



**TO:** Services and Activities Fee Committee

**FROM:** Sandra Williams – Pride Center Coordinator  
Stacey Reece – Director, Student Activities Involvement and Leadership

**DATE:** January 5, 2015

**SUBJECT:** Request for Services and Activities Funding 2014-2015  
(for the 2015-2016 Academic Year)

Your meeting is scheduled for:

Location:

The following questions should be answered in narrative format and submitted along with the S&A Excel spreadsheet to the Services and Activities Fee Committee by January 9, 2015. You may EMAIL them to [emaiani@ewu.edu](mailto:emaiani@ewu.edu) or deliver them in hard copy to the Student Affairs Office in SHW 129.

These questions will provide the basic information necessary for the S&A Committee to evaluate the request for funding. All questions should be answered to the best of your ability and as completely as possible. Please answer each question individually. Programs may also submit an additional narrative outlining their proposal as well as any materials which will assist the Committee in its deliberations.

### Budget Questions

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Budget Request Form (Excel spreadsheet), including an explanation of increases or decreases from the previous year's request. Items that are vague, such as "contract services" should be clearly explained.

Compensation (provide explanation for each type):

The EWU Pride Center is dedicated to providing a safe and accepting environment for all students, staff and faculty at EWU, regardless of gender identity or sexual orientation. The goals of the Pride Center are to offer support for students, faculty and staff; to promote a campus wide culture of inclusion and respect for diversity through education, outreach and collaboration; and to provide students at EWU with a positive and successful academic experience. The Pride Center sponsors various educational events, on-site support and advocacy, and outreach efforts on both the Cheney and Riverpoint campuses.

**Administrative Exempt:**

SAF funds will be used to bring the current 20-hour per week part-time Pride Center Coordinator position up to a 1 FTE position, which will be reclassified to Pride Center Manager. The use of the Pride Center has grown each year since the center first opened, and a part time coordinator was initially adequate, but a twenty-hour a week coordinator can no longer fully meet student needs. The Pride Center Coordinator is a student affairs position focused on supporting, retaining, educating, and graduating students at EWU. The increase in this line item will cover wage and benefits needed to support a full time position for the center.

**Temp/Hourly Student Wages:**

The Pride Center will use SAF Funds to hire four (4) student employees. This is an increase of one (1) student employee for the 2015-2016 academic year.

Student employees requested:

- 2 – 19 hour per week student employees on the Cheney campus
- 2 – 10 hour per week student employees on the Cheney campus

The Pride Center's use of student employees to staff the Center on the Cheney campus has had an enormous positive impact on our ability to serve students, organize and deliver programming, and offer campus training and resources.

Three of the student employees will work in collaboration with the Pride Center Manager to assist with staffing the Pride Center, as well as planning and implementing Pride Center campus events, and educational and outreach efforts on both the Cheney and Riverpoint campuses.

The additional student employee will meet an emerging need for EWU LGBTQA students to better prepare for life after graduation. There are challenges that are unique to this population that are not necessarily addressed by the traditional pre-graduation preparation that currently exists. One of our successes this year was a student-developed program that assists LGBTQA students in developing career goals and developing action plans for achieving those goals while balancing the any challenges related to gender identity or sexual orientation. The program has been so successful that it helped us understand the need to continue and expand upon these efforts.

As a result of the success that the Pride Center has had to date with student employees, we would like to use SAF Funds to increase our current student staffing level of three student employees to four for the 2015-2016 academic year. This is an increase of \$2750 for the temp/student hourly wage line-item from the pervious year's budget request.

**Personal Service Contracts:**

SAF Funds will be used to provide partial funding for the Pride Center's three major student programming activities: the Back to School Kick-Off, EWU Pride Week, and our annual Lavender Graduation, as well as other smaller educational and outreach efforts throughout the academic year, like our annual History of Drag Workshop.

