

Services and Activities Fee Committee
Minutes
February 17, 2021

Called to order:

Christian Castilleja called the meeting to order at 5:31 p.m.

Attendance:

Björn Pellmyr, Brandon Wear-Grimm, Christian Castilleja, Deanna Corsilles, Gregg Schlanger, Jessica Thomas, Joseph Bryant, Josh Hibbard, Lacy Lampkins, Masina Ieremia, Sean Dahlin, Terry Wilson, Yunus Timurtas, Zoe Brown

Excused: Aubrey Heim

Agenda:

MOTION: Brandon Wear-Grimm made a motion to approve the agenda. Masina Ieremia seconded. Motion carried.

Minutes:

MOTION: Yunus Timurtas made a motion to approve the minutes of February 10, 2021. Masina Ieremia seconded. Motion carried.

Reports:

Chair – Reminder that we cannot always see you during the questions. If you raise your hand digitally, it is easier to see you that way.

ASCWU – The survey will be open until March 12. We had a goal of 150 responses and have received over 400 so far. We have plenty of data to go through. Once it closes, we will go over data and make graphs. The first week of break, the respondents will have their gifts mailed out. Thank you all for getting the word out and supporting us.

Advisors – For presenters, we will put a 2-minute and 1-minute warning in the chat.

We moved communications received up on the agenda. This way, presenters can hear the questions that were asked.

We have two more weeks of presentations and then will do deliberations. We will send out a survey based on the deliberation rubric you all have. For each funding request, it will be a breakdown of each of the funding options. This will give us some talking points when we get to deliberations. We have our March 10th meeting to start deliberations and it is very likely that it will take more than that meeting. We will need to finalize that before the next week, so we will need to find available times for everyone. We don't know how much time this will take. Last quadrennium we did an 8-9 hour deliberation session. We may look at that weekend after the

10th. We do need this to be a priority for committee members to attend, since this is when we will move forward with recommendations and voting on those.

We have 5 presentations today, and no new funding requests. All except for one are a flat funding request from FY21.

Other Business: Communications Received

We have heard back from all of the questions we have sent, except for one unit that is still working on their response (see Addendum 1-6).

Public Comment:

None.

New Business:

A. Supplemental Funding Requests – Presentations

- i. Community Garden at the Wildcat Neighborhood Farm
The Community garden is open to all students, staff, faculty, and the community. They can grow food for themselves and their communities. There are 48 plots for individuals or groups. The garden received S&A funding in the last quadrennium. They are requesting \$12,270, the majority of which would go to student employment, and the rest would be for goods and services (seeds, shrubs, tools, and programming). The garden is currently free for use, they just ask for a volunteer hour commitment. They like to provide seeds for the gardeners. Over half of the volunteers were students last year. They are hoping to increase the number of students and student organizations that have plots. They also allow students access to food. They have spaces where anyone can harvest regardless of whether they have a plot. They also provide a living-laboratory for student research. They are developing a mentorship program, and would like to do workshops and other community events after COVID. They have partnered with PUSH, FISH, and APOYO.

Presented by: Kate Doughty

Questions: Where is the garden? It is where the new greenhouses are on Alder and 14th. It is in the Northeast corner of the farm where all the raised beds are. The greenhouses are south of the garden. You mentioned that anyone could harvest food, but I didn't know that I could get involved. How do you communicate this to everyone? We are working to improve the signage to let people know what the Dining Services farm is, and what the Community Garden is that can be harvested by everyone. Do you have any data or records about how much you donate to organizations that battle food insecurity? The farm as a whole donated about 600lbs each to FISH and APOYO this summer, and another 600 to people that came and harvested directly at the farm. Some of our

gardeners also took their extra produce to the foodbanks. One nice thing about having a student employee is we will be able to provide the communication and support to track what is taken to the community organizations. Also, then gardeners can measure the pounds of produce that they take home. Does the farm do any partnerships with academic departments? The garden is part of the farm but is also separate in its intent. We frequently work with environmental studies students and those doing a sustainability studies certificate. We have worked with students doing research on soil carbon respiration and composting projects. This gives opportunities to work with students in nutrition or other departments that have less of an interest in the technical aspects of the farm and more in the community impacts. You plan to spend most of the allocation on employees and a little on goods and services; do you have any other funding for other needs? Those are all the needs of the garden. Do you have specific other needs in mind? It looked like your expenses were \$20,000 in the request packet but you are only requesting \$12,000. They had excess funding from the previous cycle that they are planning to spend on irrigation improvements. This request will be able to cover the expenses for the upcoming cycle. There are no other funding sources for this outside of S&A. Participants used to need to buy their own seeds and starts, but I think providing those for students is important. There was a change of management over the garden, so there are two different financials in the committee documents. Can you describe that transition? Previously the garden was managed by Dr. Rebecca Pearson and she originally applied for the S&A funds. She wasn't able to put the time into the garden to fully utilize those funds. We discussed making the community garden a part of the farm so that I could provide that management, be a consistent presence, and tie it into the farm programming. This new request is what is needed to maintain the garden as part of the farm. The garden used to be where the north campus recreation complex is. We collectively asked for the new space when the farm was started. What is your position and what department are you in? I am in Auxiliary Enterprises as the Farm and Sustainability Manager. I manage operations of the farm component of Wildcat Farms. That is where we provide produce to dining services. I also help dining with other sustainability services or any other auxiliary services on sustainability efforts. My salary is funded through the farm's funding from Dining Services. That does not cover the garden expenses.

ii. Career Services Westside Counselor

The Westside Staff serve Des Moines, Pierce, Lynnwood, Sammamish, JBLM and online students. They are physically housed in Lynnwood and Des Moines. The S&A funding for these positions have provided stability and a point of contact for other resources to center students. The top reason that people come to school is seeking career outcomes. The demand for career services have increased in the last few years. In May 2017, Career Services was voted as the top service students wanted at the Centers. Career Services provides career counseling, helping with internships, career education, and employment support. 40% of Central students are transfer students and we serve the locations

they are coming from and online students as well. A lot of the students are first generation, veterans, international, older students, and low-income students. They decide their programming based on the attendance and participation in services, the types of majors on campus, conversations with employers and other groups. Careers Services does an annual retreat to look at what they did that year and decide where to focus their programming. They also do surveys, work closely with clubs, and send surveys after every appointment for feedback. They ask employers what they are looking for from our students. They have spent a lot of time on video since COVID, and have posted interviews with employers, alumni, etc. on their YouTube page. They host a number of career events and workshops each year. They also do classroom talks and host field trips. Career Services also participates in other department's campus events. They have helped several thousand students over the last four years.

Christian extended the presentation time by two minutes as previously approved by the committee on January 27, 2021.

Career Services is asking for a flat funding request and would like to hire two new peer advisors. They ask for state funding each year and are turned down. They do have rollover in their budget each year.

Presented by: Vicki Sannuto

Questions: Do you have the data on how many students you employ? We usually only have two on the Westside because that is how that budget was built. What is the ratio of Westside Career Services employees as compared to the Ellensburg campus? There are two on the Westside and in Ellensburg we have four similar positions. It looks like there is one ten-month position and one 12-month position, is this similar in Ellensburg? We have three full-time and one 11-month position in Ellensburg. The 10-month position on the Westside is 36 hours a week, not 40. It seems odd that we are funding these positions out of S&A, why is this coming out of S&A rather than how the Ellensburg positions are funded? I have asked for state funding every year and have not received it. Historically, this came from not being able to secure the state funding and identifying that we had this need at the Centers, and the committee wanted to provide the Centers with this support since they also pay the S&A fee. Similarly, up to this year S&A funded a Westside academic advisor. Are these positions 9-5 or in the evenings? Yes, they work in the evenings. As this was initially funded by S&A as an effort to support equity on the Westside, is there any chance that the University would be persuaded to fund this in the same way they fund the Ellensburg campus services? I don't have an answer to that question. We have continually asked for that and haven't gotten it. I have always been told that if S&A doesn't fund this, to start looking for a job. I have never been told there is any other funding available for this. That is not how it should be. Not for the Westside students. You mentioned you have rollover every year. What do you do with that? We let

it roll over. We have quite a bit at the end of this cycle. I don't spend money unnecessarily. We would have spent more if we had peer advisors in the last two years. Those are the only two years we did not have students.

iii. Career Services Peer Advisors

Peer advising is an educational process where students are intentionally connected with other students. The peer advisors develop professional skills, develop and teach career skills, and evaluate Career Service programs. The peer advisor program has been funded since 2006. The program has served about 60 participants including international students. The peers come from all majors and many go on to masters and doctorate programs. Programming is decided through student demand, peer suggestions, focus groups, and surveys. They collaborate with other campus departments regularly. The Peer Advisor program hosts workshops. In the last four years, they have served over 1,000 students. This year they are the front-line for Career Services answering the phones and email. They help students find jobs and get into graduate schools and they help Career Services determine what kinds of programs to host. They are asking for a flat request, taking into account cost of living increases. The number of peers hired depends on the funding available, and whether the student are work-study students. They have never exceeded their budget and any rollover goes to help hire more peers for the next year.

Presented by: Vicki Sannuto

Questions: You mentioned some of the advisors are on the work-study program, how does that work? Work-study funds about 60% of their salary and we pay about 40%. So, if we get more help, we can hire more students. Are these students all in Ellensburg or are any online or on the Westside. They are main campus, which is why the Westside budget has the other peer advisors for the Centers.

MOTION: Brandon Wear-Grimm made a motion to combine the Westside Student Life and University Centers into one twenty-minute presentation with twenty minutes for questions. Björn Pellmyr seconded. Motion carried.

iv. Westside Student Life and University Centers

There are eight university centers, five on the Westside and three on the Eastside. Six of the eight locations are co-located on a community college campus, one is on a military base, and one is a standalone building. It is important that we have positive relationships with the community college campuses as we have many students that come from there. The center campuses are diverse with a 70% non-white and 63% female population. At all eight sites this fall there were 1,574 students including over 500 first generation students, 120 veterans, 121 international students, and over half of the students are over

the age of 25. The Eastside campuses offer 1-2 programs and the Westside campuses offer 5-8 programs. All university centers service online students, as 85% of the online student population is within 30 minutes of a center. S&A funds 2 full time positions and 15 student employees. Online and university center students contribute between \$1,760,000-2,130,000 in S&A fees annually. The centers are currently allocated \$257,000 in annual funding (not including the two career counselors or the academic advisor). The centers provide access to time and place-bound students. Westside Student Life has a mission to engage the Westside student body and develop a campus community. They have been focused on growing programming for students that is accessible and worthwhile. They host conferences that focus on diversity and professional development. They also oversee clubs and collaborate to provide services and opportunities for students. Westside Student Life collaborates with faculty, departments, host colleges, and the community. Their opportunities with this funding request would be to build stronger relationships with the host colleges, incorporate more programming, build a sense of belonging for online students, and build new clubs and activities. After events, they conduct peer-to-peer evaluations and surveys after the conferences to gather feedback. They strive to provide professional development opportunities and trainings for the student employees. Westside Student Life is asking for funding for three new positions: a full-time position to support the Eastside campuses, a ¾-time position to support Pierce and JBLM, and a full-time position to support online students. In 2017, a survey of the center students was done asking what services they need to be successful. Four main areas were identified: advising, financial aid, career services, and tutoring services.

