

## **2019-2021 Biennium Internal Budget Proposal Narrative**

### **Division: Academic Affairs**

**Evaluation Criteria:** Proposals will be evaluated on every aspect of this template. It is highly recommended that the narrative portion touch on each area. Proposals forwarded to UPRC by unit leaders will be discussed at UPRC and authors are encouraged to attend so that they may answer questions and provide clarification.

#### **Professional Development, Career Counseling, and Support Services for Graduate Students; Training for Teaching Assistants**

- This is a revised version of a previously submitted budget proposal.  
*If box is checked please briefly outline any significant changes and/or indicate why it is being resubmitted.*

[Click here to enter text](#)

**Statement of Purpose:** *(What is the challenge or opportunity being addressed? How does the proposal address this challenge or opportunity? Limit response to 1 page – please link to any existing reports, data, supplemental materials, etc.)*

At present, there is no organized, university-wide support for graduate students' unique needs for professional development, career counseling, and teaching assistant training, including training in equity, inclusion, and diversity. This proposal would address the lack of graduate-appropriate support services and training by providing services accessible to graduate students and TA's in programs across the university.

The opportunities for teaching assistants to learn basic principles of pedagogy vary widely by program, and some receive no training at all. Given the direct impact TA's have to undergraduate success and retention, they should receive standardized, high-quality training, including training in equity and inclusion, prior to participating in teaching, support, and mentoring of undergraduates and undergraduate coursework.

In addition, graduate students need career counseling, professional development, and support appropriate to their level of education, life stage, and career expectations. The graduate student experience is markedly different from the undergraduate experience, and support services tailored to the needs of graduate students will support recruitment, retention, and success of diverse, high quality graduates.

#### **Anticipated Outcome(s):**

Higher quality teaching from our assistants and a better experience overall for our undergraduate population. Additionally, professional development opportunities for Graduate students will augment the ability to recruit and retain high quality and diverse graduate students.

**Metrics:** *(How will outcomes be measured? Please include current data points and goals. If this proposal will have any impact on the [Overall Metrics](#) included in the university's strategic plan, please indicate which specific ones here.)*

TBD. Possible metrics include comparison of TA teaching evaluations, graduate student exit surveys, job placement, retention and time to degree. In the Overall Metrics, this proposal should impact graduate degrees awarded and enrollment of underrepresented students.

**How does this proposal align with your departmental/divisional strategic priorities?** *(Please reference specific items from the recently completed departmental/divisional strategic plan and attach a copy.)*

It is directly aligned with our priorities

**How does this proposal support the University Mission and Strategic Objectives?** *(Please refer to the [2018-2025 Strategic Plan](#) and indicate which core theme(s) this proposal will help achieve.)*

This proposal will help achieve the Increasing Washington Impact and Enhancing Academic Excellence core themes, and specifically addresses objectives 1C, 1G, 3B, 3C, 3D, 3E, 4A, 4B, 4C, 4F.

**What are the consequences of not funding this proposal?**

Continued lack of continuity to training TA's. Continued lack of coordinated effort to adequately support graduate student services and provide career counseling, affecting recruitment, retention, and success.

**What alternatives were explored?**

NA

**Which units (departments, colleges, etc.) will be involved?**

Speech Language Pathology  
Anthropology  
English  
Environmental Studies  
History  
Rehabilitation Counseling  
MBA  
Woodring College of Education  
Environmental Science

Psychology  
 Music  
 Biology  
 Chemistry  
 Computer Science  
 Geology  
 Kinesiology  
 Mathematics

**Equipment needed:**

NA

*For major (>\$25k) purchases, please provide the following information.*

**Item:**

Click here to enter text

**Purpose:**

Click here to enter text

**Cost:**

Click here to enter text

**Anticipated Useful Life:**

Click here to enter text

**Replacement Cost if any:**

Click here to enter text

**Human Resources** *(Complete the table below adding additional rows if necessary):*

<i>Position Title</i>	<i>Total Headcount</i>	<i>Total FTE</i>	<i>Salary and Benefits per FTE</i>	<i>Total Cost</i>
<i>TA Support Specialist</i>	<i>1</i>	<i>.5</i>	<i>\$46,303</i>	<i>\$46,303</i>
<i>Career Counselor</i>	<i>1</i>	<i>.5</i>	<i>\$40,407</i>	<i>\$40,407</i>

*Table above should match data on budget spreadsheets submitted with this proposal. Complete the spreadsheet to get salary, benefit, and total cost amounts. Contact your division budget officer with questions.*

**Operating & Maintenance Costs (include service contracts, installation costs, etc.):**

Recurring operating budget of \$5000 and one time budget of \$4,000.

**Space Requirements:**

**What type of space is needed for this proposal? (e.g., private office, lab space, group work/study space, etc.)**

Possibly a shared office space

**What features must this space have? (e.g., fume hoods, plumbing, 3-phase power, etc.)**

Click here to enter text

**What needs can be accommodated within your existing space?**

Click here to enter text

**How much new space will be required?**

Click here to enter text