

**Northwestern State University  
Annual Report on the Expenditure of  
Student Technology Fees**

*2008-2009*



August, 2009/Amended Report February 18, 2010

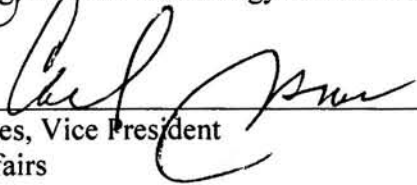
Prepared for: *Northwestern President Dr. Randall Webb, SGA President Kayla Wingfield and  
the University of Louisiana System Board of Supervisors*

By: Jennifer Long, Student Technology Fee Coordinator  
Northwestern State University

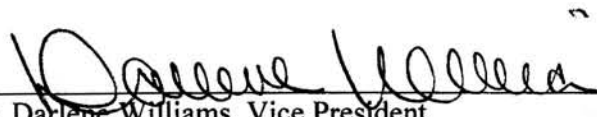
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Jennifer Long, Student Technology Fee Coordinator

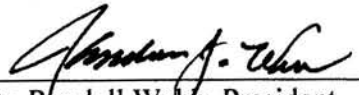
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Mr. Carl Jones, Vice President  
Business Affairs

5/5/10  
Date

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

5/6/10  
Date

  
Dr. Randall Webb, President  
Northwestern State University

05/19/10  
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:

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*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.*

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The web site 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 address is: [http://www.nsula.edu/student\\_labs/](http://www.nsula.edu/student_labs/) and <http://www.nsula.edu/stat/>

## **Progress made during 2008-2009**

A total of \$1,290,462.07 was collected during 2008-2009 making a total available of \$3,635,111.79. \$2,132,096.23 was expended for 2008-2009.

The following is a summary of major projects and expenditures:

Student Technology Lab Assistants/Coordinators, Student Technology Technical Support Specialist, Student Technology Fee Coordinator - \$246,242.05

Computer Lab Equipment, Technology Projects (large and small), software, supplies and maintenance cost included - \$1,850,699.37.

The Student Technology Fee Coordinator, Ms. Jennifer Long, continued in the position. The staff of Student 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 Student Technology, STAT and Student On-line Support Help Desk web sites were maintained.

The Student Help Desk provided phone and email support to students in regards to changing passwords for myNSU, Blackboard assistance, wireless instructions and software related issues.

Training classes were 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.

All hours and contact information were posted in all labs for student viewing.

Student Technology lab assistants assisted students enrolled in web building classes.

Student Technology lab assistants assisted first time student in creating myNSU accounts.

Provided SSS with training for EXCEL students on the use of software programs used for coursework.

Participated in Freshman Connection to set up myNSU accounts.

Provided training for all incoming students enrolled in OR 1010.

The Student Technology Fee Technical Support Specialist, Mr. Alfred Ehlers, continued in the position.

Installed new equipment and software across the university campuses for student use.

Handled the technical aspects of maintaining Student Technology Fee computer labs and check-out equipment.

Maintains software in all student computer labs

## COMPUTER LABS AND EQUIPMENT:

This report includes carryover from fiscal year 2006-07, 2007-2008 and 2008-09 purchases. The first amount will depict the budgeted amount; the second amount will depict the expenditure.

The following are a list of computer labs upgraded during 2008--2009:

Location	Budget Account	Approved Budget	Expenditures	Description
Student Services	5-27481	\$ -	\$ 182,917.02	Student Services
Salaries	5-27476	\$ -	\$ 246,242.05	Salaries
Write-Offs	5-27475	\$ -	\$ 35,154.81	Write-Offs
SHV Campus Lab	5-27561	\$ 51,797.76	\$ 51,797.76	Student Lab Upgrade
Watson Lab	5-27562	\$ 48,209.44	\$ 48,209.44	Student Lab Upgrade
Kyser Hall	5-27563	\$ 17,679.20	\$ 17,679.20	Student Lab Upgrade
ROTC Lab	5-27564	\$ 7,557.80	\$ 7,557.80	Student Lab Upgrade
Chemistry Lab	5-27566	\$ 17,679.20	\$ 17,679.20	Student Lab Upgrade
JVL Campus Lab	5-27567	\$ 23,550.40	\$ 23,550.40	Student Lab Upgrade
FACS Lab	5-27568	\$ 21,201.92	\$ 21,201.92	Student Lab Upgrade
Psychology Lab	5-27569	\$ 21,201.92	\$ 21,201.92	Student Lab Upgrade
			\$ 208,877.64	

