Student Technology Fee

Grant Proposal

2009.026

2008-09

Tracy Brown

Approved Denied

Comment: _____

Diana Hamilton

Approved Denied

Comment: _____

Gary Gatch

Approved Denied

Comment: _____

Mike McDonald

Approved Denied

Comment: _____

Dale Martin

Approved Denied

Comment: _____

2008-2009 Student Technology Fee Grant Funding Request Form
Northwestern State University
Instructions

Please read carefully as some instructions have changed.

Funding from the Student Technology Fee Account is allocated annually to fund departmental and individual grants, awarded on a competitive basis, which advance the **teaching/learning process** within the mission of the University. All requests will be considered in this context, as articulated herein and as reflected in the unit's technology plan. Proposals should enable or enhance the ability of Northwestern students to access and assimilate large amounts of information, further their professional competence, and provide state of the art technologies in their field. The nature of, and rationale for, a request for student technology fee allocation must be consistent with the University's and requesting unit's technology plan.

Follow the steps below for processing grant proposal.

1. **Download grant proposal**
2. **Write grant proposal**
3. **Include all specs., state contract information, descriptions, quantity, vendor information with phone numbers, etc. according to grant proposal**
4. **Deliver to the Office of Student Technology, Watson Library, Room 113D by the deadline date.**
5. **No proposals will be accepted after 4:00 P.M., Friday, October 31, 2008. (All requested information must be provided for grant to be considered for funding). Incomplete proposals will be returned.**

REQUEST ALL PC/PRINTERS/HARDWARE QUOTES FROM JENNIFER LONG:
long@nsula.edu
DO NOT TAKE TO GRANT PROPOSAL TO INFORMATION SYSTEMS

- Request for grant funding must be by the College Dean, Director of the non-academic unit in which the request originates, or the Student Government Association President of the requesting campus (for student proposals). Multiple proposals from the same unit must be ranked in priority order.
- **Funding decisions will be made during the month of November, 2007.** Applicants will be informed thereafter.

Comm. # 3
2009.026

Student Technology Fee
Grant Proposal Request Form PF
Fiscal Year 2008-09
Northwestern State University of Louisiana

#2

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Linda Newman Cox For: Serials and Media Division

Department/Unit: Library College: _____ Campus: Natchitoches

Which NSTEP Goals/Objectives does this project meet? Objectives 1& 8

Requested equipment will be located/installed/housed? Building Library Room 311

Are department property policies and procedures in place for requested equipment? yes

Which individual will be responsible for property control of the requested equipment? Annette Merrell

Signature: _____ Date: 10-31-08

Grant Proposal Requested Amount:$ 45,545 for 5 reader printers* Budget Attached (circle one):YES/NO
*[Please note that although this grant proposal is for 5 machines, we will settle for any number from 2 to 5. The cost is $9,109 per machine. lnc]

Grant delivered to Student Technology located in Watson Library, Room 113. Date 10-31-08

The grant proposal must include all specifications, description, model number, quotation, cost, state contract number, and vendor for each item. If the proposal does not include all requested information, it will be retuned to requestor.

1. Describe target audience.

Primarily students, and to a lesser degree, faculty, staff, and community patrons.

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

This request is for five Konica Minolta Reader Printers (MS 6000 MKII) for the Serials and Media Division of Watson Library. They will be used for student research that requires access to journals, magazines, and newspapers on microfilm or microfiche. They will replace current reader printers. At present, the two newest printers are eight years old and the other 3 are considerably older. Because of their age, they don't make use of the latest technology and they need frequent servicing. They also have scratched or torn irreplaceable film/fiche. At this writing, one of five machines is out of order. The library want to provide its users with good quality, reliable equipment to use in their research.

Please note that many of the materials are not available in other formats. For instance, the Serials & Media Division owns the *New York Times* on microfilm. While students can access the full text online through the LexisNexis database, coverage begins in 1980. Microfilm coverage goes back to its first issue in 1852.

Serials and Media also owns the *Times Picayune* on microfilm. It is also available online in full text from 1991 on through the LexisNexis database. The library's microfilm coverage begins way back to January 28, 1837. These newspapers along with other film/fiche holdings are primary resources. They fill 90 cabinets, and they are vital to student research. New reader printers are becoming a necessity to provide reliable access to them.

