

**Funding Application for
Fiscal Year 2022-2023**

Global Education Office

Name of Unit

Nicole Tami

Executive Director

Dean/Director

Title

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Alternate Email Address

\$78,966

Total Amount Requested

One-Time Funding Recurring Requesting Increase

CERTIFICATION

I certify that the statements herein are true and complete to the best of my knowledge and accept the obligation to comply with the terms and conditions of the Student Fee Review Board. I understand that the SFRB is a **recommendation** body and that its funding allocations are subject to revision by the Budget Leadership Team before final approval.

Linda Melville

Submitted By (Print Name)



9/9/2021

Department Head Signature

Date

Please submit an electronic version of this application via email to SFRB@unm.edu

DUE DATE: September 10, 2021, at 11:59 PM

*Late applications will not be considered

Global Education Office Executive Summary

The Global Education Office (GEO) promotes campus-wide international programming, facilitates mobility abroad, supports individual and University compliance with immigration regulations and coordinates global outreach initiatives. GEO enhances student success through cultural, language, academic and social integration programs. GEO collaborates with institutional and community partners to advance campus globalization, as well as the international development of the State of New Mexico.

GEO Supports Student Success

GEO's five units collectively serve approximately 6,000 students and prospective students per year. Services provided for students include:

- Admission application and credential processing for 3,200+ international applicants per year
- Advisement and coordination of study/internship abroad programs in approximately 60 countries
- Orientation/arrival assistance/welcome events for international and domestic students
- Advisement and programming on visa/immigration, travel, work and campus resources
- Advisement on scholarships, financial aid, and assistance with credit transfers for UNM students participating in international study
- Administration of the UNM Passport Office which generates scholarship revenue for study abroad
- Monitoring and assistance for international health and safety issues
- Intensive full and part-time English language instruction, and TOEFL Preparation, as well as coordination of short-term certificate programs at UNM
- Advising on international regulations and policies and managing international agreements
- Coordinating annual campus-wide international events such as International Education Week and International Festival.

Collaboration:

GEO partners on programming with many UNM units and organizations such as: SHAC, Career Services, the Graduate Resource Center, CAPS, Project for New Mexico Graduates of Color, Graduate Studies and individual academic departments. Our community partners outside of UNM include local schools, refugee organizations and community groups that assist international students.

Funding Request and Explanation of Increase:

GEO uses SFRB financial support to implement critical programs that provide direct services to UNM international and domestic students. This year we are requesting a total of \$78,966 which is an increase of \$43,966 in our SFRB allocation. In the past, SFRB has funded student salaries, food and material costs for GEO social and cultural integration activities, community outreach and student service programs (*Lobo Friend* program, *International Service Corps*, *International Festival*, orientations and workshops). Over the past 7 years, SFRB's contribution to GEO programs decreased by 50% from \$69,064 in FY 2015 to \$35,000 in FY2022 due to budget constraints, even though program costs increased during that same time period. In response, GEO decreased spending, found co-sponsors for events and utilized reserves to maintain key programming. However, GEO has been greatly impacted by the COVID pandemic. While a reduction in in-person activities has resulted in some savings, the drastic drop in new international enrollments last year and the cancelation of nearly all study abroad programs since Spring 2020, has resulted in a significant decline in income normally generated by our small student fees and we have spent a majority of our reserves. Particularly in this time of continuing global crisis, we are asking that SFRB help us make an investment in the students we serve, in the internationalization of our campus and in our work to prepare all UNM students to remain competitive in today's global environment by funding us at \$78,966. This amount will help us cover all student staff expenses as well as some food and material costs for these important GEO programs.

GEO SFRB Application Question Responses

1. Describe the history and mission of your unit, and how its services support the mission of the University. Please address each of the following bullet points in your answer.

