

Student Technology Fee Grant Funding Request Form
Northwestern State University of Louisiana



2006.001
Committee 2
Fully approved

Prepared by: Barbara Gillis **Department:** Testing Center

College or Unit: Student Affairs **Campus:** Natchitoches

Information Systems review by _____ Date _____

1. **Describe target audience.** (0 points)

The target audience is composed of Northwestern State University student and prospective students.

2. **Describe project/initiative for which you are requesting funds.** (10 points)

The purpose of this project is to update the technology available to students in the Testing Center. Currently the Testing Center is operating with one old Gateway computer for student testing. This past summer, three additional surplus computers were connected to assist with testing students to meet the new guidelines for admissions. Updating technology allows students greater access assessment instruments and supports technology goals of the institution.

3. **State measurable objectives that will be used to determine the impact/effectiveness of the project.** (10 points)

- Increase the availability of College-Level Examination Program (CLEP) to students.
- Increase the availability of COMPASS to students and prospective students.
- Add the computerized version of the Major Exit Exams
- Add the computerized version of practice exams for the GRE, PRAXIS, LSAT, MCAT, and others.

4. **Indicate how each project objective will be evaluated.** (10 points)

- CLEP will be evaluated by the numbers tested in 2004-05 compared to 2005-06

- COMPASS will be evaluated by the numbers tested in 2004-05 compared to 2005-06
- The Major Exit Exams administered via computer will be compared to the number of paper exams previously administered. (Computerizing Major Exit Exams should save the University Money and reduce the demands on the faculty and staff. Computerized Major Exit Exams will also improve test security.
- No data exist to compare practice exams as the Testing Center has not provided this services previously.

5. Provide a justification for funding of the project.

The update of technology in the Testing Center will :

- provide greater access for academically qualified students;
- provide greater access to prospective students in determining eligibility;
- provide technological testing links to support faculty needs and student assessment (Major Exit Exams);
- provide practice tests for students taking GRE,PRAXIS, LSAT and others; and
- allow the Director of the Testing Center to work more efficiently in serving students.

Please indicate also any unique needs of the target groups.

Estimate the number of students that will be served per academic year and in what ways.

CLEP serves the academically advanced student – 30

COMPASS serves the academically underreported student to determine college placement – 440

The MAJOR Exit Exam measures subject knowledge of their degree areas – 200

Practice test serves those who are bound for graduate schools, professional programs and certification – All upper level student requiring these tests.

6. How will funding of the project advance the University and College / unit technology plan? (15 points)

Implementation of a upgraded Testing Center lab provides learning and supports the spirit that includes resources for technology for learning as stated in the Northwestern State University Institutional Goal #2 “Promoting a Learner Centered Environment”

Which NSTEP objective/s will this funding benefit?

NSTEP objective 1: To improve access to technology by students, faculty and staff

3: To upgrade student technology laboratories with modern technology

5: To upgrade and maintain the campus communication network and infrastructure

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project. (0 points)

Ms. Barbara Gillis, MA, M.Ed.
Director of Testing

8. Describe any personnel (technical or otherwise) required to support the project/initiative. (5 points)

No additional personnel are requested. However, support for implementation will be requested.

9. Provide a schedule for implementation and evaluation. (5 points)

- Grant approval
- Order of requested items
- Receipt and installation of requested items
- Market expanded services provided by Testing Center

10. Estimate the expected life of hardware and software.

Hardware is expected to last 8-10 years

Explain any anticipated equipment/software upgrades during the next five years. (0 points)

Updates to software will become the responsibility of the Testing Center

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any

equipment received. Equipment will not be purchased until an acceptable policy is in place to ensure equipment security. (15 points)

Due the existing need for security, The Testing Center currently has its on key way form other offices. The Director of Testing is always in the Center or the doors are locked down. Student workers or graduate students do not have access to the office. The Director of Testing is the only person other than the building supervisor who access to the Testing Center. The Testing Center will be monitored from 8- 4:30 daily.

