

Student Technology Fee

Grant Proposal

2010.015

2009-10

Tracy Brown

Approved

Denied

Comment: _____

Diana Hamilton

Approved

Denied

Comment: _____

Gary Gatch

Approved

Denied

Comment: _____

Mike McDonald/James Leonards

Approved

Denied

Comment: _____

Dale Martin

Approved

Denied

Comment: _____

Student Technology Fee
Grant Proposal Request Form
Fiscal Year 2009-10

FF

#1
2010.015

Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Dr. J. Mark Thompson, Professor of Music For: CAPA/Music

Department/Unit: CAPA/Music College: Liberal Arts Campus: Natchitoches

Which NSTEP Goals/Objectives does this project meet? 1, 2, 3, 4, 7, & 8

Requested equipment will be located/installed/housed? Building Roy Hall Room 206

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

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

Signature: J. Mark Thompson Date: 10/30/09
Project Director/Principal Investigator

Grant Proposal Requested Amount: \$ 8,000 Budget Attached (circle one) YES ~~NO~~

Grant delivered to Student Technology located in Watson Library, Room 113. Date _____

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 returned to requestor.

1. Describe target audience.

This grant is targeted primarily at all undergraduate and graduate music majors and music minors. Presently, there are 205 students majoring in music at NSU. In addition, the product of this grant will be accessible by all students enrolled in the Fine Arts 1040 class—required of all majors at NSU (presently 9,251 students).

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

This project addresses three areas of concern, in order of priority:

1. To enhance our collections by adding access to over 35,000 musical scores, in order to increase the size of our holdings and improve the proximity of musical scores to recordings.

2. To improve distance learning content for the Fine Arts 1040 course and all music courses that use Blackboard to provide additional course content. Not only does this permanent site license provide on-campus access to this considerable resource, but also to any FA1040 and music student taking advantage of NSU's distance-learning opportunities.

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

3. Our accrediting agency, the National Association of Schools of Music, has cited the Music Area for lack of sufficient holdings "to complement the nature and levels of the total instructional program in music." Also, NASM had concerns over the proximity of musical scores (held in Watson Library) to the recordings (held in the Multimedia Lab in the Old Fine Arts).

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

Objective 1. To enhance the Music Area's ability to provide access to musical scores.

Objective 2. To enhance the ability of the applied faculty and ensemble directors to access scores and parts for music in the public domain.

Objective 3. To satisfy concerns expressed by our accrediting agency, the National Association of Schools of Music, to increase the size of our holdings and proximity of musical scores to recordings.

Objective 4. To enhance distance learning content for FA 1040 and other Music courses.

4. Indicate how each project objective will be evaluated.

Objective 1. By adding access to this resource, students will immediately have access to over 35,000 musical scores. Additional scores will be made available as they are created at no additional cost.

Objective 2. Applied faculty and ensemble directors routinely need access to public domain music to enhance their instruction and to provide scores and parts to their students.

Objective 3. NASM's Commission on Accreditation reviews progress reports to see what improvements have been made since the previous accreditation.

Objective 4. Because of the nature of content delivery, all distance learning offerings will be immediately enhanced. While few FA1040 students will have the knowledge to read and interpret musical scores, there may be limited use. However, most music courses require some level of knowledge of musical scores, and all music courses may use Blackboard to supplement course content.

All Objectives: Annual usage reports will be generated and evaluated to determine how this content can be better promoted and incorporated into courses.

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

- NSTEP Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University. By adding this content access, students will be able to perform more detailed musical score study at a place and time of their choosing to accommodate their schedules. Scores can be downloaded, saved, and used later, since they are in PDF format.

- NSTEP Objective 2. To provide classrooms with updated technology and multimedia. Teachers will be able to improve their ability to show students how to read and interpret musical scores via enhanced multimedia delivery. This is a new technology that should prove to be an invaluable resource in training of musicians.

- NSTEP Objective 3. To upgrade laboratories with modern technology. This is the cutting-edge delivery method for accessing musical scores. Users may also download these PDF files for use in eBooks devices.

- NSTEP Objective 4. To improve and proliferate the use of distance education within all colleges at NSU. Many of the Fine Arts 1040 courses are offered through distance learning, and many music courses use Blackboard to enhance course content. The addition of this content will increase awareness of how musical scores are written and used to generate musical performances.

- NSTEP Objective 7. To encourages technology initiatives by faculty, staff, and students. As users become more familiar with these new technologies, they will be inclined to develop new ideas on how technology may enhance instruction and learning.

- NSTEP Objective 8. To encourage innovation and research. By providing state-of-the-art delivery of scores for use by NSU students, faculty, and staff, innovation and research will be stimulated by the increased access to current music technologies.

6. Provide a justification for funding of this 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 provide immediate online access to over 35,000 musical scores in the public domain that may be downloaded and viewed while a recording is being played. This includes a huge selection of vocal music, instrumental solos, piano music, orchestral scores and parts and more. These files may also be saved and viewed (and even printed) at a later time. E-books devices, such as Amazon's Kindle and Barnes & Noble's Nook, will be able to use these files, because they are all in PDF format. Access will be granted to any student enrolled in music courses as well as the Fine Arts 1040 course.