In addition, the interlibrary loan staff uses this equipment to print articles that have been requested by distance education students who cannot come to the library in person.

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

Objective 1. Reduce the number of service calls, which means the reader printers will be available more often.

Objective 2. Provide equipment that will be up-to-date, in good working order, and will satisfy the needs of students and other library patrons.

4. Indicate how each project objective will be evaluated.

Objective1. Records of the number of service calls in 2007 and 2008 will be compared to 2009 service calls to determine whether the number of instances of out-of-order machines has declined. A report will be submitted one year after the new equipment is installed.

Objective 2. Customer satisfaction will be determined by a brief survey, which will be something like this:

1. Have you used microfilm/microfiche reader printers in this room prior to [date of installation of new machines]? _____

2. If so, please check the answer that reflects your experience:
   a. Previous machines were better.
   b. Today's machine was better.
   c. I didn't notice any difference.

3. If today's machine was better, please list the features you liked in a few words.

4. If today's machine was not better, please tell us why.

5. On a scale of 1 to 5, with being very good and 5 being very poor, please rank your experience today by circling a number: 1 2 3 4 5

5. If funded, which NSTEP http://www.nsula.edu/nstep/NSTEP.pdf objective(s) will this funding of this project advance.

Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University. By providing new state-of-the-art reader printers, the library will improve access to technology by the NSU community.

Objective 8. To encourage innovation and research. New reader printers, which will be easier to use and have more sophisticated features than our current ones (see attached flyer), will encourage students to use them in their research.

How will funding of the project advance the University and College/unit technology plan?

One of the goals of the Library Technology Plan, which was written in 2005, was acquisition of three reader printers for the Serials and Media Division. Three years have passed without new ones. The need still exists, except that now five machines are needed.

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

From July 2006 to date, we have documented the use of 2,558 reels of microfilm and microfilm cards. The actual number is much higher, because library users often re-file their film/fiche, meaning it doesn't get counted. In addition, often several students will cluster around one machine and view the fiche or film together. We count the numbers of reels and cards that have been used, not the number of people who used them. We believe that virtually all of the usage has been for research.

We have to provide reliable access to our valuable resources. The statistics show that even our old, poor equipment is being used. We expect that new reader printers will promote more usage.

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.

Annette Merrell, Library Administrative Assistant, will order the reader printers and pay the annual service contract. She has held her position for 25 years and has vast experience with those things.

Rick Brewer, DataBank IMX agent for over 20 years. He has been involved with reader printers for the entire time. He will supervise technicians who set up the equipment.

Linda Cox, Head of the Serials and Media Division and Interlibrary Loan and a librarian at NSU for 17 years, will supervise the entire project and will compose the follow-up reports.

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

The library subscribes to an annual service contract with DataBank on its existing machines, which would be transferred to the new ones. The cost of the contract is $1,200 per machine per year, which pays for all parts and labor. The technician usually arrives within 24 hours of a phone call, and sometimes on the same day. He also provides annual maintenance.

9. Provide a schedule for implementation and evaluation.

DATE	ACTION	PERSON RESPONSIBLE
Upon approval	Place requisition order	Annette Merrell, Library office
On receipt of equipment	Install	Technicians from DataBank IMX
Spring 2009	Distribute surveys	Linda Cox, Madeline Meziere
May 2009	Tally survey results	Linda Cox
After one year	Compare service call stats	Linda Cox

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

According to Rick Brewer of DataBank IMX, the life expectancy of the reader printers is 10 years. No software or upgrades are required. The library's service contract will keep the machines in top working condition. (See #8)

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 Technology Fee. If you are requesting equipment that will be either/or checkout to students or moved within the department, you must provide a checkout/loan policy.

The reader printers will be stationary in the Serials & Media room near the circulation counter, which is staffed by a full-time person and student workers and in their full view. The machines are large, heavy, and not easily moved. They will be covered by a service contract for any needed repairs.

12. Detailed budget include all specs, pricing and vendors. Any incomplete proposal will be returned.

Equipment Requested	Price each including installation	Vendor
Konica Minolta Reader Printers (See detailed cost sheet attached.)	$9,109.00 X 5 machines (will settle for fewer machines)	DataBankIMX (See attached)

Attach two (2) letters of support for the project from the following individuals: the requesting department's Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests).