GEO was originally established in 1962, under a different name. In 2012 President Frank launched a number of major international initiatives at UNM, leading to a reorganization and expansion of the office. That same year, GEO assumed responsibility for international student recruitment and admission, opened a center in China, assumed all study abroad advisement responsibilities, and became the coordinating office for international visitors to UNM. Today, the office serves over 1,600 international students and scholars at UNM, 1,000 domestic students inquiring about or embarking on Study Abroad and communicates with an additional 3,200+ prospective students. The office maintains more than 100 formal international agreements that impact UNM, including support and supervision of the UNM office in Mexico City and the UNM passport office. GEO has become a central player in helping internationalize our university and our state. GEO is strongly committed to the role it plays in supporting UNM's mission to create a more globalized and diverse institution. UNM's ability to attract and retain international students and to sending students on study abroad is crucial given the University's goal of increasing the global competency of its students and the global footprint of the institution.

a. What services does your unit specialize in that are not offered in a similar form elsewhere within the University?

GEO is responsible for comprehensive internationalization at UNM. GEO is comprised of five distinct units that serve specific populations in unique ways (current and prospective international students, visiting research scholars and professors, outbound study abroad students, intensive English students, short-term program participants) as well as the global interests of the University community as a whole. GEO specializes in the following direct services not offered elsewhere at UNM: international credential evaluation and admission processing, immigration document production, required student data management and reporting in the Department of Homeland Security's Student and Exchange Visitor Information System (SEVIS), advisement to students and UNM units on immigration rules and regulations, work authorization processing for international students, programming that supports international and study abroad students as well as campus-wide international events such as International Education Week (in Fall) and International Festival (in Spring).

b. How does your unit serve the University's commitment to diversity?

We take pride in the diversity represented in our population which includes international students and scholars from approximately 100 countries and represents an even greater diversity of cultural and religious backgrounds. We frequently collaborate on programs and activities with other organizations, departments and student service units on campus to ensure outreach to all populations at UNM. Our collaborators include the Division of Equity and Inclusion, PNMGC, Career Services, the Center for Teaching Excellence, First Year Experience, and Graduate Studies among others. GEO collaborations abroad strengthen ties with institutions and partners throughout the world. The GEO Executive Director is an active member of the UNM Diversity Council, and other staff participate in a variety of organizations and campus committees that focus on equity and inclusion issues.

2. Briefly describe each program/project in your unit that is funded specifically by student fees. What are the outcomes, so far, of each program/project? What, if any, changes do you plan to make to these programs/projects?

SRFB funding currently helps pay for three student positions which support three types of GEO programs and projects for students on campus. This year, we are requesting that SFRB also support some of the food and material costs for these programs. SFRB funding support enhances both the quality and quantity of programs for students and makes campus-wide international events successful. Programs that are directly supported by these student positions are the following:

- *International Social and Cultural Activities (including campus-wide events such as International Education Week and International Festival)*
Student position partially funded by SFRB: Social Activities Coordinator (Student hourly position). This position plans social and cultural events for international and domestic students and helps organize the annual International Education Week and International Festival Events.
Other financial support: Costs for food and materials and additional staff support are provided by GEO, participants, other UNM departments and community sponsors.

Activities for international students help students develop a support network, make friends and get to know UNM, Albuquerque and the State of New Mexico. Campus-wide events help to expose all UNM students to the diverse cultures represented at UNM. In the year prior to COVID, GEO logged more than 2,000 participants at our social and cultural events not including the International Festival which typically hosts a crowd of about 3,000 outside of the SUB each year. In the 3 years prior to COVID we added International Dinners co-hosted by international students and student organizations who showcase food and culture from their country. Many of these activities continued virtually during COVID closures. We hope to completely reboot all in-person programs in the upcoming year.

- *Informational Workshops and Programs for International Students (Program attendance/utilization data is attached to this narrative)*
Student position partially funded by SFRB: Project Assistant for Programming and Communication. This position plans workshops on cultural, practical and work topics for international students in collaboration with other departments, helps plan orientation programs and activities and improves communication on programs for international students (via website, email, MSTeams and other media).
Other financial support: GEO reserves have paid for food and materials, some of the salary and fringe for the position and additional staff support for these programs in the past 6+ years. GEO seeks out campus and community partners that offer in-kind contributions and discounts for food and materials.