Presented by: Mishel Kuch and Lauren Hibbs

Questions: Was the department fully staffed this year? No, we were down two regional directors in Sammamish and Lynnwood. We recently combined those two positions and have filled that position. Are we in the recruiting phase for that? We have hired Mark De Virgilio, who was a director at Edmonds College, and is familiar with our Lynnwood and Sammamish campuses. This is not an S&A funded position. Do you have figures about modality from the 2019-2020 academic year? I can get that information for you. Programs and courses are two different indicators. The program may be in person, but the course may be online. We have not had a strong definition of modality. The programs are typically hybrid, because the program may be a mix. Over the last year, all of the classes have been online because our host campuses decided to be fully online. As guests on these campuses, we follow their lead. The demographics we showed earlier is a typical year and shows a lot of hybrid courses. It looks like there was a big jump in spending on goods and also software, why was there this jump? I suspect it was because the positions were vacant for so long so there was no spending in those areas. The committee approved for the centers to use salary savings to purchase furniture for the Lynnwood, Sammamish,

and Des Moines campuses for the student common spaces. As we are building culture, we wanted to make those spaces warm and inviting. We got some couches, chairs, tables, desks, and charging stations. It looks like there was also some spending on software? I don't know what that is. The software equipment line is where the furniture purchase goes in. I believe it also crosses over a couple of fiscal years. So you are requesting a new position for online students, a ¾-time position for JBLM, and then what was the other position? The other was for the Eastside. We have 200 students on-ground between Yakima, Moses Lake, and Wenatchee and then many more online. Our student voice has told us that we have been unintentional about serving our online students. So, we would like to dedicate one full time person to those students. Our Eastside centers do not have any of the services that we have discussed. They may have someone visit once a month or once a quarter by appointment. It is very inequitable. Having this fulltime staff helps to make sure these students are connecting with their peers. It is hard for one or two FTE to make that realistic across eight locations. Will these people work 9:00-5:00? I don't think anyone at the university centers work 9:00-5:00. The centers are designed for working professionals. The folks who are 9:00-5:00 are our classified staff where we work with bargaining units and it is a complicated process to change their schedules. Everyone else works beyond those hours. How many students do you have at pierce and JBLM? JBLM is a very small program where we focus on getting those students into our Pierce or online programs. At Pierce and JBLM, I want to say we have a combined headcount that ranges from 380-450 FTE per year. That is similar to the Des Moines and Lynnwood campuses, which range between 380-500 FTE. If I was to estimate there are about 1,250 students on the Westside and 200-250 on the Eastside, but that varies year-to-year and it varies by modality. This is why we want to create these positions, because our students migrate during their programs and they have very similar needs in regards to access. We think it is a strategic move to partner in this way. Does your program have any facility for tutoring, especially virtual tutoring? Most of our services keep moving online. We just recently got a health service assessment of \$103 per student per quarter. Those services are located in Ellensburg but the center and online students will be charged that fee. There is a lack of consultation on these things. We were disappointed with the tutoring and writing center going away, particularly for our international and first generation students. We have over 500 first generation students that need those services. My role is to advocate for the university centers at the institution. I would encourage us to look at the big picture of how this funding is being provided and how some of these positions are reporting. We have some opportunities to grow. Another thing that was mentioned that is important to students is a variety of classes. The primary student services requested were advising, career services, tutoring, and financial aid. That makes sense for who our population is. Do you not have any additional funding sources? That is the allocation we get. When it comes to the centers themselves, we built those buildings with our co-located college partners through capital dollars. We no longer pay any fees to be in those buildings. There is a whole separate budget for faculty and departments. For S&A fees, we maximize our dollars through co-collaborative events. We do those things together to maximize the student experience and build a community of the two

institutions. That is hard when you are not physically there, so that is why we need those two positions. The Westside students are supposed to have access to our main campus resources, correct? Yes and Ellensburg students have access to the center services as well. If you live in Lynnwood, you are not going to drive 2.5 hours to Ellensburg to access the services. With COVID-19, we have learned that everything can be online. Maybe in the future the virtual resources can help. Students are looking for their experiences. If they want an online service, they choose an online program. Those services should reflect their choices. We have seen how virtual experiences can open up to a broader audience. However, we have also learned the importance of face-to-face, one-on-one time. Being more open is a great thing, but one modality will not work for everyone. What would be the effect of a 15% reduction in S&A funding? There would be a decrease in the collaborations we have with host campuses, a decrease in programming, and a decrease in the high-touch experiences for students. It would impact the students' sense of belonging and experience.

Old Business:

None.

Public Comment

We have the Parade of Nations next week; everyone should come watch.

The College of Arts and Humanities is doing an alumni day tomorrow. It is a really great experience for you to hear from alumni that graduated from your major and there will be alumni from each department talking tomorrow.

Tomorrow is the opening of the Sarah Spurgeon Gallery's biennial faculty exhibition. It is only every two years. It will be up through the end of the quarter. Social distancing and masks required. Come to Randall Hall to check it out.

Yesterday or the day before, candidates for next year's student government came out. The election will be next quarter. I recommend that the students follow those campaigns. It is very important to keep up to date and spread the word. Come to your own conclusion of who you would like to represent you.

Adjournment:

MOTION: Yunus Timurtas made a motion to adjourn. Masina Ieremia seconded. Motion carried. Meeting adjourned at 7:56 p.m.

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, February 24, 2021, online starting at 5:30 p.m.

Addendum 1

From: Cait Dalton <Cait.Dalton@cwu.edu>
Sent: Thursday, February 11, 2021 1:32 PM
To: Joseph Bryant <Joseph.Bryant@cwu.edu>
Subject: Re: S&A Fee Committee - Base Funding Additional Questions

Hi Joey,

Attached are Student Media's responses to the additional questions from the S&A committee. Given that some of the responses are long I compiled everything in a separate document. Also attached are the four slides as referenced in one of our responses.

Please let me know if you have any additional questions or concerns.

Best,



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From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Date: Wednesday, February 10, 2021 at 1:06 PM
To: Cait Dalton <Cait.Dalton@cwu.edu>
Subject: RE: S&A Fee Committee - Base Funding Additional Questions

Hi Cait,

You are correct about the S&A revenue not carrying forward. I don't have the budgets in front of me, so my assumption is that the questions about projected rollover are going off of whatever is on the annual report documents.

The answer to the question may be looking at how you are trying to spend to zero by the end of the funding cycle or, if there is money projected to be carrying forward (non-S&A revenue), how that money is projected to be spent.

Hopefully that helps a little.

Sincerely,
Joey

Addendum 1



Joseph Bryant (He/Him/His)
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From: Cait Dalton <Cait.Dalton@cwu.edu>
Sent: Wednesday, February 10, 2021 1:00 PM
To: Joseph Bryant <Joseph.Bryant@cwu.edu>
Subject: Re: S&A Fee Committee - Base Funding Additional Questions

Thanks, Joey.

Working on getting these responses to you today. I have one follow-up question... There are a few questions that reference the projected rollover, specifically the projected rollover for CNW. I feel as if I'm missing something here because it is my understanding that will not rollover. Is that question meant to ask how we anticipate spending to a zero balanced budget at the end of this year/funding cycle?

Any insight is appreciated.

Thanks,



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From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Date: Wednesday, February 3, 2021 at 4:21 PM
To: Cait Dalton <Cait.Dalton@cwu.edu>
Subject: RE: S&A Fee Committee - Base Funding Additional Questions

Hi Cait,

Thanks for the quick review and response. I had to circle back to the committee members who asked the questions to get clarification, but have included them below and highlighted. Let me know if you have other questions.

Addendum 1

Thanks,
Joey



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From: Cait Dalton <Cait.Dalton@cwu.edu>
Sent: Tuesday, February 2, 2021 11:14 AM
To: Joseph Bryant <Joseph.Bryant@cwu.edu>
Subject: Re: S&A Fee Committee - Base Funding Additional Questions

Hi Joey,

It was great to see you as well. Thank you for the opportunity. We certainly appreciated it.

Thank you for sending these along. I'm working on our responses. However, before I submit our responses I have a few questions and points of clarification highlighted below. If we could get clarification on those I'd appreciate it. Once received I'll respond in full to the follow-up questions.

Best,



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From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Date: Monday, February 1, 2021 at 9:56 AM
To: Cait Dalton <Cait.Dalton@cwu.edu>
Subject: S&A Fee Committee - Base Funding Additional Questions

Hi Cait,

Addendum 1

Thank you for coming last week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Given the limited amount of time allowed for Q&A, the committee had a number of additional questions they asked that I send to you. I apologize, as some are specific to individual units in Student Media and others are general. I'm sending them all to you for review though.

If you could look over these and shoot me back responses, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- What would be the impact if productions (Pulse & Observer) were only digital and not printed for the CWU Community?
- Is there work completed in the academic classroom that is being used to collect revenue for the department?
- Is the equipment purchased for student media used in the Academic class room?
- What amount of the requested allocation is used for equipment replacement needs that would be deemed as a one-time expense?
- What are the student position that are tied to Academic credit? Please list number of positions and titles.
- How much of the increase of funding is associated with the conference travel trips and the full-time position?
- For advertising rates or project costs, do student clubs or students received a discounted price?
- Can you describe how the departments calculate the course load when it comes to student hours and what they get paid? How much are the students working without getting paid and how many hours do they get paid per week (or quarter)?
- What would be the impact if each department received a 15% reduction in S&A Allocations?
 - Is this a 15% reduction of our current funding? Or a 15% reduction on our request?
15% reduction in current funding
- CNW:
 - I see there's a sports director and sector of CNW, can you tell me how this is different than other sports-based newscasts that are also base-funded by S&A?
 - Sector? Other sports-based newscasts? Please provide further details to best answer the question.
The question was in seeing that there is a section/segment of the CNW services dedicated to sports. The other sports-based newscasts such as Wildcat Sports Radio Network, KCWU, and others.
 - How will CNW spend their projected \$1,200 roll-over?
 - CNW mentioned they travel to CWU sport events. Have they tried to reduce travel costs by partnering with Wildcat Sports Radio Network when they travel to the same events?
- Pulse:
 - Are all of your sales & services revenue come from advertising?
 - Over the last quadrennium (last 3 years or so), over half or more than that revenue has rolled over year to year. How is this money spent before the end of the quadrennium.
 - How much self-support revenues have rolled back into the department?

Addendum 1

- Department? As in COM dept?
Specifically into the PULSE budget. The member was asking how much revenue gets kept in the PULSE budget at the end of the quaddrennium
- How much revenue does Pulse currently have?
- Does this roll over into Pulse specifically or into CAH?
- Observer:
 - Can you describe the value in printing the newspaper in further detail?
 - If there's value in printing, why only print the minimum amount a commercial printer will agree to?
 - In a normal year (FY19 for example), Observer earns close to \$40K in sales and services revenue. Why does your request for the next quadrennium project only \$25K in self-support funds for the next 4 years?
 - What is the Observer's current balance of sales revenue?
 - What are the Observer's operations costs specifically?
- Wildcat Films:
 - Why such a large investment into equipment on the last year of the quadrennium?
 - How is the self-support revenue in wildcat films earned?
 - Has the Wildcat Films Department tried to partner with other departments on campus to reduce the cost of equipment replacement?
 - What would the impact be if Wildcat Films stops charging for services for S&A funded areas?

Thank you,
Joey



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Additional Questions (general):

- What would be the impact if productions (Pulse & Observer) were only digital and not printed for the CWU Community?
 - *We reach a much broader audience with print editions. One of the biggest impacts is the print editions of each publication, The Observer and PULSE, offer an additional point of entry.*
 - *PULSE used to be digital only and we found we generated very little interaction or discussion, not to mention award recognition (Best of Show, for example, is print only) or advertisements. PULSE is such a visual medium that print is absolutely essential for its continued viability.*
 - *We cannot print fewer copies and also fewer pages doesn't make a significant price difference either.*
 - *The print issues for both publications generate the majority of our self-supported revenue.*
- Is there work completed in the academic classroom that is being used to collect revenue for the department?
 - *No.*
- Is the equipment purchased for student media used in the Academic class room?
 - *Yes, as the majority of paid-student leadership staff are considered part of the academic class as well. For example, the equipment CNW uses in the control room is accessed and utilized by students in the class, including leadership. It would not be viable to only allow paid student leadership staff access to the equipment as funding only allows for four paid student staff in the case of CNW. It takes a team of multiple students to successfully produce and broadcast a newscast. That being said, there is equipment, such as the editors' computers and printers that are only accessible to paid student-leadership staff. Additionally, for PULSE and Observer, students generally use their own camera equipment for photos and laptops for writing and most design work, especially during this time.*
- What amount of the requested allocation is used for equipment replacement needs that would be deemed as a one-time expense?
 - *Observer - \$1,500 projected for equipment per year. Nearly all of that would be utilized for one-time expense such as new computers for the newsroom.*
 - *PULSE – \$200 projected for equipment per year for the purchase of a printer and to maintain toner cartridges.*
 - *CNW - \$2,125 per year projected for a one-time purchase of a newsset (total \$8,500) plus, \$3,000 per year projected for additional equipment such as one-time purchases of camera-kits, remote packs, mics, etc.*
 - *WCF - \$10,000 per year for new equipment acquisition, \$5,500 for equipment replacement and repair (updates, upgrades, repairs, etc).*
- What are the student position that are tied to Academic credit? Please list number of positions and titles.
 - *See attached slides from the presentation. Typically, all but brand ambassadors/sales reps and delivery drivers are tied to academic credit. However, some students take paid positions without signing up for the class, such as designers on The Observer staff.*
- How much of the increase of funding is associated with the conference travel trips and the full-time position?

