

## Services & Activities Fee Annual Program Review

Program Name: Office of University Student Research (OUR) & SOURCE  
Program Manager: Dr. Yoshiko Takahashi, Dean of Undergraduate Studies  
Fiscal Year: FY2023

1. In what ways does your program support CWU students? Please be specific, yet concise.

The OUR and SOURCE support students both financially and through professional development. Students are supported financially through grants which are funded by S&A and the Provost. \$20,000 is set aside from the S&A allocation for OUR grants and the Provost provides the OUR with an additional \$20,000 in grant funding. Grants offered by the OUR include:

- Faculty-Student Provost Research Grants
- Presentation Grants
- Research & Creative Scholarship Grants
- Experiential Research and Immersive Studies in the Arts Grants

All undergraduate and graduate students at CWU are eligible to apply for any or all of the four grants. These grants can be used for conference registrations, travel expenses, research equipment, art supplies, etc.

SOURCE provides professional development opportunities for students by providing a local professional conference experience that students may not be able to experience otherwise. SOURCE is structured like professional conferences which prepares students for future presentations.

2. What are your specific program goals or learning/operational objectives? How are you assessing the effectiveness of your program in achieving those targets?

The program goals for SOURCE/OUR include following:

- Supporting all aspects of student research and creative activities
- Encouraging and providing education on how to conduct, apply, and present research across disciplines
- Providing mentoring and workshops to those interested in developing their research skills
- Providing grant funding to support research and creative projects
- Hosting SOURCE to allow students and faculty to present their work in a professional environment

SOURCE and OUR are assessed by:

- Monitoring the number of presentation/projects submitted per year
- Monitoring the number of grants funded per year
- Monitoring the number of students served by various programs and workshops
- Monitoring the diversity of students participating in SOURCE

The more students we interact with that ultimately decide to participate in research and creative works, the more success we can say we've had.

3. What is the overall purpose of your program and what service(s) does your program provide?
  - a. Are there overlaps or intersections with other university programs who have a similar purpose or service?

The purpose of SOURCE is to bring the CWU community together to celebrate the research and creative expression that is being completed on campus. It is an opportunity for students to engage with their peers and faculty members. It is also an opportunity for students to prepare for future professional conferences by presenting at a local conference. Many professional conferences are cost prohibitive for students, and SOURCE provides an alternate venue that doesn't cost the student anything to participate.

The purpose of the OUR is to support undergraduate research on campus through funding and workshops that help students prepare for research or graduate school after graduating from CWU. The OUR is the only entity on campus that provides research and creative expression grants to both graduate and undergraduate students.

4. How does your program align with the purpose of S&A funding? *"Supporting cocurricular and extracurricular activities and programs participated in by students in the furtherance of their education."*

SOURCE, by design, is a celebration of the of the cocurricular and extracurricular activities that occur on campus. SOURCE is the annual opportunity for students to showcase what they have been working on inside and outside of the classroom. Supporting student research and creative activities allows students real-world experiences in their chosen field, furthering their education and connecting it with future career options. Students are also able to gain volunteer and event management experience by helping run certain aspects of the program at SOURCE.

5. How does your program support CWU's mission and goals? (<https://www.cwu.edu/mission/>)

CWU's mission is to provide access and success to all students. The OUR is the only department on campus that provides grant funding for undergraduate students to engage in research and creative works on campus, thus allowing students to participate in high impact learning opportunities that they might not be able to afford otherwise. All students, regardless of class standing, are able to apply for OUR grants and participate in SOURCE, providing equitable access to all.

Undergraduate research and creative activities are an example of a high impact practice that is core to CWU's new mission. The OUR provides funding, mentoring, and presentation opportunities for students to engage with this high impact practice.

6. Please provide detailed information regarding who utilizes your program? (*Students, faculty, staff, community? Specific demographic information? Class standing, gender, ethnicity, transfer, campus location, etc.*)

SOURCE is open to everyone in the CWU and Ellensburg communities. Undergraduate students are the main presenters at SOURCE, but grad students, faculty, staff, etc. are encouraged to participate as judges, mentors, volunteers, and moderators.

The OUR is predominantly focused on students, both graduates and undergraduates. OUR grants are available to all students. The OUR also provides grants, funded by the Provost, that are available to faculty conducting research with students. Demographic information is included at the end of this document.

7. How many unique CWU students utilize your program or services?
- How do you gather these metrics?
  - If you do not, what is preventing you from getting that data and how are you determining usage by CWU students?

