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Student Technology Fee  
Funding Request Form  
Special Initiative Fiscal Year 2007-08  
Northwestern State University of Louisiana

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

Prepared by: John R. Foster For: Communication Courses

College: Liberal Arts Campus: Natchitoches Department: Lang & Comm  
Where will requested equipment be located/installed/housed: Bldg. Keyser Room 400

Total amount requested \$ 25,560 or 51,120.00 Any matched funds: Yes No Department

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

1. Describe target audience.  
Public Speaking classes taught in the classroom and students taught via the Internet.

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

The initiative is to make use of the most advanced technology to record presentations of both students in the classroom. Recordings of students can then be streamed to them so that they can in very real time receive and view copies of their individual presentations. It will also provide the ability to stream faculty lectures via the Blackboard to students enrolled in Internet sections.

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

To record all student presentations and stream those presentations via blackboard to each individual student.

To record faculty presentations being streamed to Internets students thus better approximating classroom experiences by Distance Learning Students.

4. Indicate how each project objective will be evaluated.

We will be able to record student presentations and determine through the Blackboard which students have received and viewed their presentations.

By recording faculty lectures with the ability to stream those lectures to students, we will be able to hold students accountable and testable for material within what would otherwise be missed lecture.

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.

This project will directly affect four hundred in classroom 400 students per year and another 200 students via the Internet. All students in both groups will need Blackboard access with speakers or headphones via the Internet either at home or though lab access.

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

In support of the first objective, "To improve access to technology by students, faculty, and staff at Northwestern State University" this equipment will "improve access to campus resources" by allowing students the opportunity to receive more timely feedback concerning their in class presentations. In support of this objective, the equipment will provide students access to new technology with a wide range of capabilities and direct online access that allows added learning opportunities through Blackboard.

This proposal fully supports the second objective "to provide classrooms with updated technology and multimedia" access. With this equipment, faculty can stay abreast of advances in pedagogy while the advantage to our students is direct classroom access to the most advanced learning alternatives. It supports the effort to construct or refit 25% of all classrooms on all campuses annually to provide for use of multimedia hardware/ software for instruction.

Objective seven is supported in that it will "encourage technology initiatives by faculty, staff, and students" as new possibilities are explored within the classroom and Internet class environments.

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.

Dr. John R. Foster who has been involved in prior recording initiatives of students in classroom and lab settings. He efforts are focused on bringing students real time feedback to improve their public speaking skills across the curriculum.

MS Tammy Croghan has been teaching Communication courses via the internet at NSU for two years. Additionally, her area of graduate study is focused on improving distance learning options.

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

The cost of installation has been included in the overall price of the equipment. Once installed, the equipment can be maintained within the Information Systems network of support. Back up of recorded material can be through the University Main Frame or on a short term basis using 1 GB or larger Jump Drives or CD's.

9. Provide a schedule for implementation and evaluation.

The cost of installation has been included in the overall price of the equipment. Once installed, the equipment can be maintained within the Information Systems network of support. Back up of recorded material can be through the University Main Frame or on a short term basis using 1 GB or larger Jump Drives or CD's.

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

The life expectancy is five years. Since this is a new item which will allow us to experiment on all the possibilities for use to support speaking across the curriculum and to improve Internet instruction, we anticipate adding additional similar items of equipment being added as we can acquire them.

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

The lock on Room 400 will has been changed to a CM5196XKPIxSLBx626 door lock that controls access with IBF Black Key Fobs issued to individual instructors assigned to Room 400 Kyser Hall. This has become the standard lock system to control access to - sensitive items in classrooms across campus. In addition, a requested storage cabinet has a key lock which further limits access to the sensitive components of the entire system.

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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. **All of the information requested must be attached or the request will not be accepted. (See Attached)**

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13. List two individuals and their letters of support for the project. The letters needs to be from unit's Dean, the appropriate Vice President or the SGA President.

1. Dr, Donald Hatley, Dean, College of Liberal Arts
2. Dr. Lisa Abney, Head, Department of Language and Communication

Item 12.