Addendum 1

- **Travel**
 - *The Observer / \$10,000 – 27% of total G&S request*
 - *PULSE / \$6,000 – 32% of total G&S request*
 - *CNW / \$5,000 – 41% of total G&S request*
 - *WCF / \$4,000 – 17% of total G&S request*
- **Full-time, non-student position**
 - *\$14,184 per media outlet*
 - *14% of total request for The Observer*
 - *32% of total request for CNW*
 - *27% of total request for PULSE*
 - *29% of total request for Wildcat Films*
 - *Includes Payroll + Benefits*
 - *Full-time, 10-month cyclic, classified position*
 - *Each media outlet funding includes 25% of the total full-time, non-student position salary.*
 - *Currently, The Observer is funding about 20% of the non-student position, with CAH funding the remaining 80% of the salary. Requesting to increase that to 25% per media outlet across the board for a total of 100% of the non-student salary to be funded by S&A.*
 - *Again, 100% of the non-student employee's duties are directly in support of student media and CWU students.*
- For advertising rates or project costs, do student clubs or students received a discounted price?
 - *Not at this time. Advertising rates were set prior to the current business manager taking the position. Advertising rates have not changed at all during the four-year funding cycle and needed to be maintained to meet, or exceed, advertising revenue as projected in the previous funding cycle's request (FY18-FY21). However, we will be implementing a discount for CWU advertisers in the next quadrennium.*
- Can you describe how the departments calculate the course load when it comes to student hours and what they get paid? How much are the students working without getting paid and how many hours do they get paid per week (or quarter)?
 - *Students must contribute above and beyond what is required for the class.*
 - *Classroom hours do not count, as those apply to class credit.*
 - *Credit hours are calculated according to university policy - three hours of "homework" for every class credit. That means 9 hours of coursework is expected prior to students being able to report hours.*
 - *Historical data and industry standards help determine the set number of hours students are allotted for their particular position. Hours are adjusted as needed quarter by quarter but must demonstrate that the increase or decrease in paid hours is justified and exceeding that of which is required by credit hours.*
 - *All students receive minimum wage. Hours per week a student is dependent upon their position. Each position is different in the allotment of paid hours. For example the Editor in Chief for The Observer can report up to 15 hours per week for pay, while a senior report can report up to 3 hours per week for pay.*
 - *We pay students for the work they do above and beyond their credit course hours.*
- What would be the impact if each department received a 15% reduction in S&A Allocations?
 - *Is this a 15% reduction of our current funding? Or a 15% reduction on our request? 15% reduction in current funding*

Addendum 1

- *A 15% reduction in S&A current allocations would result in us first cutting any office supplies and promotional material expenses to the absolute bare minimum (which in all actuality is where we operate at currently). The reality of a 15% decrease would ultimately mean student positions would be at risk for all media outlets. This would translate to a decrease in the quality student media has become known for. Printing fewer copies and reducing costs that way is not viable as we are at the minimum and decreasing page count does not significantly impact the expenses for printing. We would hope to maintain things such as award entry fees, web hosting expenses, and professional memberships as they add to the experience and quality of product each media outlet produces.*

CNW:

- I see there's a sports director and sector of CNW, can you tell me how this is different than other sports-based newscasts that are also base-funded by S&A?
 - Sector? Other sports-based newscasts? Please provide further details to best answer the question.
The question was in seeing that there is a section/segment of the CNW services dedicated to sports. The other sports-based newscasts such as Wildcat Sports Radio Network, KCWU, and others.
 - *The difference is CNW doesn't just do highlights. CNW provides game previews, athlete and coach profiles, stories about what athletes have to contend with off the field/court. To provide a few examples, CNW has done stories about student hall, balancing sports and academics. Recently CNW did a story about the City of Ellensburg issuing a Black History Month Proclamation that was inspired by a meeting between the city and black athletes. CNW's stories aren't always on the court/field. With CNW, sports coverage is all encompassing and includes coverage about club/intramural sports, outdoor recreation (fishing, skiing, hiking, etc.), the rec center, plus so much more. To assume that CNW covers the same as a radio broadcast is ill-advised. Additionally, CNW provides a different medium as in broadcast and video, whereas the other sports sections mentioned and funded by S&A don't always provide that and are transmitted over the radio airwaves. Also, to indicate that one area on campus can't cover something another area on campus covers, simply because of similar funding, doesn't give equitable opportunity to the student experience. Differing student voices and perspectives offered through different approaches of sports coverage is something to be valued. For example, during football games the radio station will provide a play-by-play call of the game. CNW on the other hand broadcasts live video updates from the sidelines. The video CNW posts gives viewers a visual sideline seat to the game through analysis and live video interviews. These different approaches appeal to different audiences. Sure, both media outlets covered the same game, but the dissemination of different information through different media reaches different audiences. Again, both are valuable in their own way.*
- How will CNW spend their projected \$1,200 roll-over?
 - *CNW will not have a rollover, as any funds left at the end of the quadrennium will be wiped, unless it is in the form of self-support revenue. In that case CNW does not have*

Addendum 1

any remaining self-support funds. Any projected fund balance will be reevaluated and distributed for spring quarter student employment.

- CNW mentioned they travel to CWU sport events. Have they tried to reduce travel costs by partnering with Wildcat Sports Radio Network when they travel to the same events?
 - *Within the last four years, there have only been one or two instances where students traveled to sporting events. In those instances, some of the travel costs were incurred by the students. Our request is to increase that opportunity for student travel to sporting events through the funding of a travel budget. In that case, yes, collaboration and shared travel expenses with other departments is a possibility.*

Pulse:

- Are all of your sales & services revenue come from advertising?
 - *Yes.*
- Over the last quadrennium (last 3 years or so), over half or more than that revenue has rolled over year to year. How is this money spent before the end of the quadrennium.
 - *PULSE will achieve a zero-balanced budget by the end of the quadrennium through increasing student employment opportunities and accounting for the increase in printing costs.*
- How much self-support revenues have rolled back into the department?
 - *Department? As in COM dept?*
 - *Specifically into the PULSE budget. The member was asking how much revenue gets kept in the PULSE budget at the end of the quadrennium.*
 - *PULSE will not have any revenue rollover as any revenue that has been earned during this quadrennium has been absorbed and expended on operating expenses.*
- How much revenue does Pulse currently have?
 - *\$90*
- Does this roll over into Pulse specifically or into CAH?
 - *PULSE. Any self-support funds stay within the specific media outlet they were earned for. There is zero cross-over between student media budgets (S&A allocated or generated otherwise), the College of Arts & Humanities, or the Communication Department. Additionally, there is zero-crossover between the media outlets. If a customer is invoiced for an advertising package that includes both PULSE and The Observer, the invoice is split per the individual media outlet advertising rates, and generated revenue is applied accordingly to each outlet.*

Observer:

- Can you describe the value in printing the newspaper in further detail?
 - *If there's value in printing, why only print the minimum amount a commercial printer will agree to?*
 - *Trend nationwide among newspapers is to continue with a print edition, sometimes limited (like the Daily Record is printed 5 days/week now rather than 7). We have evidence that we reach a much broader audience with print editions than digital. Our once-weekly edition offers an additional point of entry, of particular interest to faculty, staff and the local community, but also to students. When school is fully in session, we have street teams of students handing out copies to people on campus.*

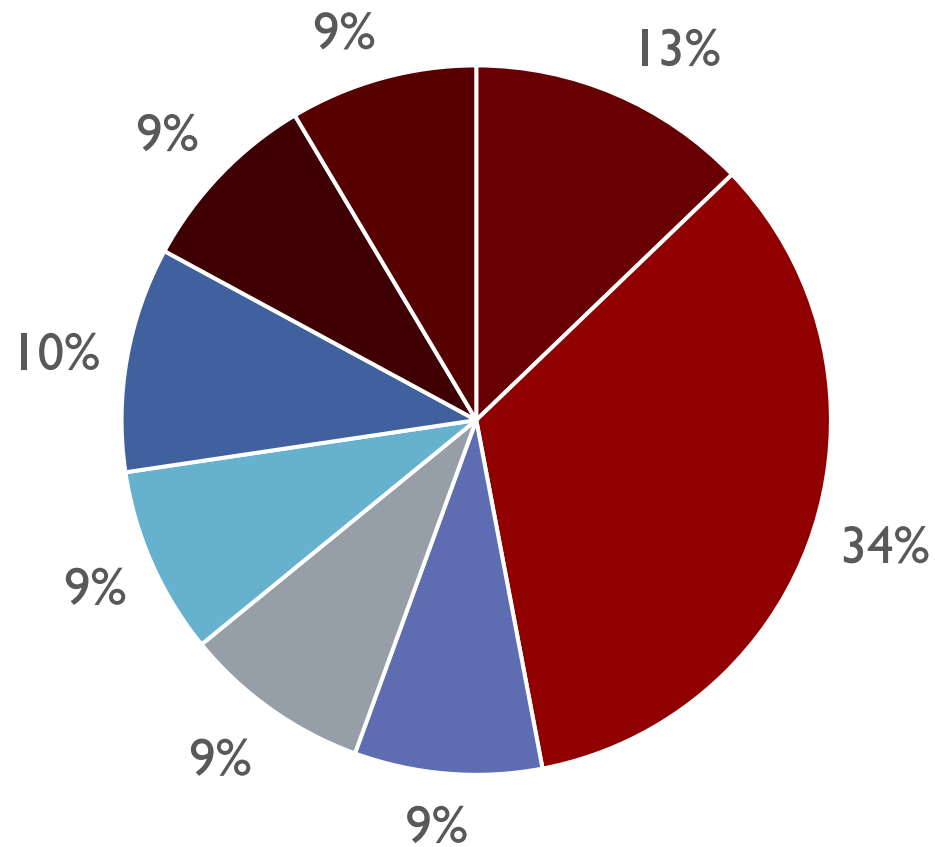
Addendum 1

- *Our graphic design staff gains invaluable experience on the print edition. They would essentially be out of work if we were digital only, providing one less practical experience for students.*
- *We only print the minimum because while we still have readership and an audience for a print edition that audience has decreased to the point of only needing to print the minimum quantity. We are being resourceful and making sure we are not producing unnecessary waste just because. Our current audience supports the current amount we print.*
- In a normal year (FY19 for example), Observer earns close to \$40K in sales and services revenue. Why does your request for the next quadrennium project only \$25K in self-support funds for the next 4 years?
 - *Advertising revenue continues to decrease industry wide. With the pandemic that revenue has taken an even harder hit. Just like businesses can't be expected to recoup immediately following the pandemic, advertising will also take time to fully recoup. This is our best-case scenario projection of what we could expect annually given those factors.*
 - *While we do offer digital and online advertising opportunities a significant amount of volume is needed to meet even one buy of a print ad. So even while we try to shift some of that advertising revenue to digital options the volume will be less than what can be accounted for in print revenue.*
 - *Additionally, as student media plans to implement discounts, other than the currently offered frequency discounts, to CWU units such as S&A funded areas, student clubs or academic departments, we anticipate a slight hit to revenue. However, we see this undertaking as a good-faith endeavor and anticipate CWU units will continue to see student media as a worthy source of advertising, even more so.*
- What is the Observer's current balance of sales revenue?
 - **\$2,634**
- What are the Observer's operations costs specifically?
 - *Currently, approx. \$95,757 G&S + \$54,197 wages & benefits*

Wildcat Films:

- Why such a large investment into equipment on the last year of the quadrennium?
 - *It was not planned for the last year of the quadrennium. As mentioned during the Q&A portion after our presentation, we had plans to make a couple large purchases last year. One was pushed through before the spending freeze hit. The approvals for the others got tied up in the spending freeze and approval process. Therefore, we have a large sum of funds and list of equipment we are working to get approval for.*
- How is the self-support revenue in wildcat films earned?
 - *Clients pay for student-produced/led video productions. Videos are often of the information/promotional sort.*
- Has the Wildcat Films Department tried to partner with other departments on campus to reduce the cost of equipment replacement?
 - *Sharing equipment with other departments is not feasible for a number of reasons.*
 - *Wildcat Film students need access to, and are expected to use, more advanced equipment than what is needed by other departments. The kind of basic equipment used to cover meetings or public events, or the specialized kind of*

