

Request for 2025 Funding Services and Activities Fee Committee

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Student Activities Board

Create Date: 11/04/2025

Due Date: 11/07/2025

Submitter Name: Conor Leary

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Phone Number: 2536924685

Department Head Approval: 

Department Head: Bernard Anderson

Requested Amount: **\$2,999**

Departmental Information

SPECIAL ALLOCATIONS - CRITERIA

Starting on January 1, 2026, the minimum wage for Tacoma will increase to 17.13. Currently, the Student Activities Board Coordinators and Mascot Ambassadors are paid at minimum wage, with the Student Activities Board chair making a greater sum per hour, based on their enhanced responsibilities, at 17.38. While predicted to occur, the minimum wage rate was not set before initial annual budget allocations were requested. This request is to ensure that our Student Activities Board Chair and Coordinators can continue to support on-going programming efforts at 12 hours per week for the team of 5 members. Increasing the student wages for the Mascot Ambassadors (2) will also allow for them to continue the number of hours they can dedicate to representing the mascot at different events throughout the calendar of events.

The proposal also includes a funding allotment to be put towards the ability to have more food at events. While drawing students in, the food supports the base needs that students experience when making the decision to stay at UW Tacoma for activities, beyond hours where they are expected to be in class. With the world as it is right now and finances tightened (with support programs in financial trouble from lack of resources), more community engagement activities with food will support students in many different ways, beyond just heightening their sense of belonging at the institution.

STUDENT UTILIZATION

Currently, the Student Activities Board is composed of 1 Chair and 4 Event Coordinators, who work with connection with the Student Activities Specialist (position is currently vacant and being supported by the Director of Student Involvement and Leadership and the Assistant Director for Student Involvement) and functions to bring social and engaging events to campus. The funds will directly benefit the current staff by providing them with their working wages that have been estimated for Annual Allocations, and they will be able to maintain the number of hours they work each week (12). This time is spent planning, promoting, and executing on-campus events that aim to engage as many students as possible. Their efforts will go uninterrupted without a change in their hours per week and support them in the creation of at least 13 events throughout each quarter, based on programming budgets and populations attending their programs and activities.

SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

Funding for wages will go directly into student wages and the difference between what was approved for Annual with the new minimum wage will not cause any changes to the number of hours students are able to work. Funding allotted towards food will support upcoming events in the Winter and Spring Quarters and allow the coordinators to enhance their events, or create new experiences, by having food products available for students.

SERVICE BENEFITS TO STUDENTS

A majority of the events and experiences that the Student Activities Board puts on provides opportunities for students to socialize, and get engaged with campus. These types of events help contribute to the lesson on the importance of work/life/school balance. They provide students an outlet to relax from academics and find connection with other students who may not be from the same programs, and share similar interests. These events can aid students in finding and building their community. SAB also creates events and experiences that are diversity based and provide students with learning opportunities outside of the classroom. There is also data that shows that students who are engaged with their campus are more likely to continue and finish their degree. Our service benefits students by being a source to help build this persistence to degree completion, because they have the opportunity to find community, build connections and stay engaged. Our events focus on getting students engaged at different levels. SAB has events that are smaller like Open Mic Nights, simple but large like the Petting Zoo, and larger scale events like Lights Out. While some of our events the ability to build community is more clear, like Open Mic Night and Lights Out! Students are also building community at our smaller or event simple but larger events. I have watched students develop friendships at Bingo Nights and come back next quarter with the friends they made the quarter before. We have even done more intentional events like speed friending to help create these points of connection.

This year alone, the Student Activities Board has (or will host) 13 events. While quantity is not the only form of assessment that we make use of to demonstrate the effectiveness of a program, attendee numbers have been provided below as insight into the reach of how students are engaged with SAB programs:

Back-to-School Plinko (9/24)- 390 Participants
 SAB Tye Dye (9/24)- 98 Participants
 Back-To-School Plinko (9/30)- 43 Participants
 Lights Out (10/10)- 167 Participants
 Petting Zoo (10/14)- 172 Participants
 Open Mic -2 Sessions- (10/16)- 26 Participants
 Bingo (10/22)- 23 Participants
 Paint-Your-Own Gnome- 68 Participants
 Trivia (11/5)- 23 Participants
 Paint & Sip (11/13)- Afternoon Tea
 Paint & Sip (11/20) Evening Edition
 StudyThon with the TLC (12/4)

Preparations are underway for Winter Ball in the Winter Quarter and a calendar of events, at least 1 per week, for the quarter.

Staff Budget Requests

Category	Details	Amount Requested
Student Staff ³	Minimum Wage increase for one (1) Student Activities Board Chair with similar responsibilities to the SAB Coordinator, outside of social media, team management, meeting development, and large-scale event programming of SAB Traditions E001	
	Student Staff Wages:	\$135
	Fringe @ 23%:	\$31
Student Staff ³	Minimum Wage increase for four (4) SAB Coordinators to ensure that their payments are at the legal limit, to begin on January 1, 2026 in Tacoma, WA E002	
	Student Staff Wages:	\$541
	Fringe @ 23%:	\$125
Student Staff ³	Minimum Wage Increase for two (2) Mascot Assistants to ensure that their payments are at the legal limit, to begin January 1, 2026 in Tacoma, WA E003	
	Student Staff Wages:	\$135
	Fringe @ 23%:	\$31
PERSONNEL TOTAL:		\$999

Other Budget Requests

Category	Details	Amount Requested
Food	Additional Food Budget to ensure that events can support student basic needs while offering them multidimensional opportunities to engage with others, campus resources, and the community	\$2,000
SUPPLEMENTAL TOTAL:		\$2,000

PERSONNEL TOTAL:	\$999
SUPPLEMENTAL TOTAL:	\$2,000
COMPLETE PROPOSAL TOTAL:	\$2,999

Supplemental Documents

	SAB CHAIR POSITION DESCRIPTION Position Description for the Student Activities Chair Position, listing full responsibilities and expectations.
	SAB COORDINATOR POSITION DESCRIPTION Position Description for the Student Activities Coordination, listing full responsibilities and expectations.