12. Attach a detailed budget, including: specs., description, cost, state contract number, and vendor for each item; cost of outside support personnel; and a description of how the proposal will support University/College/unit resources (i.e., cash match, funds from other sources, or reallocation of existing hardware/software or other equipment. (20 points)

Budget for the Purchase of Computers for the Testing

ordered

Quantity	Description	Vendor/Vendor Catalog Number or State Contract	Cost per Unit	Total
✓ 5	OptiPlex GX620 SFF with Int Broadcom@GbNIC IntelPentium D Processor 830 (3GHzDC,2X1M,800MHzFSB	Dell State # 403834	\$1,423.67	\$7,118.35
✓ 1	OptiPlex GX620 SFF with Int Broadcom GbNIC Intel Pentium	Dell State # 403834	\$1,634.27	\$1,634.27
✓ 1	Desktop LCD/CRT Privacy Computer Filter	Corporate Express	\$ 603.76	\$ 603.76
✓ 5	Midnight Black LCD/CRT Privacy Computer Filters	Corporate	\$ 206.13	\$1,030.65
✓ 6	Office Pro2003	Software House International	\$ 51.28	\$ 307.71
✓ 6	Front Page 2003	Software House International	\$ 35.12	\$ 210.69
			TOTAL	\$10,905.43
	Furniture	STF	In Kind	

Attach a letter of support for the project signed by the requesting unit's Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests). (0 points)

October 24, 2005

Jennifer Long
Director, Student Technology Fees
Northwestern State University

The purpose of this letter is to reflect 100% support for the written request regarding updating of the Northwestern State University Testing Center. The Testing Center needs to be brought up to current technology standards to meet the needs of students as well as meeting the mission, goals and objectives of the university. The Testing Center also supports recruiting and admission efforts through various testing services. Technology updates will aid in the incoming demands of the testing center and enable the Office of Testing to work more efficiently.

Your consideration in this request for a more modern and efficient Testing Center will be greatly appreciated.

Patrice Moulton, Ph.D.
Acting Vice President for Student Affairs

PM:pg

October 14, 2005

Jennifer Long
Room 113D Watson Library
Northwestern State University
Natchitoches, LA 71497

Dear Ms. Long:

I am writing in support of the Student Technology Grant submitted by Ms. Barbara Gillis, Director of Testing.

The Testing Center is in dire need of updated computers and associated equipment and software. Updated technology is required to conduct national examinations as well as local examinations administered by Northwestern State University. Included among the many exams administered at Northwestern are: COMPASS, CLEP, GED, Major Exit Exams, and others. Ms. Gillis also utilizes technology to maintain student records and to allow student opportunities to study and practice for national exams.

The Testing Center provides services to Northwestern State University students as well as prospective students. In addition, the goals reflected in the grant parallel the mission of the University and the Testing Center. All of these efforts are reflected in the Strategic Plan for Student Affairs.

Without the assistance provided via Student Technology, the Testing Center at Northwestern will continue to lag behind other centers at sister institutions. Such assistance will prove a true benefit to Northwestern students.

Should you have questions, please feel free to contact me.

Sincerely,

Frances Watkins Conine, M.Ed., LPC, LMFT
Director of Student Services
Northwestern State University

FWC: nas

Copies:
Dr Moulton
Mrs. Gillis

Buy Online or Call 1-888-997-3355



Louisiana State Contract # 403834 Comm Code 204-68-000865

Systems Software & Peripherals Standard Configurations Custom Links Support Contact
 BACK TO: Premier Home > My Cart Account Options Order Status E-Quotes My Cart Logout

Your current E-quote Number E006939682 Detail

Help with E-quotes ([Click Here](#))

View Options:

View Order Summary

View Order Details

Total Price*: \$8,752.62

Description	Quantity	Unit Price	Item Total
1 OptiPlex GX620 SFF with Int Broadcom® GbNIC Intel® Pentium® D Processor 830 (3GHz,DC,2X1M,800MHz FSB)	5	\$1,423.67	\$7,118.35