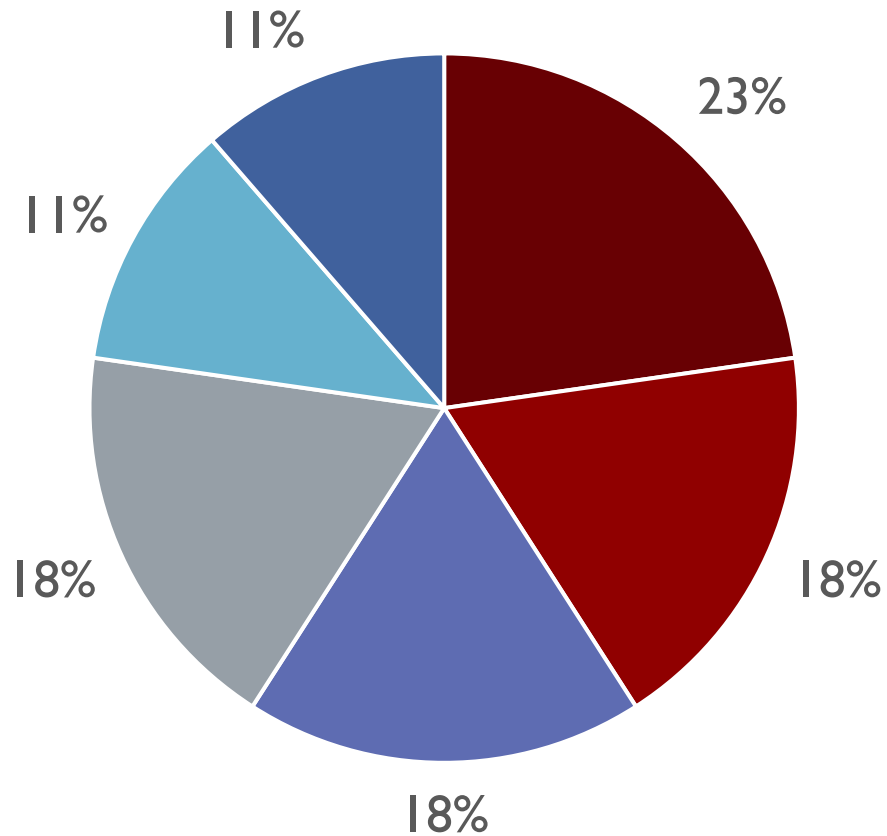
- equipment used for shooting sports events, does not meet our needs, and WCF's equipment would, in general, not meet the needs of other departments.*
- *If we did share equipment, we would have no way to assure that anyone who uses it outside of WCF is sufficiently trained. Right now, WCF equipment is only available for use to students who have reached a certain level of skill in our production course series. If we acquire new equipment, we learn to use it as part of Wildcat Films. We don't have the faculty release time to train anyone other than our own students on the type of equipment we use, nor to troubleshoot it once it has been checked out. Proper training would be crucial, in part, to prevent damage to the equipment.*
 - *The Film program has an equipment manager (a faculty member) who oversees Film and WCF equipment needs and supervises student employee(s) who handle check-in and check-out, scheduling, sending equipment for repairs, etc. The release time for this faculty member is, frankly, insufficient for the handling just of our program's needs, so it would not be feasible to add other departments to this responsibility. If our student employee was required to handle equipment for other departments, those departments would need to pay a portion of their wages, and it would be difficult to determine how to calculate this. Since we are not allowed to have any kind of insurance, WCF students are financially responsible for lost or damaged equipment. It is crucial to have an accurate check-in and check-out system in order to apply this rule when necessary, and this would need to be applied to every individual who uses the equipment. Additionally, scheduling desirable equipment -- especially if we only have a limited number -- among multiple departments would require someone to decide whose projects have priorities over others. This task is already complex just within our program.*
 - *WCF has an equipment plan that stretches several years into the future, as various pieces of equipment have different projected lifespans. Adding other departments to this, with no way of knowing how much or how little they will use the equipment, makes budgeting and planning incredibly difficult. It would also need to be determined whether access varies based on which departments purchased the equipment (assuming all parties are making purchases). All the logistics of scheduling, storing, maintaining, and tracking equipment and users requires oversight, and we do not have the manpower to expand that beyond our program.*
- What would the impact be if Wildcat Films stops charging for services for S&A funded areas?
 - *Charges to S&A base funded areas accounted for approx. \$4,000 in revenue for Wildcat Films throughout the current quadrennium. That accounts for 35% of the total self-supported funds Wildcat Films received. These numbers are skewed in a sense that about \$1,500 in revenue was not/will not be collected due to the pandemic and Wildcat Films services not being needed due to the virtual nature of things as of current.*



Student Employment
49% of total budget request

- Editor-in-Chief
- Section Editors
- Graphic Design
- Online Editor/Social Media Manager
- Copy Desk Chief
- Assistants & Senior Reporters
- Brand Admbassador/Sales Rep
- Delivery Crew

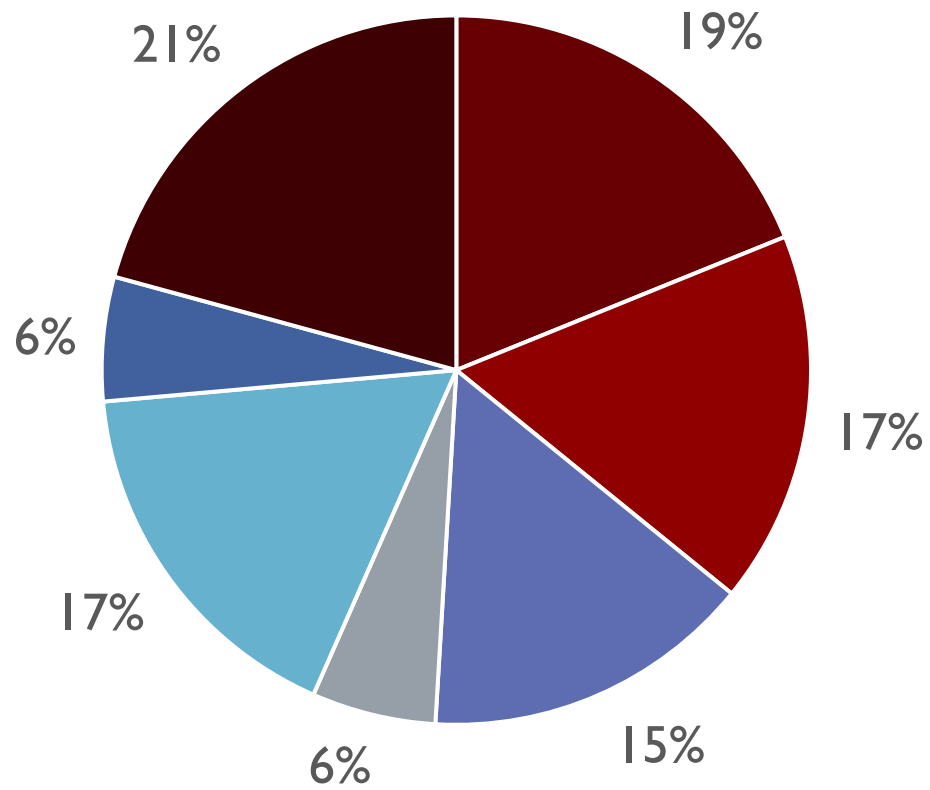
THE OBSERVER // S&A BASE FUNDING REQUEST



Student Employment
41% of total budget request

- News Director
- Sports Director
- Social Media Director
- Assoc. News Director
- NEW - Web Producer
- NEW - Senior Reporter

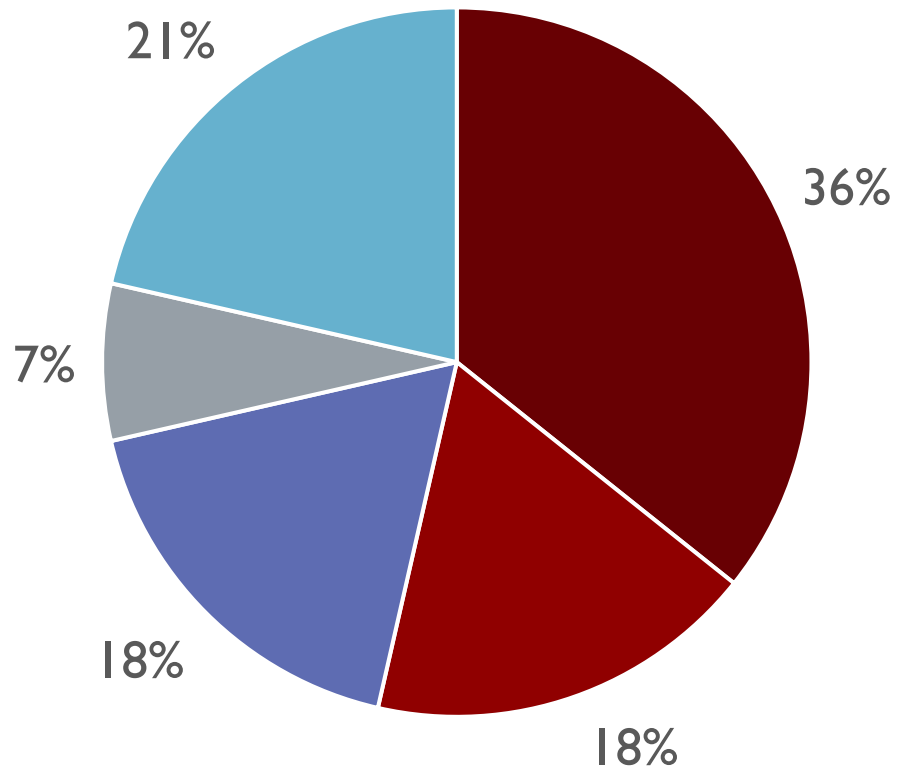
CNW // S&A BASE FUNDING REQUEST



Student Employment
36% of total budget request

- Editor-in-Chief
- Creative Director
- Director of Photography
- Social Media/Online Editor
- Assistant Editors
- Brand Ambassador
- Summer

PULSE // S&A BASE FUNDING REQUEST



Student Employment
24% of total budget request

- President
- VP - Marketing
- VP - Administrator
- Videographer
- Producers

WILDCAT FILMS // S&A BASE FUNDING REQUEST

Addendum 2

From: Keke Wu <Keke.Wu@cwu.edu>

Sent: Friday, February 12, 2021 1:55 PM

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Olivia Vester <Olivia.Vester@cwu.edu>

Subject: RE: S&A Fee Committee - Base Funding Additional Questions for CoB Clubs & Events

Hi Joey.

Thank you for sending the questions. And please forward my thanks to the committee for hearing our proposal. It was a long meeting running well after hours and I understand the additional questions.

Before I try to answer these questions, there is one item I must clarify to this committee: We are requesting the support from S&A fee because Hopin is a web conference platform, not meant for instructional use, but **meant for student services and activities**, such as career fairs, professional development conferences, student club events, guest-speaker series, virtual bootcamps and site visits, etc. We need funding support if we are to serve the needs of the 1600+ CB majors and almost 700 CB minors.

1. The primary service and activity beneficiaries are the students in the College of Business.
2. We mentioned other departments during the presentation because we partner with these departments, such as Career Services, in hosting Business and Accounting career events.
3. The primary purpose of this fund, if granted, is to serve the needs of student engagement activities in the College of Business. ATAC was mentioned during the meeting and the Instructional Technology Fund are NOT applicable to student activities.
4. Hopin can host events that can be designed well ahead of time, events that can run concurrent sessions seamlessly, events that can easily provide student participation data, and events that can allow participants the autonomy to pick and choose sessions and how they want to interact with each other.
5. **Perhaps more importantly, this fund, if granted, can finally allow us to engage the CWU students who are at the CWU Centers (DESMO, LYNN, SAMM, PIERC/JBLM, KIMA), instructional sites, and online.**
6. Finally, I'd like to ask the committee to be the campus leader that will think forward for our students. The decisions that this committee makes signal the strategic priorities in student services and activities. Pandemic or not, is it important to find a way so that our **students across locations and online** will engage in extra-curricular activities that enrich the college experience? In a post-COVID world, is the traditional F2F events the only way to provide these services and activities for our students, or can/should there be another way to compliment the F2F event modality?

My answers to the committee's Additional Questions are below in [blue](#):

- If a bunch of other departments want to benefit from this, why is there no investment or "pitch-in" from these other departments?

[The primary service and activity beneficiaries are the students in the College of Business. We mentioned other departments during the presentation because we partner with these departments, such as Career Services, in hosting Business and Accounting career events. We apologize if we created confusion as to whom the funding was requested for. The departments that are interested only became interested after they observed what Hopin can do during our trial period. As their interest and commitment are uncertain, we cannot wait for another few years for student services and activities that we need to fund now.](#)

Addendum 2

- Why not propose this software license expense to the BFA side of CWU? (use the same budgets that pay for CWU's Zoom license?)
The primary purpose of this fund, if granted, is to serve the needs of student engagement activities in the College of Business. Zoom was first acquired for instructional purpose. Hopin is a web conference platform and not a downloadable software. The same budget may not apply to Hopin. If it does, please let us know.
- Have you received BTAC Approval for the Hopin' software?
Hopin may not be a "software" as Zoom is considered by CWU. If it is, please let us know. We had contacted BTAC but did not receive a clear answer to the question of whether Hopin is considered a "software" at CWU and whether a BTAC approval is required. In either case, please clarify what funding proposal would require the BTAC approval. This additional approval step is not part of the funding proposal submission process. An earlier conversation with Lacy (S&A) and Tina (BTAC) suggests that this proposal is separate from the BTAC approval that depending various factors a BTAC approval may not be required, but we are happy to take additional steps if these steps can be shared with us.
- There was a question following your presentation regarding funding this request via the Student Tech Fee. I'd like to ask a slight clarification on your response. Did you request from the Student Tech Fee and were directed to S&A, or were given advice not to request from Tech Fee but to come to S&A instead?
The question was raised by an S&A committee member. If I remember it right, the question was why we did not request support from ATAC - instructional technology funds. Our understanding was that instructional technology funds are meant to meet instructional needs/demands. Since Hopin is not meant for instructional use, but meant for student services and activities, it would not fit the funding target that ATAC would consider. If the question meant "student tech fee," which according to the STFC supports "services for general student use(s) that include, but need not be limited to: access to the internet and world wide web, e-mail, computer and multimedia work stations and laboratories, computer software, and dial-up telephone services," Hopin would not fit in these funded categories.



