024.

I concur with the funding allocation requests as presented (attached) and will move the allocation recommendations forward to the UW Board of Regents for their discussion and approval. I congratulate your committee on a thoughtful conclusion to your deliberations and I am pleased with the overall results. Your recommendations also appear to be closely aligned with current student priorities on the UW Tacoma campus.

On behalf of the students, faculty, and staff of UW Tacoma, thank you again for your service.

Sincerely,

A handwritten signature in black ink that reads "Sheila Edwards Lange". The signature is fluid and cursive.

Sheila Edwards Lange, Ph.D.  
Chancellor

*Biographical Information: Tacoma SAFC Chair and Vice Chair*



**Ngoan Huynh (She/Her)**

Service and Activities Fee Committee Chair

Ngoan is the current Chair of the UW Tacoma Services and Activities Fee Committee and has served on the committee in the previous year. She is graduating with a Bachelor of Arts in Accounting this year and plans to return for the Master of Science in Accounting (MSAcc) program. This summer, she will be completing her second internship with Moss Adams in the tax department and after gaining experience in Private Client Services (PCS). She

served on the board for the Vietnamese Student Association during her first year at UWT and the Accounting Student Association during her final year of undergrad.



**Elias Feleke (He/Him)**

Service and Activities Fee Committee Vice-Chair

Elias is the current Vice Chair of the Services and Activities Fee Committee at the UW Tacoma. He is currently in the Milgard School of Business pursuing a Bachelor of Arts in Business Administration. He is deeply committed to expanding his knowledge and skill set in fund management within a collaborative setting. Always on the lookout for new learning opportunities, Elias strives to apply his growing expertise to enhance student life on campus through strategic financial oversight and innovative leadership.