Northwestern State University
Annual Report

Department of Instructional Technology and Support

2022-2023

August 2023

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

Prepared by: Chris Brumley, Director of Academic Technology Services

Signature Page

_____

Chris Brumley, Director
Academic Technology Services

_____

Laurie Morrow, Executive Director
Economic Development, Innovation, and Outreach

_____

Dr. Drake Owens, Executive Vice President
Northwestern State University

_____

Dr. Marcus Jones, President
Northwestern State University

Table of Contents

Student Technology Fee Committee

Northwestern State Student Technology Fee shall be dedicated to the acquisition, installation, maintenance, and efficient use of state-of-the-art technology solely for the purpose of supporting and improving student life and learning, and to better prepare its students for the workplaces of the twenty-first century. Student involvement is critical to the successful administration of the Technology Fee and a committee comprised of elected and appointed current students oversee the fund. The standing committee is composed of the Student Government Association (SGA) President from the Natchitoches campus, the SGA President from the Shreveport campus, the SGA Treasurer from the Natchitoches campus, the SGA Treasurer from the Shreveport campus, two student representatives nominated by the SGA president from the Natchitoches campus, one student nominated and approved by the Leesville campus Director, and one student nominated and approved by the Cenla campus Director.

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 have the primary role in the governance and allocation of these funds.

For any information pertaining to the assessment of fees or the allocation of funds please access the Student Technology Fee website at https://www.nsula.edu/studenttech. To view policies and procedures of the Student Technology Advisory Team (STAT) please visit https://www.nsula.edu/stat.

Initatives 2022-2023

Northwestern State University Student Technology Fee collected a total of $
during the 2022-2023 Fiscal Year, bringing the account balance to $
Expenditures for 2022-2023 were $

Outlined below is a summary of fiscal year projects and expenditures:

- Instructional Technology Staff (Director, Technical Support, Lab Coordinators, and Lab Assistants - $

- Classroom and computer lab technology upgrades, systems and network infrastructure, software and licensing, maintenance, and supplies - $

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

- Northwestern State Student Help Desk and Student Online Support (SOS) assist students with various technology related issues; Microsoft Office 365, Microsoft Teams, Cisco WebEx, Moodle, password resets, Multi-factor Authentication (MFA) Updates, network connectivity, and software related issues

- Maintain and update Student Online Support (SOS) and Student Technology Advisory Team (STAT) websites

- Staffing various on and off-campus events, such as Freshman Connection and student informationals

- Clean, stock, and supply Instructional Technology Computer Labs and designated facility

- Participate and complete state mandated annual trainings and professional development on various new technologies utilized in the classrooms and labs

- Ensure all labs are opened and closed based on University approved schedule

Computer Labs and Equipment

Location	Budget Account	Approved Budget	Expenditures	Description

Classroom/Technology Projects

Location	Budget Account	Approved Budget	Expenditures	Description

Lab Supplies/Operating Cost/Infrastructure

Location	Budget Account	Approved Budget	Expenditures	Description

All surplus equipment that is reusable will be distributed based on the guidelines set forth by the state

Conclusion

The Northwestern State University Instructional Technology and Student Support Team continues to lead in efforts to improve the technology available to students in the classroom and computer lab setting. 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 2022-2023

Fund Balance as of 07/01/22	1,779,675
Revenues Collected	1,073,554
Total Funds Available	2,853,229
Less Funds Expended	(678,958)
Fund Balance as of 6/30/23	2,174,271

Summary of Expenditures by Object 07/01/22 - 06/30/23

Personal Services	221,587
Travel	236
Operating Services	216,447
Supplies	90,820
Professional Services	680
Equipment	149,188
Total Expenditures by Account	678,958

Patrick G Jones   8/17/23

Mr. Pat Jones, Chief Financial Officer   Date
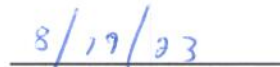
NORTHWESTERN STATE UNIVERSITY
Student Technology Fee
Changes in Fund Balance
as of June 30, 2023

Fund Balance at July 1, 2022	$	1,779,675
Revenues and Other Additions		
Tuition and Fees	$	1,046,280
Interest Earned	$	24,238
Other Miscellaneous Income	$	3,036
Total Revenue and Other Additions	$	1,073,554
Expenditures and Other Deductions		
Educational and General	$	(678,958)
Total Expenditures and Other Deductions	$	(678,958)
Net Increase (Decrease)	$	394,596
Fund Balance as of June 30, 2023	$	2,174,271

I certify that these amounts represent the accounting records as of June 30, 2023.

Patrick G Jones (signature)
_____
Mr. Pat Jones, Chief Financial Officer

8/19/23
_____
Date