Coco Wu
Associate Dean
College of Business
Shaw Smyser 126
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cwu.edu/business/

From: Joseph Bryant <Joseph.Bryant@cwu.edu>

Sent: Friday, February 12, 2021 12:05 PM

To: Olivia Vester <Olivia.Vester@cwu.edu>; Keke Wu <Keke.Wu@cwu.edu>

Subject: S&A Fee Committee - Base Funding Additional Questions for CoB Clubs & Events

Addendum 2

Hello Olivia & Coco,

Thank you for coming this week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Given the limited amount of time allowed for Q&A, the committee had a handful of additional questions they asked that I send to you. If you could look over these and shoot me back responses when you get a chance, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- If a bunch of other departments want to benefit from this, why is there no investment or “pitch-in” from these other departments?
- Why not propose this software license expense to the BFA side of CWU? (use the same budgets that pay for CWU's Zoom license?)
- Have you received BTAC Approval for the Hopin' software?
- There was a question following your presentation regarding funding this request via the Student Tech Fee. I'd like to ask a slight clarification on your response. Did you request from the Student Tech Fee and were directed to S&A, or were given advice not to request from Tech Fee but to come to S&A instead?

Thank you,
Joey



Joseph Bryant (He/Him/His)
Executive Director of Student Rights & Responsibilities
S&A Fee Committee Advisor
509-963-1515
Bouillon 204
Joseph.Bryant@cwu.edu

Addendum 3

From: Heather Johnson <Heather.Johnson@cwu.edu>
Sent: Tuesday, February 16, 2021 12:41 PM
To: Joseph Bryant <Joseph.Bryant@cwu.edu>
Cc: Gregg Schlanger <Gregg.Schlanger@cwu.edu>
Subject: Re: S&A Fee Committee - Base Funding Additional Questions

Hello Joey,
Here is a response to the committee's most recent question.

The Sarah Spurgeon Art Gallery has held many displays and holds a mission similar to another base funded area on campus that also displays art and brings in speakers. Can you tell me how this service is different?

There are several differences between the Sarah Spurgeon Gallery and the Museum of Culture and the Environment (MCE). Spurgeon Gallery is in the Department of Art + Design, whereas the MCE is in the Department of Anthropology.

The mission, vision, and values statements of the MCE do not mention art. Their mission statement reads: The CWU Museum of Culture and Environment works with diverse communities to create opportunities for lifelong learning that foster self-discovery, global citizenship, and environmental stewardship.

The Sarah Spurgeon Gallery's mission is specific to art and design. Both programs include the importance of diversity in their missions; however, Spurgeon Gallery presents viewers with opportunities to explore culturally diverse ideas in relation to, or through the expression of art and design:

The mission of the Sarah Spurgeon Gallery is to offer the campus of Central Washington University and the community at large the opportunity to view and experience art firsthand. The Gallery's exhibitions and related outreach programs (such as workshops, artist lectures, and interpretive programs) are designed to support the Department's educational objectives as well as to enhance, engage, and challenge the viewer's knowledge and understanding of art + design. The Gallery also presents artists and viewers alike with opportunities to explore culturally diverse ideas in an academic environment.

Lastly, the Spurgeon gallery's exhibits are temporary, meaning that every time that we host an exhibition the artwork is borrowed, often from artists outside the university. We do not care for or display a permanent collection of artifacts, which is the traditional role of museums.

Thank you!

Heather

Addendum 3

Heather Horn Johnson

Manager, Sarah Spurgeon Gallery

Central Washington University

Department of Art + Design

Randall Hall, Room 150

email: heather.johnson@cwu.edu

phone: 509.963.3153

From: Joseph Bryant <Joseph.Bryant@cwu.edu>

Sent: Friday, February 12, 2021 11:48 AM

To: Heather Johnson <Heather.Johnson@cwu.edu>; Gregg Schlanger <Gregg.Schlanger@cwu.edu>

Subject: RE: S&A Fee Committee - Base Funding Additional Questions

Hello Heather,

Thank you for taking the time to review the additional questions and provide those responses. They are extremely beneficial for the committee.

There was an additional question that was submitted to me by a committee member for you all. Can you please take a look over it and provide me a response when you get a chance for me to share with the committee?

- The Sarah Spurgeon Art Gallery has held many displays and holds a mission similar to another base funded area on campus that also displays art and brings in speakers. Can you tell me how this service is different?

Thank you,
Joey



Joseph Bryant (He/Him/His)
Executive Director of Student Rights & Responsibilities
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509-963-1515
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Joseph.Bryant@cwu.edu

From: Heather Johnson <Heather.Johnson@cwu.edu>

Sent: Tuesday, February 9, 2021 2:20 PM

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Gregg Schlanger <Gregg.Schlanger@cwu.edu>

Subject: Re: S&A Fee Committee - Base Funding Additional Questions

Hello Joey,

The answers to the committee's questions are listed, below. Feel free to let me know if you need anything else.

What would the impact be if there was a 15% reduction in your current S&A funding?

We would need to reduce our programs accordingly by canceling an exhibit or some events.

- There's a large equipment expense forecasted for FY21, can you explain this expense more?

All of the gallery's spring 2020 in-person programs, and one fall 2020 exhibit, were cancelled due to Covid-19. We plan to spend the resulting cost-savings on equipment that improves the safety of students and staff in the gallery: new ladders to replace old wooden ladders, and a larger student attendant desk that provides them with more distance from gallery patrons. In addition, there is currently no computer workstation for student employees in the gallery, so we plan to purchase a desktop computer and printer for them to use.

- You are requesting over double the last quadrennium. Have you only been able to function at less than 50% the last 4 years?

In the past we have not been able to invite the high caliber of national and international artists that we would like to feature, for budget reasons. Art shipping can be very costly, in addition to providing an honorarium for artists who travel to Ellensburg, and give lectures and workshops. We would like the students of CWU and the broader community to experience exhibits and programs that they would not normally have access to, given our rural setting. It is an important part of our mission as a university art gallery.

In addition, we would like to hire additional student help for the gallery. Our request also includes staffing and exhibit costs for a new summer exhibition; the gallery is currently closed during the summer.

Thanks!

Heather

Heather Horn Johnson

Addendum 3

Manager, Sarah Spurgeon Gallery
Central Washington University
Department of Art + Design
Randall Hall, Room 150

email: heather.johnson@cwu.edu
phone: 509.963.3153

From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Sent: Monday, February 8, 2021 9:27 AM
To: Heather Johnson <Heather.Johnson@cwu.edu>; Gregg Schlanger <Gregg.Schlanger@cwu.edu>
Subject: S&A Fee Committee - Base Funding Additional Questions

Good morning,

Thank you for coming last week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Given the limited amount of time allowed for Q&A, the committee had a handful of additional questions they asked that I send to you. If you could look over these and shoot me back responses, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- What would the impact be if there was a 15% reduction in your current S&A funding?
- There's a large equipment expense forecasted for FY21, can you explain this expense more?
- You are requesting over double the last quadrennium. Have you only been able to function at less than 50% the last 4 years?

Thank you,
Joey



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S&A Fee Committee Advisor
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Bouillon 204
Joseph.Bryant@cwu.edu

Addendum 4

From: Carlo Smith <Carlo.Smith@cwu.edu>
Sent: Wednesday, February 17, 2021 10:52 AM
To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Steele Campbell <Steele.Campbell@cwu.edu>
Subject: RE: S&A Fee Committee - Base Funding Additional Questions for Money Savvy Wildcats

Morning Joey:

I've attached responses to follow up questions. Feel free to reach out again if more questions arise.

Carlo



Carlo D Smith, Ph.D.
Associated Professor & Dept Chair
Finance & Supply Chain Management
Des Moines Center
509-963-3854
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csmith@cwu.edu
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From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Sent: Friday, February 12, 2021 12:20 PM
To: Carlo Smith <Carlo.Smith@cwu.edu>; Steele Campbell <Steele.Campbell@cwu.edu>
Subject: RE: S&A Fee Committee - Base Funding Additional Questions for Money Savvy Wildcats

Hi Carlo,

Thanks for the quick reply. Given it is a holiday weekend, please don't feel the need to rush on this. If you can get a response to me before our meeting next Wednesday evening, that is more than enough time for me to share it with the committee.

Thank you,
Joey



Joseph Bryant (He/Him/His)
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S&A Fee Committee Advisor
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Bouillon 204
Joseph.Bryant@cwu.edu

From: Carlo Smith <Carlo.Smith@cwu.edu>
Sent: Friday, February 12, 2021 12:03 PM

Addendum 4

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Steele Campbell <Steele.Campbell@cwu.edu>
Subject: Re: S&A Fee Committee - Base Funding Additional Questions for Money Savvy Wildcats

Thanks Joey. We'll have a response by Monday if that works.

Carlo D. Smith PhD
Chair, Department of Finance & Supply Chain Management
Central Washington University
509 963 3854
206 503 3649 (C)

From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Sent: Friday, February 12, 2021 12:01:04 PM
To: Carlo Smith <Carlo.Smith@cwu.edu>; Steele Campbell <Steele.Campbell@cwu.edu>
Subject: S&A Fee Committee - Base Funding Additional Questions for Money Savvy Wildcats

Hello Carlo & Steele,

Thank you both for coming this week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Given the limited amount of time allowed for Q&A, the committee had a handful of additional questions they asked that I send to you. If you could look over these and shoot me back responses when you get a chance, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- As we know, new S&A departments have a slow-roll out, difficulties hiring FTEs and student employees, etc. Given that, how will you ensure all of your allocated amount will be spent right away and spent ethically?
- How will you engage non-COB students?
- On your projected budget, what are the other anticipated funds received each year outside of the S&A allocation?

Thank you,
Joey



Joseph Bryant (He/Him/His)
Executive Director of Student Rights & Responsibilities
S&A Fee Committee Advisor
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Joseph.Bryant@cwu.edu

Committee Members:

Thanks for your time last week and the follow up questions related to our efforts to establish the Money Savvy Wildcats (MSW) program at CWU. Below we address questions related to MSW development, launch, ongoing management and financial support.

Question 1: As we know, new S&A departments have a slow-roll out, difficulties hiring FTEs and student employees, etc. Given that, how will you ensure all of your allocated amount will be spent right away and spent ethically?

To effectively launch and grow the outreach capacity for Money Savvy Wildcats, we will begin recruiting for the Program Manager position in late winter quarter, continuing into spring quarter 2021. Beginning fall 2021, a portion of S&A funds will support 40% FTE for the Program Manager in their role with MSW. The remaining 60% FTE of the individual's salary will be associated with delivery of finance and financial planning for-credit courses for the Department of Finance & Supply Chain Management (FSCM).

To support pre-launch efforts, FSCM will use approximately \$6000.00 in unrestricted development funds, (designated to support the Financial Planning program) to hire the Program Manager part-time. The Program Manager's responsibilities during this period will focus on organization development, student recruiting and the development of materials to be used for peer counselor training.

FSCM will begin promoting MSW coaching opportunities to students across CWU in spring quarter 2021. The goal is to secure prospective coaches to start early fall 2021. During fall quarter, MSW services will be limited to group presentations and events. They will be delivered by the Program Manager, faculty or industry experts and supported by a "Coaches-in-Training" team. During this time MSW Coaches-in-Training will complete specific knowledge and skills challenges to build their ability to offer services to individuals and groups. Initial services will be delivered from students located at CWU's main Ellensburg Campus. As training and management processes and procedures are developed, a plan will be established to identify and train prospective coaches attending CWU at various Centers in Fall 2022.

To ensure financial transparency, all funds supporting the MSW program will be included in a quarterly report of accounts reviewed in the College of Business and available for reporting to the S&A organization.

Question 2: How will you engage non-COB students?

While program oversight for the Money Savvy Wildcat program will reside with the FSCM Department, MSW recruiting of prospective coaches and promotion of services will extend across CWU Colleges and locations.

Engaging individuals interested in joining MSW as a prospective coach will start with a University-wide call for students to join the coaching community. An interest to learn financial planning skills and a commitment to serving fellow students and the broader CWU community is the primary requirement to become an MSW Coach-in-Training. We wish to draw students pursuing a range of degrees and participation is not contingent on degree program. More important, drawing prospective coaches that

represent the diversity of individuals attending and working at CWU will contribute to the impact of MSW outreach.

On-going, outreach to faculty, students and the community will be promoted in print, at information sessions and online. In addition to promoted events and one-on-one coaching services, MSW will offer a means to support faculty when they are unable to attend a regularly scheduled class session. As an alternative to class cancelation, the MSW team may be called upon to deliver presentations at classroom locations in Ellensburg.

Question 3: On your projected budget, what are the other anticipated funds received each year outside of the S&A allocation?

Referenced in our response to Question 1. The Department of Finance & Supply Chain Management will contribute to funding a portion of the MSW program via current and ongoing grant funding as well as individual and organization contributions for financial planning program support secured via the CWU Development Office.

To date, the Department has been awarded two grants to support the financial planning program and outreach related to financial literacy from TD Ameritrade. In 2018, a \$25,000 grant supported program development and scholarships. In 2020 an additional \$15,000 grant included funds designated for outreach related to High School financial literacy as well as funds to establish a web presence associated with financial planning and education. Additional grant funding opportunities are being pursued from various community-focused foundations as well as financial service foundations. Portions of these proposals will address MSW outreach and support efforts.

In 2015, CWU established the first and only Financial Planning degree program in Washington State. Program launch and subsequent growth has drawn support in the form of gifts from CWU Alumni as well as individuals and companies in the financial services industry. Gifts frequently are directed toward student scholarship however a significant portion are designated for use at the discretion of the program. MSW support will be a prime area designated and the impact of the program will be shared with contributors.