The number of workshops and other offerings for international students more than doubled in the 5 years prior to COVID and have continued to increase during the pandemic in virtual formats. GEO workshops are cross-listed on the Professional and Academic Workshop (PAW) series website that is managed by Graduate Studies and are open to all students. Workshops have averaged 25-30 attendees per session with the range being 8-80 participants. During the pandemic, workshops and orientations have been offered virtually and attendance has actually increased due to the convenience of online delivery. Pre-arrival international orientations were

added during the pandemic to provide timely updates for all incoming students and post-arrival orientations are required for ALL new international students coming to UNM. More than 300 students (graduate, undergraduate and exchange students) attended pre-arrival orientations for each of the past 3 semesters (Fall 2020, Spring 2021 and Fall 2021). In other words we delivered pre-arrival orientation programming to more than 1000 student during the pandemic. Workshops have been delivered exclusively online during the pandemic and are recorded so that students who cannot attend can view them at their own convenience on Microsoft Teams. Because of the success of remote delivery, our plan is to continue to deliver most informational workshops remotely for the coming year, and to continue to deliver pre-arrival orientation on Zoom, but return to in-person, post-arrival orientation as soon as possible.

- *International Community Outreach*

Student position partially funded by SFRB: Project Assistant for Community Outreach. This position plans outreach programs that connect international and domestic students and connect international students to the larger community. The student-led international *Lobo Friend* mentor program has matched more than 2580 international and domestic students since 2014. Approximately 180 students are participating in this program in Fall 2021; activities have begun in person for this semester.

Other financial support: GEO reserves currently pay for food and materials for these programs, and some of the salary and fringe benefits for the PA position. Community outreach programs include “International Service Corps” and the “Lobo Friend” mentor program which are described below.

International Service Corps: Connects international students to volunteer opportunities including: speaking about their countries in UNM and APS (K-12) classrooms, using their language and cultural skills in local refugee organizations, volunteering at homeless shelters and animal shelters, and participating in campus service programs like “Fall Frenzy” and “Spring Storm.”

Lobo Friend Mentor Program: pairs UNM graduate and undergraduate students with new international students to facilitate relationships between international and domestic students on campus and to assist international students as they adjust to life at UNM. *Lobo Friend* mentors can provide a wealth of information and resources to incoming international students. This semester, we oriented approximately 80 mentors and paired them with more than 100 new international students. Student volunteers contribute their own time to the program. Prior to COVID, this program was growing.

We intend to continue to grow all of these programs post-COVID with SFRB support. Future initiatives will include expanding capacity at events, enhancing social media efforts, investing more time in outreach to domestic students and developing more programs that encourage interaction between international and domestic students.

3. Does your unit have an SFRB balance forward? If so, please justify this balance forward and describe how you will utilize it.

We do not have a balance forward from last year’s SFRB allocation. In FY21 GEO received \$28,575 from SFRB and contributed an additional \$34,925 to the SFRB index to cover costs for these programs from our reserves. For this fiscal year (FY22) we were awarded \$35,000 from SFRB and we will have to again reduce expenses and use reserves to cover program costs through this fiscal year. All SFRB funds allocated to GEO last year were spent on the student positions described above and then GEO paid for

the remainder of the costs for the positions and all material costs for the programs. To be clear, the funds that appear in the SFRB index were moved from last year's GEO reserves into the SFRB account so that we could continue to support all student salaries, food and materials for the programs this year. In the current year, GEO still has some available reserves due to modest spending, allocated funds not used due to COVID limitations, and several unfilled staff vacancies, which have generated salary savings. At the org level existing reserves are also being used to supplement base operations costs. Several GEO indices are currently underbudgeted and reserves need to continue to be categorized to supplement these accounts in order to keep them in the black. Therefore, GEO cannot continue offering key services and fund the three student positions and program costs mentioned previously without additional SFRB funding.

4. Describe any increase in SFRB funding or one-time funding you are requesting, and provide justification detailing how raising student fees will improve your unit's impact on the student population. If requesting increases for multiple programs/projects, which program/project is your top priority? If requesting an increase, please state any reserves in your unit's budget and provide justification for not using said reserves for the requested increase.

