

Services and Activities Fee Committee
Minutes
February 24, 2021

Called to order:

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

Attendance:

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

Excused: Masina Ieremia

Agenda:

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

Minutes:

MOTION: Brandon Wear-Grimm made a motion to approve the minutes of February 17, 2021. Yunus Timurtas seconded. Motion carried.

Reports:

Chair – None.

ASCWU – Elections are in full swing. They are doing introductions to RHA today and ESC tomorrow. If you are curious about candidates reach out to me and I can connect you to election events. It is still open to be a write-in candidate. Email me or our advisor, Dr. Jenna Hyatt, and we can help you start that process. If you want to try your hand at becoming a leader in Student Government, let me know.

Advisors – For the presenters, I will put a one-minute and two-minute warning in the chat.

We are in week 8 now. We have 2 weeks of presentations left. Deliberations start on the 10th. There are two surveys going out, one to look for additional time for deliberation (most likely that weekend). We must have all the recommendations done by the end of finals week. We want everyone to be present, especially when voting. We have a survey that will go out by next week with all of the base requests and the options for funding recommendations. Please fill that out as quickly as you can. We will compile the results so you can see them. This will help to guide our discussion.

I saw the Doodle Poll and that we are looking for a six-hour time block. Is it possible to change the dates? This is right before finals. It might be too much for students. We cannot push back

when we have to send in our recommendations. You all need to vote and get it in a report to send up by the end of finals week. We could do two three-hour blocks.

There is one new request tonight from Student Financial Services.

Is Student Financial Services not something we have seen before? The other area was from the College of Business.

There are a lot of positions in tonight's requests. You will see a slight increase due to increases in benefits and step raises.

Other Business: Communications Received

We received additional documents from the University Centers and also received one set of supplemental questions back (See addendum 1). We are still waiting on one other group to respond to the supplemental questions.

Public Comment:

This week is Parade of Nations. Today is trivia at the Recreation Center at 7:00. Tomorrow is the main event at 6:00. Please register. It is a good event and will be fun. This is hosted by the DEC and the International Office. It is open to the public.

New Business:

A. Base Funding Requests – Presentations

i. Veterans Center

The Veterans Center has three professional staff and usually 2-4 student employees as well as a Vet Corps Navigator. The Veteran's Center decisions are driven by their mission, vision, and department values. The majority of students served are on the Ellensburg campus, and are disbursed through the Centers. There were 661 students served in Fall 2019, including student veterans, service members, and family members. They created an outreach recruiter in 2012. As they recruit more students to CWU they want to provide a supportive journey for the students. The majority of the work they do is processing VA Education benefits for students. 400-550 students are certified each quarter for approximately \$2 million in tuition and fee payments. The S&A funding is used for programming and activities for veterans. The events are open to all CWU community members. These are great opportunities to engage around veteran identity and culture. The Veterans Center has also provided a Kognito training for best practices for supporting veteran students since 2018. S&A funding supports the Veterans Center graduation, and translating military experience workshop. They have done activities this year with modifications (virtual welcome, flags for Veterans Day, Veterans Week events, and a virtual veteran book club). The Outreach Recruiter is 20% funded through S&A, for \$16,242. They are also requesting the \$3,000 site fee for the Vet Corps Navigator position. \$32,000 of the request is for goods and services for program

related costs (food, supplies, marketing materials, speaker fees, books, etc.). If there were a 15% reduction in S&A funding, they would need to adjust their programmatic plans.

