

SAF Annual Proposal Form for the 2015- 2016 Academic Year

The SAF Committee will be accepting applications for the annual budgeting cycle from November 24, 2014 until 5:00pm on January 14th, 2015. The intent of the annual operating budget is to support on-going student activities, services, and programs. Services and Activities Fees are defined in RCW 28B.15.041 to mean "fees, other than tuition fees, charged to all students registering at the . . . state universities . . . The legislature also recognizes that Services and Activities Fees are paid by students for the express purpose of funding student activities and programs" of their particular institution. These funds will be available for the 2015 to 2016 academic year.

A member of your group must be available to attend a hearing with the SAF Committee tentatively scheduled for Friday, February 6, 2015 and February 13, 2015. Please include a regularly checked email in the application, as that will be the main form of communication between SAF and the requesting group. The SAF Liaison will contact the requesting group to notify them of a hearing time.

Please ensure that your request is in accordance with SAF Bylaws, which are available at the following website: <http://www.uwb.edu/studentlife/safc/safbylaws>. Please note the SAF Committee will be coordinating with Club Council to develop an efficient funding model.

The Committee will hold an open forum and appeals, tentatively scheduled for on Friday, April 3, 2015. Requesting groups will be notified of a preliminary budget before the open forum and appeals date.

Late applications will not be accepted, except at the discretion of the Committee. Adjustments to the final total requested by any club, group, organization, or department will not be accepted. After a request has been submitted, it may not be reopened for alterations or changes.

SUBMITTED BY
Interdisciplinary Arts & Sciences
dgarcia@uwb.edu
Jan 14, 2015, 04:37PM PST

SAF Annual Proposal Form

[Required] Proposing Group IAS Graduate Students

(i.e. Career Center, Sustainability Club, Campus Events Board, etc.)

[Required] Department/Organization IAS- Graduate

(i.e. Student Services, CUSP, Student Life, Student Clubs & Organizations, etc.)

[Required] Contact Person Dominique Garcia

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Contact Email dgarcia@uwb.edu

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal. Please include a regularly checked email as the SAF Committee contacts groups primarily through email.

[Required] Contact Phone 619-993-7230

Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Faculty/Staff Member Kate Osmond, Assistant Director of Graduate Programs

Please discuss your request with a staff or faculty member (i.e. Student Life Staff or faculty advisor) before submitting your request and include the name and title (i.e. John Smith, Club Advisor) of that individual.

[Required] Faculty/Staff Member Email kosmond@uwb.edu

Please provide the email of the faculty or staff member you discussed your request with.

[Required] Executive Summary of Your Proposal

Please provide a concise overview of the program, activity, or service for which you seek funding.

Please reference the University of Washington Bothell's 21st Century Initiatives at the following website and, if and where appropriate, please refer to the applicable initiatives: <http://www.uwb.edu/21stcentury>

The IAS Graduate Flash Talks is a student-initiated event that strongly supports the UW Bothell 21st Century Initiatives. When we designed this event, we wanted to set it apart from the traditional research presentations that can be overwhelming for graduate students. In the School of IAS, we are consistently being pushed to engage in an intellectual process that is rigorous, innovative, and sustainable. There is also a commitment to the importance of collaboration that is valued within the IAS graduate programs, one that encourages collaborative projects that are engaged with the communities around us, in ways that avoids exploitation or objectification. The Graduate Flash Talks seeks to highlight this kind of work that the graduate students are taking part in. As stated earlier, this is a student-initiated event, which is significant because it provides an opportunity for student development, leadership, and academic success. By providing an opportunity for students to present, perform, and/or workshop their research in a way that best fits their needs and desires, the Graduate Flash Talks provides a space for innovative scholarship. Additionally, when all three programs are involved and engaging with one another, a space that values interdisciplinary thinking, community engagement, and diversity is created.

[Required] Need for this Program/Service

In 200 words or less, please do the following:

- Describe the need for this program or service.
- If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative).
- If you have tracked the success of this program or service in the past, please provide that information here.

This cross-cohort/cross-program event will provide students in the IAS graduate programs the opportunity to share their research with individuals whom they might not typically interact with in the classroom. Cultural Studies, MFA, and Policy Studies students will be seated together in a collaborative round-table setting, moving away from the traditional "presenter-audience" model toward a more interactive and engaging seating arrangement. The purpose of this event is to not only provide graduate students an opportunity to refine their presentation skills and workshop their research projects, it also functions as an exercise that stresses the importance and value of interdisciplinary collaboration and diverse intellectual engagement. This student-initiated and centered event focuses on the strengths of each program, encouraging innovative research that highlights the importance of engaging with both university and local communities.

[Required] Estimate number of students that will benefit from your proposed program/service.

In 200 words or less, please do the following:

- Indicate the benefits of your proposed program for students.
- Estimate how many currently enrolled students will likely benefit from your proposed service or program.
- Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.

The IAS Graduate Research Flash Talks is an event that gives 2nd year graduate students the chance to present their work, and 1st year students the chance to workshop their research ideas. This event also serves as an opportunity to meet other graduate students in the School of IAS and discover what their peers are researching. This is a critical component to the graduate student experience as students can often feel isolated or doubtful of the significance of their research. The Graduate Flash Talks will benefit students by providing a space for graduate students to be affirmed in their work, network with their interdisciplinary colleagues, and develop a community that values mentorship, collaboration, and diversity. We estimate 80 individuals in attendance and benefit from this program. This includes IAS graduate students, faculty, staff, and a few representatives from select student resource offices across campus.