- Back to School Kick-Off brings a highly visible LGBT or ally performer to campus to welcome students back to school and encourage student involvement in the Pride Center and in our student club, Eagle Pride.
- EWU's Pride Week offers a week's worth of workshops, speakers and educational activities to address issues of importance to LGBTQ students, to raise visibility about the presence of LGBTQ students on the campus, and to encourage students to become Allies to the LGBT community.
- Lavender Graduation recognizes and celebrates the accomplishments of LGBTQA graduating students.

These events, as well as our smaller events, have proven to be hugely popular each year, both raising the visibility of the Pride Center and raising awareness on the EWU campus about the LGBTQ community in general and about issues that are specific to LGBTQ students.

Because of SAF Funds, the Pride Center has been able to offer speakers and workshops to students on the Riverpoint campus, raising our visibility there, and to bring high profile LGBTQ performers and speakers to the campus. This has resulted in our ability to outreach to greater numbers of students on the EWU campus, at Riverpoint, and in the greater Spokane Community. We are requesting that our funding remain the same for the 2015-16 academic year.

**Other Contract Services:**

SAF Funding for Other Contract Services will be used to provide support for Pride Center's programming, events, and activities, such as the Lavender Graduation and EWU Pride Week. Previous expenses for Other Contract Services have included fees for Campus Sound Production and other event planning charges not covered under personal service contracts.

The Lavender Graduation includes a reception for the graduates and their guests, which is an integral part of celebrating the accomplishments of the students. The Pride Center serves light snacks, desserts and drinks as a part of the reception. SAF Funds would be used to cover the cost of the reception.

Finally, the Pride Center has submitted a proposal to move to the Writer's Center in the PUB. The proposal is being reviewed by SUBOC and hopefully a decision will be made during winter quarter 2015. As a result, the Pride Center will be required to pay rent for the space. The rental cost for PUB 354 is \$14,850 (675sqft @ \$22 per sqft ).

There is a great need to move the Pride Center into a bigger space that is more centrally located than our current location in Showalter. Moving the Pride Center to PUB 354 would enable the Pride Center to fully accommodate the number of students who would like to utilize our current space, attend meetings, participate in events/activities, and it would enable us to provide the following services more effectively:

- a) provide a safe space for LGBTQ and ally students to study and interact with friends/peers
- b) provide a computer lab for student use
- c) host an LGBTQ library with LGBTQ themed books and videos available for check out
- d) hosting weekly meeting of Eagle Pride, the LGBTQA student club
- e) movie and documentary screenings
- f) lectures and discussion groups
- g) support group and mentoring for LGBTQ and ally students
- i) hosting activities and events featuring LGBTQ and ally artists
- j) offering support services (ie. resume assistance, support groups, tutoring)
- k) assistance with reporting incidences of harassment and discrimination

An expanded Pride Center will be beneficial to all EWU students because:

- a) the Pride Center will be better able to provide information, resources, and role models for EWU students that may not be available anywhere else
- b) the Pride Center will be better able to raise awareness about issues of social justice and equity for both the LGBTQ community and the campus in general
- c) the Pride Center will be better able to give the EWU campus community the opportunity to learn about and interact with a diverse student population, which will enhance EWU's appreciation for the diversity that exists on the campus

### **Travel:**

SAF Funds will be used to cover the cost of taking Pride Center students on a spring leadership and skill building retreat. Last year, SAF funds covered the cost of the Pride Center's first student retreat. Twelve students participated in the retreat, which included group team building activities, a challenge course, group discussions, and social activities. The students have requested that the retreat become an annual leadership development event.

SAF Funds were also used to cover the cost of taking thirty Pride Center students to Central Washington University for a lecture by Transgender actress and activist, Laverne Cox. The trip was a part of the Pride Center's Gender Awareness Week and offered the

students, particularly our Transgender and gender non-conforming students, an inspirational and educational experience that they might not otherwise have had.

The Pride Center is requesting SAF funds to cover the cost of the Student Leadership Retreat and other travel related expenses for the 2015-2016 academic year.

**Supplies:**

SAF Funds will be used to provide supplies and resource materials for the Pride Center's events, workshops, and outreach and education efforts, both on the Cheney and Riverpoint campuses, and also for materials for the leadership and skill building retreat.

