

STUDENT TECHNOLOGY
GRANT PROPOSAL # 2015.007
2014 - 2015

5-27677

TRACY BROWN: ACCEPTED _____ OPPOSED: _____

COMMENTS: N/A

SIGNATURE: [Signature] DATE: 12/4/14

HEATH FITTS: ACCEPTED _____ OPPOSED: _____

COMMENTS: _____

SIGNATURE: _____ DATE: _____

SHAWN PARR: ACCEPTED _____ OPPOSED: _____

COMMENTS: _____

SIGNATURE: _____ DATE: _____

CHRIS PARISH: ACCEPTED _____ OPPOSED: _____

COMMENTS: _____

SIGNATURE: _____ DATE: _____

BRANDON CRAIG: ACCEPTED _____ OPPOSED: _____

COMMENTS: _____

SIGNATURE: _____ DATE: _____

RON WRIGHT: ACCEPTED _____ OPPOSED: _____

COMMENTS: Consider Additional Equipment. Is it possible to share resources with Biology Department? Just curious

SIGNATURE: _____ DATE: _____

Student Technology Fee
Grant Proposal Request Form
Fiscal Year 2014-15
Northwestern State University of Louisiana

2015.007
Priority #2

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Brenda R. Woodard For: Veterinary Technology Program

Department/Unit: Biological Sciences College: Science, Tech, Business Campus: Natchitoches

Which NSTEP Goals/Objectives does this project meet? 1, 3, and 9

Requested equipment will be located/installed/housed? Building 090, Bienvenu Hall Room 230

Does the department requesting funding receive lab fees? (circle one): NO

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: Brenda Woodard, DVM Date: November 12, 2014

Proposal Requested Amount: \$24,608.18 Budget Attached (circle one): YES

Proposal delivered to Student Technology located in Watson Library, Room 113. Date 11/21/2014

The 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.

The veterinary technology program offers an Associate Degree as well as a veterinary technology concentration biology Bachelor of Science Degree curriculum. Enrollment in the two programs is currently 90+ students, with many of them pursuing both degrees.

Graduates of these programs become veterinary technicians or veterinary technologists, respectively, and are eligible to sit for the National Veterinary Technician Examination to become Registered Veterinary Technicians or Technologists. The curricula require teaching a long list of hands-on application of skills in laboratories to meet the guidelines of our accrediting body, the American Veterinary Medical Association.

The specific laboratory courses utilizing the requested equipment are required for student majors in each of these curricula.

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

We are requesting funding to replace twelve dissecting microscopes and funding to purchase two microhematocrit 24-tube capacity centrifuges in the Clinical Pathology and Parasitology laboratory in Bienvenu Hall (Room 230). This laboratory is used to teach VTEC 3101 and VTEC 3191, which are veterinary hospital technology courses involving teaching complete blood counts, serology, urinalysis, and cytology, as well as parasitology. Laboratory capacity for student workstation seating is 24, with overflow seating available in the laboratory next door. We have had to use overflow seating the past two years. This equipment is vital for student acquisition of skills in patient clinical pathology, and is used by each student in virtually every laboratory session in that room. Additionally, students in VTEC 3201, hospital technology anesthesia and surgery laboratory, utilize the equipment to run pre-operative blood samples for pre-anesthetic testing on surgical patients.

The equipment items we are requesting have the technology and capabilities for students to analyze laboratory specimens as required for successful development of skills that are directly related to workplace performance and patient outcomes. Current state-of-the-art equipment is vital for education preparing the student for success in passing the licensing board examination which is taken upon graduation for becoming a Registered Veterinary Technician.

This laboratory is currently equipped with dissecting scopes which are over 25 years old, and which require added light sources to function. We use these scopes for study of parasites which are too large for slide microscopy, but which need the magnification of the dissecting scope to see details clearly.

The one microhematocrit centrifuge in current use is so old that replacement parts are not available, and we are having trouble with its function. It often causes losses of patient blood samples, which means students have to repeat the procedure. Because each student has to run two sample tubes, having two centrifuges available will increase efficiency in the laboratory, so that 24 students may run their samples concurrently.

The new scopes represent the current state-of-the-art, with built-in light sources, and are much easier to use. New centrifuges for capillary tube blood samples will alleviate student frustrations with the malfunctioning equipment we are currently using in these laboratories.