GEO is contending with a difficult financial forecast, not only due to the loss of critical student services fees, but due to the increasing cost of doing business in New Mexico. The statewide minimum wage increase has impacted salary rates, while health insurance costs for graduate assistants have also gone up, which requires units to allocate more budget dollars to meet fringe benefits. Similarly, service costs in general have increased due to the pandemic.

Therefore GEO is requesting an increase in our SFRB allocation of \$43,966. The increase will help us to cover the \$60,076 we expect to need for student staff salaries and fringe expenses next year as well as \$18,890 in food and material costs (we are also expecting that we will have to supplement with some GEO funds to cover all program costs). As mentioned above, assistantship salaries have gone up dramatically due to an increase in fringe and also an increase in recommended hourly wages by UNM Graduate Studies. The cost of student employment positions has also gone up due to minimum wage increases and real cost of living increases for students. At the same time, we are requesting that SFRB reinstate some financial support for the food and material costs of running these programs.

GEO has lost eight staff positions since Spring 2020 (six student positions and two full-time staff positions), but our workload has increased as international students face more complicated immigration challenges when coming to the U.S. and are being racially targeted (especially our community of Asian students) due to misconceptions about the pandemic. Our need to provide support and outreach for our international students has become increasingly critical. GEO is committed to paying a fair wage to our student workers to account for increased living costs, but we need financial support to maintain our current staffing levels, and to revive the in-person integration support and outreach services we provided before the pandemic.

Our SFRB budget was already reduced significantly in the years prior to COVID (from over \$69,000 in in FY15 to \$35,000 in FY22). Should we receive the requested amount of \$78,966, we will be able to retain all of the existing student staff positions at the full cost of these positions (including tuition, compensation and insurance) as well as cover some of our food and material expenses for these important student programs.

5. What are your unit's current non-SFRB sources of funding and if applicable, what additional funding sources are you seeking this fiscal year?

GEO receives primarily I&G funds and small one-time fees from UNM international and study abroad students. This fee revenue dropped significantly in the past 1.5 years due to COVID. It is important to note that GEO's responsibilities and mission have evolved dramatically over the past eight years to include additional functional areas (International Admissions and Recruitment, University agreement monitoring and processing, the Mexico Center and the UNM Passport Office, and responsibility for all UNM study abroad and faculty-led programs) as well as an expanded charge to lead UNM's global strategies and international partnerships. Despite these expanded business activities our overall allocation from the Provost's office has been reduced over this same timespan.

While Budget form A shows a small increase in the Provost's allocation to GEO in the past two years, the increase only represents fringe benefits that the Provost's office previously paid directly, but now allocates to GEO to pay the fringe on its own.

It is important to note that none of the I&G funds directed to GEO are designated for the programs and services for which we are requesting funding from SFRB. GEO receives some funding from international application, study abroad and one-time-per-program student and scholar fees and continues to seek some in-kind support from other UNM departments and local vendors for food, printing, and other supplies (approximately \$2,000 in a routine year). GEO also utilizes student volunteers to support program success (orientation volunteers, tax volunteers, etc.) As mentioned above, international student and study abroad numbers continue to be lower than in past years due to the pandemic, so we also expect to have less revenue again this year than in a pre-pandemic year.

Explanation of Submission of Multiple Form A Versions

In looking at GEO overall budgets, it is important to note that there are three units within GEO that generate "public service funds." Two of these programs generate revenue used to maintain specific short-term programs which serve non-academic students (funds are used to manage, instruct and provide services for students in these programs). Because these are separate, self-sustaining programs, we have included three "Form A" documents in this application, one for all GEO, one for all GEO without "public service funds" and one just for the ISSS unit of GEO which runs the programs for which we are requesting SFRB funding. The programs that generate public service funds are as follows:

- The Center for English Language and American Culture (CELAC) within GEO is a self-funded intensive English program. The CELAC unit generates tuition revenue to enable the maintenance and growth of the CELAC program. CELAC tuition (public service funds) are used to recruit, instruct and support students enrolled in the English program, who are not yet UNM degree-seeking students. Due to COVID the number of students attending the CELAC program in Fall 2021 is far lower than in a normal fall semester and they have had to cut staff and nearly all teachers to balance their accounts.
- The Global Programs unit within GEO sponsors and supports short-term global certificate programs. Students are also not regular UNM students, so public service funds are collected for instruction and to maintain and grow these short-term programs. This year program offerings were limited to remote delivery only due to the pandemic and revenue has dropped dramatically due to program cancelations.
- The UNM Passport Office generates revenue to enable the maintenance, expansion and growth of passport initiatives and study abroad. The office generates scholarships for UNM students to study abroad as was the intended purpose behind the establishment of the passport office. COVID forced the closures of the passport office from March 2020 until we were able to resume full operations in April 2021. Therefore, revenue from this source is at its lowest since its opening. Any reserves are needed to continue the operation of the passport office so it can continue to function.

a. What increases or decreases from non-SFRB funding sources do you anticipate compared to your budget last year?

We anticipate that our student application fees and our one-time-per-program international student fees will increase this year, but not return to pre-COVID levels. Due to low enrollments last year caused by COVID, our reserves are much lower than in prior years and we expect to use all of these current reserves to fund this fiscal year's activities. Therefore, we anticipate that we will not have future reserves at the end of this fiscal year (2022).

b. Please complete Budget Form C for non-SFRB income. See attached

6. Describe student participation in your unit, and any plans to improve it, addressing each of the following bullet points.

GEO normally logs more than 8,000 student inquiries per year for information related to international travel and study. We directly serve approximately 1,600 international students and scholars over the course of the year, providing: advisement on immigration, work, travel, practical, and cultural issues, required travel signatures/endorsements, work authorizations, and social and cultural programming that helps students adjust to life at UNM. GEO is required by DHS regulations to track and report information each semester on each of these students and scholars via the federal government's SEVIS system. In addition, the GEO office serves approximately 1,000 UNM students seeking to go abroad each year.

Due to the COVID crisis, the International Student and Scholar Services (ISSS) section has expanded our outreach efforts to international students. Each semester during the pandemic we have held 3 to 4-part pre-arrival orientation series' for incoming students. Students were divided into cohort groups to foster a sense of community and to enable a less intimidating environment for learning. This series was followed by personalized small group online post-arrival orientations for students and in-person small group campus tours. Most of our orientation content had to be re-created to meet COVID guidelines. Over the past year, many prospective students have had to postpone their arrival at UNM for a year or longer due to travel restrictions and visa issues caused by the pandemic. For continuing international students, we have had to reach out to each student regarding their study plan for each semester as well as completely change our advisement model, providing services virtually until this semester. Once again, this required re-creating and revising informational content and creating new social and workshop outreach programs to continue to involve students and ensure that they are informed, that they feel included in the UNM community, and that they are having their needs met.

The larger UNM community normally also participates in and is impacted by GEO programs. We have continued to partner with the Division of Equity and Inclusion, PNMGC and others on our Cultural Collaborative event in Fall and Spring semesters. Understandably, it has been harder during COVID to facilitate events between international and domestic students. However, when we can facilitate such events, all parties benefit from learning about the world view and experience of others. The presence of international and study abroad students at UNM contributes to campus diversity, classroom dialogue and a variety of perspectives in student organizations and activities at UNM. The annual International Education Week, International Festival and bi-annual study abroad fairs that are held during a normal year are other great examples of how the larger student community is impacted by the diversity of cultures and educational information on campus. In spring, the International Festival normally attracts approximately 3,000 visitors per year.

By participating in GEO programs and events, students become aware of the diversity and the global opportunities that exist at UNM. Through all of the programs enabled by SFRB support, GEO continues to be able to help students develop a sense of belonging and community and provide them with opportunities to interact with people from other cultures, which helps to foster cross-cultural understanding and a more broadened world view.

Increasing student participation in ANY international program benefits the entire UNM community.

