

**Northwestern State University  
Annual Report on the Expenditure of  
Student Technology Fees**

*2013-2014*

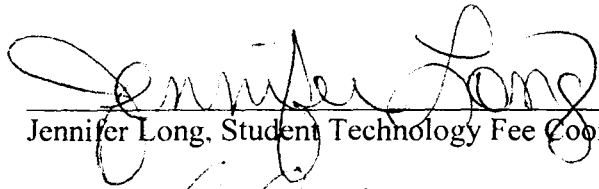


August 2014

Prepared for: *Northwestern President Dr. Randall Webb, SGA President  
Kyla Winey and the University of Louisiana System Board of Supervisors*

By: Jennifer Long, Student Technology Fee Coordinator  
Northwestern State University

Signature Page



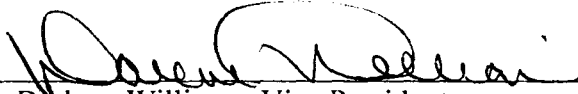
Jennifer Long, Student Technology Fee Coordinator

8.27.14  
Date




Mr. Carl Jones, Vice President  
Business Affairs

8/28/14  
Date



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

8/29/14  
Date



Dr. Randall Webb, President  
Northwestern State University

08/29/14  
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 is currently comprised of 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. Meetings are held when requested by the SGA President (STAT Chair). The mission statement of the Student Technology Advisory Team is as follows:

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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 site 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 address is: [http://www.nsula.edu/student\\_labs/](http://www.nsula.edu/student_labs/) and <http://www.nsula.edu/stat/>

## **Progress made during 2013-2014**

A total of \$1,213,388 was collected during Fiscal Year 2013-2014 making a total available of \$2,080,158. Expenditures for 2013-2014 were \$977,719.

The following is a summary of major projects and expenditures:

Student Technology Lab Assistants/Coordinators, Student Technology Technical Support Specialist, Student Technology Fee Coordinator - \$258,726.

Computer Lab Equipment, Technology Projects (large and small), software, supplies and maintenance cost included - \$718,993.

The Student Technology Fee Coordinator, Mrs. Jennifer Long, continued in the position. At the beginning of July 2011 the duties and responsibilities increased sufficiently with an increase from 897 workstations to 1796 a 50% increase; acquired over 33 SMART classrooms and door access to all CV Suites. Student Technology has also acquired fifteen (15) lecture capture classrooms.

The Student Technology Fee assistants and coordinators were utilized in a multitude of capacities through this past year some of which include:

Staffing and keeping supplies on hand for all open computer labs.

The Student Technology, STAT and Student On-line Support Help Desk web sites were maintained.

The Student Help Desk provided phone and email support to students in regards to changing passwords for myNSU, Moodle assistance, wireless instructions and software related issues.

Training classes were conducted at the beginning of each semester for all Student Technology Fee lab assistants. Student Technology Fee workers are required to attend the training to discuss any current lab issues and maintain a working knowledge of software.

All hours and contact information were posted in all labs for student viewing.

Student Technology lab assistants assisted first time student in creating myNSU accounts.

The Student Technology Fee Technical Support Specialist, Mr. Alfred Ehlers, continued in the position.

Installed new equipment and software across the university campuses for student use.

Handled the technical aspects of maintaining Student Technology Fee computer labs and check-out equipment.

Maintains software in all student computer labs

## COMPUTER LABS AND EQUIPMENT:

This report includes carryover from fiscal year 2012-13. The first amount will depict the budgeted amount; the second amount will depict the expenditure.

The following are a list of computer labs upgraded during 2013-2014:

Location	Budget Account	Approved Budget	Expenditures	Description
Watson Lab	5-27645	\$63,233.52	\$62,769.76	Student Lab Upgrade
Nursing Lab	5-27646	\$71,299.20	\$71,294.67	Student Lab Upgrade

## TECHNOLOGY PROJECTS

### Large Project Proposals:

Location	Budget Account	Approved Budget	Expenditures	Description
LOUIS	5-27566	\$74,000.18	\$74,004.00	Data Bases
SAN Storage	5-27657	\$49,212.00	\$42,095.95	SAN Storage
CAPA Wireless	5-27649	\$48,629.00	\$42,213.83	CAPA Wireless
Watson Wireless	5-27651	\$28,485.00	\$27,096.97	Watson Wireless
Union Hardware	5-27653	\$45,866.00	\$39,964.92	Union Hardware
F5 Load Balancer	5-27654	\$77,656.00	\$54,492.96	Load Balancer
CAPA	5-27659	\$23,309.21	\$20,868.75	Student Equipment
Recital Hall	5-27578	\$26,213.00	\$20,297.32	Student Equipment
NSU 22	5-27604	\$38,630.74	\$24,612.00	Student Equipment
Vet Tech	5-27617	\$36,800.00	\$35,449.00	Student Equipment
myNSU	5-27621	\$74,500.00	\$65,000.00	Student Equipment
CAPA	5-27610	\$24,776.01	\$2,104.90	Student Equipment
CloudBearing	5-27618	\$60,098.00	\$17,250.00	Email System
SPSS	5-27622	\$28,090.00	\$9,013.75	Software
CAPA	5-27623	\$40,995.00	\$9,300.00	Student Equipment