Reconfigure Remove

Update

Date:	Monday, October 24, 2005 9:55:24 AM CST
Catalog Number:	84 RC961325
OptiPlex GX620 SFF with Int Broadcom® GbNIC:	Intel® Pentium® D Processor 830 (3GHz,DC,2X1M,800MHz FSB) 630SD - [221-9194]
Operating System(s):	Genuine Windows® XP Professional, SP2, with Media XPP2E - [420-4850]
File System:	NTFS File System for all Operating Systems NTFS - [420-3699]
Memory:	1.0GB DDR2 Non-ECC SDRAM,533MHz, (2DIMM) 1G2N52 - [311-5021]
Keyboards:	Dell USB Keyboard, No Hot Keys EUSB - [310-5247]
Monitors:	Dell 17 inch UltraSharp™ 1706FPV All-In-One stand for SFF chassis 1706FPC - [320-4368]
Video Card:	PCIe 128MB ATI Radeon X600SE (1 DVI/1 TV-out), low profile 128DVEL - [320-4276]
Boot Hard Drives:	80GB SATA II, 7200 RPM Hard Drive with 8MB Data Burst Cache™ 80S2 - [341-2247]
Floppy:	No Floppy Drive NFD - [341-2290]

Mouse:	Dell USB 2-Button Optical Mouse with Scroll USBO - [310-6609]
Lead Free Motherboard:	RoHS Compliant Lead Free Chassis and Motherboard ROHS - [341-2663]
Removable Media Storage Devices:	24X CDRW/DVD Combo, with DVD Playback 24COMBO - [313-3326]
Audio Solutions:	Integrated AC97 Audio INTSND - [313-8170]
Speakers:	Dell™ AS501 Sound Bar, for all UltraSharp™ Flat Panel displays AS501 - [313-3434]
Resource CD:	No Resource CD NORCD - [313-3673]
Energy Star Setting:	Energy Star Enable ES - [310-4721]
Hardware Support Services:	4 Year Limited Warranty plus 4 Year NBD On-Site Service LWOS - [900-6630] 902-1453 983-2207 983-2217
Installation Support Services:	No Onsite System Setup NOINSTL - [900-9987]
Mouse Pad:	Mouse Pad MPAD - [310-3559]

2 OptiPlex GX620 SFF with Int Broadcom® GbNIC Intel® Pentium® D Processor 830 (3GHz,DC,2X1M,800MHz FSB) 1 \$1,634.27 \$1,634.27

Reconfigure Remove


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Monitors:	Dell 20 inch UltraSharp™ 2001FP Flat Panel, Adjustable Stand, VGA/DVI 2001FP - [320-1577]
Video Card:	PCIe 128MB ATI Radeon X600SE (1 DVI/1 TV-out), low profile 128DVEL - [320-4276]
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Audio Solutions:	Integrated AC97 Audio INTSND - [313-8170]
Speakers:	Dell™ AS501 Sound Bar, for all UltraSharp™ Flat Panel displays AS501 - [313-3434]
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Installation Support Services:	No Onsite System Setup NOINSTL - [900-9987]
Mouse Pad:	Mouse Pad MPAD - [310-3559]

add item to your E-quote

Total Price* \$8,752.62

 Return to List

E-quote E006939682 Details

Saved By Alfred Ehlers(ehlersa@nsula.edu)
Saved On 10/24/2005
Expires On 12/23/2005
Phone Number ()
Description Testing Services Workstations
Notes / Comments
Purchasing Agent's Name Diana Cobb
Notes / Comments

Northwestern State University

Natchitoches, LA 71497

Purchase Order No. _____

REQUEST FOR PURCHASE ORDER

Vendor

Name Software House International
 Address 7485 Elliot Road
 City Baton Rouge St LA ZIP 70817
 Phone 225-755-6947

