

**From:** [Eastern Washington University](#)  
**To:** [Miller, Judith](#)  
**Subject:** New S&A Funding Request Submission  
**Date:** Wednesday, January 8, 2025 10:00:49 AM  
**Attachments:** [FY26-Budget-Request-Spreadsheet-CatalystBuilding.xlsx](#)

---

## New S&A Funding Request received!

### Requesting Organization

Catalyst Building/Office of the President

### Requester's Contact Information

#### Name

William Barton

#### Phone

(509) 828-1228

#### Email

[wbarton@ewu.edu](mailto:wbarton@ewu.edu)

### Mailing Address

601 E. Riverside Ave.  
Spokane, WA 99202  
United States  
[Map It](#)

### Budget Request and History

#### Attach Budget Request Spreadsheet (found at top of form)

- [FY26-Budget-Request-Spreadsheet-CatalystBuilding.xlsx](#)

#### Please select which represents your request best?

FY26 Budget Request

#### Please provide a summary of your dept/prog/unit.

The Catalyst Building is a zero-carbon, sustainable facility located in Spokane's University District. It is the vanguard of development into the South Landing, the first step in the University District's growth south of the train tracks, and the first building in Spokane's 'Eco-District'. It serves up to 1400 EWU students per academic term and houses several departments including: Business, Computer Science, CyberSecurity, Design, Electrical Engineering, Health Services Administration, Public Administration, Public Health and others.

Located in Spokane, the facility is well-positioned for outreach to members of the dense, urban population of the city. The location also provides a unique opportunity to help students and academic departments network with a variety of local resources and regional academic institutions.

The Catalyst Building is managed through EWU's President's Office.

#### How does your dept/prog/unit plan to spend awarded funds?

A common concern voiced by students attending classes at the Catalyst Building is a lack of student activities and events at the Spokane facility. Using a student-centered approach, we want to help

cultivate a genuine, engaging and positive 'college experience' for the students attending courses in the building.

Last quarter, primarily through private donations and departmental contributions, we started hosting events, available for all students to attend. Examples include: a Welcome Back Kickoff, a Halloween party, and a Winter Warmup (i.e. student relief and support during the lead up to 'Finals Week'). The response from the students has been very positive and they would like more events to take place. We would like to establish a budget in order to maintain these efforts in the future. These funds would go towards purchasing food and supplies. We envision 3 events per each of the Fall, Winter and Spring quarters.

In addition to hosting 9 annual events, we would also like to facilitate 2 recurring student activities per week in the building through the Fall, Winter and Spring quarters (examples include yoga/wellness sessions, music participation groups, gaming competitions, craft activities, etc.). We are requesting funds to compensate activity facilitators.

**Did your dept/prog/unit receive funds in FY25?**

No

**Salaries, Benefits, & Wages**

**Does your request include any staff salaries/benefits, and/or student wages?**

No

**How many UNDERGRADUATE student employees are being supported by S&A funding?**

0

**How many GRADUATE student employees are being supported by S&A funding?**

0

**How many CLASSIFIED staff are being supported by S&A funding?**

0

**How many ADMINISTRATIVE staff are being supported by S&A funding?**

0

**How many FACULTY are being supported by S&A funding?**

0

**Please confirm that you have budgeted for all salary increases, according to the Budget Assumptions outlined, and that number will be included in your direct expense figure when you build your budget**

- Yes

**Impact From Funding**

**How does your dept/prog/unit collaborate with other departments, programs, units, outside stakeholders, and the local/regional community?**

The Catalyst Building operations team regularly collaborates with the academic departments located in the University District. We have also made recurrent invitations to student support and engagement offices on the Cheney campus to participate at our events and we value their contributions to the student experience at the Catalyst Building. Collaboration with our EWU colleagues is of the utmost importance to us and we strive to identify ways to work together and support each other and our student body. Some examples of events supporting our EWU colleagues include hosting the following: the Business School

Speaker Series, fund-raising events for the Office of University Advancement, Area Health Education Center events, EWU Board of Trustee meetings, and EWU student professional development/networking events.

The Catalyst Building also hosts events for the local/regional community. Examples include hosting: a Spokane County Voting Center during the 2024 election, University District Board Meetings, Running Start events, local High Schools staff meetings, the WA State Charter School Commission, LaunchPad/Innovation Spokane speaker series, the upcoming SkillsUSA competition and the Women Helping Women Fund.

