

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

NF

#2
2010.027

Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Sharon Joy and Greg Handel For: Music Education

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

Which NSTEP Goals/Objectives does this project meet? NSU Technology Goal#2 (To develop a plan for a learning-centered environment that reflects the "spirit" of the concept including distance learning technologies, innovative strategies and pedagogies, and a commitment to provide the necessary faculty and student resources.)
NTSTEP Objective # 2 (To provide classrooms with updated technology.)

Requested equipment will be located/installed/housed? Building Fine Arts Room 206 & 211

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: Sharon Joy Date: 11/2/09

Signature: Greg A. Handel Date: 11/2/09

Grant Proposal Requested Amount: \$ 6090.78 Budget Attached (circle one): YES/NO

Grant delivered to Student Technology located in Watson Library, Room 113. Date 11/2/09

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.

<p>1. Describe target audience.</p> <p>The target audience that will benefit directly from these items are undergraduate and graduate music education majors while in their required courses and College of Education Elementary and Early Childhood majors while in their required course MUS 2100 Kindergarten and Elementary School Music.</p>
<p>2. Describe project/initiative for which you are requesting funds.</p>

The two laptops will be used for classroom presentations by instructors and students. Technological knowledge bears an increasingly important role in teacher education. Our future educators must be comfortable with using technological resources in the classroom, knowledgeable about the latest educational applications, and they must know how to implement technological resources and applications in their classrooms. It is important that they know how to deliver instruction efficiently through the use of technology.

The laptops will also be used by the instructors when they are in the public schools observing NSU student teachers. Instructors will be able to provide immediate feedback to student teachers, print and electronically submit forms to students and cooperating teachers immediately, be able to take copious notes about the student teaching situation and environment, and use this information in the preparation of future teachers. At the present time, there is one laptop that is shared by all the music faculty. This is insufficient to serve our students' instructional needs. Students in music education methods classes need to use laptops to make presentations.

The digital video camcorders will be used in all music education classes to video presentations and teaching episodes. They will also be used throughout the Lab Ensemble experience to capture teaching, provide feedback for students, and use in methods classes to discuss and reinforce good teaching procedure and practice. Additionally, students in instrumental techniques classes can use the camcorders to video themselves teaching sample lessons, and students in piano pedagogy classes can use the camcorders to critique their teaching of students.

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

The student will design a power point presentation with age-appropriate visuals to be used while teaching a music lesson for elementary students. (MUS 2100, MUED 4110)

The student will design and present a power point presentation of his/her original research. (MUED 5000)

The student will design and present a power point presentation that could be used in a parent orientation meeting for high school band/choir/orchestra parents. (MUED 4010)

The student will design and present a power point presentation on their evaluation of method books. (MUED 4010)

The student will write a narrative, generate a rubric, and create a power point presentation revolving around ethical dilemmas in music education for class discussion. (MUED 4010)

The student will post their sample teaching videos, and seek feedback from students in the class. (MUED 4010)

The student teachers will video their teaching examples, and post for other student teachers to critique; to compare; and to offer cooperative learning strategies. (EDUC 4010 and EDUC 4020)

The student will create original research, write a narrative description of the research, and create a power point presentation on the research process. (MUED 5900)

4. Indicate how each project objective will be evaluated.

Each of the above objectives will be evaluated during every semester of MUS 2100, MUED 4110, 4010, 5000, 4900, and EDUC 4010, 4020 through the successful completion of course requirements. Evaluation of objective #1 will occur during fulfillment of a classroom presentation in the final weeks of class. Evaluation of objectives 3-8 will occur on various due dates throughout the semester. Students will have required activities and evaluations that support each objective, and adhere to evaluative process. Lab Ensemble dates are set at the beginning of each semester and will be adjusted accordingly throughout the semester.

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?

The funding of this project will advance objective #1 (To improve access to technology by students), #2 (To provide classrooms with updated technology and multimedia), and #8 (To encourage innovation and research).

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.

The target group for this project includes undergraduate and graduate music education students who are enrolled in required music education courses. An additional target group includes elementary and early childhood education majors who are required to take MUS 2100. During an academic year the following music education courses are offered with the following average enrollments. MUED 2020 (2 sections, 20 students each), MUED 3140 (20 students), MUED 4110 (20 students), MUED 4010 (2 sections, 12 students each), and MUED 5900 (12 students). More than 100 music education students will be served each academic year. There is a current semester enrollment of 30-40 students per semester in two sections of MUS 2100. Therefore, 60-80 elementary education students will be served each academic year.

It is of utmost importance that these future educators are proficient using the latest technological tools for the classroom. Our teacher preparation program must provide opportunities for education students to explore and utilize these tools in their teaching.