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

- a. Each new equipment item will be set up for use on common student workbenches in the laboratory.
- b. Students will be instructed in the care and use of the equipment, and will have immediate access to the machines and refractometers for each laboratory session.
- c. Course syllabi will be updated to reflect use of this equipment.
- d. Practical examinations will be administered to each student enrolled in the laboratory courses using this equipment.

4. Indicate how each project objective will be evaluated.

- a. The laboratory will be inspected and maintained to insure that the requested equipment items are properly placed and in use in laboratory courses.
- b. The syllabi will be compared to existing syllabi to insure that updated instructions regarding use of these microscopes are included.
- c. Student examinations will be evaluated to determine that student acquisition of skills is occurring. Documentation of student acquisition of essential skills will be maintained for each student enrolled in these laboratories.

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

a. This project will advance the following NSTEP objectives:

1. *To improve access to technology by students, faculty, and staff at Northwestern State University.* Specifically, to expose students to modern laboratory equipment, train them in its use, and give them basic essential skills required in post-graduate careers.
3. *To upgrade laboratories with modern technology.* Specifically, to use modern instruments appropriate in complexity for the current "state-of-the-art" in veterinary medicine and technology.
9. *To provide and support hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.* Specifically, the equipment items requested represent functions specialized for modern veterinary medicine and the training of personnel for the workplace.

b. This project will advance the following University and College of Science, Technology, and Business goals:

1. *Goal 1: Northwestern State University will endeavor to create and maintain a responsive, student-oriented environment.* Specifically, by providing the latest technological advances in veterinary medicine to student instruction, we will respond to the student's need to be well educated.
2. *Goal 2: Northwestern State University will provide programs, services, and operations throughout the University of high quality and effectiveness.* Specifically, the Veterinary Technology program is fully accredited by the American Veterinary Medical Association. Providing modern technological equipment for student instruction illustrates that we care to provide a high quality educational experience for our students, so that they are well prepared for board examinations and a veterinary medical career.

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.

Veterinary medicine capabilities and technologies continue to advance at a rapid rate; this fact requires that we who are educating Veterinary Technicians keep pace with advancements if we are doing what is best for our students. The Veterinary Technology Program enrollment is at 90+ this fall during our last count, and each of these students is required to take the Parasitology and Veterinary Hospital Technology courses in their last year of coursework before a semester-long internship. The enrollment per course typically is 24-36 students a semester.

The NSU Veterinary Technology Program is one of only four fully accredited programs available in the State of Louisiana, and serves to educate students who will become Registered Veterinary Technicians after successfully completing the National Veterinary Technician Examination and applying for registration. This program helps fill a nation-wide shortage of veterinary technicians (this career was listed as a top-ten recession-proof career by CBS News recently, due to high demand into the foreseeable future). It is a necessity that we have the equipment available to train our students well, so that they will be prepared for their internship and

their role in the workforce.

The equipment items requested are essential if we are to continue providing excellence in Veterinary Technology education.

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.

The individuals who teach veterinary technology courses include two veterinarians, Dr. Brenda Woodard and Dr. James Woodard, as well as a Registered Veterinary Technician, Ms. Katie Coody. Drs. Woodard each have over twenty-five-years of experience in veterinary medicine, and in teaching at NSU educating veterinary technicians. Ms. Coody is a 2008 graduate of the NSU Veterinary Technology program, and is in her third year of assisting in laboratories.

All are well experienced with the use, handling, care, and capabilities of these equipment items in teaching and in practical clinical veterinary applications.

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

The vendor will deliver the equipment. No special installation is required. Shelves and counters are in place in the laboratory to house the equipment items.

9. Provide a schedule for implementation and evaluation.

The equipment items will be ordered when funding becomes available. They should be delivered within 60 days of order, and be installed during the spring or summer semester of 2015. They will be in full use by the fall semester of 2015.

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

These equipment items should last minimally ten years, and probably longer, with careful handling and adequate maintenance. The veterinary technology program has a history of excellent care of equipment, and we instruct students in the proper care and maintenance of equipment used.

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 laboratory where this equipment will be housed remains locked at all times unless the laboratory is in use for teaching purposes or clinical procedures. No loss of equipment has occurred from this laboratory since it has been in use by veterinary technology.

12. Does the department that is requesting equipment receive lab fees? If so, please provide a justification for requesting funds from tech fee funds over using lab fees from your department.

