

Student Technology Fee
Special Initiative Request Form
Fiscal Year 2010-11
Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Jamila Maxie

For: Northwestern State Testing Center

Department/Unit: Student Services College: Student Affairs Campus: Natchitoches

Which NSTEP Goals/Objectives does this project meet? Univ. Goal #2; NSTEP Objs. 1,3,7 & 9

Requested equipment will be located/installed/housed? Building Kyser Hall Room 401 G

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: August 13, 2010

Proposal Requested Amount: \$55,462.75 / ~~\$47,069.40.60~~ 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.

The new test proctoring initiative provides an expanded Testing Center with services to NSU currently enrolled students, faculty and staff.

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

The development of an expanded Testing Center on the Natchitoches Campus will allow NSU to provide computer-based test proctoring for students enrolled in online courses and computer-based test administration for Northwestern Students required to take various standardized tests. The Testing Centers differs from the Disability Center that offers testing accommodations to students will a documented disability. Ensuring that online education yields quality results and maximum benefits for students, NSU must effectively allocate resources to initiatives that invest in assisting online students. The expanded Testing Center is a new initiative that will assist in meeting the challenge of producing quality education at a distance. At present, NSU has no dedicated space for testing students who are enrolled in online courses. Many professors who teach online courses require tests to be proctored. The pool of available proctors is limited, especially in rural areas. Additionally, if a proctor is available, cost is another obstacle to obtaining services. The expanded Testing Center will offer numerous benefits including proctoring for online exams.

This initiative was originally birthed via a National Association of System Heads (NASH) grant, \$90,000 of which is now available for infrastructure to partially fund the project. The initial proposal of the NASH grant intended funding from several sources, including University Student Technology Special Initiative. The funds awarded by the NASH grant will cover the required wiring/networking needs to accommodate the new computer lab, student tables, and furniture throughout the center. The Student Technology Fee Special Initiative will assist with furnishing computers for the centers; however, grant funding maybe requested if additional needs for the centers arise during the planning and implementation phase.

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

1. In the first year, the Testing Center expects to provide test proctoring for as many as 4500 tests for approximately 1500 NSU students enrolled in online course(s).
2. The Testing Center will assist in computer-based standardize testing for approximately 250 NSU students enrolled on the Natchitoches campus each academic year.

4. Indicate how each project objective will be evaluated.

1. Student Satisfaction Surveys
2. Actual number of students utilizing services v. projected numbers of students utilizing services

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?

The proposal parallels the overall NSU GOAL #2 of providing services and operations of high quality and effectiveness.

The proposal addresses NSTEP OBJECTIVES # 1. Improving technology support for NSU students, faculty and staff; #3 Upgrading laboratories with modern technology; #7 Encouraging technology initiatives (faculty will be encouraged to use online testing and teaching); and #9 Provision of new hardware and software to support specialized functions (the new Testing Center will be the first of its kind on the NSU campus and will provide new and innovative equipment and online software for program management).

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 initiative will impact over a thousand NSU students each academic year and provide support to NSU faculty who desire assistance with online test proctoring. In fall 2009, 5013 students were enrolled in at least one online course; the enrollment for online only students was 2,538 for fall 2009. Additionally, provision of online proctoring is a requirement for continued University accreditation through the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).

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.

Ms. Jamila Maxie, Director of Testing
Ms. Frances Conine, Director of Student Services
Dr. Chris Maggio, Dean of Students and Assistant Provost

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

Technical support personnel for the lab are requested for support of computers received through this initiative.

Other clerical and faculty/staff support will also be requested.

9. Provide a schedule for implementation and evaluation.

Implementation:

- August – submit proposal
- Fall 2010 – purchase equipment, software and rework 4th floor infrastructure
- Spring 2011 – install equipment, staff center, train personnel, disseminate policy and procedures
- Summer 2011- pilot testing
- Fall 2011- Full implementation of new test proctoring center

Evaluation:

Information will be continuously gathered via computer network and compiled on a quarterly basis. Annual reports will be compiled to determine measurement of projected benchmarks.