[Required] How do you plan to assess the program or service?

How do you plan to track the effects of this program or service?

For example, how would track how the event/program/service went? How would you track how successful it was and what you could change in the future?

We are using a Catalyst survey to have participants RSVP, so that we can track attendance. We will be sending out a follow up survey after the event to track the overall satisfaction of the event as well. This survey will ask participants to rate their overall experience, perceived value, and satisfaction of the event.

Additional Information

If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field.)

Below is the event agenda. After the completion of the event, a meeting summary and copy of the program that includes presenter abstracts and participant self-reported research interests will be sent out to all students and faculty in the three IAS graduate programs. We are also inviting a few offices from campus to the event to provide students in-person resources and networking opportunities. These include, but are not limited to, IRB, CBLR, and Research Office.

Agenda

Part I, approximately 1 hour – Panel Presentations

For the first portion of the night, a small number of students from each program will be selected from a pool of volunteers to present their work to the entire group, alternating through each program to highlight the diversity and interdisciplinary nature of all of our work. These talks or performances will be brief, at 3-5 minutes per presentation, and will allow those who desire to present their material 'in front' of an audience the opportunity to do so. There will also be time for an informal Q&A where all participants are invited to approach the presenters with their questions immediately following the presentations.

Part II, approximately 1 hour – Group Discussions

During the second half of the night, students will discuss their work with other students and faculty seated at their table. This will make space for students to share their work in a less formal 'presentation' setting, which provides for a time to workshop their ideas and projects. The last 15-20 minutes will be reserved for a round-table 'report back' on common themes at each table, or other topics of interest that may have surfaced during the group discussions.

Part III, optional, approximately 20-30 minutes – Networking among graduate students, faculty, and select student resources.

Salary/Wages 0

Describe the funds you are requesting in detail below.

Please put total dollar amount of salary/wages in the bottom of this box.

Benefits 0

Describe the funds you are requesting in detail below.

Benefits paid to regular employees working at least .50 FTE should be calculated at 34.0% of earnings. Benefits paid to hourly employees should be calculated at 16.5% of earnings.

Please put total dollar amount of benefits in the bottom of this box. If you included salaries/wages in the above field, you must calculate the applicable benefits.

Programming/Events 0

Describe the funds you are requesting in detail below.

Please put total dollar amount of programming/events in the bottom of this box. Please include in this box costs relating to security, honorarium, hospitality, and contracted costs, etc. If your request includes security and you would like an estimate, please contact UWB Security at 425-352-5359.

Facilities Rentals/Set-Ups 0

Describe the funds you are requesting in detail below.

If you require facilities rentals/set-ups, please indicate it here. Take into account custodial fees and clean up. If you need assistance with estimated costs, please speak to a staff/faculty member.

Please put total dollar amount of facilities in the bottom of this box.

Printing & Photocopying \$50 for color printing of event program.

Describe the funds you are requesting in detail below.

Please put the total dollar amount of printing/photocopying in the bottom of this box.

Office Supplies 0

Describe the funds you are requesting in detail below.

Please put the total dollar amount of office supplies in the bottom of this box.

Food/Refreshments Estimated 80 in attendance. Total request for light refreshments: \$600

Describe the funds you are requesting in detail below.

Please put the total dollar amount of food/refreshments in the bottom of this box.

Please review the food policy/food form for the University policies before submitting your request at the following link:

<http://www.uwb.edu/getattachment/admin/services/fuac/foodapprovalform.pdf>

Equipment Rentals/Purchase 0

Describe the funds you are requesting in detail below. Include information on the purpose/need for this equipment as it relates to your program or service.

Please put the total dollar amount of equipment rentals/purchase in the bottom of this box.

Transportation 0

Describe the funds you are requesting in detail below (indicate in state/out of state, as well as type of transportation). Please note that flight bookings are done through the University.

Please put total dollar amount of transportation in the bottom of this box.

Meals and Lodging for Travel 0

Describe the funds you are requesting in detail below. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: <http://www.gsa.gov/portal/category/21287>

Please note that hotel bookings are typically done through the University.

Please put the total dollar amount of meals and lodging in the bottom of this box.

Telecommunications 0

Describe the funds you are requesting in detail below.

Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension).

Please put the total dollar amount of telecommunications in the bottom of this box.

Other 0

Please include any other expenses that don't fall under any of the above categories in detail.

Please put the total dollar amount of other in the bottom of this box.

[Required] Total Amount Requested 650

Please take the time to carefully add all of your figures from above. Please note that adjustments will not be made to the total amount requested in the event of an error. Round your final total up to the nearest dollar.

[Required] Terms and Conditions I Agree

-I have read and agree with the terms and conditions of the SAF Bylaws: <http://www.uwb.edu/studentlife/safc/safbylaws>

-I understand that once submitted, adjustments cannot be made to the total amount requested above.

-I understand that hearings will be held between 8:00am and 11:00am, tentatively scheduled for Friday, February 6, 2015 and Friday, February 13, 2015. Someone from my group will be available to attend a brief hearing scheduled during that time frame.