**Equipment:**

**Other:**

SAF Funding in the Other category will be used provide additional support for the Back to School Kick-Off, Lavender Graduation, EWU Pride Week, and other Pride Center events and workshops on both the Cheney and Riverpoint campuses, as well as for support for campus educational efforts and the Pride Center's student ally training that are not covered in any of the other categories.

**2. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics on graduate, undergraduate, male, female or other categories you believe important and relevant to your unit.**

The Pride Center tracks student use of the Center by having students sign in as they enter. A head count is also done at student events and activities. The Pride Center does not currently collect demographic information on the students who visit the center or participate in its activities, because of a sensitivity that many students who visit the Pride Center have about being "outed". However, we are currently exploring options for collecting demographic information in other ways, while still respecting the high need for privacy by the particular student population that we serve.

Last year's numbers continue the Pride Center's demonstration that there is a high level of involvement and participation both in the Pride Center and in Pride Center activities. Student visits have been impacted by the Pride Center's space limitations and the cramped accommodations and the number of student visits to the Pride Center dropped from 2,217 during the 2012-2013 to 1,1775 during the 2013-2014, but the student participation in Pride Center events and activities rose dramatically from 1,888 in 2013-2014 to 2873 during the 2013-2014 academic year.

The continued high level of participation in Pride Center events and activities is a clear indication of the desire that EWU students have to utilize the services and resources that the pride Center has to offer.

**3. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.**

With support from SAF Funds, the Pride Center currently has three student employees. Two of the student employees work a maximum of 19 hours, and the third student employee works a maximum of 10 hours per week. The job duties include assisting the Pride Center Coordinator, speaking about LGBTQ issues in classes and student meetings on campus, helping to staff the Center, assisting students and offering resources, using social media to connect with LGBTQA students, and planning, coordinating and promoting campus events and activities for the Cheney and Riverpoint campuses.

**4. How do you gauge the effectiveness of the services and activities you provide to students? Is student input collected and used in this process? If your unit has an advisory committee, in what capacity is it involved in your budgeting process?**

The Pride Center gauges the effectiveness of our services and activities by two methods. First, we track the level of student involvement and participation: how many students visit the Pride Center, how many attend the Eagle Pride meetings; how many participate in Pride Center and Eagle Pride programs and activities; and how many take part in the planning of those activities. Each year since the Pride Center has opened, our numbers have increased in either student visits or participation in Pride Center activities. In fact, the number of students visiting the Pride Center and participating in Pride Center and Eagle Pride activities increased so much that we outgrew our space, making it difficult to accommodate the number of students that wanted to be involved.

The second way that the Pride Center gauges the effectiveness of our services and activities is through gathering information about student opinions and monitoring student comments. We do this through the use of surveys and by also by monitoring the Pride Center's Facebook page and the Eagle Pride Facebook group. Both the Pride Center and Eagle Pride, our LGBTQA student club, request feedback from students each year about the speakers, activities, and events that were presented, and issues that were addressed in the previous year. We ask what they liked, what they did not like, and ask for suggestions as to how we can improve the programming. We also ask for suggestions on topics that should be covered that have not been, and ways that the Center can be more inclusive and supportive of all of the populations that we represent. Suggestions from the students led the Pride Center this year to address the topic of Intersex, providing a workshop that asks what is gender, providing positive images of the Transgender community through film, and raising the issue of Gender Neutral restrooms on campus.

Pride Center is also advised by the student club, Eagle Pride. The Pride Center Coordinator sits in on Eagle Pride meetings, participates in officer and planning meetings when possible, and meets regularly with the Eagle Pride President. The officers submit requests, offer feedback, and represent the interests of the students in the club and across

the campus. Their thoughts, opinions, suggestions and feedback, as well as those of the student employees, are taken into account as the Pride Center plans its programming.

