

Northwestern State University Annual Report

Department of Instructional Technology and Student Support

2018-2019

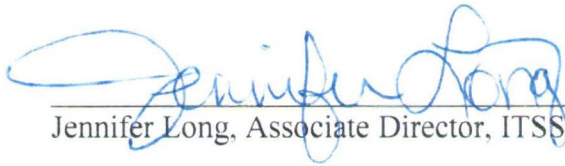


September 2019

Prepared for: *Northwestern President Dr. Chris Maggio, SGA President Jacob Ellis 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

9.18.19
Date


Mr. Tracy Brown, Deputy CIO
Information Technology Services

9/18/19
Date


Dr. Darlene Williams, Vice President
Technology, Innovation, and Economic Development

9/19/19
Date


Dr. Marcus Jones, Executive Vice President
University & Business Affairs

9/23/19
Date


Dr. Chris Maggio, President
Northwestern State University

9/24/19
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 is currently comprised of 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. Meetings are held when requested by the SGA President (STAT Chair). The mission statement of the Student Technology Advisory Team is as follows:

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 2018-2019

A total of \$1,294,096 was collected during Fiscal Year 2018-2019 making a total available of \$2,621,995. Expenditures for 2018-2019 were \$1,356,594.

The following is a summary of major projects and expenditures:

Instructional Technology Lab Assistants/Coordinators, Instructional Technology Technical Support Specialist, and Associate Director - \$348,326.

Computer lab equipment, technology projects (large and small), software, supplies, infrastructure and maintenance cost included - \$1,008,268.

The instructional technology assistants and coordinators were utilized in a multitude of capacities through this past year some of which include:

Staffing and keeping supplies on hand for all open computer labs.

The STAT and Student On-line Support Help Desk web sites were maintained.

The Student Help Desk assisted students with username and password assistance, Moodle, wireless instructions software related issues, email, and WebEx.

Professional development is conducted at the beginning of each semester for all Student Technology Fee lab assistants. Student Technology Fee workers are required to attend the training to discuss any current lab issues and maintain a working knowledge of software.

Computer lab hours, contact information and maps are posted to the website for viewing and workstation availability.

During Freshman Connection, the technology assistants assisted incoming freshmen with ensuring their myNSU accounts were created during the application process.

COMPUTER LABS AND EQUIPMENT:

The following is a list of computer labs/classroom upgraded during 2018-2019:

Location	Budget Account	Approved Budget	Expenditures	Description
Life Science, CAPA, SGA/SAB, Shreveport Nursing, Counseling/Career, Watson Library, Testing Center, Unified Workstations	262001	\$326,572	\$271,324	Lab Upgrades
Classroom upgrades	262001	\$106,482	\$113,998	Upgrades to classrooms across campus community

TECHNOLOGY PROJECTS

Location	Budget Account	Approved Budget	Expenditures	Description
Cenla Campus	262001	\$12,000	\$12,000	Technology for classrooms
Ft. Polk Campus	262001	\$11,664	\$11,664	Technology for student use
Grant Proposals	262001	\$200,000	\$217,336	Technology across the campus community

LAB SUPPLIES/OPERATING COSTS/INFRASTRUCTURE

Location	Budget Account	Approved Budget	Expenditures	Description
Supplies/Operating	262001	\$511,596	\$381,946	Operating Cost

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 be a leader in efforts to improve the technology available to students. We are proud to submit this annual report, which reflects the continuation of a progressive spirit and cooperative nature with which all aspects of the committee's charges have been handled.

Appendices


NORTHWESTERN STATE UNIVERSITY
Student Technology Fee
Changes in Fund Balance
as of June 30, 2019

Fund Balance at July 1, 2018	\$ 1,327,899
Revenues and Other Additions	
Tuition and Fees	\$ 1,279,258
Interest Earned	\$ 4,714
Other Miscellaneous Income	\$ 10,124
Total Revenue and Other Additions	\$ 1,294,096
Expenditures and Other Deductions	
Educational and General	\$ (1,356,594)
Total Expenditures and Other Deductions	\$ (1,356,594)
Net Increase (Decrease)	\$ (62,499)
Fund Balance as of June 30, 2019	\$ 1,265,401

I certify that these amounts represent the accounting records as of June 30, 2019.



Mr. Pat Jones, Chief Financial Officer



Date

UNIVERSITY OF LOUISIANA SYSTEM REPORT ON STUDENT TECHNOLOGY FEES

Institution: Northwestern State University of Louisiana

Student Technology Fees Act 1450 of 1997

Fiscal Year 2018-2019


Fund Balance as of 07/01/18	1,327,899
Revenues Collected	1,294,096
Total Funds Available	2,621,995
Less Funds Expended	(1,356,594)
Fund Balance as of 6/30/19	1,265,401

Summary of Expenditures by Object 07/01/18 - 06/30/19

Personal Services	348,326
Travel	336
Operating Services	207,126
Supplies	391,252
Equipment	409,554
Total Expenditures by Object	1,356,594



Mr. Pat Jones, Chief Financial Officer



Date