Presented by: Ruben Cardenas and Andrew McDonough

Questions: The base funding is for employee positions and programming? Mostly programming. The Outreach Recruiter is partially through S&A, but mostly through State funding. Can you explain the significant increase in funding for programs? The Corps Navigator site fee comes out of the goods and services. It used to be allocated to a student position. Some of the increase may be related to positions and how those have been changing year to year. It looks like in the past the money spent on programs was \$4,000-10,000 and is going up to \$19,000. I would need to review what you are seeing to give you a better answer. I will review that and then send a response. It also looks like you have a large ending fund balance as well. Yes, we have experienced turnover in staffing. The certifying process is laborious, so when we are down a staff member it prevents us from spending on programming. We are hoping to avoid turnover to fully utilize the funds. It looks like the goods and services figure was consistent, but fluctuated between programming and other things. It will vary year to year. The most expensive thing we do is bring speakers to campus. It depends on the speaker cost. Last year we stopped doing programming when COVID started. We weren't able to do the graduation ceremony. It looks like goods and services dropped off last year due to COVID. Can you carry over a balance from the last quadrennium? No, not unless it is requested and the committee votes to approve it. This department was allocated a portion of their fund balance from the previous funding cycle, so they started this funding cycle with about \$20,000. We were working with ASCWU trying to do a veterans memorial. We came to the committee to request that carryforward. The project didn't move forward, so we were not comfortable spending that on anything else. You mentioned that a 15% reduction would come out of your programming areas, what would that look like? We have been able to offer a robust graduation ceremony, so we would look at things like that across the board. When we are in person, most programs offered food, so we may eliminate those costs. We would scrutinize the type of speakers coming to campus to stretch out those funds so we can still offer meaningful programming for our students. Do you have a projection for students served in the next 4 years? We don't have the projection yet. We are waiting to see what the next fall looks like to have more accurate projections for next 4 years. This year was an anomaly, so I would like to use more consistent data. We will continue to recruit and strive to serve our students as well as we can.

ii. Student Financial Services – Resource Center

Data has shown that financial anxiety is linked to a decrease in student academic success and that students are in need of wrap-around financial services. A resource center would be helpful for students. They would provide financial literacy resources and have student centered programming. Peer

institutions have established programs for financial literacy. Financial issues make up a high percentage of the negative impacts to student success. Financial literacy is essential in reaching academic goals. As an institution with high numbers of first generation, low-income, and underrepresented students, these services are key. 85% of Central students are receiving some form of financial aid. A financial resource center would be a step in addressing the equity imbalance for students in need of additional support and access to financial literacy training. CWU relies heavily on limited grants and scholarships, as well as a significant amount of student loans. In the latest student success survey, financial concerns were ranked highest. The limited staff at Student Financial Services make it difficult to help with general financial literacy, and this can be addressed by the resource center. They have already secured a room, and will provide online resources for students at all campuses. Programming will address financial goals, credit/debt, and saving/investing. The curriculum will be student driven. They want to develop peer-to-peer programs. They would want to create an advising board with ASCWU. They will solicit feedback for presentations and will track participation and outcomes. They will be transparent and provide information to the public. They are committed to ongoing evaluation and assessment of services. There would be a one-time cost of \$22,807.44 for equipment, and then annual costs of \$98,000 for staffing, software, and maintenance. CWU should provide resources and promote financial wellness.

Presented by: Inti Valverde

Questions: What would the staffing look like? There would be one full-time staff member and three students. This will be a service separate from Financial Aid? It would be under Enrollment Management and associated with Student Financial Services. We don't have the staff or expertise for the broader more holistic services we are hoping to offer. They would coordinate with us for financial aid specific information. For broader financial resources, this center would be a better resource. Financial aid can be complicated, time consuming, and involved. We don't have the bandwidth to cover these questions and concerns. Why would students pay for an additional financial aid service with S&A when it is already offered through tuition dollars? Student Financial Services is not supported by S&A, it is supported by tuition and state funds. This is to look at students' financial wellness and link that with their health, wellness and success. It is also a recruiting tool to provide that extra layer of support to students on campus. In Financial Aid, we are short staffed and have to focus on packaging and distributing aid. We don't have the training and credentials to offer a broader more detailed service like help with other debt or financial issues with rent/mortgage. We don't have the time or background for that. You spoke about other universities that offer similar resource; do you know how they are funded? We know one that is funded through a foundation donor, the rest I imagine are similar to this with student fees. Western I believe was funded by a department. Have you looked into University Advancement or Foundations for funding opportunities? We are

