UNIVERSITY of WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Special Allocation Request

Allocation Request Date Information

Date Created: 2026-11-06 11:04:06 Date Due: 2026-11-06 11:59:00 Date Submitted: 2026-11-06 11:19:11

Allocation Request Title/Description

Request Title: IT Student Workers Minimum Wage Adjustment

Request Description: We are requesting supplemental funding from the Services and Activities Fee Committee (STFC) to cover the upcoming Washington State minimum wage increase for IT student workers.

Allocation Request Information

Department Name: Information Technology
Request Code: 26S0583
Contact Names: Chan Mom
UW Tacoma Affiliation: Staff
UWT Email Address: cmom@uw.edu
Phone Number: 253-692-4496
Title of Request: IT Student Workers Minimum Wage Adjustment
Type of Request: One Time
Department Head Approval: ✓ Department Head: Bill Fritz
Multiple Requests Submissions: ✓ Request Priority: High

Ranking Explanation:
Securing this funding is a critical priority to prevent an immediate reduction in essential campus IT services. Because our annual allocation is capped, absorbing the mandatory Washington State wage increase without supplemental funds will force us to cut student working hours and lab hours.

Special Request Information

Background: For new requests, describe the technology need and how it addresses a current gap.

We are requesting for STFC help fund the minimum wage increase for the IT Student Workers & First Year Trainee Student. Starting January 1, 2027, the state of Washington's minimum wage may increase from $17.13 to $17.73. STFC approved our annual allocation under proposal number 26A0540. We are requesting for half of those hours (5500) be increased by $0.60 each and with the benefits of 23.5%, the total amount would be $4,075.50

Background: For recurring requests, summarize the original purpose and any changes since initial funding. If replacing existing technology, explain current limitations or failures.

Email from HR

Exception for UW Tacoma Student Assistants: UW Tacoma has been following the Washington State minimum wage since 2015 for student hourly positions. As of January 1, 2027, the Washington state minimum wage will increase from $17.13 an hour to **$17.73** which will be the new minimum for Student Assistant UWT (job code 10888) and Student Assistant UWT – Grad (job code 10891).

Funding supports student lab worker hours needed to help operate and support the student lab.

Student Impact & Benefits: How will students directly benefit from this technology/request? (Consider both immediate and long-term benefits.)

Students benefit from the lab worker support that helps the lab remain available and usable for student needs. Funding the updated wage rate supports the planned student staffing hours and helps sustain day-to-day lab operations and student access to lab services.

Student Impact & Benefits: What information (surveys, feedback, usage data) shows student interest or demand?

The basis provided for this request is the minimum wage increase and the need to fund 5,500 student lab worker hours at the updated rate.

Student Impact & Benefits: Approximately how many students will be served annually?

Approximately 10,000 – 12,000

Student Impact & Benefits: For recurring requests, has student demand increased, decreased, or stayed the same since the last funding period? Please explain.

Usage so far in 2026, we have had over 8,500 students in our lab. In 2025, we had 10,658 students, whereas in 2024 we had 9059 students. It seems to be increasing.

Usage: Who will use this technology (e.g., student groups, departments, general student body, etc.)?

UW Tacoma IT Student Employees

Usage: For recurring requests, provide usage data from the past year (e.g., number of events supported, hours of operation, student employment numbers, etc.).

The request is based on 5,500 hours of student lab worker employment

Performance: For recurring requests, what outreach methods have been most effective, or least effective, in reaching students?

N/A

Performance: How will you raise awareness of this technology or resource? For example, will you collaborate with Student Affairs, RSOs, or other campus resources?

N/A

Performance: How will you measure the success or impact of this allocation?

Success can be measured by whether the lab can fund the planned 5,500 student lab worker hours at the requested $17.73 hourly rate, maintain expected staffing coverage, and continue supporting student access to lab services.

Performance: For recurring requests, what metrics from the past year did you find most useful? What challenges or successes have you encountered?

The amount of employee hours it takes to maintain the student open labs.

Timeline: Provide a project timeline from funding approval to full operation.

January 2027 – June 2027

Budget & Resource Planning: For recurring requests, identify any cost increases or decreases from the previous year and explain the reasons.

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Budget & Resource Planning: Is your department committing any additional resources (e.g., funding, staff, space, etc.) to support this request?

We are committed to try and hire more WorkStudy students.

Budget & Resource Planning: Are you working with other departments to help maintain or operate this technology/resource? If yes, please describe the collaboration.

No

Budget & Resource Planning: What is your long-term plan for sustaining this technology (how will this be maintained beyond STFC funding?)

To sustain student lab staffing, future budgets should account for the applicable hourly wage rate, planned student worker hours, and associated benefits.

Funding Request Items

Item	Occurance	Priority	QTY	MIN	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
							OVERALL TOTAL:	$0.00

Support Documents

Type	Description
No documents found	