

Student Technology Fee
Special Initiative Request Form
Fiscal Year 2018-19
Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: _____ STAT _____ For: ___ Campus Initiatives _____

Department/Unit: _____ College: ___ NSU _____ Campus: _ NSU Community

Which NSTEP Goals/Objectives does this project meet? _____ 1 - 10 _____

Requested equipment will be located/installed/housed? Building _____ Room_ NSU_

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: _____ Date: _____

Proposal Requested Amount: \$ _____ 212,000.00 _____ Budget Attached (circle one): YES/NO

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

1. Describe target audience.

All students enrolled through Northwestern State University

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

To purchase equipment to be used by and for all NSU students.

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

The equipment will directly impact all students on the Natchitoches, Alexandria, Shreveport and Ft. Polk Campus. This initiative will also benefit on-line students.

4. Indicate how each project objective will be evaluated.

The effectiveness of system will be evaluated by the students on and off campuses in the academic coursework.

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

Objectives 1 – 10 will be enhanced.

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.

This project will directly affect all students on all NSU campus and on-line students to better prepare them for coursework related technologies.

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.

Jennifer Long, Instructional Technology – will serve as project manager

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

Instructional Technology will be provide all technical support necessary.

9. Provide a schedule for implementation and evaluation.

Funding – October
Purchase – October/November
Installation – Spring Semester

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

The hardware should have a life span from 5 years.

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 department will follow policies and procedures in place by the university.

12. Below is a detailed budget.

Department	Description	Cost/Each	Total
Cenla Campus Upgrades	Cenla campus	\$12,000.00	\$ 12,000.00
Grant Proposals	Grant Proposals	\$200,000.00	\$200,000.00
		Total	\$212,000.00