

 **NORTHWESTERN STATE**

Office of the President

September 13, 2022

Dr. Jim Henderson, President
University of Louisiana System
1201 North Third Street, Suite 7-300
Baton Rouge, LA 70802

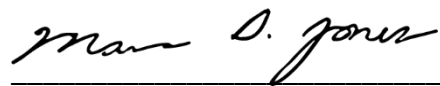
Re: Annual Report on the Expenditure of Student Technology Fees 2021-2022

Dear Dr. Henderson:

Please find attached Northwestern's *Annual Report on the Expenditure of Student Technology Fees for 2021-2022*.

If you have any questions, please feel free to contact our office.

Sincerely,



Dr. Marcus Jones, President
Northwestern State University

Attachment

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Northwestern State University Annual Report

Department of Instructional Technology and Student Support

2021-2022

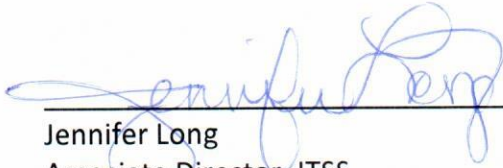


August 2022

Prepared for: *Northwestern President Dr. Marcus Jones, SGA President Bailey Willis, and the University of Louisiana System Board of Supervisors*

By: Jennifer Long, Associate Director of Instructional Technology and Student Support
Northwestern State University

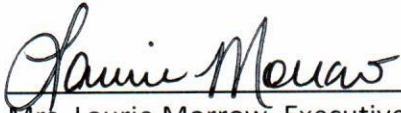
Signature Page



Jennifer Long
Associate Director, ITSS

8.29.22

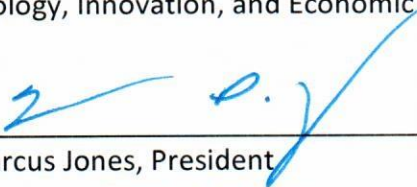
Date



Mrs. Laurie Morrow, Executive Director
Technology, Innovation, and Economic Development

9-12-2022

Date



Dr. Marcus Jones, President
Northwestern State University

9/12/2022

Date

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Northwestern's Student Technology Fee Committee

Northwestern's Student Technology Fee Committee was established in the summer of 1997. The Committee includes the Student Government Association Presidents and Treasurers from the Natchitoches and Shreveport campuses, a student representative from the Leesville campus, and two other student representatives appointed by the Natchitoches SGA President. It is the charge of The SGA President (STAT Chair) coordinates meetings as required. The mission statement of the Student Technology Advisory Team states:

The mission of the Student Technology Advisory Team is to ensure that all students have easy access to technologies that are necessary to adequately prepare them to successfully compete in the job market. The Student Technology Fee is a student self-assessed fee that should be used exclusively to the direct benefit of the students. In addition, students should have the primary role in the governance and allocation of these funds.

The web sites for the Student Technology Fee and Student Technology Fee Advisory Team continues to provide information about the fee to Northwestern students and other interested individuals. The addresses are:

http://www.nsula.edu/its/computer_labs/ and <http://www.stat.nsula.edu>

Progress made during 2021-2022

A total of \$1,066,780 was collected during the Fiscal Year 2021-2022, producing an available sum of \$2,712,770. Expenditures for 2021-2022 were \$933,095.

The following is a summary of significant projects and expenditures:

Instructional Technology Lab Assistants/Coordinators, Instructional Technology Technical Support Specialist, and Associate Director - \$228,781.

Computer lab equipment, technology projects (large and small), software, supplies, infrastructure, and maintenance cost included - \$704,314.

Instructional Technology assistants and coordinators were utilized in multiple capacities through this past year, some of which include:

- Staffing and keeping supplies on hand for all open computer labs
- The STAT and Student Support web sites were maintained
- The Student Help Desk assisted students with username account assistance, Moodle, wireless network access, software related issues, Microsoft 365, WebEx and Teams
- Professional development is conducted at the beginning of each semester for all Student Technology Fee lab assistants
- Student Technology Fee workers must attend the annual university training and learn new lab procedures and maintain a working knowledge of services
- Computer lab hour contact information and maps are posted to the website for viewing and workstation availability

COMPUTER LABS AND EQUIPMENT:

The following is a list of computer labs 2021-2022:

Location	Budget Account	Approved Budget	Expenditures	Description
TEC, Ft. Polk Campus, IET, CAPA, workstations for classrooms	262001	\$219,888	\$172,343	Lab/Classroom Upgrades

CLASSROOM/TECHNOLOGY PROJECTS

Location	Budget Account	Approved Budget	Expenditures	Description
Life Science Initiative	262001	\$183,959	\$144,878	Technology for student use
Watson Library Initiative	262001	\$17,536	\$19,613	Technology for student use
CAPA Band Initiative	262001	\$63,398	\$61,080	Technology for student use
WRAC TV/Mount	262001	\$1,092	\$955	Replacement TV for Messaging service
Cenla Campus	262001	\$4,740	\$6,087	Technology for student use
Ft. Polk Campus	262001	\$10,186	\$8,607	Technology for student use
Shreveport Campus	262001	\$5,788	\$3,262	Technology for student use

LAB SUPPLIES/OPERATING COSTS/INFRASTRUCTURE

Location	Budget Account	Approved Budget	Expenditures	Description
Supplies/Operating/Infrastructure	262001	\$350,265	\$287,489	Operating Cost; Maintenance

Surplus equipment that is reusable will be distributed based on the guidelines set forth by the state.

Conclusion

Northwestern's Instructional Technology and Student Support team continues to lead in efforts to improve the technology available to students. We are pleased to submit this annual report, reflecting on the continuation of our team's progressive spirit and cooperative nature.

UNIVERSITY OF LOUISIANA SYSTEM REPORT ON STUDENT TECHNOLOGY FEES

Institution: Northwestern State University of Louisiana

Student Technology Fees Act 1450 of 1997

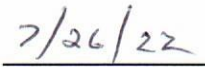
Fiscal Year 2021-2022

Fund Balance as of 07/01/21	1,645,990
Revenues Collected	1,066,780
Total Funds Available	2,712,770
Less Funds Expended	(933,095)
Fund Balance as of 6/30/22	1,779,675

Summary of Expenditures by Object 07/01/21 - 06/30/22

Personal Services	228,781
Travel	378
Operating Services	229,461
Supplies	107,226
Equipment	367,249
Total Expenditures by Account	933,095

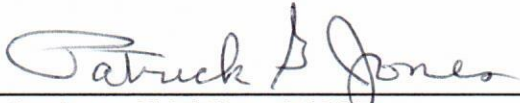

Mr. Pat Jones, Chief Financial Officer


Date

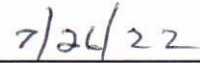
NORTHWESTERN STATE UNIVERSITY
Student Technology Fee
Changes in Fund Balance
as of June 30, 2022

Fund Balance at July 1, 2021	\$ 1,645,990
Revenues and Other Additions	
Tuition and Fees	\$ 1,051,426
Interest Earned	\$ 6,414
Other Miscellaneous Income	\$ 8,940
Total Revenue and Other Additions	\$ 1,066,780
Expenditures and Other Deductions	
Educational and General	\$ (933,095)
Total Expenditures and Other Deductions	\$ (933,095)
Net Increase (Decrease)	\$ 133,685
Fund Balance as of June 30, 2022	\$ 1,779,675

I certify that these amounts represent the accounting records as of June 30, 2022.



Mr. Pat Jones, Chief Financial Officer



Date