**Do these collaborations include financial contributions? If so, please describe.**

Not at this point.

**What impact(s) does this dept/prog/unit have on campus? Briefly describe the need for your dept/prog/unit. How does your dept/prog/unit support the mission, goals, and strategic plan of EWU?**

Our goal with this funding request is to, using a student-centered approach, help students at the Spokane campus feel a stronger sense of belonging and community. Not only will this improve their student experience, we hope that this will support student retention efforts.

We also believe that, due to the Catalyst Building's location in the city of Spokane, we provide access to recruit from a relatively large cross-section of potential students. We're close to several large high schools and are working on ways to network with these groups.

This location also provides EWU students with more and easier access to resources located in the city, helping to strengthen the identity of the university as a poly-technic institution, and providing opportunities to EWU students for networking, professional development, internship placement, and employment.

**How does your dept/prog/unit assess the effectiveness of your programs/services and how is it tracked?**

Effectiveness will be measured by student engagement, student satisfaction, and retention. These can be operationalized by metrics through event/activity attendance, face-to-face dialogue, survey responses, and future enrollment in courses offered at the Catalyst Building.

**Financial Responsibility**

**What are the top funding priorities for your dept/prog/unit and is any of this funding for contracts? If so, how much?**

For this request, our top funding priority is to improve the student experience for EWU students who attend courses at the Catalyst Building. This basically means having funds for two purposes: event food/supplies and activity facilitation. Any contracts involved would be to compensate local professionals to facilitate student activities for our students. If we can offer two activities per week, for 30 weeks (Fall, Winter and Spring quarters) at an estimated cost of \$150 per activity, this would amount to an annual total of \$9000.

**How does your dept/prog/unit track and manage your budgets to ensure financial sustainability?**

Although this is a new request for the Catalyst Building, in previous positions I've used both Excel and Banner to track and manage budgets. In my previous role, I was responsible for successfully tracking over 35 different funds (i.e. 'indexes' in EWU nomenclature) totaling over \$250,000 per year.

**How will you ensure that student fees do not subsidize non-student use?**

All proposed purchases/expenditures will only be used for events and activities directly and specifically designed for EWU student participation. Although I'm new to my role, my supervisor, Rob Sauders, was previously the VP of Student Affairs for EWU and can provide appropriate direction as to rules, policies and practices. If any questions should arise, we would consult with the current AVP of Student

Affairs/Dean of Students for clarification.

## Engagement

**Please share the number of STUDENTS your dept/prog/unit serves annually.**

1,400

**Please share the number of FACULTY your dept/prog/unit serves annually.**

108

**Please share the number of STAFF your dept/prog/unit serves annually.**

100

**Please share the number of ALUMNI your dept/prog/unit serves annually.**

100

**Please share the number of OUTSIDE STAKEHOLDERS your dept/prog/unit serves annually.**

200

**Any additional information or considerations you would like the S&A Committee to have:**

The number of people served are estimates.

- For students, as informed by Banner reports, we serve approximately 1400 students per academic term at the Catalyst Building. I'm not sure how many repeat from quarter to quarter, or semester to semester. 1400 is likely a conservative estimate for annual metrics.

- My list for staff and faculty at the Catalyst Building this term totals 208. I estimated how many are faculty and how many are staff (108 and 100, respectively).

- We have not tracked how many alumni attend events in the building. However, we've hosted fund-raising events as well as speaker series which have been heavily attended by alums. I believe that the estimate of 100 is conservative.

- Finally, the number of outside stakeholders is also a very low estimate. Realistically, for the Voting Center, we had several thousand community members flow through the building over the course of 2 days. But, I'm not sure if this is the info you're seeking, so I kept the number very low.

In close, please know that the goal with this funding request is to help improve the student experience at the Catalyst Building using a student-centered approach. I believe that my professional background in student activities, college instruction, budget management, and event technologies put us in a favorable position to help cultivate positive change in the culture of EWU at the Catalyst Building. We would seek, at every opportunity, the ability to work collaboratively with the various student support and engagement offices on the Cheney campus.

Thank you for your consideration of our request.

## Acknowledgment



I confirm that the details included in this budget request are accurate to the best of my knowledge and are fully aware of S&A Fee regulations.