



**NORTHWESTERN STATE**

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October 12, 2021

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

Re: Annual Report on the Expenditure of Student Technology Fees 2020 -2021

Dear Dr. Henderson:

Please find attached Northwestern's *Annual Report on the Expenditure of Student Technology Fees 2020-2021*.

If you have any questions, please feel free to call.

Sincerely,

Dr. Marcus D. Jones  
Interim President

Attachment

DEDICATED TO ONE GOAL. **YOURS.**<sup>™</sup>



# Northwestern State University Annual Report

Department of Instructional Technology and Student Support

2020-2021

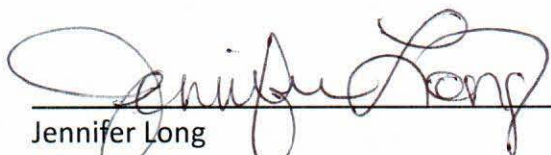


October 2021

Prepared for: *Northwestern Interim President Dr. Marcus Jones, SGA President Tja'h Edwards, and the University of Louisiana System Board of Supervisors*

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

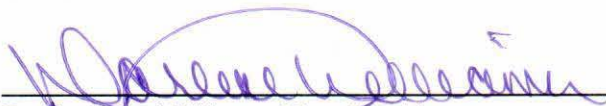
Signature Page



Jennifer Long  
Associate Director, ITSS

10.6.21

Date



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

10/7/21

Date



Dr. Marcus Jones, Interim President  
Northwestern State University

10/7/21

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:

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

### **Progress made during 2020-2021**

A total of \$1,261,845 was collected during the Fiscal Year 2020-2021, producing an available sum of \$2,917,967. Expenditures for 2020-2021 were \$1,271,977.

The following is a summary of significant projects and expenditures:

Instructional Technology Lab Assistants/Coordinators, Instructional Technology Technical Support Specialist, and Associate Director - \$242,621.

Computer lab equipment, technology projects (large and small), software, supplies, infrastructure, and maintenance cost included - \$1,029,356.

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 2020-2021:

<b>Location</b>	<b>Budget Account</b>	<b>Approved Budget</b>	<b>Expenditures</b>	<b>Description</b>
HHPE lab, Scholars' College, Student Support Services, New Media, TEC, Student Union lab, monitors for classrooms	262001	\$127,379.43	\$104,564	Lab Upgrades

**CLASSROOM/TECHNOLOGY PROJECTS**

<b>Location</b>	<b>Budget Account</b>	<b>Approved Budget</b>	<b>Expenditures</b>	<b>Description</b>
Classroom upgrades	262001	\$557,065	\$321,913	Upgrades to classrooms across campus community
Cenla Campus	262001	\$19,428	\$16,037	Technology for student use
Ft. Polk Campus	262001	\$13,818	\$12,048	Technology for student use
Shreveport Campus	262001	\$8,802	\$8,738	Technology for student use
Academic Success Center	262001	\$9,250	\$9,090	Technology for student use
Projects from FY 19-20	262001	\$99,797	\$99,797	Projects from FY 19-20

**LAB SUPPLIES/OPERATING COSTS/INFRASTRUCTURE**

<b>Location</b>	<b>Budget Account</b>	<b>Approved Budget</b>	<b>Expenditures</b>	<b>Description</b>
Supplies/Operating/Infrastructure	262001	\$554,581	\$457,169	Operating Cost; Wifi Project

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.



**NORTHWESTERN STATE UNIVERSITY**  
**Student Technology Fee**  
**Changes in Fund Balance**  
**as of June 30, 2021**

<b>Fund Balance at July 1, 2020</b>	<b>\$ 1,656,122</b>
<b>Revenues and Other Additions</b>	
Tuition and Fees	\$ 1,252,906
Interest Earned	\$ 5,953
Other Miscellaneous Income	\$ 2,986
<b>Total Revenue and Other Additions</b>	<b>\$ 1,261,845</b>
<b>Expenditures and Other Deductions</b>	
Educational and General	\$ (1,271,977)
<b>Total Expenditures and Other Deductions</b>	<b>\$ (1,271,977)</b>
<b>Net Increase (Decrease)</b>	<b>\$ (10,132)</b>
<b>Fund Balance as of June 30, 2021</b>	<b>\$ 1,645,990</b>

I certify that these amounts represent the accounting records as of June 30, 2021.

  
\_\_\_\_\_  
Mr. Pat Jones, Chief Financial Officer

  
\_\_\_\_\_  
Date

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

**Institution: Northwestern State University of Louisiana**

Student Technology Fees Act 1450 of 1997

Fiscal Year 2020-2021

Fund Balance as of 07/01/20	1,656,122
Revenues Collected	1,261,845
Total Funds Available	2,917,967
Less Funds Expended	(1,271,977)
Fund Balance as of 6/30/21	1,645,990

Summary of Expenditures by Object 07/01/20 - 06/30/21

Personal Services	242,621
Travel	147
Operating Services	269,616
Supplies	325,461
Equipment	434,132
Total Expenditures by Account	1,271,977



Mr. Pat Jones, Chief Financial Officer



Date