Finally, as part of its mission to improve the financial well-being of individuals across the State of Washington, the FSCM Department collaborates with CWU's College in the High School to provide content, training and oversight to deliver Finance 174 - Personal Financial Planning to High School juniors and seniors. While income is less substantial, it is included in the pool of funds available to support the Money Savvy Wildcats program.

Addendum 5

From: Nicki Kukar <Nicki.Kukar@cwu.edu>

Sent: Wednesday, February 17, 2021 4:11 PM

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Krissy Goecks <Krissy.Goecks@cwu.edu>; Patrick Smith <Patrick.Smith@cwu.edu>

Subject: RE: S&A Fee Committee - Base Funding Additional Questions for OISP

Hi Joey,

Thank you for the follow up questions. Here are our responses but do let us know if you need anything else.

Thanks,

Nicki

- What other sources of funding on campus does the OISP receive to cover costs outside of student payroll?

We receive a state funds allocation as well as collect department fees. We collect department fees on top of our state allocation because a couple key positions are not covered by our state allocation.

- Are there other possible sources of funding? (i.e. grants, donations, etc.)

There are and they have been actively pursued for several years. Our donation efforts are currently focused on providing critical funding help to international students here while COVID lockdowns are happening and less about programming.

- It is my understanding that the International Office charges a fee for each international student, as well as small fees for certain events. How much of the budget does this account for?

As is the practice with many international offices around the country, OISP does charge an international student fee each quarter. That fee goes to support positions within the office that are not state funded. The positions that are supported by this fee are directly related to student support (insurance processing and advising). We do charge students small fees for certain events, mostly out of town trips, as we do not have enough funding to cover the full trip, only subsidize the event or trip. This also helps ensure that students who sign up for the trips are more invested in going because they have invested a small amount of money.

From: Joseph Bryant <Joseph.Bryant@cwu.edu>

Sent: Friday, February 12, 2021 11:59 AM

To: Nicki Kukar <Nicki.Kukar@cwu.edu>; Krissy Goecks <Krissy.Goecks@cwu.edu>; Patrick Smith <Patrick.Smith@cwu.edu>

Subject: S&A Fee Committee - Base Funding Additional Questions for OISP

Hi Nicki, Krissy, & Patrick,

Thank you all for coming this week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Addendum 5

Given the limited amount of time allowed for Q&A, the committee had a handful of additional questions they asked that I send to you. You can see that there is some overlap in the questions; however, if you could look over these and shoot me back responses when you get a chance, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- What other sources of funding on campus does the OISP receive to cover costs outside of student payroll?
- Are there other possible sources of funding? (i.e. grants, donations, etc.)
- It is my understanding that the International Office charges a fee for each international student, as well as small fees for certain events. How much of the budget does this account for?

Thank you,
Joey



Joseph Bryant (He/Him/His)
Executive Director of Student Rights & Responsibilities
S&A Fee Committee Advisor
509-963-1515
Bouillon 204
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Addendum 6

From: Lynn Bethke <Lynn.Bethke@cwu.edu>

Sent: Wednesday, February 17, 2021 9:15 AM

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Hope Amason <Hope.Amason@cwu.edu>

Subject: RE: S&A Fee Committee - Base Funding Additional Questions for Museum of Culture & Environment

Good morning!

Thank you for the opportunity to present to the S&A committee last Wednesday. We appreciated the chance to share how we've put student funds to use and how we hope to expand our programs in the future. S&A funding has supplied essential support for our student front desk staff and allowed us, especially in first two quarters of FY20, to bring more speakers to campus.

We've addressed the committee's additional questions below. Attached you'll find a spreadsheet with details about event attendance at the MCE over the past quadrennium, as well as a copy of our presentation.

As always, we are happy to address further questions or provide more details as needed.

Sincerely,

-Lynn Bethke

- The Museum of Culture and Environment has held many displays and holds a mission similar to another base funded area on campus that also displays art and brings in speakers. Can you tell me how this service is different than all other services that may provide similar experience to the students?

The Museum of Culture and Environment is the only museum on campus, meaning that we both provide care for objects (the 10,000 we mentioned in our presentation) as well as produce and promote exhibits and hold programs/events. While the MCE does, from time to time, feature the work of artists, exhibits at the MCE also incorporate objects, images, and/or personal narratives to tell stories that are centered on issues that are of importance to our audience. For example, we've hosted or produced exhibits about homelessness and drug addiction, the impact of climate change on the Arctic, baskets and textiles from the Northern Philippines, human rights abuses in Chile during the presidency of Pinochet, domestic violence and sexual assault, and even how stars are formed. In upcoming years, we are planning exhibits on Indigenous science, the revitalization of canoe technology among Native American communities, Black Lives Matter activism, and water resource management/agriculture on the Columbia Plateau.

Our mission is focused on sharing stories about culture and the environment—which means that our exhibits do sometimes overlap with other areas of campus. But we feel that this overlap strengthens our campus community because it encourages collaborations across disciplines and student groups/organizations in ways that ultimately foster solidarity.

- What is the criteria that you all follow to decide if a student project or a professional project should be displayed?

The MCE *attempts* to plan for exhibits 18-24 months ahead of time, though we do adopt a shorter timeline in order to respond to emerging concerns within the community (this is especially true for

Addendum 6

exhibits rooted in student projects, as we try to provide professional experiences for students hoping to go into a museum career).

When deciding whether an exhibit is appropriate for the MCE's audience, we first consider whether the exhibit fits the mission (to review our mission, you can visit our [website](#)).

Next, we consider if there are sufficient resources to support the research, writing, design, and fabrication of an exhibit. Resources can include but are not limited to: knowledge and expertise, connections to other museums or individuals who can provide objects or art that will help us tell a story, funding for materials that go into exhibit fabrication, licensing.

Finally, we take into account input from our annual survey of audience members. This survey provides insight into topics that are of concern to our audience. Last year, for example, respondents indicated interests in biology, environmental science, social justice, and local issues.

If the above criteria are met, we bring an exhibit proposal (also called an "exhibit brief") to the Museum Advisory Council (MAC). They will receive the proposal two weeks before the meeting so as to give them time to read thoroughly. During the MAC meeting, they discuss the proposal and vote on whether it should move forward. In order to reflect our audience (and our role as a bridge between CWU and the larger community), the MAC is composed of students, faculty, staff, and community members.

- How do you bring these professionals to campus? And do they all do a speaking event as well?

When the Museum brings a professional to campus, they are featured as a speaker for a public event. Some speakers meet with students in a classroom context as well. We prioritize the use of funding from our College of the Sciences/148 budget for bringing in speakers. However, when speakers are invited as a collaboration with one or more student organizations/clubs (or when they directly intersect with classroom objectives), we may also draw from the MCE's allocated Services and Activities fees account to cover travel arrangements.

- Do you keep attendance of event participation? If so, can you share those figures?

Yes. We have attached a spreadsheet outlining the public events the Museum has hosted to date this quadrennium, including the promotional description and attendance at each. It is important to note that, while S&A funds were not directly used for every event, S&A operational support in the form of staffing was essential to our continued expansion of programming. The top line figures are:

Total Event Attendance FY18-FY21 to date			
	Total attendance at events	Number of events	
FY18	1339	21	
FY19	1287	25	
FY20	707	15	(Fall and Winter only)
FY21	154	4	(at least 4 additional events in the planning stage as well)

Addendum 6

Lynn A. Bethke
Collections Manager

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Pronouns: she/her/hers

From: Joseph Bryant <Joseph.Bryant@cwu.edu>
Sent: Friday, February 12, 2021 12:15 PM
To: Lynn Bethke <Lynn.Bethke@cwu.edu>; Hope Amason <Hope.Amason@cwu.edu>
Subject: S&A Fee Committee - Base Funding Additional Questions for Museum of Culture & Environment

Hi Hope and Lynn,

Thank you for both for coming this week and presenting before the S&A Fee Committee. It was great getting to see you virtually.

Given the limited amount of time allowed for Q&A, the committee had a handful of additional questions they asked that I send to you. If you could look over these and shoot me back responses when you have the opportunity, I'll make sure they get shared with the committee at an upcoming meeting.

Additional Questions:

- The Museum of Culture and Environment has held many displays and holds a mission similar to another base funded area on campus that also displays art and brings in speakers. Can you tell me how this service is different than all other services that may provide similar experience to the students?
- What is the criteria that you all follow to decide if a student project or a professional project should be displayed?
- How do you bring these professionals to campus? And do they all do a speaking event as well?
- Do you keep attendance of event participation? If so, can you share those figures?

Thank you,
Joey



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Total Event Attendance FY18-FY21 to date

	Total attendance	Number of events
FY18	1339	21
FY19	1287	25
FY20	707	15 (Fall and Winter only)
FY21	154	4 (at least four additional events planned)

Event Title	Date	Event Type	Associated Exhibit	Description	Attendance	Notes
Fire and Ice Part III: Collaborating to Address Climate Change in the Pacific Northwest	May 17, 2018	lecture	Changing PNW	The MCE concludes its year-long series “Fire and Ice” by reflecting upon the collaborations that will help community members prepare for living in a climate-changed Pacific Northwest. Emily Washines, Yakama Nation Fisheries, will discuss the role of cultural knowledge in developing creative answers to the problems posed by climate change. Urban Eberhart, Kittitas Reclamation District, will help us understand the current work being done to address water scarcity as a result of climate change.	60	Emily Washines and Urban Eberhart
Escape! At the Museum	May 12, 2018	Fundraiser			31	
Escape! At the Museum	May 11, 2018	Fundraiser			20	
Escape! At the Museum	May 10, 2018	Fundraiser			20	
Earth Day Family Festival	April 22, 2018	Community Event		Join us to celebrate Earth Day at this free family event with music, dance performances, fun environmental education activities, and the “Salmon Run” 5K/10K.	300	

<p>H2omg! Making Sense of Water Scarcity in an Insecure World</p>	<p>April 19, 2018</p>	<p>lecture</p>	<p>Changing PNW</p>	<p>Humanities Washington Presents Rachel Cardone: H2OMG! Making Sense of Water Scarcity in an Insecure World It feels like not a day goes by without a story in the news that relates to some water issue. Whether it's lead in schools, drought in California, or dwindling snowpack in Washington, water scarcity is a challenge that needs our attention—now. In this talk, participants learn about water scarcity and its effects both globally and at local levels here in Washington State. Participants are challenged to consider how they value water in its different uses, and explore whether taking an ethical approach to water issues changes how we manage and govern water on our increasingly thirsty and crowded planet.</p>	<p>35</p>	<p>Rachel Cardone</p>
<p>Welcome to The Living Room: A New MCE Exhibit!</p>	<p>April 5, 2018</p>	<p>opening</p>	<p>Living Room</p>	<p>What can the living room—a supposedly mundane space—tell us about the human condition? On April 5, the MCE celebrates The Living Room, a new exhibition featuring photographs (by local artist, Rob Fraser) of living rooms within our community. Please join the MCE staff, students, and faculty as we open the exhibit with a celebration, including live music and refreshments!</p>	<p>100</p>	<p>Cadence performance</p>
<p>Escape! at the Museum: MCE's First Escape Room</p>	<p>March 4, 2018</p>	<p>Fundraiser</p>		<p>Do you want to test your problem-solving skills in real life? Come to the MCE and see if you can solve the mystery by using clues and tools to escape from a MONSTER in Dean Hall!</p> <p>What is an escape room? An escape room is a room where players have to solve puzzles to find the clues and tools to escape the room, usually in a limited amount of time. Escape! at the Museum is based on an escape room, but instead of just one room, players will have to escape from the first floor of Dean Hall.</p>	<p>13</p>	
<p>Escape! at the Museum: MCE's First Escape Room</p>	<p>March 3, 2018</p>	<p>Fundraiser</p>			<p>19</p>	

Escape! at the Museum: MCE's First Escape Room	March 2, 2018	Fundraiser			8	
Emerald Street: The History of Hip Hop in the Northwest	March 1, 2018	lecture	Stickers	From its beginnings in 1979, to Sir Mix-a-lot's "Posse on Broadway," to Macklemore, Northwest hip hop has been informed by local history as well as the diversity that defined the scene. Discover the history behind not only the Northwest's Grammy-winning rappers, but its world champion break dance crew, its internationally read hip-hop magazine, the producers who collaborated with some of the biggest names in music, its world-renowned clothing designers, and the grassroots organizations dedicated to community service and education. Led by author and professor Daudi Abe, discover how Northwest hip hop is a living document of our region's social and political movements, styles, energies, and ideologies, and how it embodies a unique sense of community.	73	Daudi Abe
Fight The Bite! Zika, Tattooing, and Health in American Samoa	February 22, 2018	lecture			74	Anth - Dr. Michaela Howells
Property Of	February 15, 2018	Discussion	Stickers	The exhibition Rewriting the Streets: The International Language of Stickers raises important questions about street art, the boundaries between public/private property, and the larger public sphere. Join the MCE staff, CWU faculty members and students, and Ellensburg community members as we respectfully engage in a conversation about the issues surrounding property rights and free speech. Given recent controversies surrounding free speech and the right to access public spaces, it is more important than ever to be part of discussions that bridge political and cultural divides.	70	

