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**M E M O R A N D U M**

 Date: July 23, 2020

 To: SFRB

From: Aeron Haynie, Executive Director, Center for Teaching & Learning

Re: **SFRB EMERGENCY FUNDING REQUEST FOR FY21: CAPS**

1. Briefly explain the areas that you intend on prioritizing and allocating the SFRB funding towards (after 18.36% cut):

After the 18.36% cut, CAPS will receive $233,043 in SFRB funding. **All of these funds will be used to pay student employee salaries.** During the Spring 2020 semester, CAPS transitioned *all* of our student tutoring to online tutoring. Our speedy, successful pivot to online tutoring has been sought out by colleges across the county. CAPS services are free and open to all UNM students. Not only will our student tutors continue to tutor all UNM students in STEM courses, writing, languages, and learning strategies online (and potentially, a limited number of face-to-face tutoring by appointment only), but CAPS has developed several online workshops on how to be a successful student in online/remote/hybrid courses. CAPS has also developed several community online spaces (using Discord) open to all UM students where they can study ‘together’ in virtual spaces. CAPS will continue to support UNM students by strengthening their academic skills and also increasing their sense of community and belonging.

1. What areas will not receive funding due to the budget cut? Why are these critical to your operations?

Since all of our SFRB budget is dedicated to paying student employees**, the entire 18.36% cut will come out of our student salary budget**. Over the years, CAPS has faced numerous budget cuts and has reduced its administrative staff and operating costs; thus, we have no funds from our general budget to offset this cut from SFRB. This means that we will have to cut approximately 12 student tutors. These tutors support mostly general education courses in which there are high rates of failure, such as organic chemistry, calculus, and statistics. Eliminating student tutors will have an exponential effect, decreasing support for hundreds of students who are struggling in these key courses at a time when UNM students need *even more* support to succeed in new learning modalities.

CAPS provides unparalleled training and meaningful work experience to the students we employ. In 2012, CAPS was awarded the national Frank L. Christ Outstanding Learning Center Award, and in 2017, CAPS was named a Learning Center of Excellence by the National College Learning Center Association. Many former tutors have gone on to become leaders in education and cite their work experience at CAPS as a significant part of their success. UNM students rely on their on-campus employment. Recent APLU-SEP surveys conducted by the Provost’s office show that UNM students have a lower sense of belonging than students at peer institutions. One of the key factors in decreased student sense of belonging is students’ financial precarity, according to the study. With unemployment at an all-time high, on-campus jobs are extremely important for UNM students.

How will you use the emergency funding (if awarded), to address your critical needs?

**CAPS is requesting emergency funding in the amount of $49,843.75**. If awarded, we would use 100% of this funding to employ student tutors who will continue to support UNM students in reaching their academic goals. CAPS online tutoring programs have *continued to grow* despite lower student enrollments. From 2017 to 2019 students using the Online Learning Center **increased by 7.3%,** students using the Online Writing Lab increased by **9.8%** and students using embedded online tutors increased by **386%.** Interest in CAPS continues to grow. At this summer’s New Student Orientation close to **700** incoming freshmen requested additional information about CAPS tutoring, an increase from previous years. CAPS tutors are trained to help students in face-to-face, hybrid, and online environments: they are well-poised to continue to serve our students under all learning modalities throughout this challenging year. In addition, CAPS tutors will help students navigate the online environment and provides crucial online community spaces for students.