For the past few years Dr. Joy has borrowed the one laptop in the music department for her students' presentations. There have been several times that "the" laptop was unavailable and the students could not present the lessons they prepared.

Student teachers inevitably need extra forms, schedules, portfolio items, and other miscellaneous things when we are out in the schools observing them. Having laptops accessible to give these needed materials is crucial and essential to successful completion of the student teaching semester.

Our student teacher population is spread throughout Louisiana and Texas, and often times wish they could have more opportunity for cooperative learning, sharing of strategies, and learning from one another in the classroom during the student teaching semester. The Digital Video Camcorders would assist in this aspect, and allow student teachers to share videos of their teaching with one another for the implementation of cooperative learning strategies.

Furthermore, instructors can use these videos in methods classes with upcoming music education majors to reinforce good teaching practices.

The laptops will also be used for presentations in graduate music education classes. Dr. Joy has taught MUS 5000 for the past 3 years. In this graduate seminar students are required to make professional presentations to their peers. Dr. Handel requires a presentation of the research process as part of the core requirements for passing MUED 5900. The laptops would make the presentations of the graduate students more professional, assist them in preparing for their lives in service to the music education profession, and give them early impetus to creating presentation for professional conferences.

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.

Project Coordinators: Dr. Sharon Joy, Assistant Professor of Music Education and Dr. Greg Handel, Assistant Professor of Music Education

Drs. Joy and Handel have each taught music education courses at NSU and at other universities.

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

Dr. Jeff Matthews also teaches a section of MUED 2020 and will have access to the equipment; Dr. Burt Allen also teaches a section of MUED 4010 and will have access to the equipment, as will other faculty members who provide music education instruction in Instrumental Techniques classes, and piano pedagogy classes.

9. Provide a schedule for implementation and evaluation.

December 2009: Purchase 2 laptop computers and 2 digital video recorders.

Spring 2010 and thereafter: Utilize these items with students in classes.

May 2010: Evaluate at the end of Spring 2010 semester.

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

These Macbook Pro laptop computers should last for 8-10 years if properly cared for. Apple provides free software upgrades with the purchase of AppleCare. Equipment upgrades may be necessary if memory cards become full, or adapters and power cords need replacing.

The digital video camcorders should have longevity of 8-10 years if properly cared for. Equipment upgrades would include the purchase of new Memory Sticks for storage of videos captured.

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 equipment will be kept in the locked faculty offices of Drs. Joy and Handel. Attached is the faculty checkout policy.

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?

BUDGET FOR PURCHASE OF TECHNOLOGY ITEMS

1) 2 MACBOOK Pro laptop computers + Applecare	\$4098
2) 2 HP Photosmart C4680 All-in-One Printers + Warranty	\$214
3) 2 Sony HD Handycam Camcorders + Accessories	\$1678.78
4) 2 STM Medium Alley Shoulder Bags (available Apple Store) @ 49.95	<u>\$100</u>
Total grant request:	\$6090.78

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Review your Proposal.

- ▶ Please confirm your Proposal.
- ▶ Click on the Create Proposal button to send this Proposal to your Apple Authorized Purchasing Agent.

Items you have selected	Part No.	Est Ship	Qty	Unit Price	Est. Price
Macbook Pro, 15-inch, aluminum	Z0GS	3-5 business days	2 Remove	\$1,810.00	\$3,620.00
Accessory Kit	065-8921				
Logic Express preinstalled	065-9171				
MacBook Pro 15-inch Glossy	065-9114				
Widescreen Display					
Mini DisplayPort to VGA Adapter	065-8909				
Work '09 preinstalled	065-8643				
320GB Serial ATA Drive @ 5400 rpm	065-8894				
4GB 1066MHz DDR3 SDRAM - 2x2GB	065-8456				
SuperDrive 8X (DVD±R DL/DVD±RW/CD-RW)	065-8901				
2.53GHz Intel Core 2 Duo	065-8665				
Mini DisplayPort to DVI Adapter	065-8905				
Backlit Keyboard (English) / User's Guide	065-8918				

AppleCare Protection Plan for MacBook Pro (w/o Display) - Auto Enroll	S3131LL/A	Within 24 hours	2 Remove	\$239.00	\$478.00
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Subtotal Please note that your subtotal does not include sales tax or rebates. **\$4,098.00**

Remove all items

Apple Part Number

Add to proposal

Update proposal

Save for later

Remove all items

Remove all items

Order Status



SHOPPING CART

Today's Date : 11/2/2009 6:11:31 PM

Contract: LA - STATE OF LOUISIANA (WSCA/NASPO) (404160-B27164)

Product availability and product discontinuation are subject to change without notice. The prices in this shopping cart are valid for 30 days from the date above. If you do not wish to place this order electronically, please include this form when submitting your purchase order.