Fire and Ice Part II: Climate Change in the PNW	February 1, 2018	lecture	Changing PNW	The MCE continues its conversation on the impacts of climate change in the Pacific Northwest by looking at biology. The exhibition Our Changing Pacific Northwest explains how rising temperatures and 20th century fire suppression cause larger wildfires, and that soot from wildfires speeds up melting of glaciers. But what does the bigger picture look like for the ecosystem we are part of?	120	Paul James and Clay Arrango
Drop-in Art Making: Stickers	January 27, 2018	Arts and crafts	Stickers		15	
Pecha Kucha Ellensburg 20X20, "Art is for Everyone"	January 18, 2018	opening	Stickers	Ellensburg's Pecha Kucha is coming to CWU! The Pecha Kucha is an engaging format for engaging with the stories of fellow community members. This Pecha Kucha theme is "Art is for Everyone." Sometimes people think about "art" as only for the elite, but everyday people—our Ellensburg neighbors—are making and sharing important works of art.	140	
Workshop: Caring for Your Treasures	December 5, 2017	Workshop	Pulling Back the Curtain	No matter whether it's a quilt, a photograph, or a cheap plastic toy, everyone has a treasure they hold dear! This workshop is intended for people who want to safeguard family heirlooms or other precious, but fragile objects. Participants will learn about ways to extend the life of historic and important artifacts, and to keep them in good condition for years to come. This will include valuable lessons in object care from the MCE's collections manager, Lynn Bethke, and the opportunity to ask questions about your own special treasures.	14	

Fire & Ice in the PNW	November 14, 2017	lecture	Changing PNW	CWU professors Susan Kaspari (Geological Sciences) and Megan Walsh (Geography) help us envision the future of climate change in the Pacific Northwest by looking into the past! Susan's research examines the impact of black carbon (commonly referred to as soot) on the melting rates of glaciers and seasonal snowpack. Megan's research explores how ancient charcoal deposits can help us understand past fire activity. Taken together, their work can help us understand the complicated relationship between humans, fire, ice/snow, and climate change.	140	Susan Kaspari and Megan Walsh
Ofrenda para Día de Los Muertos	October 30, 2017	Arts and crafts				
Lecture: Revealing the Stories of Museum Objects with Chemistry	October 12, 2017	lecture	Pulling Back the Curtain	CWU chemistry professor JoAnn Peters works at the intersection between chemistry, art, and museums. She has worked on conservation issues at the Royal British Columbia Museum as well as the Yakima Valley Museum. Come and learn about JoAnn's discoveries in these museum collections as she explains how chemistry can help us see artworks and historical artifacts in a new light!	50	JoAnn Peters
Chill Museum Opening	September 28, 2017	opening	Our Changing PNW, Pulling back the Curtain	Come celebrate with the Museum of Culture & Environment staff, and faculty and students from Museum Studies as we open two fabulous new exhibits for Fall 2017! Pulling Back the Curtain is an interactive exhibit that creatively explores the mysterious rituals that take place behind-the-scenes at museums. Why can't you touch the artifacts in museum exhibits? And why do museums hide most of the objects they own? Our Changing Pacific Northwest brings into focus a central concern: anthropogenic climate change by asking, "How will climate change impact our region?" To answer this, the exhibit features the work of two CWU scientists, Susan Kaspari and Megan Walsh, whose research into the past helps us understand what the future may hold.	37	

Event Title	Date	Event Type	Associated Exhibit	Description	Attendance	Notes
Spin-in @ the Museum!	1-Jun-19	Arts and crafts	Peruvian Textile Traditions	Make yarn at the museum! Spinners and non-spinners are invited to drop in between noon and 3 p.m. Want to learn how to make yarn? We'll provide materials and teach you the basics. Already know how to spin? Bring your own spindles, spinning wheels, and join us for an afternoon of fibery fun.	13	
Peruvian Guitar with John Paul Shields	23-May-19	performing arts	Peruvian Textile Traditions	John Paul Shields spent 2 1/2 years in Peru studying guitar, including a year's study with the late virtuoso Raúl García Zárate, who was listed as one of the top 15 cultural contributors to Latin America. Join in a musical expedition of the Peruvian guitar as he plays and gives background to the music he learned and the experiences that went with it.	40	
Craft Saturday: Welcome Summer	18-May-19	Arts and crafts		Join us as the Museum welcomes summer by making kites! Drop in on the East Dean Hall Lawn between noon and 3 p.m. All materials will be provided.		
Triunfar: Moving Forward	15-May-19	Panel Discussion	Being the First	This event will conclude the MCE's Window on Central series for 2018 – 2019, Being the First: Latinx Pioneers in Public Service. Throughout the year, student researchers involved in this project have interviewed a diverse group of Latinx leaders throughout the Pacific Northwest, including entrepreneurs, journalists, and public servants. Along the way, they have expanded their research into a new project, "Triunfar," which means to not only succeed in an endeavor, but to triumph! Join the MCE and the "Triunfar" students for food and good conversation, as we consider both the challenges and triumphs shared by interviewees. What is the future for Latinx communities at CWU and beyond? And how do the Triunfar students envision the legacy of their research for future generations at CWU?	15	

Peruvian Dance workshop with Fabiola Serra (TusuyPeru)	11-May-19	performing arts	Peruvian Textile Traditions	Learn about native Peruvian dance in this energetic workshop with Fabiola Serra, lifelong dancer and director of Ellensburg dance group TusuyPeru! In Peru, diverse cultures have produced many rich dancing traditions. Try out Peruvian dance techniques while also exploring the cultural roots of these dances. This is a great opportunity for showing off your dancing skills, learning something new, or just spending time with family and friends!	
Craft Friday: May the 4th (3rd) be With You	3-May-19	Arts and crafts		Join the MCE (Dean Hall first floor lobby) any time between 1 a.m. and 3 p.m. and make your own clay Yoda for Star Wars Day! All materials will be provided. Have fun, you will.	10
Earth Day Family Festival	27-Apr-19			Come learn about conservation efforts within our own backyard! Throughout the day community organizations will help visitors learn about the important work they do, including The Nature Conservancy, Mid-Columbia Fisheries, Washington State Parks, OUR Environment, Chimpanzee Sanctuary Northwest, Mountain to Sound Greenway and many others! Thanks to the Kittitas County Sheriff's Department and RVSP, there will also be document shredding services and a drug take-back station in the O-5 parking lot across the street from Dean Hall, on Wildcat Way.	300
Craft Saturday: Earth Day Fun (Slime & Tulips)	20-Apr-19	Arts and crafts		Join us for our Earth Day themed Craft Saturday! We will be making slime (in earth colors of course!) and making paper straw tulips! All materials will be provided.	33
Craft Saturday: DIY Loom and Weave	13-Apr-19	Arts and crafts		Craft Saturdays are back at the Museum of Culture and Environment! Drop in between noon and 3 p.m. and make your own loom to weave with! All materials will be provided.	11
Curator's Talk: Enemies of the State Soviet Punk 1975 – 1991	April 11, 2019	Lecture	Enemies of the state	Come learn about the emergence of Soviet Punk with the curator of the MCE's new Spring 2019 exhibit Enemies of the State: Soviet Punk 1975 – 1991.	32

Craft Saturday: Weaving Fish & Popsicle Craft	April 6, 2019	Arts and crafts		Join us at the Museum of Culture & Environment for our first Craft Saturday of the quarter! Drop in between 10 a.m. and 4 p.m. and weave your own fish! We will also be making a weaving craft using Popsicle sticks. All materials will be provided.	19	
Opening Celebration Spring 2019!	4-Apr-19	Opening	Enemies of the State, Peruvian Textile Traditions	Join the Museum of Culture & Environment as we celebrate the opening of spring 2019 exhibitions! The MCE's main gallery features Peruvian Textile Traditions: A Living Heritage, which explores handmade textiles and their importance to different ethnic groups in Peru and Enemies of the State: Soviet Punk 1975 – 1991, which traces the development of distinctive Russian punk traditions—despite attempts to censor and criminalize punk musicians and their fans. Shattering the Veil: A Reclamation of Indigenous Women's Identity, showcased in the MCE's lobby, includes powerful images of North American Indigenous women declaring their identity by wearing their traditional clothing in colonial spaces. At this opening celebration, visitors will be able to hear from exhibition curators and enjoy food and camaraderie!	115	
Media Matters: Latinx Media and Social Change	7-Mar-19	Lecture	Being the First	Join the MCE and the students from Triunfar, a research project focusing on Latinx leadership, as we welcome Paula Lamas of KUNS-Univision Seattle. Lamas and the students will engage in a conversation about the significance of Latinx media in our region.	33	
"Intersectionality and Solidarity: A Roundtable Discussion with Dr. Masonya Bennett"	Feb. 28, 2019	Discussion	For All the World to See: Visual Culture and the Struggle for Civil Rights	"Intersectionality" describes the ways in which identities—race, class, gender, and sexuality—interact and connect within society. Dr. Masonya Bennett's research explores intersections between Black, Latin American, and Caribbean identities in Charlotte, North Carolina. But how do these identities intersect within Ellensburg? Join Dr. Bennett along with a diverse group of students, faculty, staff, and community members as they discuss the important issues faced by communities of color and consider new forms of solidarity going forward.	72	

<p>“Un/Belonging : Can People of Color Call Ellensburg ‘Home’?”</p>	<p>Feb. 21, 2019</p>	<p>Panel Discussion</p>	<p>For All the World to See: Visual Culture and the Struggle for Civil Rights</p>	<p>What are the experiences of people of color in Ellensburg? This panel features the voices of people of color within our community as they reflect on life in a small, eastern Washington town. This is an opportunity to listen, understand, and grow as we imagine more effective networks of support, enrichment, and belonging for people of color in Ellensburg.</p>	<p>85</p>	
<p>“Being Black in Ellensburg: A Safe Space for Black Students, faculty, Staff, and Community Members to Share Their Stories”</p>	<p>Feb. 19, 2019</p>		<p>For All the World to See: Visual Culture and the Struggle for Civil Rights</p>	<p>This event is an opportunity for Black students, faculty, staff, and community members to share their stories and feelings about living in Ellensburg and on the CWU campus. What would effective networks of support, enrichment, and belonging for Black community members—and all people of color—look like in Ellensburg? At the Wellington Event Center</p>	<p>100</p>	
<p>Craft Saturday at the Museum</p>	<p>16-Feb-19</p>	<p>Arts and crafts</p>		<p>Looking for a fun activity for the family this weekend? Escape the snow and come spend the afternoon at the Museum of Culture and Environment to participate in cross-stitch activities for all ages!</p>	<p>12</p>	
<p>“Walking in Our Shoes: Tours of For All the World to See with CWU’s Black Student Leaders”</p>	<p>Feb. 7, Feb. 14, Feb. 21</p>	<p>Tour</p>	<p>For All the World to See: Visual Culture and the Struggle for Civil Rights</p>	<p>For All the World to See invites visitors to explore potent images and objects from the Civil Rights era that influenced how Americans perceived race and the struggle for equality. Visitors will have the opportunity to view the exhibit through the eyes of CWU’s Black student leaders, who will provide guided tours on the following Thursdays: Feb. 7 (5:00 p.m. – 6:00 p.m.), Feb 14 (3:00 p.m. – 4:00 p.m.), and Feb. 21 (11:00 a.m. – 12:00 p.m.)</p>	<p>24</p>	
<p>Craft Saturday at The Museum</p>	<p>2-Feb-19</p>	<p>Arts and crafts</p>		<p>Visit the Museum of Culture and Environment this Saturday, February 2nd, to see the new exhibit and make friendship bracelets at the Craft Station!</p>	<p>12</p>	

Opening For All the World to See: Visual Culture and the Struggle for Civil Rights	Jan. 31, 2019	Opening	For All the World	Join the MCE staff along with CWU students, faculty, and staff as we celebrate the opening of For All the World to See: Visual Culture and the Struggle for Civil Rights. Sponsored by the National Endowment for the Humanities, this exhibition features compelling and persuasive images and objects from Civil Rights history that changed how Americans viewed race, racism, and the struggle for equality. Join us for music and refreshments as we celebrate this exhibition, which will run from Jan. 30 – March 16, 2019	110	
Craft Saturday at the Museum	January 19, 2019	Arts and crafts		Join us at the Museum of Culture and Environment this Saturday, January 19th, for a fun afternoon celebrating National Popcorn Day! Bring the family and create a popcorn art masterpiece from 1:00pm to 3:00pm.		
“[Game] Night at the Museum”	4-Jan	Opening	Thanks for the Memories	Create new memories in Dean Hall to celebrate the opening of “Thanks for the Memories”, a new exhibit curated by the Museum Club of CWU. Get nostalgic and play your favorite games from childhood to adulthood while snacking on free food!	50	
Lecture featuring Ellen Avitts, “(Re)Defining the Living Room, The Rhetoric and Reality of the Spaces in Which We Live”	Oct. 18, 2018	Lecture	The Living Room	In trendy home décor magazines and “staged homes,” images of living rooms reflect popular social and cultural ideals. But how do these images relate to our everyday use of the living room? Join the Museum of Culture & Environment (MCE) on Oct. 18 at 5:30 pm as we welcome Dr. Ellen Avitts, architectural historian and CWU Associate Prof. of Art + Design. Dr. Avitts will explore the hidden meaning of popular living room design in “(Re)Defining the Living Room, the Rhetoric and Reality of the Spaces in Which We Live.” Dr. Avitts’ research on staged homes—and how consumers use these living spaces once they move in—will help us see living rooms in a different light.	35	

