

Student Technology Fee  
Special Initiative Request Form  
Fiscal Year 2016-17  
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:\$ \_\_\_\_\_ 391,217.66 \_\_\_\_\_ Budget Attached (circle one): YES/NO

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

**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.

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, 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 – November  
Purchase – November/December  
Installation – Spring Semester