starting those conversations. With the pandemic, a lot of the fundraising initiatives are focused on getting emergency money to students. That has been the primary funding drive. Hopefully in the future we would have alumni interested in funding a program like this. It looks like you requested funding from the state. Yes, and it was denied. Not much was approved in that round. The pandemic was just ramping up and there was a lot of uncertainty. Is this position a new position? It would be a new position and new student employees. This position would be funded through S&A, for services for students, but run through SFS. How would you delineate SFS and the services for this position, such as the exit interview? The Exit interview is online now, since staffing levels don't allow us to meet with every graduating senior. All federal loans can be done online. This is specific to your student loans. It does not combine it with the rest of the debt you have or may anticipate. It is the difference between being financial aid and coaching students through financial literacy. We do advising around loans and repayment, but there is a broader economic and financial context we don't have staffing or experience to manage.

iii. Wellness Center – Path Advocate

The Wellness Center is requesting \$68,915 for a full-time PATH Health Promotion Coordinator. This is for a semi-competitive salary and benefits. This does not include any goods and services, training, travel, or other costs. There is an increase in the benefits amount as required for all University state employees. The bulk of the Wellness budget comes from student fee funds from Ellensburg students. They provide services to all students. The current funding is not enough to fund staffing for the office including the PATH advocate. This position has three main responsibilities: advocacy, education and training, and health promotion. Some peer institutions have two or three employees for this role. The Wellness Center is not asking for an increase to divide this position. This position would provide confidential and comprehensive advocacy in response to survivors and others affected by power based personal violence. They would help design and implement campus-wide violence prevention training (consent education, bystander training, advisor/support training). Generally, 600-800 Ellensburg based students receive this training for violence prevention. This position would coordinate campus-wide efforts, design a long-term plan for violence prevention, and compile and disseminate results of the Campus Climate surveys. The Wellness Center tracks participation in health promotion, education, and training. They conduct evaluations every step of the way (look at impact and outcomes). This position is required for the University to receive federal funding. There has been a 664% increase in the number of students referred to this position from 2013-2019. Having this dedicated staff is critical to support students and dedicate time to other initiatives. The Director will continuously seek state funding for this position. It was suggested they come to S&A for funding.

Presented by: Marissa Howat

Questions: What is your Wellness Center fund balance? We have a fund balance that is not enough to fund a full-time position. We can do programmatic things. The current balance is from salary savings. The vacancy is not this position, correct? My understanding is the salary savings from this position have rolled back. Yes, they rolled back to supplemental funding. Not having someone in this position does not mean we don't need it. It was open to rehire and then we had a hiring freeze. I have been filling the vacancy for six or seven months. We have reopened the search and are seeking someone now. With the financial situation of the university. How would a 15% reduction in funding impact the Wellness Center? Because this is exclusively for salary and benefits, we would have to reduce the salary by 15%. At a time when we are trying to diversify and improve Central, I am concerned by that. We need to be competitive. It would reduce how competitive we could be with the search we are doing. This is a required position for colleges to get federal funding? Yes, Title IX and the Cleary Act do say that colleges have a responsibility to have trainings, violence prevention, and the ability to provide timely response to the victims of power based violence. What would happen if we did not fund this position? We would be out of compliance. What would be the consequence? It would be a very large fine and an investigation by the Department of Education and Civil Rights. It would preclude us from federal funding and we would get a big fine. I find it interesting the Provost would say that this would need to be funded through S&A. I find it a compelling argument to the University, which is why I continue to bring it forward. We ask that the funding streams be at least diversified, if not 100% funded by the university. As a committee, we decide whether to fund this, but cannot tell the powers that be to fund it. We have been in conversations to try to get money from the legislature for this. We cannot push pause on this work. The position is vacant, and you mentioned potentially dividing the position. If I look at our peer institutions, they have multiple staff for this. What are the qualifications that this position require? A Bachelor's degree, experience, the appropriate training, and an understanding of the intersectionality of power based violence and social justice and anti-racism work. This salary seems rather low for that. Yes.

