



NORTHWESTERN STATE
Office of the President

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October 15, 2020

Dr. James B. Henderson, President
University of Louisiana System
1201 North Third Street, 7-300
Baton Rouge, LA 70802

Re: Annual Report on the Expenditure of Student Technology Fees 2019-2020

Dear Dr. Henderson:

Please find attached Northwestern State University's *Annual Report on the Expenditure of Student Technology Fees 2019-2020*.

Please feel free to give me a call should you have any questions.

Sincerely,

Dr. Chris Maggio
President

Attachment

DEDICATED TO ONE GOAL. **YOURS.**



Northwestern State University Annual Report

Department of Instructional Technology and Student Support

2019-2020

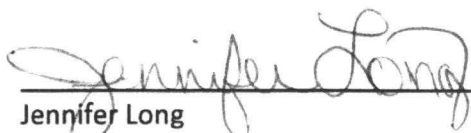


October 2020

Prepared for: *Northwestern President Dr. Chris Maggio, SGA President Nick Hopkins, and the University of Louisiana System Board of Supervisors*

By: Jennifer Long, Associate Director of Instructional Technology and Student Support
Northwestern State University

Signature Page



Jennifer Long
Associate Director, ITSS

10.14.20

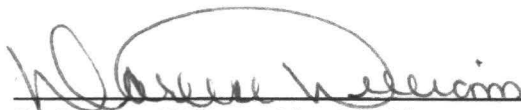
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Tracy Brown
Chief Technology Officer

10/14/20

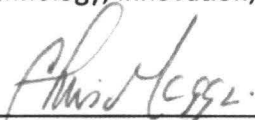
Date



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

10/14/2020

Date



Dr. Chris Maggio, President
Northwestern State University

10/15/2020

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 includes 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. It is the charge of The SGA President (STAT Chair) coordinates meetings as required. The mission statement of the Student Technology Advisory Team states:

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.

The web sites 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 addresses are:

http://www.nsula.edu/its/computer_labs/ and <http://www.stat.nsula.edu>

Progress made during 2019-2020

A total of \$1,283,588 was collected during the Fiscal Year 2019-2020, producing an available sum of \$2,548,989. Expenditures for 2019-2020 were \$892,868.

The following is a summary of significant projects and expenditures:

Instructional Technology Lab Assistants/Coordinators, Instructional Technology Technical Support Specialist, and Associate Director - \$288,316.

Computer lab equipment, technology projects (large and small), software, supplies, infrastructure, and maintenance cost included - \$604,552.

Instructional Technology assistants and coordinators were utilized in multiple capacities through this past year, some of which include:

- Staffing and keeping supplies on hand for all open computer labs
- The STAT and Student Support web sites were maintained
- The Student Help Desk assisted students with username account assistance, Moodle, wireless network access, software related issues, Microsoft 365, and WebEx
- Professional development is conducted at the beginning of each semester for all Student Technology Fee lab assistants
- Student Technology Fee workers must attend the annual university training and learn new lab procedures and maintain a working knowledge of services
- Computer lab hour contact information and maps are posted to the website for viewing and workstation availability

COMPUTER LABS AND EQUIPMENT:

The following is a list of computer labs 2019-2020:

Location	Budget Account	Approved Budget	Expenditures	Description
Psychology, Chemistry/Physics, Disabilities, FACS, CAPA, ROTC, TEC Workstations	262001	\$95,888	\$78,769	Lab Upgrades

CLASSROOM/TECHNOLOGY PROJECTS

Location	Budget Account	Approved Budget	Expenditures	Description
Classroom upgrades	262001	\$181,825	\$174,125	Upgrades to classrooms across campus community
Cenla Campus	262001	\$12,322	\$6,303	Technology for classrooms
Ft. Polk Campus	262001	\$12,222	\$7,548	Technology for student use
Shreveport Campus	262001	\$21,739	\$20,453	Technology for student use
Student Checkout Laptops	262001	\$18,174	\$12,156	Laptops for student checkout
Equipment from previous year grants	262001	\$2,911	\$2,911	Equipment from previous year grants
SGA Conference Room	262001	\$10,242	\$2,359	SGA Conference Room Install
Grant Proposals	262001	\$200,000	\$129,926	Technology across the campus community

LAB SUPPLIES/OPERATING COSTS/INFRASTRUCTURE

Location	Budget Account	Approved Budget	Expenditures	Description
Supplies/Operating/Infrastructure	262001	\$652,446	\$170,002	Operating Cost

Surplus equipment that is reusable will be distributed based on the guidelines set forth by the state.

Conclusion

Northwestern's Instructional Technology and Student Support team continues to lead in efforts to improve the technology available to students. We are pleased to submit this annual report, reflecting on the continuation of our team's progressive spirit and cooperative nature.

UNIVERSITY OF LOUISIANA SYSTEM REPORT ON STUDENT TECHNOLOGY FEES

Institution: Northwestern State University of Louisiana

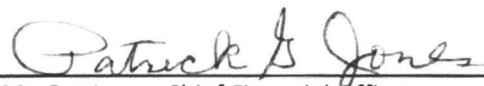
Student Technology Fees Act 1450 of 1997

Fiscal Year 2019-2020

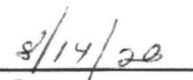
Fund Balance as of 07/01/19	1,265,401
Revenues Collected	1,283,588
Total Funds Available	2,548,989
Less Funds Expended	(892,868)
Fund Balance as of 6/30/20	1,656,121

Summary of Expenditures by Object 07/01/19 - 06/30/20

Personal Services	288,316
Travel	335
Operating Services	173,171
Supplies	222,510
Equipment	208,536
Total Expenditures by Account	892,868



Mr. Pat Jones, Chief Financial Officer

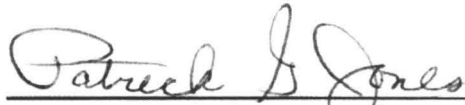


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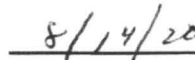
NORTHWESTERN STATE UNIVERSITY
Student Technology Fee
Changes in Fund Balance
as of June 30, 2020

Fund Balance at July 1, 2019	\$ 1,265,401
Revenues and Other Additions	
Tuition and Fees	\$ 1,269,601
Interest Earned	\$ 5,260
Other Miscellaneous Income	\$ 8,727
Total Revenue and Other Additions	\$ 1,283,588
Expenditures and Other Deductions	
Educational and General	\$ (892,868)
Total Expenditures and Other Deductions	\$ (892,868)
Net Increase (Decrease)	\$ 390,720
Fund Balance as of June 30, 2020	\$ 1,656,121

I certify that these amounts represent the accounting records as of June 30, 2020.



Mr. Pat Jones, Chief Financial Officer



Date