Show address and comment fields. Use the File - Print option to print this form for your future reference.

Items/description	Part no	Unit price	Qty	Ext price
HP Photosmart C4680 All in One printer Q8418A#B1H	Base	\$92.00	2	\$184.00
HP Photosmart C4680 All in One printer Q8418A#ABA	Q8418A#ABA	\$92.00		
<p>in the box: HP Photosmart C4680 All-in-One; HP 60 Black Ink Cartridge; HP 60 Tri-color Ink Cartridge; Software CD; setup poster; Reference Guide; power supply; power cord Energy Star® Compliant Is table included? No. (Please scroll down to purchase.) All-in-One functions Color copying, scanning, and printing Print speed, black; after first page See details Up to 29 ppm Print speed, color; after first page See details Up to 23 ppm Max speed A Print quality, black Up to 4800 x 1200 optimized dpi Print quality, color Up to 4800 x 1200 optimized dpi from 200 dpi input data (when printing from a computer on photo paper) Copier speed (black/color) Up to 9 cpm/Up to 6.5 cpm Copy resolution Black: Up to 1200 X 1200 dpi Color: Up to 1200 X 1200 dpi Scanner preview mode Up to 24 sec Scan resolution, hardware Up to 1200 x 2400 dpi Color scanning BS Two-sided printing</p>				

Manual (driver support provided)
 Duty cycle
 Up to 1,000 pages/month
 Input capacity (std/max)
 Up to 30 sheets / Up to 80 sheets
 Output capacity (std/max)
 Up to 15 sheets / Up to 15 sheets
 Paper trays (std/max)
 1/1
 Standard paper handling accessories
 80-sheet input tray, 15-sheet output tray
 Media sizes
 Letter, legal; executive; cards; 4 x 6 in
 Memory (std/max)
 34 MB/64 MB
 Memory Slots
 N/A
 Display
 1.45 " LCD (color graphics) with
 TouchSmart frame
 Connectivity, standard
 1 USB 2.0
 Fax resolution
 N/A
 ADF capacity
 None
 Scan resolution, enhanced
 Up to 19,200 dpi
 Compatible Operating Systems
 Windows Vista (R) (32 and 64-bit);
 Windows XP (SP1 or higher [32-bit]);
 Mac OS X v 10.4; Mac OS X v 10.5
 Network-ready
 None
 Warranty
 World-class service and support. One-
 year technical phone support; one-year
 limited hardware warranty. Access to
 24/7 award-winning support services
 through <http://www.hp.com/support>

HP Hi-Speed USB cable (6 ft./1.8 m)	Q6264A	\$15.00	2	\$30.00
		\$15.00		

Subtotal: \$214.00

The terms and conditions of the LA - STATE OF LOUISIANA (WSCA/NASPO) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this form was created, go to:
<http://gem.compaq.com/gemstore/entry.asp?SiteID=1020>

The estimated lease cost is the monthly payment amount for a lease commencing on or before 12/2/2009 with a term of 36 months and a fair market value purchase option at the end of the lease term. This and other leasing and financing options are available through Hewlett-Packard Financial Service Company (HPFSC) or one of its affiliates to qualified education and state and local customers in the U.S. and subject to credit approval and execution of standard HPFSC documentation. Fees and other restrictions may apply. This is not a commitment to lease. Rates and payments are subject to change at any time without notice. Leasing and financing options for Federal governmental agencies (subject to a \$50,000 minimum) are available from Hewlett-Packard Company. For more information, call Hewlett-Packard Financial Services Company at 1-888-277-5942 and talk to a financial services representative who specializes in supporting government and education entities.









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Description	Qty	Unit Price	TOTAL
 SONY 8GB MEMORY STICK PRO DUO Manufacturer Part# M8MT8G Dell Part# A3248584	2	\$29.69	\$59.38
 HIGH DEF 1.5M HDMI FULL-HDMI MINI CBL VER 1.3A Manufacturer Part# VMC15MHD Dell Part# A1712060	2	\$29.74	\$59.48
 Sony LCS CBH - soft case for camcorder Manufacturer Part# LCBCBH Dell Part# A0661037	2	\$22.49	\$44.98
 Sony InfoLithium H Series NP-FH70 - camcorder battery - LI-Ion Manufacturer Part# NPFH70 Dell Part# A1129861	2	\$71.90	\$143.80
 2 Year Replacement or Repair with Accidental Damage from Handling Manufacturer Part# 94443 Dell Part# 988-5222	2	\$69.90	\$139.80
 Handycam HDR-XR100 High Definition 80 GB 120X Zoom Digital Camcorder - MSRP: \$899.99 Manufacturer Part# HDRXR100 Dell Part# A2507259	2	\$615.49	\$1,230.98

Total Price	
Sub-total	\$1,678.78
Shipping & Handling	\$0.00
Tax	--
Total Price¹	--

Print Cart Continue Shopping Save as E-quote

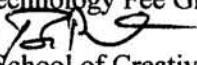
Help

Large Text



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 Drs. Sharon Joy and Greg Handel, to purchase lap top computers and video recorders for the music education program at Northwestern.