Veterinary technology does receive student assessed lab fees. However, the total amount averages less than \$6,000 per academic year. Veterinary technology laboratory courses involve extensive use of expendable medicines and medical supplies, like bandage materials,

syringes/needles, gloves, all drugs needed to successfully anesthetize animals to perform surgical procedures, diagnostic testing kits, supplies to run diagnostic laboratory machines, etc. Because these materials are used, we must spend lab fee funds to restock these supplies each year. We do not receive funds in the amount necessary to purchase equipment items such as these.

13. Attach a detailed budget.

A detailed budget follows.

Budget Summary:

For dissecting microscopes:

| Qty | Product# | Product Description | List Price | Extended Price |
|-----|----------|--------------------------------------|------------|---------------------|
| 12 | MMD23500 | C-LED EPI/DIA Stand with Focus Mount | 895.00 | 8,806.80 |
| 24 | MMK30102 | C10X WIDEFIELD EYEPIECE | 114.00 | 2,243.52 |
| 12 | 79035 | AC Power Cord (120V) | 13.00 | 127.92 |
| 12 | MMA36400 | SMZ-745 Stereo Zoom Microscope | 1,191.00 | 11,719.44 |
| | | Shipping | | 189.00 |
| | | TOTAL | | \$ 23,086.68 |

For centrifuge:

| | | | | |
|---|--------|-------------------------------------|--------|--------------------|
| 2 | 035866 | Centrifuge Microhematocrit 24 place | 730.75 | 14,61.50 |
| | | Shipping | | 60.00 |
| | | TOTAL | | \$ 1,521.50 |

Vendors:

For microscopes:



**Nikon
Instruments
Inc.**

1300 Walt Whitman Road - Melville, NY

11747 - Phone: 1-800-526-4566 - Email:

nikoninstruments@nikon.net

Sales Representative: Douglas Ferrante

504-236-4305

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For centrifuge:



Henry Schein Animal Health
400 Metro Place North
Dublin, OH 43017
Phone: (614) 761-9095

Sales Representative:
Clay Barber
1-800-552-8387 (ext.) 5406
cbarber@henryscheinvet.com

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).

Letters of support attached are from Dr. Steve Horton, Acting as Dean of the College of Science, Technology, and Business, and Dr. Zafer Hatahet, Department Head, Biological and Physical Sciences.

Student Technology Fee Grant Proposal Checklist:

- Is all information requested provided (items 1 – 13)?
- Is a detailed budget attached?
- Are all specifications, description, model number, quotation, cost, state contract number, and vendor provided for each item?
- Are your two (2) letters of support attached?
- N/A If equipment is to be checked-out/loaned, is your policy attached?

Nikon Instruments Inc.

1300 Walt Whitman Road - Melville, NY 11747 -
 Phone: 1-800-526-4566 - Email: nikoninstruments@nikon.net



QUOTATION

| | |
|----------|----------|
| Date | Quote # |
| 10/23/14 | 00056940 |

Account Information

Northwestern State University
 201 lake and dam
 Lena, La
 Phone: (318) 357-4316
 Fax:

Quote To: Katie Coody

201 lake and dam
 Lena, La
 Phone: (318) 357-4316
 Fax:
 Email: stantons@nsula.edu

Your Sales Account Manager is:

Douglas Ferrante 504-236-4305

| Terms | Delivery | FOB | Ship Via |
|--------|------------|--------------------------|----------|
| Net 30 | 60-90 Days | Origin Prepaid and Added | Best |

| Qty | Product# | Product Description | List Price | Extended Price |
|-----|----------|--------------------------------------|------------|----------------|
| 12 | MMD23500 | C-LED EPI/DIA Stand with Focus Mount | 895.00 | 8,806.80 |
| 24 | MMK30102 | C10X WIDEFIELD EYEPIECE | 114.00 | 2,243.52 |
| 12 | 79035 | AC Power Cord (120V) | 13.00 | 127.92 |
| 12 | MMA36400 | SMZ-745 Stereo Zoom Microscope | 1,191.00 | 11,719.44 |

Shipping

189.00

Total \$23,086.68

*** PLEASE FAX ORDER TO NIKON INSTRUMENTS INC @ ***

Quote is Valid for 30 Days - Nikon Federal Tax ID #11-3554845 - DUNS 038740051 - This quotation is subject to the attached Terms and Conditions for Quotation accessible at www.niitandc.com - Please note the following: PRICES SUBJECT TO CHANGE WITHOUT NOTICE. NIKON WILL ENDEAVOR TO SHIP TO YOU FOR YOUR ACCEPTANCE, YOUR SUBSTANTIALLY COMPLETE WORKING SYSTEM AS SOON AS POSSIBLE. WE WILL SHIP THE ENTIRE ORDER WITHIN THE STATED DELIVERY TIME ON THIS QUOTATION. ALL NIKON PRODUCTS ARE COVERED BY A LIMITED ONE YEAR WARRANTY ELECTRICAL - 5 YEAR WARRANTY MECHANICAL - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING. ITEMS AND PRICES STATED HEREIN ARE CONFIDENTIAL AND ARE NOT TO BE SHARED WITH THIRD PARTIES WITHOUT PRIOR WRITTEN CONSENT FROM NIKON INSTRUMENTS INC.