GEO continues to improve orientations, add workshops, send direct email, post on social media, improve our website, enhance online resources, diversify social and cultural programming with particular attention paid to increasing domestic and international student interaction, and outreach efforts designed to appeal to a variety of students and increase student participation. Our active social media presence, keeps students informed of events and opportunities that bring together domestic and international students in support of lifelong friendships and learning. SFRB funding, with no doubt, makes this endeavor possible.

a. How are students involved in the governance/decision-making of your unit?

GEO routinely conducts both qualitative and quantitative needs assessments and surveys for student feedback, and reaches out to international groups for formal assessment of our activities. The suggestions and feedback received from these sources are implemented in planning future activities. In addition, GEO works closely with international student organizations to plan communication and to decide priorities for programming. Student staff who work in GEO routinely assist in designing, and planning student programming and in setting priorities for service provision. In Education Abroad, the Health and Safety Committee normally has two student members that help in the decision-making process. All of this input has been especially critical in assisting the department with our programming efforts and particularly with the International Festival, International Education Week, study abroad fair, our international dinners initiative and other GEO activities and events throughout the year. We are preparing a new orientation survey to assess the effectiveness of our pre-arrival and post-arrival orientations given the changes in delivery necessitated by COVID.

b. How many students do you employ (including graduate assistants, interns, etc.)?

The five divisions of GEO currently collectively employ 12 students: 5 student employees (2 at the front desk, 1 in international admissions, 1 in ISSS and 1 for social activities [partially funded by SFRB]) and 7 graduate project assistants (3 in ISSS [2 partially funded by SFRB], 1 in Education Abroad, 1 in International Admissions, 1 in Global Programs and 1 in Accounting). Student employees serve a vital role in communicating with and advocating to UNM's general student body. GEO conducts frequent meetings with student employees and volunteers to discuss goals and to plan for future events, creating an atmosphere conducive to student involvement and participation.

7. Describe specific improvements your unit has made in the last fiscal year to the visibility/accessibility of its services, and any plans to further improve visibility/accessibility

Our office has undergone many changes as a result of UNM's global initiatives and the turbulent nature of international education in the time of COVID. Despite all of these dramatic changes, with SFRB support, we have been able to continue to offer and improve on innovative programs of interest and unique activities that enhance the UNM student experience. We have also improved our outreach to students via our website and social media and have enhanced our use of technological solutions which

help in the delivery of our programs/service initiatives. During COVID, we have had to adapt all of our onboarding efforts, workshops and advising to virtual delivery formats. Programs initiated or improved upon this year include:

- GEO Website revisions including new content for international students and FAQs
- Continuation of online pre-arrival orientation for incoming students to provide up to date information in the changing COVID context
- Development of Microsoft Teams pages for incoming students to facilitate group communication and to share content before and after virtual live orientation sessions
- Development of MS Teams pages for current International Students and Scholars for posting workshop recordings and other content that can be viewed on demand
- Enhanced workshop offerings in collaboration with a variety of campus units including the GRC, University Libraries, SHAC and CAPS; new workshop content has included information aimed at facilitating student success during COVID
- Move back to in-person environment for *Lobo Friend* mentor program and social activities
- Improvement of virtual request processing to enhance immigration and work authorization services for international students and scholars.

8. How does your unit collaborate with other campus units and/or off-campus entities?

GEO provides services and information to administration, staff, faculty and students at UNM. We continue to collaborate with other UNM units on information sessions, trainings and workshops. Past and current collaborators include: Student Health and Counseling, Career Services, Women’s Studies, LGBTQ Resource Center, Disability Resource Center, the Graduate Resource Center, University College, Arts & Sciences, Engineering and other Advisement centers, Housing and Residence Life, the Center for Teaching and Learning, Project for New Mexico Graduates of Color, Graduate Studies, CAPS, Alumni relations, New Student Orientation and individual academic departments. Through the International Service Corps, we communicate with members of the education, non-profit and refugee communities in Albuquerque.