The School of Creative and Performing Arts has been designated as an "Area of Excellence" by the Louisiana Board of Supervisors. It serves over 1,500 NSU students each semester, of which 205 are music majors. These students will be granted access to the resource via Blackboard. All music majors use musical scores to hone their craft, learn the great masterworks of music literature, and expand their repertoire; Fine Arts 1040 students will gain a greater appreciation for the processes that take place in the creation of great music. The ability to access such a resource is paramount in the pursuit of a degree in music: to not have access to the greatest available performances or to not be able to compare musical styles from one time period to another would extremely curtail the students' ability to receive a high-quality education.

The integration of technology into the music curriculum is strongly encouraged by our accrediting agency, the National Association of Schools of Music. This resource directly addresses concerns expressed by NASM during a recent accreditation visit that cited the Music Area for lack of sufficient holdings "to complement the nature and levels of the total instructional program in music." Also, NASM had concerns over the proximity of musical scores (held in Watson Library) to the recordings (held in the Multimedia Lab in the Old Fine Arts). This resource addresses these concerns significantly.

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. J. Mark Thompson, Coordinator of Statistics & Acquisitions (CAPA) and Professor of Music, PD/PI

- Over \$535,000 of successful grants writing for CAPA, primarily technology-related
- Secured matching commitments totaling \$16,000 (\$8,000 CAPA; \$8,000 VP-Technology, Rsch, & Ec Dev) to support the completion of this grant

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

IT personnel are needed to activate the IP-based subscription and administer online access.

PD will serve as the point of contact within the Music Area.

9. Provide a schedule for implementation and evaluation.

December 2009

- Proposal funded.
- PD and Student Technology Support Specialist prepare and submit PO.
- NSU purchases permanent site license.

January–March 2010

- Site license received.
- IT personnel activate IP-based subscription and authorize access to music students and FA1040 students.
- Students and faculty begin using this resource.

May 2010

- PD reports results to the Student Advisory Team.

9. Provide a schedule for implementation and evaluation. (cont.)

September 2010

PD submits report to NASM (accrediting agency) indicating implementation of this resource, thereby satisfying stated concerns.
Full implementation of the proposal.

Fall 2010 and beyond

Continued use of this resource. Access permitted to additional content as it is added, w/o incurring additional expense.

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

All this technology is expected to remain current for the next five years. This perpetual site license provides access to the resource on a constant basis. As technology is updated, no doubt access procedures will be improved. This permanent license permits automatic updates/upgrades as the technology changes.

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.

NSU's Electronic Data Systems Policies and Standards (<http://informationsystems.nsula.edu/>) covers the full scope of this grant.

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).

Student Technology Fee Grant Proposal Checklist:

- Is all information requested provided (items 1 – 11)?
- Is a detailed budget attached?
- Is all specifications, description, model number, quotation, cost, state contract number, and vendor provided for each item?
- Are your two (2) letters of support attached?
- If equipment is to be checked-out/loaned, is your policy attached?

2009 Student Technology Fee Grant Request

CAPA/Music

Dr. J. Mark Thompson, Coordinator of Statistics & Acquisitions (CAPA) and Professor of Music, x. 5791

BUDGET

“Enhancing Access to Musical Scores”

MUSICAL SCORES ENHANCEMENT

Item	Description	Qty	Cost	Balance
Site License	Purchase of permanent site license (perpetual subscription) through http://www.librarymusicsource.com/	1	\$24,000	\$24,000
	CAPA/Music contribution	1		-\$8,000
	VP-Tech, Rsch, & Ec Dev contribution	1		-\$8,000
	Student Technology—Requested Contribution	1		\$8,000

PROJECT TOTAL: \$8,000

JUSTIFICATION

This project will provide immediate online access to over 35,000 musical scores in the public domain that may be downloaded and viewed while a recording is being played. This includes a huge selection of vocal music, instrumental solos, piano music, orchestral scores and parts and more. These files may also be saved and viewed (and even printed) at a later time. E-books devices, such as Amazon’s Kindle and Barnes & Noble’s Nook, will be able to use these files, because they are all in PDF format. Access will be granted to any student enrolled in music courses as well as the Fine Arts 1040 course.

The integration of technology into the music curriculum is strongly encouraged by our accrediting agency, the National Association of Schools of Music. This resource directly addresses concerns expressed by NASM during a recent accreditation visit that cited the Music Area for lack of sufficient holdings “to complement the nature and levels of the total instructional program in music.” Also, NASM had concerns over the proximity of musical scores (held in Watson Library) to the recordings (held in the Multimedia Lab in the Old Fine Arts). This resource addresses these concerns significantly.

This project has been met with substantial support prior to the seeking of Student Technology funding. The total expense for this resource, \$24,000, would be difficult for one agency to fully support. In this case, funding commitments have been secured from the School of Creative and Performing Arts and from the Vice President for Technology, Research, and Economic Development totaling \$16,000, leaving only \$8,000 remaining to be committed to make the project viable.