<p>Being the “First”—A Roundtable Discussion</p>	<p>Oct. 25, 2018</p>	<p>Discussion</p>	<p>Being the First</p>	<p>In 2004, Chief Justice Ricardo Martinez became the first Latino judge in the U.S. District Court for Western Washington. Ten years later, Justice Mary Yu became the first Latina (and first openly LGBTQ person) appointed to the Washington State Supreme Court. Twelve CWU students spent spring 2018 interviewing these and other Latinx individuals, each of whom overcame racism and other forms of discrimination in order to become pioneers in public service. On Oct. 25 at 5:30 PM these students will join the MCE in a roundtable discussion about their sacrifices, challenges, triumphs, as well as their advice for a new generation of Latinx “firsts.” This event is hosted in conjunction with the 2018 – 2019 Window on Central exhibition, Latinx Firsts in Public Service.</p>	<p>106</p>	
<p>Museum After-hours</p>	<p>#####</p>	<p>Opening</p>	<p>The Classroom</p>	<p>Help the MCE kick-off Fall 2018 on Wednesday Sept. 26 at 5:30 p.m. with an evening of food and music! Did you know that there are new exhibits at the Museum of Culture & Environment (MCE) almost every quarter? Fall 2018 brings three new exhibits to the MCE: The Classroom: Learning by Doing at Central delves into CWU’s history as the Washington State Normal School through a close examination of the work of Amanda Hebel. Latinx First!, the new Window on Central exhibition, celebrates recent Latinx “firsts” in governmental leadership and public service throughout the Pacific Northwest. Finally, find out what our everyday living spaces look like through the eyes of a dust mite in Diary of a Dust Mite, and exhibit that follows the journey of Margaret Mite, an adventuresome dust-mite who travels to Ellensburg on the search for a new home.</p>	<p>60</p>	
<p>1287</p>						

Event Title	Date	Event Type	Associated Exhibit	Description	Attendance	Notes
Craft Saturday: Painted Flower Pots	March 7, 2020	Arts and crafts		Join us for the final Craft Saturday event for Winter 2020! (Don't worry, we'll be back after spring break!) Come paint some flower pots and ring in the upcoming spring. Event is free, supplies are provided, and all ages are welcome to attend!	14	
Dr. Sofi K. Blue "Monkey Lingo"	March 5, 2020	Lecture	Monkeys Do	Dr. Sofia K. Blue was part of a research team studying Tibetan Macaques at Mt. Huangshan, China. Having earned degrees in both primatology and acoustics, Dr. Blue was drawn to the ways this macaque society used a wide range of vocalizations in order to communicate. Join Dr. Blue at the Museum while she tells us more about how to speak and interpret 'Macaque'!	37	
Being Black in Ellensburg: Stories of Joy & Triumph from the 4%	February 27, 2020	Discussion		Black students are 4% of CWU's student body, but make up only 1% of Ellensburg's total population. Find out where the 4% find, create and make joy in Ellensburg, both on and off campus. We will hear from Black students, staff, faculty, and community members, who will share their stories of building a positive, inclusive community in Ellensburg. This event will take place at the SURC Pit.	77	
Black Carnival: How the Black experience created a tradition	February 25, 2020	Lecture		Please join us for a talk by Kim Coleman, a native New Orleanian, historian, storyteller, and photographer and the Curatorial Manager and Education Specialist at the McKenna Museums. Her lecture will provide an overview of how racism sparked separate cultural experiences during the carnival season in New Orleans. This event is co-sponsored by Africana and Black Studies, the Black Student Union, the Diversity and Equity Center, and the Museum of Culture and Environment at CWU.	96	
Craft Saturday: Snowflake Salt Painting	February 22, 2020	Arts and crafts		Missing the snow? Come make some! Join us for a fun afternoon of some crafty, simple science and create some snowflake salt paintings! Event is free for everybody and supplies will be provided.	26	
Craft Saturday: Fire-Breathing Dragons	February 8, 2020	Arts and crafts		Join us for a fun afternoon making paper roll dragons that breathe fire! Event is free, supplies will be provided, and all ages are welcome to attend!	22	
Facing Fire: A Roundtable Discussion about Wildland Fire	Jan. 30, 2020	Discussion	Facing the Inferno	This roundtable will provide an opportunity for community members to understand how wildland fire crews see the world. It will also showcase the diversity of experiences and perspectives that fire managers and others involved in wildland fire use to make sense of critical situations.	23	
Craft Saturday: Fire Slime	25-Jan-20	Arts and crafts		Join us for the first Craft Saturday of the year to make Fire Slime! Supplies will be provided.	47	
Facing the Inferno Opening	Jan. 9, 2020	Opening	Facing the Inferno	Join us as we open Facing the Inferno: the Wildfire Photography of Kari Greer. This opening reception will feature a short talk from Greer, who specializes in wildland fire photography and editorial photojournalism.	110	
"Animals at Play": A Talk by Dr. Jessica Mayhew	Dec. 5, 2019	Lecture	Monkeys Do	Since 2003, CWU primatologists (including Dr. Sofia K. Blue, Dr. Jessica Mayhew, Dr. Lori Sheeran, Dr. Lixing Sun, and Dr. Steve Wagner) have been partnering with primatologists at Anhui University in China in order to expand scientific knowledge about some of our closest relatives, Tibetan macaques. One of these researchers, Dr. Jessica Mayhew, studied how young macaques play. Join the MCE on Thursday, Dec. 5 at 5:30 PM as Mayhew explores play in animals of all kinds (including humans!): Why do animals play? How do you know when an animal is "playing"? Do animals only play when they are young? And what kinds of play exist?	60	

<p>“Washington’s Undiscovered Feminists” featuring Mayumi Tsutakawa</p>	<p>Nov. 14, 2019</p>	<p>Lecture</p>		<p>Writer Mayumi Tsutakawa presents five “woman warriors” in the arts and journalism whose inspiring stories reach back to the early years of our region. Meet the pioneering photographer Imogen Cunningham, Black American jazz musician Ruby Bishop, Chinese American artist Priscilla Chong Jue, Leftist journalist Anna Louise Strong, and Native American linguist Vi Hilbert. Drawing on her own experience as an activist and writer, she explores how these women inspired others and changed our state and our society.</p>	<p>71</p>	
<p>Museums Sites of Healing, Co-Curation, Restorative Placemaking</p>	<p>7-Nov-19</p>	<p>Lecture</p>	<p>Telling Secrets</p>	<p>Mark Auslander, Ph.D., serves as director of the Michigan State University Museum (MSUM) and is an associate professor of Anthropology and History at Michigan State University (MSU, East Lansing, Michigan) . Dr. Auslander directed the CWU Museum of Culture and Environment from 2011-17. When he arrived at MSU in mid-2017, the community was shaken by the largest sexual abuse scandal in the history of American higher education, centered on crimes perpetrated by a university sports physician over a three-decade period. Over the past 18 months, Dr. Auslander and his museum colleagues have partnered with sister-survivors of this crisis, to create a collaboratively co-curated exhibition “Finding our Voice: Sister Survivors Speak.” In this presentation Dr. Auslander reflects on lessons learned about trauma-informed exhibition development, and how responsible community co-curation can help engage individuals and communities in vital healing journeys. How should museums responsibly partner in giving voice to survivors of gender-based and sexual violence in ways that are respectful and empowering for diverse survivors and their allies?</p>	<p>38</p>	
<p>Day of the Dead Procession and Celebration</p>	<p>Oct. 28, 2019</p>			<p>Please join the MCE on Oct. 28 at 5:30 PM as we put together an ofrenda, an altar for Day of the Dead. You will be able to make papel picado (perforated paper) and calaveras (sugar skulls). And you are welcome to bring photos of loved ones who have passed away, as well as small offerings. Following this, on the evening of Nov 2, a Day of the Dead procession will begin—moving from Dean Hall lobby to the larger ofrenda in the SURC, sponsored by the Diversity and Equity Center. Even if you cannot contribute to the ofrenda at the MCE, you are still welcome on the night of the procession, when we will continue to welcome photos of loved ones who have passed away, as well as small offerings.</p>		
<p>Portraits of the Inner Self: Expressive Arts with Nan Doolittle</p>	<p>Oct. 19, 2019</p>	<p>Arts and crafts</p>	<p>Telling Secrets</p>	<p>This quarter the MCE features the powerful exhibition Telling Secrets, in which artist Jane Orleman tells the story of how, through therapy and art, she came to terms with her childhood experiences of sexual abuse and domestic violence by revisiting her memories and coming to understand her inner self. Like Jane, you are invited to engage in an artistic dialogue with your inner self in a workshop led by Nan Doolittle, Certified Expressive Arts practitioner. Perhaps you will be inspired to make a creative piece that tells a secret you want to express (even if you only express it to yourself). Or perhaps you will make a secret hideaway, a place of healing and safety. You may want to bring a memento, such as a photograph or an object for inspiration. Using the language of art—symbol, image, movement, balance, texture, light, color—you will consider your inner life. This is not a workshop for enhancing artistic techniques but rather for encouraging us to listen to ourselves.</p>	<p>14</p>	

<p>Opening Reception: Telling Secrets</p>	<p>Oct. 3, 2019</p>	<p>Opening</p>	<p>Telling Secrets</p>	<p>Please join the MCE as we open three new exhibitions to the public on Oct. 3 at 5:30 PM. In the main gallery, viewers will see Telling Secrets, which features the paintings and stories of well-known Ellensburg artist Jane Orleman, who addresses her experiences of childhood sexual violence and other forms of domestic abuse. This exhibit is a form of therapy and medicine, wherein Orleman confronts the past, accepts her emotions, and imagines a healing future. We will also be recognizing the new Window on Central display, Monkeys Do . . . We Do Too?, which showcases the research of CWU primatologists who studied Tibetan Macaques at Mt. Huangshan, China. And finally, Shattering the Veil: A Reclamation of Female Indigenous Identity is a photography exhibit located in the MCE lobby, curated by CWU student Autumn Adams (Yakama Nation). Shattering the Veil invites viewers to examine how Indigenous women use culture to empower themselves in spaces of oppression. Thursday's reception will include light refreshments and a few words of acknowledgment to honor the curators, artists, and researchers who made each exhibition possible.</p>	<p>72</p>	
					<p>707</p>	

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Global BLM: Solidarity Across Borders	February 19, 2021	Zoom panel		This panel will shed light upon the dynamic dimensions of the Black Lives Matter platform and its connections with global issues, such as anti-imperialism, racism, police brutality, and the experiences of refugees/migrants.		Art of Global Protest Series
Protest and State Violence in France: From Yellow Vests to Black Lives Matter	29-Jan-21	Zoom panel		Join CWU World Languages and Cultures professor Dr. Michael Johnson for a panel, "Protest and State Violence in France: From Yellow Vests to Black Lives Matter." It will explore the common ground between Gilet Jaunes protestors and anti-racist protestors in France. This panel is part of the "The Art of Global Protest" series, co-sponsored by the CWU Museum of Culture & Environment and the Department of World Languages and Cultures.	27	Art of Global Protest Series
The Art of Global Protest: Belarus 2020	23-Oct-20	Zoom panel		Learn about the popular protest that has swept Belarus. In the wake of a fraudulent election on August 9, millions of Belarusians are marching to depose the "last dictator in Europe," Aliaksandr Lukashenka. This event, which inaugurates a year-long series, "The Art of Global Protest," features Aryna Dzmitryeva (sociologist and independent observer) and Anika Walke (Associate Professor of History at Washington University). Volha Isakava (CWU World Languages & Cultures) will moderate the conversation.	33	Art of Global Protest Series
Ready, Set, Vote!	20-Oct-20	Zoom panel		On Tuesday Oct. 20 at 5PM, join the Kittitas County League of Women Voters for "Ready, Set, Vote!," a panel about voting, voter's rights, and voter suppression. Panelists include Charli Sorenson (Kittitas Co. LWV), Katherine Murphy (Kittitas Co. LWV), Robert Shaffer-Claridge (CWU Law and Justice), Nancy Canales-Montiel (ASCWU), Edgar Espino (ASCWU), and Landis Hanson (ASCWU).	22	
Tangled: Why Your Hair Matters to Society	22-Sep-20	Zoom Lecture		Join professor Anu Taranath to untangle the meaning of hair, and better understand the stories we tell about beauty, bias, and belonging.	72	Humanities WA
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