iv. Office of Case Management

The Office of Case Management started as a one-year pilot program funded by S&A due to student demand. They have built a strong and positive reputation with students and campus partners. They collaborate with behavior intervention teams and other committees/teams on and off campus. They emphasize equity and access to students. Their purpose is to enhance student wellness on all levels, from the student in distress up to the entire campus community. They daily receive referrals from a variety of sources, with priority going to suicide concerns and other high-risk concerns. They provide initial outreach and help to coordinate resources with students here, online, or at the centers. They provide consultation and training to faculty, staff, and students about reporting concerns.

The Office of Case Management is a consistent part of the support systems for students in various stages of transition. The team has grown in response to increased demand. S&A funds have been a critical resource for the services. They have seen a skyrocket in basic needs concerns in the last year directly related to COVID impacts. The team has pivoted to meet the needs of the students. They regularly work to improve access to all students. They have worked to partner with others on campus and in the community. Each student referred is assessed for individual needs and unique concerns. The Case Manager helps to refer the student to partners to remove obstacles and provide resources. The team does not have a lot of power or resources, but they know the people that do. Since March, they have offered virtual meetings, and have been instrumental in the disbursement of federal funds including CARES/CRRSAA. They have helped to award students over \$3.8M and have that same amount to again allocate and hope to allocate through winter and spring. Please refer anyone interested in CARES eligibility to Joy or the Case Management team. They have expanded their work to give access to students with basic needs. They are the primary resource for the 200+ off-campus students confirmed with a COVID diagnosis.

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

This request is for continued support to cover two Case Manager salaries. They have also added \$5,000 for training and professional development. S&A would be 45% of the office budget, 55% is state funding. They welcome student feedback. They are excited to be back and in person, but will continue to offer virtual services for students.

Presented by: Joy Stochosky

Questions: Your presentation showed that there were 528 students served since September. Do you have enough Case Managers to handle that? My team are powerhouses. Prior to 2020, we were up to 1,600 a year. Some of these students are just outreach, and some may be with us regularly throughout their time at CWU. We would love to have more Case Managers and we would stay busy. Have you done applications for more state funding? The first Case Manager was through S&A, and then two were funded by the state before we came back to S&A for a fourth Case Manager. Since we are now even, we would look to other options like grants to expand our services. Could you tell me more about when this was first funded, was this to kick start the program, and was there a plan to find funding elsewhere? I don't think I can speak to that. When I took the job, we wanted to make sure it worked for one year. We have grown not in anticipation of demand, but in responsive of the managers' caseloads. I am not sure what the

original plan was but I am appreciative of the support. It was an identified need that came from ASCWU, which was why it was a supplemental request. There was not a plan to go elsewhere. They sought this funding while also seeking state and other resources. There was not a fully developed plan for the initial funding. What would be the impact if there was a 15% decline in funding? It would eat into the salary and benefits of the two Case Managers. We would need to find an additional resource to keep them full time, or make some difficult decisions.

v. Diversity & Equity Center

The DEC cultivates a sense of belonging and community, and encourages students to explore their identities. They have trainings and workshops, programs and events, and a physical space. They yearly host programs and in-person touchpoints (Day of the Dead, Parade of Nations, and the Spring Festival). They also bring in speakers. COVID has transitioned their focus. They were able to expand virtually. They have had 109 touchpoints since fall of last year (events, conversations, a speaker series, etc.) In the last 2 quarters, they have had 20 workshops. 279 folx have come through the workshops. They have 1,192 followers on Facebook and 929 on Instagram. There is a brand new mentorship program this year. They were able to access tuition waivers for the 28 student mentors and are recruiting first year mentees (currently 14). There were three trainings for mentors, weekly book readings, check-ins between mentors and mentees, and they are looking at bringing in a speaker. They are supporting university initiatives with book readings. The DEC is very connected to campus partners. They have been around for 25 years and have established wonderful relationships. They have been partnering beyond events and programs. People call them when working through equity or diversity conversations on campus. They have 5 full-time staff, 1 graduate student, and around 10 student staff.