DataBank IMX

Imaging and Information Solutions

October 8, 2008

To: Linda Cox
Northwestern State University Libraries

From: Rick Brewer

Re: State Contract Pricing for Konica Minolta reader Printers

Contract # 406785
Expires 11/17/2008

Line Item #	Description		Cost
1013	MS6000 MKII Main Unit	ea	$ 4,895.00
1004	MSP3000 Laser Printer	ea	$ 1,649.00
1014	UC-7 Universal Carrier	ea	$ 1,850.00
1015	Zoom Lens	ea	$ 595.00
1010	On-Site Installation	ea	$ 120.00
		TOTAL	$ 9,109.00
Non-Contract Item			
	Workstation	ea	$ 375.00 (free)

Notes:

1. Above Price Includes Freight.
2. 90 Day Warranty, Parts and Labor.
3. One Week Delivery.
4. 10 Year Life Expectancy.
5. No Upgrades Needed During Life Expectancy.
6. **No Charge for Workstation, 4+ Quantity.**
7. Annual Service Contract Cost Each. $ 1,200.00 (Library pays)

DataBank IMX
rbrewer@databankimx.com
3000 DeSoto St.
Monroe, LA 71201
Tel: 318-387-9890 Fax: 318-323-5341

MS6000 MKII

MS6000 MKII Specifications

TYPE:
Desktop Universal Digital Microform Scanner

TYPE OF FILM:
Microfiche, jackets, aperture cards
16mm & 35mm roll film
16mm film cartridges

SCREEN SIZE:
12" x 12" (300 x 300mm)

MAGNIFICATIONS:
7.5x, 9 - 16x, 13 - 27x, 23 - 50x

FOCUS CONTROL:
Manual

IMAGE ROTATION:
Prism rotation (auto: prism lens included)
Carrier rotation (fiche carrier)

ZOOMING:
Manual

SCANNING METHOD:
CCD

SCANNING SPEED:
6.5 seconds per page, 400 dpi
5.5 seconds per page continuous print, 400 dpi

SCANNING DENSITY:
200, 300, 400, 600 dpi
800 dpi PC Mode

OPTICAL RESOLUTON:
600 dpi

ELECTRONIC ZOOMING:
50% - 200%, Direct Print

MULTIPLE PRINTING:
1 - 19 prints (LED countdown identification) (with MSP3000 or MSP2000 printer)

HARDWARE INTERFACE:
Video (direct print) to MSP3000 or MSP2000 Printer
USB 2.0 or SCSI-2 (to PC optional, switchable on front panel)

EXPOSURE:
Auto, Manual

SCANNING FEATURES:
Auto Centering
Auto Frame Masking
Auto Image Rotation
Auto Skew Correction
Date Stamp (with printer)
Footswitch Support (optional)
Front-Panel Scanning ("push" scanning)
Grayscale Support (optional)
Manual Masking (trimming & masking; optional)

HALOGEN LAMP:
20 V, 150 W

POWER REQUIREMENTS:
AC 120 V, 60 Hz

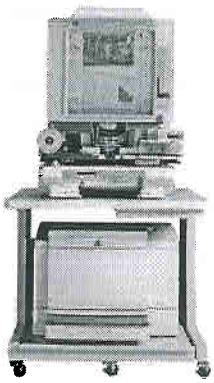
POWER CONSUMPTION:
350 W

DIMENSIONS (W x D x H):
19-3/4" x 32-3/8" x 28-1/4"
(503 x 821 x 716mm)

WEIGHT:
92 lbs. (42kg)

OPTIONS:
Grayscale Kit (256 levels, 8-bit output to PC)
MSP3000 Digital Laser Printer
MSP2000 Digital Laser Printer
Footswitch
Lenses (same as for MicroSP2000, MS2000, RP603Z, and RP605Z)
Fiche Carrier 5
Universal Carrier UC-2
Universal Carrier UC-5
Universal Carrier UC-6E
Universal Carrier UC-7
Roll Film Carrier 9B
Roll Film Carrier 11
Roll Film Carrier 15 A/M
Roll Film Carrier 21
Roll Film Carrier 22A
Manual Frame Masking Kit
MARS Controller 4
MARS Mini Controller 2
Workstations
Energy Star Kit
Recollect® Software
MicroDAX® Software
USB 2.0 Interface Kit (Counter Kit)

Optional Workstation:
with over/under design for space-saving installation; holds MS6000 MKII Scanner above, MSP3000 Laser Printer below.