9. What methods have been used in evaluating your unit’s impact on the student population (e.g. surveys, focus groups, etc.), and how effective have those methods been? Please provide any data collected if it pertains to the application.

GEO has used both formal and informal assessments over the years to evaluate our programs, services and website. We have also scheduled “town hall” meetings and other forums in most years to solicit student feedback. We have obtained additional student feedback through email inquiries, evaluations following workshops and routine surveys. Because of the many changes necessitated by the COVID situation, we have only recently had the time to begin crafting a new evaluation of arrival services for international students which we plan to roll out in October. We continuously collect attendance data at our programs and have used these figures to evaluate the relative success of our efforts (see **Utilization Data, attached**). In prior years, all of these methods have been largely effective in identifying areas for improvement and new programming needs. However, given all of the changes in the past year, we hope the planned survey in October will give us more specific information about the efficacy of these programs for new students.

10. If your unit received specific recommendations from last year’s SFRB, what are your unit’s current plans to address these recommendations?

We received no specific recommendations from SFRB for this year. However, in the past, SFRB has

recommended that GEO use reserves to pay for operational costs as well as some portions of student salaries that were not fully funded which we have done and continue to do. As explained above, our funding from other sources, including reserves is expected to be greatly reduced next year. SFRB funds are needed to help pay for the student positions that make the described GEO programs possible.

11. Provide any other information or a narrative that will assist the SFRB in making its decision to fund your unit.

The programs and services that GEO is able to provide with SFRB support are extremely important to UNM students. International students struggle every day to understand and navigate complex immigration regulations, academic and other U.S. systems in order to be successful. The costs associated with study in Albuquerque and the bureaucracy one must navigate to do so have become much more cumbersome in the past year. The turbulence and uncertainty presented by the global pandemic has heightened anxieties and created new obstacles for international students including navigating changing immigration rules and travel prohibitions.

Domestic students at UNM are often only marginally aware of the benefits and opportunities provided by cross-cultural experience and study abroad to their future study and careers. Even those committed to pursuing an international experience have been unable to participate in study abroad over the past year+ due to the pandemic. The funding that SFRB awards will help GEO attempt to provide all students with the opportunity to engage in an important cross-cultural experience during their time at UNM.

**International Student and Scholar Services
Social and Cultural Events/Activities and Trips**

Over 15,000 total attendees in past 10 years (compiled from different spreadsheets)

Events with more than 400 attendees over the 10 year period

Social Hours	Total
Adult Night at Explora	12
Albuquerque Zoo	70
Balloon Fiesta	218
Bike Day	12
Bowling	66
Brazilian Night	400
Brickyard Pizza	80
Carnival Party/ Mardigrass	135
Coffee & Conversation	12
International dinners	1170
Dave and Buster's Ugly Outfit Party	50
Day trip to Santa Fe	227
Día De Los Muertos Celebration	219
Easter Egg Hung	20
End of Semester Fiesta/Farewell party	420
Field Day	324
Football Game	15
Football Tailgate	100
GEO Virtual Meet & Greet	88
Global Get Down/International Dance Party	1715
Go-Karting	40
Grand Canyon Trip (Fall Break)	320
Handprints	135
Hanging of the Greens	160
Hike Jemez (with ISI)	19
Holi Festival	415
International Reception	150
International Uni Night	65
Isotopes Game	30
Lobo Friends Bike Tour	12
Spring Break Trips	215
Social Hour	591
Movie at SUB	10
Museum Day	23
Outdoor Movie and Barbecue	144
Pool Party	650
Potluck and Recipe Exchange	150
Prom	125
River of Lights	60
Santa Fe Trip	350
Skate Night	14
Ski Trip	280
Soccer Tailgate	678
State Fair	153
Superbowl	75
Taos/White Sands Trip (beginning of semester)	200
Tram Trip	450
Trip to NM Legislature	83
UNM Men's Basketball Game	40
Unofficial Tour of Albuquerque	113
Valentines Party	50
Welcome Event/Dinner at hokona	1280
Welcome Picnic	2500
Zozobra	80
Totals	15013