## TECHNOLOGY PROJECTS

### Large Project Proposals:

Training Center	5-27572	\$ 55,186.76	\$ 59,308.31	Student Equipment
Kyser Hall	5-27588	\$ 50,868.00	\$ 50,518.68	Kyser Hall Switchgear
Journalism Dept	5-27603	\$ 109,391.00	\$ 89,142.88	Student Equipment
CAPA Dept	5-27627	\$ 108,872.97	\$ 239.97	Student Equipment
Life Science Dept	5-27645	\$ 295,163.90	\$ 146,392.25	Student Equipment
One Card	5-27651	\$ 124,992.00	\$ 96,040.80	One Card Upgrade
Rec Complex	5-27652	\$ 130,714.04	\$ 32,253.59	Infrastructure Project
Physics Dept	5-27653	\$ 77,328.00	\$ 30,826.55	Student Equipment
CAPA Dept	5-27661	\$ 240,644.00	\$ 21,708.00	Student Equipment
Nursing Dept	5-27664	\$ 84,000.00	\$ 78,160.00	Student Equipment
Chemistry Dept	5-27666	\$ 476,728.00	\$ 181,350.25	Student Equipment
Life Science Dept	5-27667	\$ 260,000.00	\$ 204,052.00	Student Equipment
			\$ 989,993.28	

### Small Project Proposals:

FACS Dept	5-27482	\$ 158.76	\$ 158.76	Student Software
FACS Dept	5-27483	\$ 18,089.88	\$ 22,071.00	Student Equipment
Journalism Dept	5-27485	\$ 13,740.00	\$ 10,620.25	Student Equipment
SHV Campus	5-27570	\$ 41,562.12	\$ 38,617.09	Student Equipment
Rec Complex	5-27573	\$ 6,917.14	\$ 6,917.14	Student Message System
Ft. Polk Campus	5-27585	\$ 11,011.00	\$ 31.39	Student Equipment
SGA/SAB	5-27589	\$ 17,366.00	\$ 2,384.20	Student Equipment
CAPA Dept	5-27590	\$ 13,325.00	\$ 10,986.56	Student Equipment
Watson Library	5-27591	\$ 9,109.00	\$ 9,109.00	Student Equipment
Vet. Tech Dept	5-27592	\$ 20,052.00	\$ 21,084.00	Student Equipment
SPS Dept	5-27593	\$ 10,997.81	\$ 10,803.73	Student Equipment
FACS Dept	5-27594	\$ 4,959.92	\$ 2,227.00	Student Equipment
Ft. Polk Campus	5-27595	\$ 13,313.54	\$ 11,198.05	Student Equipment
Ft. Polk Campus	5-27596	\$ 2,750.56	\$ 2,302.65	Student Equipment
Student Activities	5-27597	\$ 40,789.00	\$ 40,789.00	Scheduling Software
Scholars' College	5-27598	\$ 1,951.95	\$ 1,951.95	Student Equipment
Rad. Tech Dept	5-27601	\$ 4,514.00	\$ 3,916.00	Student Equipment
Life Science Dept	5-27602	\$ 48,472.08	\$ 45,985.04	Student Equipment
CAPA Dept	5-27604	\$ 18,335.13	\$ 8,661.33	Student Equipment
SPSS Software	5-27606	\$ 20,000.00	\$ 22,450.00	Student Software
Journalism Dept	5-27608	\$ 6,947.00	\$ 6,733.28	Student Equipment
Mac Checkout	5-27609	\$ 9,135.00	\$ 2,451.25	Student Equipment
Mac Watson Lab	5-27612	\$ 9,848.00	\$ 1,981.00	Student Equipment
Mac Workstation	5-27613	\$ 3,063.00	\$ 139.66	Image Workstation
One Card	5-27654	\$ 18,855.44	\$ 1,344.12	ID System
Wellness Center	5-27658	\$ 1,025.52	\$ 577.25	Student Wireless Equip
CAPA Dept	5-27668	\$ 2,000.00	\$ 2,000.00	Student Equipment
CAPA Dept	5-27669	\$ 2,760.60	\$ 1,799.80	Student Equipment
Ft. Polk Campus	5-27671	\$ 1,098.00	\$ 1,042.46	Student Equipment
CAPA Dept	5-27672	\$ 19,075.46	\$ 16,853.06	Student Equipment
CAPA Dept	5-27673	\$ 11,283.66	\$ 10,403.24	Student Equipment
Journalism Dept	5-27674	\$ 29,864.00	\$ 23,619.50	Student Equipment
Nursing Dept	5-27675	\$ 48,450.00	\$ 17,564.44	Student Equipment
Nursing Dept	5-27676	\$ 3,054.60	\$ 5,265.80	Student Equipment
Vet. Tech Dept	5-27677	\$ 30,910.00	\$ 30,519.50	Student Equipment
Life Science Dept	5-27678	\$ 26,959.00	\$ 26,708.00	Student Equipment
Nursing Dept	5-27679	\$ 42,093.51	\$ 47,644.93	Student Equipment
			\$ 468,911.43	
<b>Grant Total</b>			<b>\$ 2,132,096.23</b>	