Ship To

Name _____
 Address _____
 City _____ St _____ ZIP _____
 Phone _____

QTY	LINE	DESCRIPTION	EACH	TOTAL
6		Office Pro 2003 Win32 All Languages MVL Part Number 269-06824 Product Type: Non-Specific	\$51.28	\$307.71
6		FrontPage 2003 Win32 All Languages MVL Part Number 392-02345 Product Type: Non-Specific	\$35.12	\$210.69
		ACADEMIC MASTER ENROLLMENT # 5194538 LAICU ENROLLMENT# 9546959		

Payment Details

- Check
- Cash
- Account No.
- Credit Card

Name _____
 CC # _____
 Exp Date _____

SubTotal	\$518.40
Shipping & Handling	
Taxes State	
TOTAL	\$518.40

Shipping Date

Approval

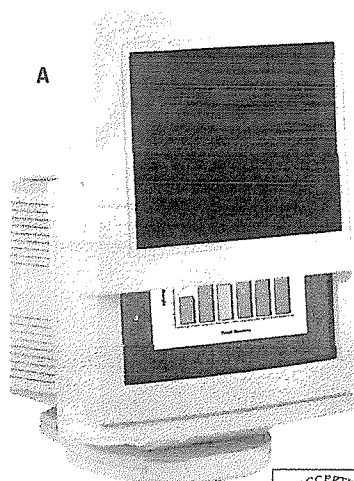
Date 10/7/2003
 Order No _____
 Sales Rep Laurie Conrad
 Ship Via _____

Notes/Remarks

COMPUTER, MONITOR FILTERS

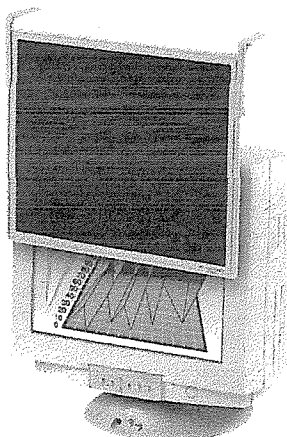


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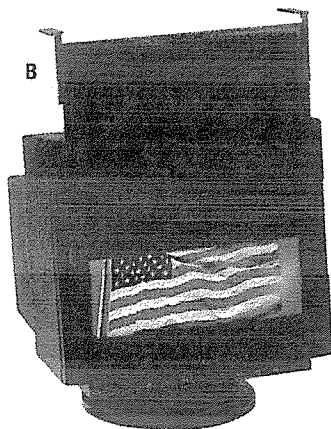
FREE CD/DVD
cleaning cloth

HIPAA

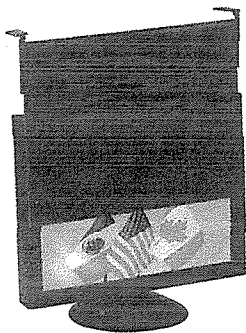


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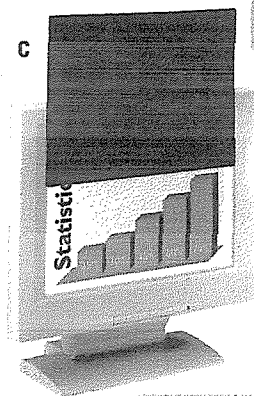
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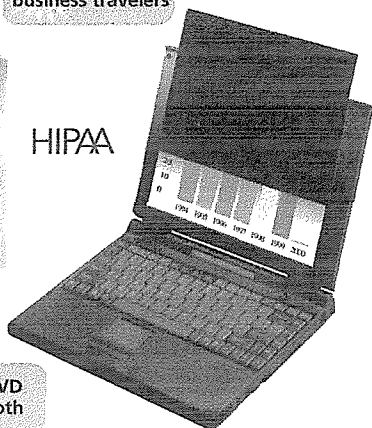


C



Perfect for
business travelers

HIPAA



FREE CD/DVD
cleaning cloth

A. DESKTOP LCD/CRT PRIVACY COMPUTER FILTERS

- 3M patented microlouver technology blacks out screen image from the side view.
- Filters do not blur or distort images on the screen and significantly reduce glare.
- PF400 series block up to 99.9% ELF/VLF E-field radiation when grounded.
- PF500 series blocks glare up to 95%.
- PF400 series provides glare reduction, anti-radiation and privacy.
- PF500 series provides glare reduction and privacy.
- Available in flat or contour frame designs.
- Manufacturer's lifetime warranty.