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

Two students shared their experience: The DEC is the first place I felt at home, they have made an effort to collaborate across campus, and they are doing the most important work right now. The DEC educated me on equity, biases, and how to educate others. They taught me the importance of representation.

Presented by: Katrina Whitney

Questions: I see you have a rollover, do you have a plan to exhaust the funds? Our hope is to enhance the space in Black Hall as we celebrate our 25th year. We want to celebrate the history of activism, events of the office, and the indigenous identities of the land we are on. We want to support the ESC as well. With COVID, we have not had the same

expenses. I don't know if we can get through all the money, but we want to enhance the DEC itself. Aren't you moving to Old Heat? That is separate from us. What are you thinking of to enhance the space. We are dreaming. We would love to do a piece about land acknowledgement. Maybe an art piece. We thought of doing artwork related to activism and what the DEC has done since the 90s. These are just brainstorming at this point. Eriqua, what did you have to say? I am the first-ever graduate assistant for the DEC. Coming in we had plans, and we adjusted as needed when COVID hit. I have had Abby and Kat advocate for me. I co-advise ESC, put on events, co-lead for Thrive, and post on social media. The DEC is invaluable for growing my professional career. This work is applicable in multiple settings and very needed to my personal and professional development. I want to say thank you for allowing us to discuss the importance and the value of the DEC. Can you describe the impact of a 15% reduction on the DEC budget? It would impact our high-end programs. Once a year we have brought in large-scale speakers to engage in conversation. That would be impacted. Potentially, some additional supports. We pride ourselves in partnerships with students. There may need to be hard choices related to that as well. Nate, can you expand on your student leadership role? I am the CWU student trustee as a direct result of my relationship with the DEC.

Old Business:

None.

Public Comment

I looked at the Doodle Poll, and several of you have filled it out. If you have not filled it out, please do so. Earlier is better so we can plan ahead.

Christian, I want to tell you how impressed I am with you running these meetings. You are doing a great job.

Brandon, you mentioned election introductions are happening next week. Will those be recorded? I am not sure if introductions will be recorded but debates will be. If you are interested in the introduction schedule, reach out to me or check the website. If you have any questions, let me know - and I can send recordings your way if you ask for them.

Adjournment:

MOTION: Brandon Wear-Grimm made a motion to adjourn. Björn Pellmyr seconded. Motion carried. Meeting adjourned at 7:35 p.m.

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, March 3, 2021, online starting at 5:30 p.m.

Addendum 1

From: Mishel Kuch <Mishel.Kuch@cwu.edu>

Sent: Monday, February 22, 2021 4:34 PM

To: Joseph Bryant <Joseph.Bryant@cwu.edu>; Lauren Hibbs <Lauren.Hibbs@cwu.edu>

Subject: RE: S&A Fee Committee - Base Funding Additional Questions for University Centers Student Life

Hi Joey,

Attached is the response to the questions. Please let us know if you would like us to provide more information to the committee.

Thank you!

Have a great afternoon,

Mishel

Addendum 1

Date: February 22, 2021

Subject: S & A Funded Positions- University Centers Student Life

The proposed positions that were discussed at the S & A budget presentation will be marketed in the following ways:

1. Salary expectations. Competitive salary with the surrounding higher education institutions for program managers/specialists. Like many entry level positions, the normal term may range between 3-5 years.
2. Work environment flexibility. As we have utilized the virtual platforms pre-COVID at the university centers, professional staff will have the ability to work from one "home" office and conduct meetings via Zoom/Skype/Teams to reach other locations as appropriate.

Creative weekly/term scheduling for campus office hours will be at the discretion of supervisor in consultation with individual(s) based around center events, programs, and in-person meetings. Some weeks may require more visits to Campus A, whereas other weeks may require more on-ground programming at campus B. Schedules will be made and shared in advance for optimal student contact.