Surplus equipment that was reusable was distributed based on the guidelines set forth by the state in regards to equipment purchased with Student Technology Fee funds.



## **Internal Auditor Report 2008-2009**

Northwestern's Student Technology Fee is audited by the University Internal Auditor to ensure that the collection and expenditure of the fees is consistent with the policies set forth by the legislature and University governing board. The audit covers 2008-2009. The audit report will follow under separate cover.

## **Conclusion**

Northwestern's Student Technology Fee 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 progressive spirit and cooperative nature with which all aspects of the committee's charges have been handled.

**NORTHWESTERN STATE UNIVERSITY**  
**Technology Fee Account**  
**Changes in Fund Balance**  
**As of June 30, 2009**

	<u>Technology Fee</u> <u>5-27475</u>
<b>Fund Balance at July 1, 2008</b>	\$ 2,344,649
<b>Revenues and Other Additions</b>	
Tuition & Fees	\$ 1,153,539
Interest Earned	\$ 102,436
Other Miscellaneous Income	\$ 34,487
<b>Total Revenue and Other Additions</b>	<u>\$ 1,290,462</u>
<b>Expenditures and Other Deductions</b>	
Educational and General	\$ (2,132,096)
<b>Total Expenditures and Other Deductions</b>	<u>\$ (2,132,096)</u>
<b>Net Increase (Decrease)</b>	\$ (841,634)
<b>Fund Balance as of June 30, 2009</b>	<u>\$ 1,503,014</u>

I certify that these amounts represent the accounting records as of June 30, 2009.

  
\_\_\_\_\_  
Carl Jones, Vice President of Business Affairs

  
\_\_\_\_\_  
Date

**UNIVERSITY OF LOUISIANA SYSTEM REPORT ON STUDENT TECHNOLOGY FEES**

**Institution:** Northwestern State University of Louisiana

STUDENT TECHNOLOGY FEES ACT 1450 OF 1997	REVENUES EXPENDITURES PROJECTS
<b>Fiscal Year 2008-2009</b>	
Fund Balance as of 07/01/08	2,344,649
Revenues Collected	1,290,462
Total Funds Available	3,635,111
Less Funds Expended	(2,132,096)
Funds Balance as of 06/30/09	1,503,014
<b>Summary of Expenditures by Object 07/01/08 - 06/30/09</b>	
Salaries	246,242
Travel	181
Operating Services	116,086
Supplies	74,073
Software	200,744
Professional Services	-
Equipment	1,459,615
Major Repairs/Renovations/Remolding	-
Other: Write-Offs	35,155
<b>Total Expenditures by Object</b>	<b>2,132,096</b>

  
 Carl Jones, Vice President of Business Affairs

  
 Date

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