MSP3000 Laser Printer:
high-resolution output at up to 20 ppm, with optional large paper capacity of 1,150 sheets and first-copy output in just 13 seconds.

MSP3000 Printer Specifications

PRINTING METHOD:
Laser Electrostatic

DEVELOPING SYSTEM:
Micro-Toning

PRINT RESOLUTION:
400, 600 dpi

OUTPUT SPEED:
20 sheets per minute (8-1/2" x 11" or A4, 400 dpi)

FIRST PRINT SPEED:
13 seconds (8-1/2" x 11" or A4; landscape)

PRINT SIZE:
8-1/2" x 11" (A4, landscape)
8-1/2" x 11" (A4, portrait)
8-1/2" x 14" (B4, landscape)
11" x 17" (A3, portrait)

PAPER SUPPLY:
150-sheet universal paper tray
250-sheet universal cassette
500-sheet letter-size cassette (optional)
Third paper tray with 250-sheet universal tray (optional)

MAXIMUM PAPER CAPACITY:
1,150 sheets

WARM-UP TIME:
Less than 70 seconds

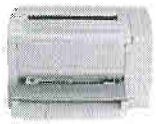
POWER REQUIREMENTS;
AC 120 V, 60 Hz

POWER CONSUMPTION:
750 W

DIMENSIONS (W x D x H):
22" x 20-1/2" x 16"
(561 x 521 x 409mm)

WEIGHT:
61 lbs. 12 oz. (28kg)
(including imaging cartridge)

MSP2000 Laser Printer:
cost-effective laser printing for any application, with 8 ppm output, 250-sheet capacity, first copy in 19 seconds.



MSP2000 Printer Specifications

PRINTING METHOD:
Laser Electrostatic

DEVELOPING SYSTEM:
Micro-Toning

PRINT RESOLUTION:
400 dpi

OUTPUT SPEED:
8 sheets per minute (8-1/2" x 11" or A4, 400 dpi)

FIRST PRINT SPEED:
19 seconds (8-1/2" x 11" or A4; landscape)

PRINT SIZE:
8-1/2" x 11" (A4, landscape)

PAPER SUPPLY:
250-sheet multi-purpose paper tray
Manual feeding (1 sheet at a time)

MAXIMUM PAPER CAPACITY:
250 sheets

WARM-UP TIME:
Less than 20 seconds

POWER REQUIREMENTS;
AC 120 V, 60 Hz

POWER CONSUMPTION:
580 W or less

DIMENSIONS (W x D x H):
15-1/2" x 11-3/8" x 9-2/3" (without face-up tray)
(394 x 446 x 327mm)

WEIGHT:
15 lbs. 7 oz. (7kg) (without toner cartridge)
Drum cartridge weight: approx. 0.66 lbs. (0.3kg)
Toner cartridge weight: approx. 1.1 lbs. (0.5kg)

MS6000 MKII

KONICA MINOLTA

KONICA MINOLTA
BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive
Ramsey, NJ 07446
www.kmbs.konicaminolta.us

Item #: MS6000MKIISS

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KONICA MINOLTA

MS6000MKII

Dual output for scanning and printing: a simple front-button control lets you switch from PC scanning to laser printing, so you can quickly select the output you want for any microform image.

12" x 12" anti-glare screen provides a clear, detailed view of your microform.

High-resolution scanning: optical resolution of 600 dpi and selectable scanning density of 200, 300, 400, 600, and 800 gives you superior image quality for using microfilm information in websites, Email distribution and desktop publishing applications.

Auto imaging convenience with standard features like motorized image rotation, auto skew correction, prism lens, auto centering and auto frame masking; optional trimming and masking makes it easy to select and verify the exact scan area you want.