FORM A
FUNDING REQUEST FORM

DEPARTMENT Global Education Office
VICE PRESIDENT Tim Guterrez
064001, 064003, 064004, 064006,
064025, 064031, 064036

FISCAL YEAR 2022-2023	INDEX #					
	A	B	C	D	E	F
DESCRIPTION	ORGANIZATION OPERATING BUDGET 2020-2021	TOTAL BUDGET 2021 - 2022	SFRB BUDGET 2021 - 2022	TOTAL BUDGET 2022 - 2023	SFRB BUDGET REQUESTED 2022- 2023	SFRB FUNDING INCREASE/DECREASE REQUEST 2022 - 2023
Faculty salaries (Non-credit instructors)	2,000	2,000		2,000		-
Staff salaries	1,000,000	996,004		998,002		
SUBTOTAL NON-STUDENT SALARIES (Line 1+2)	1,002,000	998,004	-	1,000,002	-	-
Student (student employment & workstudy)	65,558	52,780		59,169	13,520	
GA, TA, RA - Pay and Benefits	110,803	124,140	35,000	117,472	46,556	
Fringe Benefits on Staff & Faculty salaries	432,029	430,251		431,140		
TOTAL COMPENSATION (Lines 3 - 6)	\$ 1,610,390	\$ 1,605,175	\$ 35,000	\$ 1,607,783	\$ 60,076	\$ 25,076
GENERAL EXPENSES						
Office supplies	5,000	1,100		4,847	300	
Computer Software	5,000	5,118		5,985	-	
Business Food and Student Event Food	20,000	3,010		19,333	5,000	
Parking	5,000	125		3,763	100	
Postage	5,000	2,100		5,733	-	
Printing	15,000	1,100		9,770	-	
Supply Costs	1,500	450		1,267	300	
Travel	120,000	14,000		109,083	-	
Student Awards	25,000	600		13,267	600	
Participant support & costs		2,100		4,471	3,300	
Promotional	25,000	1,675		20,067	3,000	
Rental/Event Fees	5,000	1,250		4,500	3,000	
Equipment Rent Expense	12,500	5,904		11,270	1,000	
Other operating costs		30,178		19,744	2,000	
Banner Tax	5,500	3,156		5,039	-	
Foundation Surcharge	10,000	10,407		9,631	290	
TOTAL GENERAL EXPENSES (Line 7 +46)	259,500	\$ 82,273	\$ -	\$ 247,770	\$ 18,890	\$ 18,890
GRAND TOTAL EXPENSES (Line 7 +46)	\$ 1,869,890	\$ 1,687,448	\$ 35,000	\$ 1,855,552	\$ 78,966	\$ 43,966

Form C: External Funding Sources



This form is used **ONLY** if you have **EXTERNAL FUNDING SOURCES**

DEPARTMENT Global Education Office

VICE PRESIDENT Tim Guterrez

INDEX(es) # 064001, 064003, 064004, 064005, 064006, 064029, 064043, 064046

**STUDENT FEE REVIEW BOARD
FISCAL YEAR 2022-2023**

FUNDING SOURCE	2021-2022 BUDGET	2022-2023 FORECASTED BUDGET	Funding Increase Request for 2022-2023
1 Student Fee Review Board (SFRB)	35,000	78,966	43,966
2 UNM Instruction & General	1,513,908	1,538,908	25,000
3 Private Donations	-	-	
4 Fundraising/Foundation/Development			
5 State Funding			
6 Federal Funding			
7 Grants (including federal and private)			
8 Self-Generated Revenue (CELAC, Passport, Global Programs)	642,393	588,936	(53,457)
9			
10 If Other(s), please list below:			
11			
12 GEO Application Fees	51,500	55,500	4,000
13			-
14			-
15			-
16			-
17			-
18			-
19			-
20			
21			
22			
23			
24			
25			-
26			-
27			-
28			
29			-
30			-
TOTAL OPERATING INCOME/REVENUE	\$ 2,242,801.25	\$ 2,262,310.00	\$ 19,508.75

*The narrative response to question #5 must reflect this information