The attached budget and specification sheets are attached as required.

The expected life of this equipment is five years.

The following calculations have been made based on a five year life for the system. The average Communication Course has between twenty-five to thirty students. Five to six Communication 1010 sections of are taught per semester in Room 400 with an additional three sections taught via the Internet which can make use of this equipment to construct material that can be streamed to students through Blackboard. If this equipment has a service life of five years then it can be used in eight to nine sections per semester per Fall and Spring semesters. Based only on Fall and Spring terms the amortized cost on a five year period would make the cost per student approximately one dollar twenty cents (\$1.20).

Students need to be afforded the opportunity to maximize their access to university technology and that should begin in the "core course" classroom environment. Unless from the beginning we place items of equipment that both challenge and instruct students in the progressive nature of technology, we are not going to meet the University technology goals. The core course environment seems the opportune place to expose the greatest number of students at the earliest opportunity to technology and its varied uses. This initiative clearly supports the first objective, "To improve access to technology by students, faculty, and staff at Northwestern State University" by teaching students how to access those resources while still in the entry level courses.

Clearly the second objective "to provide classrooms with updated technology and multimedia" access will be met in a way that provides a range of options in support of classroom instruction.

Objective seven is supported in that it will "encourage technology initiatives by faculty, staff, and students" as new possibilities are explored within the classroom environment.

Department of Language and Communication  
 Room 400 Kyser Hall  
 Budget

Item	Quantity	Cost	Vendor/Contract #
CPI-Room8-Level 8- Room Solution system includes- display device, deluxe control system with switching, equipment rack, video and audio components, mount for display devices, interface components, cables and connectors and miscellaneous parts.	1	\$22,520.00	Creative Presentations Contract #406245
Professional Services (Installation & Remote Implementation of DMR 310)	1	\$1,440.00	Creative Presentations Contract #406245
<b>TOTAL COST</b>		<b>\$ 23,960.00</b>	Creative Presentations Contract #406245
Optional: CPI-WARR3 - One year extended warranty.	1	\$1,600.00	Creative Presentations Contract #406245

What is in the above Bundle:

1. Media Points DMR310 with optional 1 Year Priority Service Agreement
2. Portable 14 Space Middle Atlantic PTRK-14 Rack
3. 17" LCD Monitor and LCD Rack Monitor Mount
4. 1X2 VGA Distribution Amplifier
5. 50' VGA M-M Plenum Cable
6. Miscellaneous Items Needed
7. All installation, Implementation and training on use of system

# Creative Presentations

Visual Communications Made Simple

Date: 8/14/2007  
 To: John Foster/NSU  
 Phone: 318-332-0035

7281  
 \* 25,560.00

From: Scott Albarado (scotta@creativepres.com)  
 Re: **Quote For MediaPointe Integrated System**

<u>Qty</u>	<u>Description</u>	<u>Line #</u>	<u>*Unit Price</u>	<u>*Total Price</u>
<b>State Contract #406245</b>				
1	Creative Presentations - CPI-Room8 - Level 8 - Room Solution - system includes - display device, deluxe control system with switching, equipment rack, video and audio components, mount for display devices, interface components, cables and connectors and miscellaneous parts.	04028	\$ 22,520.00	\$22,520.00
16	Professional Services(Installation & Remote Implementation of DMR310 )	99777	\$ 90.00	\$1,440.00
<b>Total</b>				<b>\$23,960.00</b>

**Optional Extended Warranty Upgrade for Room Bundle:**

1	Creative Presentations - CPI-WARR3 - One year extended warranty	05010	\$ 1,600.00	\$1,600.00
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**What's in The Above Bundle:**

1. MediaPointe DMR310 with optional 1 Year Priority Service Agreement
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3. 17" LCD Monitor and LCD Rack Monitor Mount
4. 1 x 2 VGA Distribution Amplifier
5. 50' VGA M-M Plenum Cable
6. Miscellaneous Items Needed
7. All installation, Implementation and training on use of system