Student satisfaction surveys will be compiled on a semester basis and reviewed by the Director of Testing and supervisor for program updates and change.

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

Scheduled upgrades as per grant allowance every 3-5 years. If possible, it is requested that the computers are included in the Student Technology rotation for upgrades.

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.

NO Check out allowed. Regular University Security and Property Control will be implemented as per NSU policy.

12. Attach a detailed budget.

Proposed Budget for New Testing Center Initiative

Item

Computer: OptiPlex 960 Small Form Factor Green Configuration (See attached spec)

Quantity Cost Per Unit Total Cost

35 ~~\$1,344.84~~ ~~\$47,069.40~~

1,584.65 \$ 55,462.75

Windows® . Life without Walls™ . Dell recommends Windows 7.

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Northwestern State University

Description



OptiPlex 960 Small Form Factor Green Configuration

Date & Time: August 09, 2010 8:56 AM CST

SYSTEM COMPONENTS

OptiPlex 960 Small Form Factor Green Configuration	Qty	1
OptiPlex 960 Small Form Factor Base Up to 90 Percent Efficient Power Supply, Genuine Windows Vista® Home Basic Service Pack 2, No media, 32	Unit Price	\$1,344.84
Catalog Number:	25 E1266_GREEN	

Module	Description	Show Details
OPTIPLEX 960S	OptiPlex 960 Small Form Factor Base Up to 90 Percent Efficient Power Supply	
Operating System	Genuine Windows Vista® Home Basic Service Pack 2, No media, 32	
Processors	Intel® Core™ 2 Duo E8400 with VT (3.0GHz, 6M, 1333MHz FSB)	
Memory	4GB DDR2 Non-ECC SDRAM,800MHz, (2 DIMM)	
Keyboard	Dell Quietkey, No Hot Keys, English, Black	
Monitors	Dell Professional P2210 22in HAS Wide Monitor, VGA/ DVI/ DP	
Video Cards	256MB ATI RADEON HD 3470 (Dual DP), low profile	
Boot Hard Drives	160GB 7,200 RPM 2.5" SATA, 3.0Gb/s Hard Drive with NCQ and 16MB Cache	
1394 FireWire Adapter	1394 FW Controller Card, Low Profile	
Floppy Drive Options	Dell 19 in 1 Media Card Reader	
Mouse	Dell USB Optical Mouse with Scroll, All Black Design	
Systems Management Mode	vPro Secure Advanced Hardware Enabled Systems Management	
CD ROM/DVD ROM	8X Slimline DVD+/-RW, Roxio Creator™ CyberlinkPowerDVD™ No Media	

QuietKit	No Quiet Kit
Speakers	No Speaker, OptiPlex
Power Supplies	OptiPlex 960 Small Form Factor Up to 90 Percent Efficient Power Supply
Documentation	Documentation, English, with 125V Power Cord
Hard Drive Mode	No RAID
Energy Efficiency Options	Energy Star 5.0 Category B (<44.3W Idle), EPEAT Gold, Dell ESMART Settings
Resource DVD	No Resource DVD
Hardware Support Services	5 Year Basic Limited Warranty and 5 Year NBD Onsite Service
Security Hardware	Chassis Intrusion Switch Option
Ship Packaging Options	Shipping Material for System, Small Form Factor
Thermal Solutions	Mainstream Pentium® Dual Core
Mouse Pad	Mouse Pad
Processor Branding	vPro Sticker
Labels	Thank You for Buying Dell

TOTAL: \$1,344.84

	Total Price
Sub-total	\$1,344.84
Shipping & Handling	\$0.00
Tax	--
*Tax calculation is currently unavailable. You will be contacted post-sale with your final total order amount, including applicable taxes	
Total Price¹	--

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snCM51

41 Computers
Tables: 5' x 2'

