2007.0015

Student Technology Fee
Funding Request Form
Surplus Funds for Fiscal Year 2006-07
Northwestern State University of Louisiana

This document will not be accepted without complete information, detailed budget, specifications of each piece of equipment and pricing.

Prepared by: MICHAEL MATTHEWS   For: WATSON LIBRARY

College: _____ Campus: NATCHITOCHES Department: LIBRARY

Where will requested equipment be located/installed/housed: Bldg. WATSON   Room 115

Are property policies and procedures in place by the department for equipment requested. Yes

Delivery to the Student Technology office located in Watson Library, Room 113. Date TBA

1. Describe target audience.

The target audience is all students who receive library instruction for classes with enrollments over thirty (30). This includes all OR 1010 classes, most ENGL 1010 classes, and a majority of foundation courses within each major.

2. Describe project/initiative for which you are requesting funds.

Currently, Room 115 has only one projector and screen. Room 115 has seating for up to 60 students, but only half of them can actually see the screen. The other half of the class must either sit on the crowded side of the room, or simply not participate. SOLUTION: We are asking for one projector and screen for the other half of Room 115.

3. State measurable objectives that will be used to determine the impact/effectiveness of the project.

Students who receive training and/or instruction Room 115 will be able to learn much more effectively. The entire class will be able to participate during the Instructors presentation.

4. Indicate how each project objective will be evaluated.

Project objectives will be evaluated by interviewing students and especially faculty about the new facilities.

5. Provide a justification for funding of the project. Estimate the number of students that will be served per academic year and in what ways. Please indicate also any unique needs of the target group.

JUSTIFICATION:

1. According to last year's data, over 4000 students used the library instruction service at NSU libraries. This figure does not include training by STS on other departments.

2. Generation Y students and Millenials demand teaching environments which provide audio/visual and multimedia presentations. Room 115 is also the primary classroom for teaching computer and information literacy to these students.

6. If funded, which NSTEP (http://www.nsula.edu/nstep/NSTEP.pdf) objective will this funding of this project advance. How will funding of the project advance the University and College / unit technology plan?

NSTEP Objectives addressed by this project include:
1. It will "improve access to technology by students, faculty, and staff."
2. It will "provide (a classroom) with updated technology and multimedia"
3. It will "upgrade student technology laboratories" because it serves as the primary classroom for STS training, as well as library instruction.

University and Unit Goals:
This project will fulfill the university goal of providing "learner centered environment(s)," and it will assist in providing "innovative strategies and pedagogy" for both the library instruction program and STS personnel.

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.

Jennifer Long, as the Administrator of Student Technology Services, will assure the positive outcome for this project.

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

1. Personnel from Creative Presentations (see attached) will be contracted to perform the work.
2. Any remaining technical details will be efficiently handled by STS staff.

9. Provide a schedule for implementation and evaluation.

equipment ordered in May
Received in June
Implemented/Installed in June
Ready for student use for the fall
Semester

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

1. Hardware should last in perpetuity.
2. No software will be used for this project
3. No upgrades to the projector, projection system or screen should be necessary.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Tech Fee grant.

1. Projector will be fastened to the ceiling of 115 with metal brackets.
2. Screen will be fastened to the wall of Room 115 using masonry screws and brackets.
— Thus, both items are immovable.

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.
13.	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).

Creative Presentations
Visual Communications Made Simple

Date: 4/27/2007
To: Jennifer Long/NSU
Phone: 318-357-6482

From: Scott Albarado (scotta@creativepres.com)
Re: **Quote for Adding 2nd Projector & Screen to Rm#115**

Qty	Description	Line #	*Unit Price	*Total Price
	State Contract #406245			
1	Creative Presentations - CPI-IRSENTRYLEVEL - Integrate Room Solution Entry Level - system includes - Display Device, screen, video components, mounts for display device, interface components, cables and connectors, and miscellaneous parts.	04001	$ 6,086.24	$6,086.24
16	Professional Services(Installation)	99777	$ 90.00	$1,440.00
	Total			**$7,526.24**

What's in The Above Bundle:

1. One Sharp XG-C330X 3300 Lumens Projector
2. Projector Ceiling Mounting Hardware
3. Da-Lite 120" Diagonal Contour Electrol Wall Mounted Electric Screen
4. 1 x 3 VGA Splitter and all cabling needed
5. All installation and setup

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