3639 Ambassador Caffery Pkwy, Suite 402, Lafayette, LA 70503  
 Phone (337) 406-0480 Toll Free (877) 406-0480 Fax (337) 406-0760  
 Corporate Office  
 Phone (800) 4442480 Fax (504) 454-9535





**NORTHWESTERN STATE**  
UNIVERSITY OF LOUISIANA  
Natchitoches, LA 71497

College of Liberal Arts  
P. O. Box 5314

Telephone (318) 357-4330  
FAX (318) 357-4255

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August 7, 2007

To Whom It May Concern:

I am pleased to extend my support to Dr. John R. Foster's application for a Student Technology Fee Grant within the Department of Language and Communication.

The goal of the university to advance student access, use, and knowledge of innovative technologies to aid in their learning experience is met directly with the addition of the Digital Media Recorder (DMR) system. The DMR can simultaneously stream while recording and allowing live sharing as well as on-demand access of full motion video and stereo audio content. Videos recorded with the DMR can be transferred onto intranet, the internet through Blackboard or with "Copy Me" downloaded onto a CD-ROM or USB flash drive. This equipment will allow instructors to video classroom presentations and stream them through Blackboard to students for their review and comment. The DMR will also allow Internet courses to be supported with recorded segments that can be streamed to the students enrolled in these sections.

I believe the DMR can be a positive tool to develop speaking across the curriculum and refine online pedagogies. I urge you to support this grant because it directly addresses implementation of the University Technology Plan.

Sincerely,

A handwritten signature in cursive script that reads "Don Hatley".

Donald W. Hatley, Dean  
College of Liberal Arts



**NORTHWESTERN**  
**State University**

A Member of the University of Louisiana System  
Natchitoches, Louisiana 71497

Department of Language and Communication

Telephone (318) 357-6272

English

Foreign Language

Speech

Student Technology Fee Committee  
Northwestern State University  
Natchitoches, LA 71497

August 15, 2007

Dear Committee Members:

I heartily support Dr. John Foster's proposal for funding. This equipment will be very beneficial for our students and faculty who teach communication and other subjects also. Dr. Foster has dedicated many hours to growing our Communication program, and I am delighted that he has this opportunity.

Should you further questions, please contact me at 318.357.6272.

Best regards,

Lisa Abney, Ph.D.  
Department Head

**Student Technology Fee  
Funding Request Form  
Special Initiative Fiscal Year 2007-08  
Northwestern State University of Louisiana**

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

Prepared by: John R. Foster For: Distance Learning Courses

College: ECE Campus: Natchitoches Department: Distance Learning  
Where will requested equipment be located/installed/housed: Bldg. Russell Hall  
Room 108

Total amount requested \$ 18,000 Any matched funds: Yes No  
Department \_\_\_\_\_

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 August 15, 2007

1. Describe target audience.

Distance Learning Students in Shreveport and Leesville, especially those who will be taking Communication courses in which presentations are required

2. Describe project/initiative for which you are requesting funds. The initiative is to make use of the most advanced technology to record presentations of both students and faculty. Recordings of students can then be streamed to them so that they can in very real time receive and view copies of their individual presentations. It will also provide the ability to stream faculty lectures to students that would have been missed had the compressed video equipment link been severed during normal class time.

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

To record all student presentations and stream those presentations via blackboard to each individual student.

To record faculty presentations as a temporary record of lectures to reduce missed instruction caused by Compressed Video System outages.

- 
4. Indicate how each project objective will be evaluated.

We will be able to record student presentations and determine through the Blackboard which students have received and viewed their presentations.

By recording faculty lectures with the ability to stream those lectures to students, we will be able to hold students accountable and testable for material within what would otherwise be missed lecture.

- 
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.

The number of students who are taught through compressed video from Room 108 of Russell Hall will be approximately 200 students in Communications Courses to the Nursing Center in Shreveport (COMM 4020) and to COMM 1010 students in Leesville. All students will need Blackboard access with speakers or headphones at home or in a lab setting.