MFG#	DESCRIPTION	LIST PRICE
Flat Frames		
MMMPF400L	Fits 14"-16" CRTs/15" LCDs	188.36 EA
MMMPF400XL	Fits 16"-19" CRTs/17"-18" LCDs	332.58 EA
MMMPF400XXL	Fits 19"-21" CRTs/19"-20" LCDs	603.76 EA
MMMPF500L	Fits 13"-15" CRTs	155.42 EA
MMMPF500XL	Fits 16"-19" CRTs/17"-18" LCDs	239.16 EA
Contour Frames		
MMMPF450L	Fits 13"-15" CRTs	228.76 EA
MMMPF450XL	Fits 16"-18" CRTs/15" LCDs	415.96 EA
MMMPF450XXL	Fits 19"-21" CRTs	668.22 EA



B. MIDNIGHT BLACK LCD/CRT PRIVACY COMPUTER FILTERS

- Allows screen data to be seen only by persons directly in front of the monitor. 3M privacy technology blacks out screen images from a side view with no blurring or image distortion.
- Reduces screen glare up to 95% for easier, more comfortable viewing.
- Fits both desktop LCD and CRT monitors.
- Helps protect your LCD display from scratches and damage.
- Blocks up to 99.9% of ELF/VLF E-field radiation and reduces static and dust build-up, when properly grounded.
- Midnight black frame adds a sleek, coordinated look to your office.
- Assembly-free flat frame.
- Manufacturer's lifetime warranty.

MFG#	DESCRIPTION	LIST PRICE
MMMPF400LB	Fits 14"-16" CRTs/15" LCDs	206.13 EA
MMMPF400XLB	Fits 16"-19" CRTs/17"-18" LCDs	332.58 EA



C. LCD AND NOTEBOOK PRIVACY COMPUTER FILTERS

- Keeps on-screen information private. From the side, others see a dark, blank screen, providing worry-free privacy.
- Helps protect computer screen from scratches, fingerprints and damage.
- Improves contrast and privacy without blurring or distorting screen images.
- Attaches and removes easily and can be left on the notebook when closed.
- Manufacturer's lifetime warranty.

MFG#	DESCRIPTION	LIST PRICE
MMMPF141	Fits 14" Notebook	95.00 EA
MMMPF150	Fits 15" Notebook/LCD	115.00 EA
MMMPF170	Fits 17" Notebook/LCD	135.00 EA
MMMPF181	Fits 18" Notebook/LCD	145.00 EA

HIPAA These products conform to the new HIPAA regulations.

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NORTHWESTERN STATE
UNIVERSITY OF LOUISIANA
Natchitoches, LA 71497

Student Technology
Watson Library, Room 113

Telephone (318) 357-6482
FAX (318) 357-6480

January 6, 2005

Ms. Barbara Gillis
Testing Center
Student Union
Nathitoches, LA 71458

Dear Ms. Gillis,

It is with pleasure that the STAT (Student Technology Advisory Team) has fully funded your grant proposal for Fiscal Year 2005-06 in the amount of \$10,905.43.

Ordering of equipment listed in the grant proposal will take place during the month of January.

Please be reminded that your grant was funded through Northwestern Student Technology Fees, all equipment purchased, therefore, must be used exclusively and directly for/by Northwestern students.

You are commended for, and encouraged to continue your efforts to enrich the learning environment for students at Northwestern State University. Your time, effort, and vision in service of the students are greatly appreciated. If you have questions or need additional information please contact me by phone or via email at: long@nsula.edu.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer".

Jennifer Long
Student Technology Fee

cc: Mrs. Francis Conine