### Small Project Proposals:

Location	Budget Account	Approved Budget	Expenditures	Description
Watson CV system	5-27647	\$7,490.75	\$7,490.75	CV system
CAPA Hardware	5-27650	\$19,276.00	\$16,779.02	CAPA Hardware
TEC Wireless	5-27652	\$18,110.00	\$12,654.43	TEC Wireless
ACS Servers	5-27655	\$12,879.00	\$12,879.00	ACS Servers
Backup Servers	5-27656	\$3,285.01	\$2,606.78	Backup Servers
CAPA	5-27658	\$2,169.89	\$2,169.86	Student Equipment
WRAC	5-27660	\$8,436.00	\$8,111.80	Student Equipment
CAPA	5-27661	\$7,260.00	\$4,116.65	Student Equipment
Vet Tech	5-27663	\$2,598.00	\$2,310.46	Student Equipment
CAPA	5-27665	\$9,900.00	\$9,808.00	Student Equipment
Core Equipment	5-27666	\$7,250.40	\$7,250.40	Core Equipment
Education	5-27667	\$10,265.04	\$10,265.04	Student Equipment

CAPA	5-27600	\$1,906.50	\$416.50	Student Equipment
CAPA	5-27608	\$7,819.98	\$7,257.58	Student Equipment

**Lab Supplies/Operating Costs**

<b>Location</b>	<b>Budget Account</b>	<b>Approved Budget</b>	<b>Expenditures</b>	<b>Description</b>
Operating Costs	5-27481	\$200,444.00	\$80,564.59	Operating Cost

Surplus equipment that was reusable was distributed based on the guidelines set forth by the state in regards to equipment purchased with Student Technology Fee funds.

## **Internal Auditor Report 2013-2014**

Northwestern's Student Technology Fee is audited by the University Internal Auditor to ensure that the collection and expenditure of the fees is consistent with the policies set forth by the legislature and University governing board. The audit covers 2013-2014. The audit report will follow under separate cover.



## **Conclusion**

Northwestern's Student Technology Fee continues to be a leader in efforts to improve the technology available to students. We are proud to submit this annual report which reflects the continuation of progressive spirit and cooperative nature with which all aspects of the committee's charges have been handled.

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

**Institution: Northwestern State University of Louisiana**

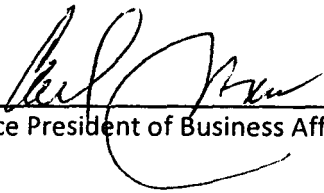
Student Technology Fees Act 1450 of 1997

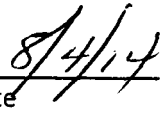
Fiscal Year 2013-14

Fund Balance as of 07/01/13	866,770
Revenues Collected	1,213,388
Total Funds Available	2,080,158
Less Funds Expended	(977,719)
Fund Balance as of 6/30/14	1,102,439

Summary of Expenditures by Object 07/01/13 - 06/30/14

Personal Services	258,726
Travel	293
Operating Services	134,215
Supplies	57,006
Software	-
Professional Services	-
Equipment	527,478
Major Repairs/Renovations/Remodeling	-
Other: Write-Offs	-
Total Expenditures by Object	977,719

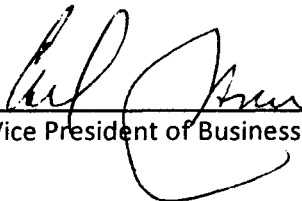
  
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Carl Jones, Vice President of Business Affairs

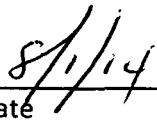
  
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**NORTHWESTERN STATE UNIVERSITY**  
**Student Technology Fee**  
**Changes in Fund Balance**  
**as of June 30, 2014**

<b>Fund Balance at July 1, 2013</b>	<b>\$ 866,770</b>
<b>Revenues and Other Additions</b>	
Tuition and Fees	\$ 1,127,760
Interest Earned	\$ 1,767
Other Miscellaneous Income	\$ 83,861
<b>Total Revenue and Other Additions</b>	<b>\$ 1,213,388</b>
<b>Expenditures and Other Deductions</b>	
Educational and General	\$ (977,719)
<b>Total Expenditures and Other Deductions</b>	<b>\$ (977,719)</b>
<b>Net Increase (Decrease)</b>	<b>\$ 235,669</b>
<b>Fund Balance as of June 30, 2014</b>	<b>\$ 1,102,439</b>

I certify that these amounts represent the accounting records as of June 30, 2014.

  
\_\_\_\_\_  
Carl Jones, Vice President of Business Affairs & Controller

  
\_\_\_\_\_  
Date

Student Technology Fees  
2013-2014 Account Expenditures

*\*some accounts are from previous fiscal years*

Budget Number	Total Expenditure
5-27476	\$258,726.48
5-27481	\$80,564.59
5-27566	\$74,004.00
5-27578	\$20,297.32
5-27600	\$416.50
5-27604	\$24,612.00
5-27608	\$7,257.58
5-27610	\$2,104.90
5-27617	\$35,449.00
5-27618	\$17,250.00
5-27621	\$65,000.00
5-27622	\$9,013.75
5-27623	\$9,300.00
5-27624	(\$83,516.91)
5-27645	\$62,769.76
5-27646	\$71,294.67
5-27647	\$7,490.75
5-27649	\$42,213.83
5-27650	\$16,779.02
5-27651	\$27,096.97
5-27652	\$12,654.43
5-27653	\$39,964.92
5-27654	\$54,492.96
5-27655	\$12,879.00
5-27656	\$2,606.78
5-27657	\$42,095.95
5-27658	\$2,169.86
5-27659	\$20,868.75
5-27660	\$8,111.80
5-27661	\$4,116.65
5-27663	\$2,310.46
5-27665	\$9,808.00
5-27666	\$7,250.40
5-27667	\$10,265.04
Total	\$977,719.21