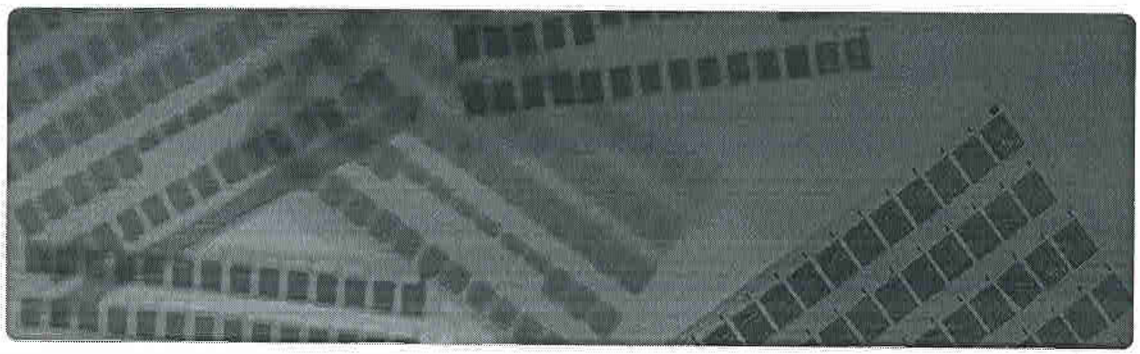
Digital image enhancement lets you correct density, contrast, resolution and sharpness – with zoom/magnification capability for hard-to-read areas.

Versatile interface: standard USB 2.0 or SCSI-2 connector and high-speed video connector for direct printing.

Full microform capabilities: Konica Minolta's array of interchangeable media carriers allow you to handle microfiche, jackets, aperture cards, 16mm and 35mm roll film, and 16mm cartridges.

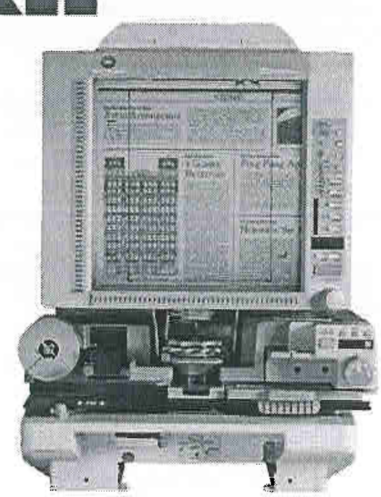
High-speed laser printers: choice of two optional laser printers gives you greater cost-efficiency, with stand-alone printer/scanner design for installation flexibility – and the ability of two scanners to share a single printer.

Recollect® software option lets you scan microfilmed documents with automatic OCR, organize and retrieve digital files, search by name, date, keyword or phrase – even locate information if words have been misspelled.



Digital Microform Scanner. High-resolution viewing, with auto imaging and optional trimming and masking. Dual scan and print output at a single touch. The ability to read on screen, print on paper, scan-to-PC. All at a cost you can afford.

MS6000MKII



The essentials of imaging

Northwestern
STATE UNIVERSITY LIBRARIES

Eugene P. Watson Memorial Library
913 University Parkway
Natchitoches, LA 71497

A Member of the University of Louisiana System

(318) 357-4419 Phone
(318) 357-4470 Fax

October 30, 2008

Jennifer Long Martin, Support Specialist
Student Technology
Watson Library, 113 D

Dear Ms. Martin,

I am writing this letter in support of Linda Cox and her request for new Reader Printers for the Serials and Media Division of the library. She is requesting anywhere from two to five machines, depending on what money is available in the Student Technology Fee Grant pool.

As you may know, the library's limited budget does not allow for such purchases. The reader printers being used now are barely limping along; any significant use means a breakdown and a visit from the DataBank technician. The library wants to provide more reliable service than that, and I hope this grant proposal is funded so that we can make it happen.

Sincerely,

Fleming A. Thomas Jr.

Fleming Thomas
Director of Libraries

10 Copies

Provost & Vice President for Academic Affairs

Telephone (318) 357-5361
FAX (318) 357-4517
E-mail vpaa@nsula.edu
www.nsula.edu/provost/

Northwestern State University
Natchitoches, Louisiana 71497

A Member of the University
of Louisiana System

Date: October 30, 2008

To: Jennifer Long Martin

Re: Student Technology Fee Grant

Jennifer:

This letter is in support of Linda Cox's application for a student technology fee grant. Her project will advance the teaching and learning processes within the mission of the University by providing up-to-date reader printers for NSU students to view and print journals and newspapers on microfilm and microfiche. This will enhance their research at the library.

The library's current reader printers are at or past their useful lives and need to be replaced.

Sincerely,

Thomas Hanson

Thomas Hanson
Provost &
Vice President
Academic & Student Affairs

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