

# Center for Student Media

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Supporting & Empowering Student-Driven Expression, Publishing, & Broadcasting



**FY25 One-Time Funding Request**  
**Instructional Assistant for Center for Student Media**  
**Media Services**

## **One-Time Funding Request for FY 25**

**FY 25 One-Time Funding Total: \$18,375.15 (12 months)**

Salary & Benefits: \$17,335.89

UH Administrative Charge (6.0%): \$ 1040.15

The Center for Student Media has been on an incredible journey of growth and success, especially with the valuable participation of graduate students. Simultaneously, our Media Services division, catering to videography, photography, and various digital media needs, has experienced a staggering 47.5% increase in service requests during FY 21, followed by an impressive 52.3% surge in FY 22. This upward trajectory has persisted through FY 23, marking consistent service demand.

The expansion of our media services has been nothing short of remarkable. However, it became increasingly challenging to manage with a team comprising just one full-time professional and, when available, four work-study students with media experience. We found ourselves in a daunting position until the invaluable support from SFAC granted us one-time funding for spring FY23 and all of FY 24 for an instructional assistant for media services. This transformative addition to our team hit the ground running, and the results have been extraordinary. In FY 24, we have already handled 16 media service requests, aligning with previous years' demand. The crucial difference is that we have efficiently managed each request without delays or hiccups.

Now, we are eager to build on this momentum and ensure that we can continue to provide exceptional support to the university community. We request one-time funding to sustain the instructional assistantship opportunity for a graduate student to contribute to our Media Services division. This role will remain pivotal in addressing various UH departments' evening and weekend media service requests. Additionally, it will offer the graduate student invaluable hands-on experience in photography, digital media editing, and content creation.

To fortify and ensure continued growth for CSM Media Services, the Center for Student Media earnestly requests FY 25 one-time funding to support the Instructional Assistant for Center for Student Media – Media Services. Your support is instrumental in nurturing our graduate student's professional development and the seamless provision of essential media services to our university community.