There were 271 unique students that presented at SOURCE 2022. Some students presented more than one project. If these multiple presentations are considered, there were 307 presenters. 34 students received S&A funded OUR grants. We gather these metrics by tracking the number of students who receive OUR grants and by tracking those who submit an abstract to present at SOURCE.

In the past, we have not tracked how many students attend SOURCE, only how many participate. We are currently brainstorming ideas to track attendance.

8. Are there any current vacant positions in your program?

Yes. The OUR is currently without a director or graduate assistant. The office is currently being staffed and operated under the supervision of the Office of Undergraduate Studies in coordination with the Office of the Provost. There are plans to hire a director, a graduate student, and an undergraduate student in the Office of Undergraduate Studies that will be involved in SOURCE. We are also hoping to provide internships/practicums to students in the Hospitality, Tourism, and Events field.

9. Given the budget reductions taking place and continuing for the remainder of the funding cycle, please tell us what specific impacts those reductions have had on your program compared to what was originally planned and including in your initial base funding request.

We decided to dedicate the typical amount of funds towards student grants, so there were no impacts on the grant funding available to students. The reductions are being placed on the SOURCE portion of the budget. The OUR is restructuring and reimagining SOURCE this year, so we have the ability to plan with the reduced budget in mind. Had we pre-planned the event based on the original allocation, we may have had to shift our plans, but we have been strategic in avoiding any budget-based complications.

10. Are there any circumstances or challenges that are currently impacting your ability to use your base funding allocation this year?

We are not facing any challenges that impact our ability to use our funding. We are currently looking to expand the SOURCE program to better include all colleges and more activities than strictly research. Ensuring that we have the resources available to pull off a well-planned event will require us to spend more funds than we did last year.

11. What growth or increases would you like to see in your program in the future?

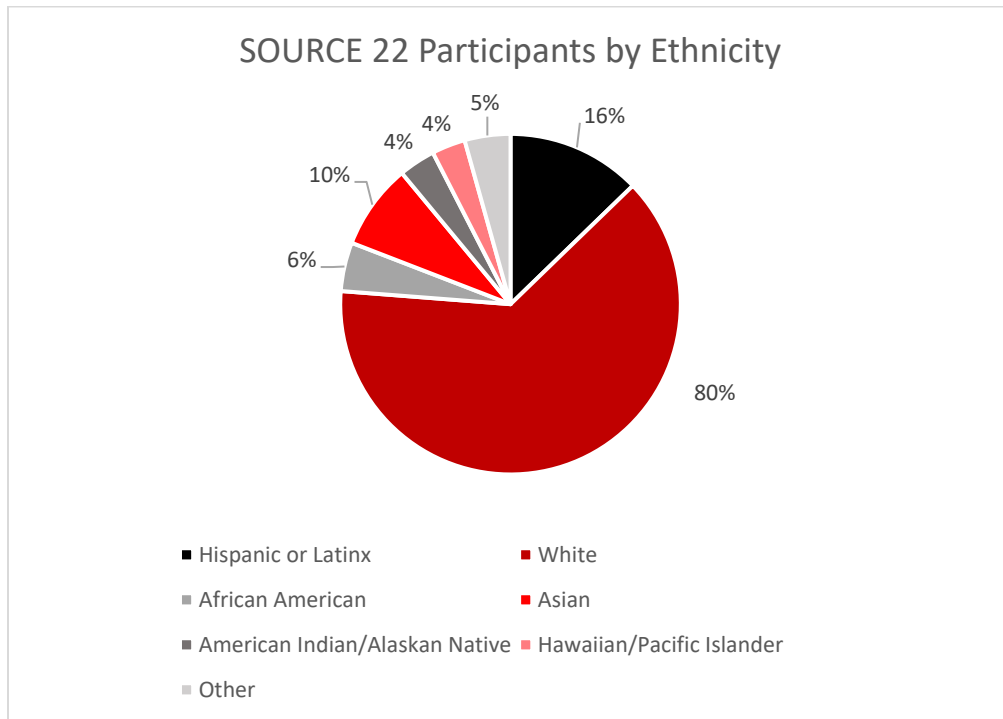
We would like to see SOURCE become a large-scale, campus-wide event that the majority of students, faculty, and staff participate in. Ideally, there would be some level of involvement from all departments and disciplines. For the immediate future, we would like to see the overall amount of participation increase. We'd like to see specific increases in:

- The number of student presenters
- The number of student, faculty, and staff volunteers
- The number of faculty and staff judges

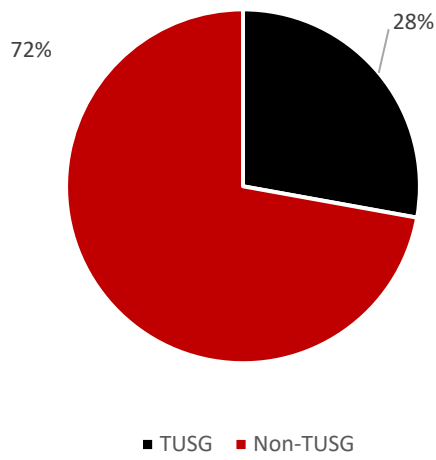
**Student Demographics:**

SOURCE 2022 participant demographics are shown in the data below. Percentages rather than counts were used to protect the students who belonged to categories with low student counts.

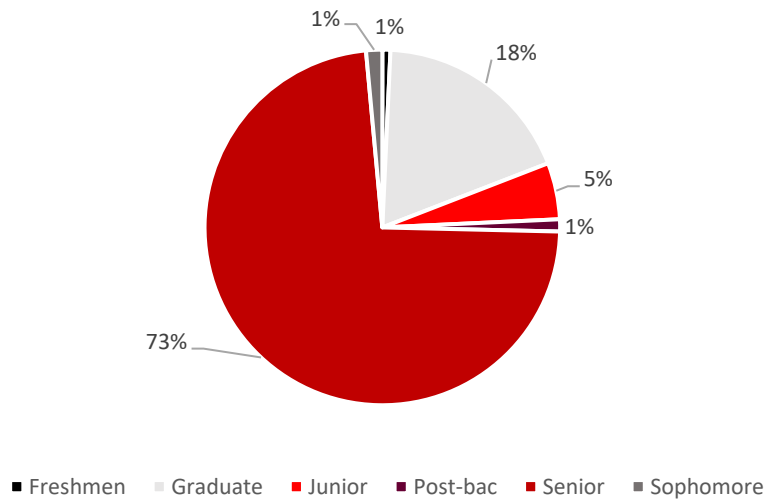
The demographic profile of students participating in SOURCE does not mirror that of the CWU student population. The OUR recognizes that a focus on encouraging and supporting students of color to engage in student research and creative activities, as well as participate in SOURCE, is a high priority for the next several years.



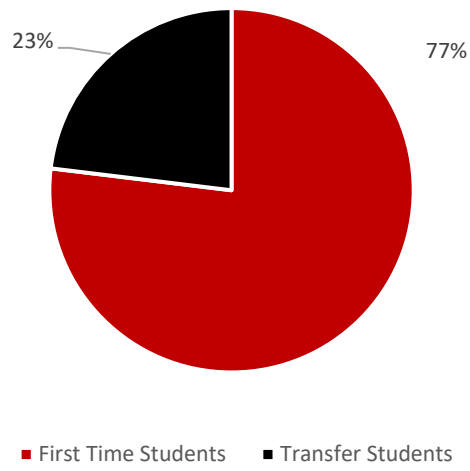
SOURCE 22 Percentage of TUSG Students



SOURCE 22 Participants by Class Standing

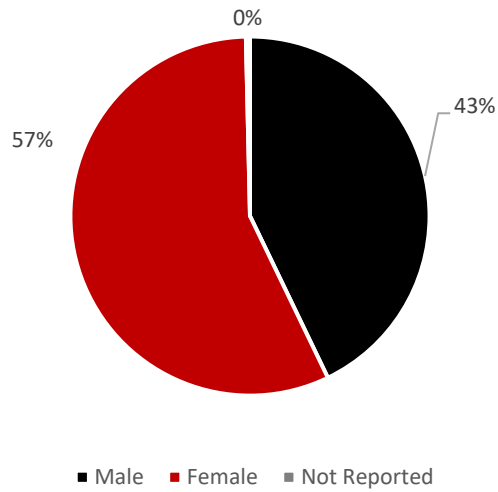


SOURCE 22 Percentage of Transfer Students



*\*First Time Students include all undergraduate, graduate, post bacc, etc. students who started their academic program at Central and did not transfer from another institution.*

SOURCE 22 Participants by Gender



SOURCE 22 Participants by First Generation Status

