W UNIVERSITY *of* WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: `2025-02-07 08:34:50`   Date Due: `2025-02-07 12:00:00`   Date Submitted: `2025-02-07 15:45:43`

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Center for Equity and Inclusion 2025-26

Request Description: The Center for Equity and Inclusion is seeking to increase services, accessibility, and resources in our space. Support from the Student Technology Fee will enable us to implement significant changes.

ALLOCATION REQUEST INFORMATION

Department Name: Center for Equity & Inclusion

Contact Names: Nicole Jordan

UWT Email Address: ncol3j@uw.edu

Title of Request: CEI Technology and Environment upgrades

Department Head Approval: ✔   Department Head: Tanya Velasquez

Request Code: 25A0503

UW Tacoma Affiliation: Staff

Phone Number: 2-5699

Type of Request: One Time

Annual 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?

The Center for Equity and Inclusion is requesting technology support this year to increase functionality, efficiency of services with updated equipment, and improve accessibility technologies in alignment with universal design principles and ADA requirements.

The physical layout of the CEI space, was not fully intended to be a multipurpose design for full public usage, but instead featured an "office" function, assuming that the computers in SNO 139, SNO150, SNO150a, and the SNO150 Chill Space was primarily for staff and student employees as workspaces. However, the layout and intention has been transformed so that for at least 40 hours a week, all electronics within the CEI (excluding individual offices) are now also available for student use. Therefore, the servers/equipment/technology we currently have are not keeping up with the demand.

Proposed technology:

- New computers will have enough memory and processing speed to run the latest versions of software.

- E-Readers, speech-to-text transcription and voice amplification products will increase accessibility of programming advertisements and other electronic materials.

- New updated printer and related supplies (ink and paper).

- New Subscriptions. Free subscriptions to computer programs and apps are insufficient and often interrupt the study space with loud, vulgar ads and violent and objectionable images.

- New Cameras to document program events.

- New game console to increase opportunities for community building

The pieces of equipment we need replaced are defunct, outdated or difficult to utilize and/or access.

- The TV and projector in SNO150a do not function as intended. The camera's lenses do not fully capture the space, and the TV is mounted too high on the wall above the whiteboard. The height and angle cause neck stress and eye strain for audiences looking up at the small TV screen.

- The projector in SNO 139 leaves an unclear and often distorted image on the pull-down screen.

- The bright overwhelming fluorescent lighting throughout the Center has reportedly caused migraine headaches and eye discomfort for visitors. For example, neurodiverse students with documented disabilities experience distracting discomfort with fluorescent lighting.

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?

Given the frequent use of most technology in the CEI, and our extended hours that have increased student traffic, we want to improve our technology and accessibility to match the level of service we provide. Each of these requests have been submitted in response to the expressed needs and interests of several students over the last year.

- Students use the computers daily to complete homework and print assignments. They need updated apps and other technologies to efficiently use their time.

- Updated printers can exponentially increase our capacity to meet the students needs for black and white, double-sided, and color printing so they can complete homework assignments in a timely manner, thus allowing others to use the computer stations without as much waiting.

- We borrow cameras from First Gen initiatives for each event which is posing a conflict when they have simultaneous events. Student volunteers/staff want to practice and learn how to utilize a camera effectively. By having our own it increases the opportunity for students and student staff to increase their skillsets for employment.

- E-readers and other technologies that increase accessibility for students with disabilities is an ADA accommodation and demonstrates our commitment to serving all students, including those who need additional support when completing assignments.

- By purchasing memberships, we will continue to meet students' needs and without disruptive, inappropriate media content that contradicts our community agreements.

- Purchasing a game console will support students' desire to practice joy in community in a space where they have found comfort and safety. Students often wait to use other game consoles that are provided in the YMCA and the dawg house.

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.

The Center is staffed and all spaces are open to all students from 9 a.m. to 5 p.m., Monday through Thursday, and Friday from 10 a.m. to 2 p.m. The Center is also staffed on Wednesday nights until 8 p.m. When the Center is not staffed, the kitchen, Chill Space, and the computers and printers are still available to all students whenever the library is open. SNO 139, SN0150A, and the Chill Space also can be reserved by campus groups for lectures, programs, and meetings. Requested equipment, supplies and subscriptions are available to all the users of these spaces.

Projectors and screens are used everyday to project information on CEI and campus events and resources and to play music and are also used for lectures, presentations, and meetings in the SNO 139 and SNO150A meeting spaces.

Per a recent IT review of the nine computer stations, 4 need to be replaced now and 4 in the near future. Access to computers is on a first come, first served basis. Stations are constantly in use and printing requests frequently exceed capacity. The current printer only prints in black-and-white and has no scanning capabilities. These are functions students regularly request for completing class assignments.

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.

> The majority of the items/resources requested are upgrades or additions to existing technology that is in daily use by students and student staff during library hours. It can be replaced or upgraded as soon as funding is available, and IT support can be scheduled to make the changeovers. The new items requested could also be added at any time as they are readily available and can be easily installed by Center staff, when appropriate.
>
> Ideally, the best time to upgrade the technology to classroom spaces, would be the summer months when they are not in full, daily usage.

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 majority of the items/resources requested are upgrades or additions to existing technology that is in daily use by students and student staff during library hours. This includes the computers, printer, projectors and screens, subscriptions and utilities and network connections that are currently maintained under the Center's budget and managed by Center staff.
>
> The Play Station would be added to the Chill Space and use an existing TV setup.
>
> The digital camera and tripod will replace equipment that is currently being borrowed from another unit whenever it is needed and if it is available. This would be kept secured in a CEI staff office with lock and key except when needed for CEI programs and events.
>
> The sensory lights will be placed throughout the CEI spaces so that the amount of fluorescent lighting used can be reduced or eliminated.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Play Station 5 (cost includes annual protection)	1	$475.00	$20.00	$48.92	$543.92
Play Station 5 annual subscription	1	$80.00	$0.00	$0.00	$80.00
All in one-computers (cost includes annual protection)	9	$800.00	$0.00	$82.40	$7,941.60
digital projector (cost includes annual protection)	2	$385.00	$0.00	$39.65	$849.30
digital projector screen	2	$100.00	$0.00	$10.30	$220.60
color printer (cost includes annual protection)	1	$435.00	$0.00	$44.80	$479.80
printer ink cartridge sets	4	$122.00	$2.99	$12.56	$541.23
8-ream packs of printer paper (student printers)	6	$60.00	$0.00	$6.18	$397.08
professional digital camera and lenses (cost includes annual protection)	1	$750.00	$0.00	$9.75	$759.75
camera tripod with bluetooth remote	1	$150.00	$2.99	$15.45	$168.44
YouTube premium annual subscription	1	$140.00	$0.00	$0.00	$140.00
Apple Music annual subscription	1	$200.00	$0.00	$0.00	$200.00
Canva annual subscription	1	$350.00	$0.00	$0.00	$350.00
MailChimp annual subscription	1	$2,800.00	$0.00	$0.00	$2,800.00
Kahoot annual subscription	1	$700.00	$0.00	$0.00	$700.00
Netflix annual subscription	1	$300.00	$0.00	$0.00	$300.00
Interactive LED light illuminators (sensory lights)	3	$145.00	$22.00	$14.94	$501.82
Dimmable glow cubes	4	$49.00	$10.50	$5.10	$226.90
Standing sensory lamp--dimmable, multi-color	2	$79.00	$20.00	$8.10	$194.20
Lava lamp (27" height)	1	$215.00	$10.99	$22.14	$248.13
				OVERALL TOTAL:	$17,642.77