Northwestern has more than 100 students pursuing degrees in music education and, if funded, this grant will greatly increase the ability of our faculty to serve these students. The ability to record their teaching will give instant feedback when being observed by the supervisors and will allow our faculty to keep better records for the students.

Over the years, Northwestern has become known as an outstanding institution to pursue a music education degree and many of our graduates are enjoying highly successful teaching careers. With this additional technology available to both students and faculty, we will ensure the continued success of the program.

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

October 29, 2009

To: Jennifer Long,
Student Technology Fee Grant Coordinator

From: Dr. Steven Horton
Acting Dean, College of Liberal Arts

RE: Grant Proposal

I am writing in support of a grant proposal authored by Drs. Sharon Joy and Greg Handel, to facilitate the purchase of lap top computers and digital video camcorders for the music education program at Northwestern.

The ability to record students in methods classes and during their student teaching semester is paramount to their success, and the opportunity to give instant feedback will allow faculty to keep better records. As the world and the field of Education become more reliant on technology, it is imperative that our students at Northwestern have ample opportunities in the classroom setting to create and present presentations using the latest technological resources and software.

Northwestern continues to become known as an outstanding institution at which to pursue a music education degree as evidenced in the more than 100 students we have pursuing degrees in this area. These additional technological resources will allow and assist in further success for the future of this program.

I urge you to give consideration to this grant proposal, and give it my highest recommendation. I know that the School of Creative and Performing Arts and the College of Liberal Arts both appreciate the wonderful support in past years from the Student Technology Fee.

Sincerely,

A handwritten signature in cursive script that reads "Steven Horton".

Steven Horton, Ph.D., Acting Dean
College of Liberal Arts

Northwestern State University
School of Creative and Performing Arts
Electronic Equipment Checkout Policy

The School of Creative and Performing Arts (CAPA) in the College of Liberal Arts has various electronic equipment items available for faculty, staff, and student check out.

General Rules:

Laptops and data projectors may be checked out for a maximum of one week, or conference length plus travel time. All other equipment may be checked out for a maximum of three days, or conference length plus travel time. To renew checkout status, patrons must contact the CAPA Technology Supervisor at least 24 hours prior to the due date. No equipment can be renewed for checkout if other patrons are waiting. Any exceptions to these general rules must be approved by the CAPA Technology Supervisor.

Policy for Damaged, Late, or Lost Equipment:

Checkout records will be entered on an electronic database by the CAPA Multimedia Lab Supervisor. Patrons may not check out equipment while delinquent for any reason. Once an item is declared lost or damaged, circulation privileges will be suspended until restitution is made. After a patron has returned equipment late three times, that patron's checkout privileges will be suspended.

CAPA absorbs all fees to be used for maintenance purposes (e.g.: new projector lamps, replace lost cords, etc.). To contest a fee, replacement charge, or suspension of privileges, students/employees may direct their grievances to the Director of CAPA.

Policy for Stolen Items:

When a patron declares that an item has been stolen, the matter must be turned over to the Campus Police. Based on University Policy, when a patron declares an item is stolen, an official investigation will follow. A police report must be attached to the yearly Equipment/Property Inventory for any item that is listed as stolen.

AUDIO VISUAL CHECK-OUT FORM

CHECK-OUT	RETURN INVENTORY	
PATRON'S INITIALS	MONITOR'S INITIALS	ITEM #1
_____	_____	_____ Description
_____	_____	_____ NSU PROPERTY TAG #
		ITEM #2
_____	_____	_____ Description
_____	_____	_____ NSU PROPERTY TAG #
		ACCESSORIES
_____	_____	_____ Description
_____	_____	_____ Description
_____	_____	_____ Description

The Patron's signature below indicates compliance with the "NSU CAPA Electronic Equipment Checkout Policy" found on the back of this form.

CHECK-OUT

_____ Patron's Printed Name	_____ Patron's Signed Name
_____ NSU ID#	_____ phone (indicate: cell, campus, home)
_____ e-mail	_____ alt. contact (indicate type)
_____ CAPA Multimedia Lab Approval	_____ Date

RETURN

_____ CAPA Multimedia Lab Approval	_____ Date
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