UNIVERSITY *of* WASHINGTON
TACOMA

Student Technology Fee Committee (STFC)
Special Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: | 2023-11-08 18:50:26 | Date Due: | 2023-11-10 12:00:00 | Date Submitted: | 2023-11-08 18:59:18

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: | Special Allocation - Media Student Techs - Minimum Wage Adjustment

Request Description: | Support for the minimum wage increase that begins JANUARY 1, 2024.

ALLOCATION REQUEST INFORMATION

Department Name:	Information Technology	Request Code:	23S0418
Contact Names:	Paul Lovelady	UW Tacoma Affiliation:	Not Set
UWT Email Address:	lovelady@uw.edu	Phone Number:	2536925742
Title of Request:	Special Allocation - Media Student Techs - Minimum Wage Adjustment	Type of Request:	One Time

Department Head Approval: ✔   Department Head: | Patrick Pow

Special Request Information

1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?

We are requesting for STFC help fund the minimum wage increase for the IT Student Workers. Starting January 1, 2024, the state of Washington'sminimum wage will increase to $16.24. STFC approved our annual allocation under proposal number 23A012.

We are requesting for the (winter + spring quarters) and benefits to be increased by $0.50 each. The total amount would be $642.32.

The purpose of this proposal is to request continued funding for our Student Media Technician positions on campus. Since 2006, when this position was initially funded by STFC, we've provided student employees the opportunity to apprentice as media technicians that provide basic, preventive-media maintenance across campus, free technical support at student-sponsored events, and assist Media Services with other campus needs.

2. Benefit to Students: Discuss how students have (for returning applicants) or will (for new applicants) benefit from this technology. How will additional funding of the technology benefit students?

Media Student Techs are guided and trained by full-time, IT staff members,

receive daily interaction with campus students, faculty and staff, and receive paid training on maintenance and operation of media equipment andclassroom systems. The skills students learn on the job enhance potential careers they choose by gaining real-world experience. Student Media Techsalso speak highly of the ability to remain on

campus for work instead of commuting to an outside job.

The student body benefit by receiving no-cost, technical support in setting up, operating and assistance of all student-sponsored events. This includes AV setup, running sound, lighting, assisting with virtual and hybrid components, projection and other media duties. Some past events include the Oscars, Movie Screenings, Open Mic Night, Comedy Night, Court 17 events, music performances and more. Students frequently express appreciation athaving a dedicated student technician to be at their event to ensure the technical program goes smoothly.

We've also developed a thorough classroom maintenance program for the students to assist with. The Media Student Techs are trained in basic classroom maintenance during the evenings when classrooms are more accessible due to lower volumes of classes. After their training period, theyperform audio/visual sweeps through classrooms, auditoriums and conference spaces, on a weekly basis. This insures all the classrooms are beingevaluated and maintained each week. If larger issues are found, the student techs report the issue to Media Services staff through our ticketing system,DeskPro. This gives the students great experience, while providing the student body with functioning and timely updates to media equipment forclasses and events.

We plan to have three Media Student techs next year and, depending on quarter and student class schedules, who will primarily work in the lateafternoons and evenings. Also, based upon student event schedules, our Student Techs flex their hours to accommodate campus needs on weekends or busy evenings.

3. Access: Describe who will be using or will have access to the resources being proposed. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

Any currently registered UW Tacoma student can apply for the position. The

position will be advertised on the UWT Handshake website - https://www.tacoma.uw.edu/handshake

4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.

Funding would support this student opportunity from January 2024 through June 2024.

5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.

The Information Technology department provides all training, management, administration and scheduling for Student Media Technicians.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Media Services Student Tech - Min. Wage Adjustment - Hourly Increase	1036	$0.50	$0.00	$0.00	$518.00
Benefits - 23.5% of Adjusted Hourly Increase	1036	$0.12	$0.00	$0.00	$124.32
				OVERALL TOTAL:	$642.32