Katie Coody

From: Barber, Clay <CBarber@HenryScheinVet.com>
Sent: Monday, November 17, 2014 10:00 AM
To: Katie Coody
Subject: Centrifuge Quote

November 17, 2014

Katie, The quote that you requested is listed below:

(2) 035866 CENTRIFUGE MICROHEMATOCRIT 24 PLACE DROPSHIP \$730.75 Total \$1,461.50
UNITED PRODUCTS & INSTRUMENTS C-MH30

This item will drop ship directly to you from the manufacturer.

Freight charge is approximately \$60.00

This item is non-returnable

Quote good for 30 days from above date

Thanks,
Clay

Clay Barber
Henry Schein Sales Support Associate
800-552-8387 X-5406
Fax: 614-553-6882
Email: cbarber@henryscheinvet.com



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Henry Schein Animal Health



NORTHWESTERN STATE

College of Arts, Letters, Graduate Studies and Research
Office of the Dean

128 Caspari Hall
Natchitoches, LA 71497
O 318.357.4330
F 318.357.4255
liberalarts.nsula.edu

The Graduate
School
(318) 357-5851

Louisiana
Scholars' College
318-357-4577

School of
Creative and
Performing Arts
318-357-4522

Department of
Criminal Justice,
History and
Social Sciences
318-357-6967

Department of
Social Work
318-357-5493

Department of
Language and
Communication
318-357-6272

Department of
Psychology
318-357-6594

November 17, 2014

STUDENT TECHNOLOGY GRANT COMMITTEE

Dear Committee Members:

I wholeheartedly support this grant request from Dr. Woodard for funding veterinary technology laboratory equipment improvements. This equipment is necessary for two courses required for all veterinary technology students, and will be routinely used by students in each of these courses. It will replace outdated stereo-microscopes and a malfunctioning centrifuge with new state-of-the-art equipment in quantities needed to meet the growing student enrollment in these courses. The faculty and staff in veterinary technology have a history of maintaining their laboratories and equipment in good order, and will care for the new equipment properly.

The veterinary technology program serves over ninety students currently, and continues to be in high demand by entering freshmen as well as transfer students. Regional veterinary hospitals recognize the quality of NSU graduates in veterinary technology, and demand for student interns and graduates always exceeds the supply. Providing needed equipment will allow the program to continue serving the student population's educational requirements.

I urge you to give this request your full consideration. If I may provide additional information, please do not hesitate to contact me.

Sincerely,

Steven G. Horton, PhD.
Vice Provost and Dean



DEPARTMENT OF BIOLOGICAL AND PHYSICAL SCIENCES
COLLEGE OF SCIENCE, TECHNOLOGY, AND BUSINESS
Phone (318) 357-5323, Fax (318) 357-4518, Email: Bio_Sci@nsula.edu, URL: biology.nsula.edu



November 20, 2014

Ms. Jennifer Long
Student Technology Fee Office
Watson Library

Dear Committee Members,

It is with pleasure that I write in support of Dr. Brenda Woodard's grant to update lab equipment in room 230 Bienvenu Hall.

Dr. Woodard has been running a very successful veterinary technology program at NSU for over twenty years. We are currently the only institution in Louisiana that offers a four year program in Veterinary Technology. One of the main strengths of Dr. Woodard's program is the extensive hands-on experience her students get with "real world" instrumentation they are likely to encounter when they join the workforce. It is therefore imperative to maintain our lab equipment in operational order, and upgrade it on a regular basis to reflect the state of technology.

Given the current budget restrains, our department has to rely on grants exclusively to purchase large ticket items such as microscopes and centrifuges. We would greatly appreciate it if you could fund this grant proposal and help our 80+ veterinary technology students gain critical laboratory skills.

Thank you.

Zafer Hatahet, Ph.D.
Professor and Department Head