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

In support of the first objective, "To improve access to technology by students, faculty, and staff at Northwestern State University" this equipment will "improve access to campus resources" by allowing students the opportunity to receive more timely feedback concerning their in class presentations. In support of this objective, the equipment will provide students access to new technology with a wide range of capabilities and direct online access that allows added learning opportunities through Blackboard.

This proposal fully supports the second objective "to provide classrooms with updated technology and multimedia" access. With this equipment, faculty can stay abreast of advances in pedagogy while the advantage to our students is direct classroom access to the most advanced learning alternatives. It supports the effort to construct or refit 25% of all classrooms on all campuses annually to provide for use of multimedia hardware/ software for instruction.

Objective seven is supported in that it will "encourage technology initiatives by faculty, staff, and students" as new possibilities are explored within the classroom and Internet class environments.

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.

Dr. John R. Foster who has been involved in prior recording initiatives of students in classroom and lab settings. He efforts are focused on bringing students real time feedback to improve their public speaking skills across the curriculum.

MS Tammy Croghan has been teaching Communication courses via the internet at NSU for two years. Additionally, her area of graduate study is focused on improving distance learning options.

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

The cost of installation has been included in the overall price of the equipment. Once installed, the equipment can be maintained within the Information Systems network of support. Back up of recorded material can be through the University Main Frame or on a short term basis using 1 GB or larger Jump Drives or CD's.

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9. Provide a schedule for implementation and evaluation.

The cost of installation has been included in the overall price of the equipment. Once installed, the equipment can be maintained within the Information Systems network of support. Back up of recorded material can be through the University Main Frame or on a short term basis using 1 GB or larger Jump Drives or CD's.

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

The life expectancy is five years. Since this is a new item which will allow us to experiment on all the possibilities for use to support speaking across the curriculum and to improve Internet instruction, we anticipate adding additional similar items of equipment being added as we can acquire them.

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

The lock on Room 108 controls access with a High Security lock through a code controlled by ECE. This should provide ample security to limit access to the sensitive components of the entire system.

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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). **All of the information requested must be attached or the request will not be accepted.**

See Attached Sheet

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13. List two individuals and their letters of support for the project. The letters needs to be from unit's Dean, the appropriate Vice President or the SGA President.
1. Dr, Donald Hatley, Dean, College of Liberal Arts
  2. Dr. Lisa Abney, Head, Department of Language and Communication

Item 12.

The attached budget and specification sheets are attached as required.

The expected life of this equipment is five years.

The following calculations have been made based on a five year life for the system. The average Communication Course has between twenty-five to thirty students. One section of Communication 1010 and two sections of Communication 4020 are taught per semester in Room 108 of Russell Hall. Additional sections can make use of this equipment to construct material that can be streamed to students through Blackboard. If this equipment has a service life of five years then it can be used in a minimum of three sections per semester per Fall and Spring semesters. Based only on Fall and Spring terms the amortized cost on a five year period would make the cost per student approximately three dollar (\$3.00).

Students need to be afforded the opportunity to maximize their access to university technology and that should begin in the "core course" classroom environment. Unless from the beginning we place items of equipment that both challenge and instruct students in the progressive nature of technology, we are not going to meet the University technology goals. The core course environment seems the opportune place to expose the greatest number of students at the earliest opportunity to technology and its varied uses. This initiative clearly supports the first objective, "To improve access to technology by students, faculty, and staff at Northwestern State University" by teaching students how to access those resources while still in the entry level courses.

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Objective seven is supported in that it will "encourage technology initiatives by faculty, staff, and students" as new possibilities are explored within the classroom environment.