LibraryMusicSource.com

The Ultimate Online Download Service for Classical Sheet Music
A Service of CD Sheet Music, LLC

Fax: 3 Pages

October 27, 2009

Fax to: Dr. Mark Thompson
From: Stephen Rauch

Dear Dr. Thompson,

We enclose a pro forma invoice for the subscription to LibraryMusicSource.com for Northwestern State University.

This payment of this invoice along with execution of the site license we sent you will provide all students and faculty unlimited access and downloads from our site. As noted in the site license agreement, the term of your subscription is forever.

Please note this we are the only vendor offering this service.

LibraryMusicSource.com is a service of CD Sheet Music, LLC. We enclose a copy of IRS form W-9 which includes our federal ID number.

Please contact us if you need anything further.

Best regards,

Stephen P. Rauch

SPR/jr

Attachment

LibraryMusicSource.com

The Ultimate Online Download Service for Classical Sheet Music

A Service of CDSheet Music, LLC

Invoice

October 27, 2009

Northwestern State University
Att: Dr. Mark Thompson
Department of Music
Natchitoches, LA 71497

1	LibraryMusicSource.com Subscription	\$24000.00
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This IP based subscription will enable all students and faculty to access the LibraryMusicSource.com site with unlimited downloads

The term of this subscription is forever. No further payments will be due to utilize this service

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Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Name (as shown on your income tax return)
CD Sheet Music, LLC

Business name, if different from above
LibraryMusicSource.com

Check appropriate box: Individual/Sole proprietor Corporation Partnership
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) **C** Exempt payee
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
6303 Thorndon Circle

City, state, and ZIP code
University Park, FL 34201

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

or

Employer identification number
65 : 0994807


Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person  Date **May 15, 2009**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

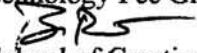
The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,



NORTHWESTERN STATE
UNIVERSITY OF LOUISIANA
Natchitoches, LA 71497

Mrs. H. D. Dear, Sr. and Alice E. Dear
School of Creative and Performing Arts
Music (318) 357-4522
Art (318) 357-4483
Theatre (318) 357-5744
FAX (318) 357-5906

To: Jennifer Long,
Student Technology Fee Grant Coordinator
From: Bill Brent 
Director, School of Creative and Performing Arts
Date: October 29, 2009
RE: Grant Proposal

Please consider a letter of support for the grant proposal, authored by Dr. J. Mark Thompson, to provide more than 35,000 musical scores through an IP-based subscription for all Northwestern students and faculty members.

The amount requested is 1/3rd of the total amount of the one-time expense for this subscription with the other 2/3rd of the expense funded by ECE (Dr. Darlene Williams) and from funds secured from the School of Creative and Performing Arts.

If funded, students enrolled in both online and on-campus selects of FA 1040 will have a tremendous opportunity to view the music scores of the "great" composers they will be studying. This same resource will also be available to undergraduate and graduate students enrolled in music history courses. This will greatly enhance the research opportunities for all Northwestern students.

Your consideration of this grant is appreciated and, as always, we appreciate the tremendous support the School of Creative and Performing Arts has received through the years from the Student Technology Fee.



NORTHWESTERN STATE
UNIVERSITY OF LOUISIANA
Natchitoches, LA 71497

College of Liberal Arts
P. O. Box 5314

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

To Whom It May Concern:

It is my pleasure to write this Letter of Support for Dr. J. Mark Thompson's Student Technology Fee Grant. This grant is targeted primarily at the Music Area in the School of Creative and Performing Arts, a member of the College of Liberal Arts. Designated an "Area of Excellence" by the University of Louisiana Board of Supervisors, CAPA is responsible for offering and administering the Fine Arts 1040 course (required of all undergraduate majors) as well as all of the music courses.

This grant enhances the access to musical scores, both in quantity and proximity to recordings. These were two areas of concern expressed by the National Association of Schools of Music—Music's accrediting agency. In addition, this grant enhances the distance learning content that can be accessed by students enrolled in the FA1040 course and other music courses, whether enrolled in an online or a classroom setting.

There is no doubt that CAPA needs these tools to enhance its ability to remain an "Area of Excellence." It is important to support these endeavors as the Music Area will be asked to provide a progress report to NASM identifying what steps have been taken to remedy their noted deficiencies. This grant takes care of two major issues at the same time.

Thank you for your time and consideration of this proposal. I give this request my fullest praise and support. I truly appreciate your past support of CAPA's endeavors, and I appreciate your interest in helping CAPA maintain its standing as an "Area of Excellence." Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Steven Horton".

Steven Horton, Ph.d., Acting Dean
College of Liberal Arts, NSU



October 28, 2009

To whom it may concern:

I am pleased to write a letter in support of this project for the Music Department. There is great benefit to students who have the opportunity to take advantage of a resource that provides access to over 35,000 scores for the many genres of music. This is an extensive resource for all students, but particularly for students who are taking online courses. It is for this reason that I support the project and will make a commitment to fund a portion (\$8,000) of the cost.

Thank you for your consideration.

Thank you.

Sincerely,

A handwritten signature in black ink that reads 'Darlene Williams'. The signature is written in a cursive style.

Darlene Williams
Vice President for Technology, Research, and Economic Development