**5. How do you ensure that student fees do not subsidize non-student uses? If previous requests have included statistical analysis on this point, please provide similar analysis using this year's demographics.**

The Pride Center is a student center, which exists to benefit LGBTQ and Ally students at EWU and provide them with a positive and successful academic experience. As a result, the Center's activities, events, resources and services are directed at students and provided for their use. While the Center and its activities are open and available to the entire campus community, the Pride Center's events, programs and resources are tailored to and targeted for the needs and interests of the LGBTQA students at EWU, both on the Cheney and the Riverpoint campuses.

**6. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. To what extent does your unit rely on earned income? How much of that revenue is obtained directly from students?**

The Pride Center has applied for and received grant funding from the Pride Foundation in the past to support student programming, but was unsuccessful in our last attempt. The Pride Center does not currently receive any earned income, but does work with Eagle Pride to participate in fundraising activities throughout the year.

**7. Are there any long-term obligations associated with this funding request?**

There are no long-term obligations associated with this funding request.

**8. Was your 2014-2015 S&A Fee allotment increased, decreased or unchanged from the 2013-2014 amount? What was the overall impact on your organization and its ability to serve students? How closely are your actual expenditures aligning with the budget presented to last year's Committee?**

The Pride Center's 2014-2015 SAF allotment has increased by \$84,031. The additional funding for a full-time Pride Center manager, supporting wages for student employees and a new location will enable the Pride Center to enhance our programming efforts for students and the campus community. This will help support the retention and student centered initiatives of the university overall.

The Pride Center's budget and expenditures are in alignment.

**9. What is the impact to service students if your request is not funded or lowered?**



Without SAF funding for the 2015-2016 academic year, the Pride Center will lose the ability to have a full time manager for the Pride Center. This will impact the services that the center can provide with this full-time position. The center would not be able to hire the needed student employees. The high profile programming, events and activities that we were able to add to expand our annual events, like the Back to School Kick-off, Pride Week and Lavender Graduation, will have to be scaled back, and/or eliminated. Additionally, the student will have to be eliminated.

#### **10. What are three new initiatives for future years?**

**Mentor Program** – In an effort to combat the negative and harmful messages that LGBT students often receive about themselves, the Pride Center is in the process of developing a mentor program that would pair LGBTQA students at EWU with an adult mentor who can offer an alternative viewpoint that is positive, healthy and successful.

**Transition Program** – The Pride Center is working with one of our students to develop a program that will assist students as they prepare to graduate and transition out of college and away from the supportive environment of the Pride Center. The goal is to better equip students with tool that will enable them to be success both in the personal and professional lives after they graduate.

**Rainbow Internship/Job Shadow Program** – The Pride Center would like to work with the INBA (Inland Northwest Business Association) to develop an internship and job shadow program that pairs EWU students with LGBTQ friendly businesses in the area.





**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number):

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	11,229	11,229	-	34,436	32,029	(2,407)	34,436	103,617	69,181
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	50,000	50,000
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	2,255	2,750	495	16,170	13,976	(2,194)	16,170	18,920	2,750
Taxes and Benefits	74	74	-	566	353	(213)	566	16,997	16,431
<b>Total Compensation</b>	2,329	2,824	495	16,736	14,329	(2,407)	16,736	85,917	69,181
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	4,500	4,500	-	7,500	6,250	(1,250)	7,500	7,500	-
Other Contract Services	1,200	576	(624)	1,500	327	(1,173)	1,500	16,350	14,850
Travel	-	-	-	5,500	5,490	(10)	5,500	5,500	-
Supplies	2,000	2,189	189	2,000	5,148	3,148	2,000	2,000	-
Equipment	-	-	-	-	-	-	-	-	-
Other	1,200	-	(1,200)	1,200	485	(715)	1,200	1,200	-
<b>Total Operations</b>	8,900	7,265	(1,635)	17,700	17,700	-	17,700	32,550	14,850
<b>Total Expenses</b>	11,229	10,089	(1,140)	34,436	32,029	(2,407)	34,436	118,467	84,031
Operating Budget Surplus (Deficit)	-	1,140	1,140	-	-	4,814	-	(14,850)	(14,850)
<b>Unexpended and Returned to S&amp;A Fund</b>		1,140							

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)