Department of Language and Communication  
 Room 400 Kyser Hall  
 Budget

Item	Quantity	Cost	Vendor/Contract #
CPI-Room8-Level 8- Room Solution system includes- display device, deluxe control system with switching, equipment rack, video and audio components, mount for display devices, interface components, cables and connectors and miscellaneous parts.	1	\$22,520.00	Creative Presentations Contract #406245
Professional Services (Installation & Remote Implementation of DMR 310)	1	\$1,440.00	Creative Presentations Contract #406245
<b>TOTAL COST</b>		\$ 23,960.00	Creative Presentations Contract #406245
Optional: CPI-WARR3 - One year extended warranty.	1	\$1,600.00	Creative Presentations Contract #406245

What is in the above Bundle:

1. Media Points DMR310 with optional 1 Year Priority Service Agreement
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5. 50' VGA M-M Plenum Cable
6. Miscellaneous Items Needed
7. All installation, Implementation and training on use of system

# Creative Presentations

Visual Communications Made Simple

Date: 8/14/2007  
 To: John Foster/NSU  
 Phone: 318-332-0035

From: Scott Albarado (scotta@creativepres.com)  
 Re: Quote For MediaPointe Integrated System

<u>Qty</u>	<u>Description</u>	<u>Line #</u>	<u>*Unit Price</u>	<u>*Total Price</u>
<b>State Contract #406245</b>				
1	Creative Presentations - CPI-Room8 - Level 8 - Room Solution - system includes - display device, deluxe control system with switching, equipment rack, video and audio components, mount for display devices, interface components, cables and connectors and miscellaneous parts.	04028	\$ 22,520.00	\$22,520.00
16	Professional Services(Installation & Remote Implementation of DMR310 )	99777	\$ 90.00	<u>\$1,440.00</u>
<b>Total</b>				<b>\$23,960.00</b>
<b>Optional Extended Warranty Upgrade for Room Bundle:</b>				
1	Creative Presentations - CPI-WARR3 - One year extended warranty	05010	\$ 1,600.00	\$1,600.00

**What's in The Above Bundle:**

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 Phone (800) 4442480 Fax (504) 454-9535



**NORTHWESTERN STATE**  
UNIVERSITY OF LOUISIANA  
Natchitoches, LA 71497

**College of Liberal Arts**  
P. O. Box 5314

Telephone (318) 357-4330  
FAX (318) 357-4255

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August 7, 2007


To Whom It May Concern:

I am pleased to extend my support to Dr. John R. Foster's application for a Student Technology Fee Grant within the Department of Language and Communication.

The goal of the university to advance student access, use, and knowledge of innovative technologies to aid in their learning experience is met directly with the addition of the Digital Media Recorder (DMR) system. The DMR can simultaneously stream while recording and allowing live sharing as well as on-demand access of full motion video and stereo audio content. Videos recorded with the DMR can be transferred onto intranet, the internet through Blackboard or with "Copy Me" downloaded onto a CD-ROM or USB flash drive. This equipment will allow instructors to video classroom presentations and stream them through Blackboard to students for their review and comment. The DMR will also allow Internet courses to be supported with recorded segments that can be streamed to the students enrolled in these sections.

I believe the DMR can be a positive tool to develop speaking across the curriculum and refine online pedagogies. I urge you to support this grant because it directly addresses implementation of the University Technology Plan.

Sincerely,

  
Donald W. Hatley, Dean  
College of Liberal Arts



**NORTHWESTERN**  
**State University**

A Member of the University of Louisiana System  
Natchitoches, Louisiana 71497

**Department of Language and Communication**

Telephone (318) 357-6272

English

Foreign Language

Speech

Student Technology Fee Committee  
Northwestern State University  
Natchitoches, LA 71497

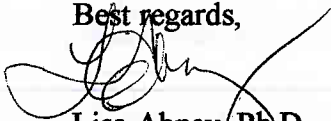
August 15, 2007

Dear Committee Members:

I heartily support Dr. John Foster's proposal for funding. This equipment will be very beneficial for our students and faculty who teach communication and other subjects also. Dr. Foster has dedicated many hours to growing our Communication program, and I am delighted that he has this opportunity.

Should you further questions, please contact me at 318.357.6272.

Best regards,



Lisa Abney, Ph.D.  
Department Head