

Southeastern Louisiana University Annual Report on the Expenditure of Student Technology Fees

2002-2003



August, 2003

Prepared for *Southeastern President Randy Moffett, SGA President Ashley McKee and the University of Louisiana System Board of Supervisors*

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Southeastern's Student Technology Fee Committee

Southeastern's Student Technology Fee Committee was established in early 1999. The committee is currently comprised of the Student Government Association President and four members of SGA appointed by the SGA President and the following University administration representative: Assistant Vice President for Technology, Vice President for Student Affairs, Assistant Vice President for Academic Affairs, and the Director for Basic Computing Services. Monthly meetings are held during the Fall and Spring Semesters and the committee meets at least once during the summer. The mission statement of the Student Technology Fee Committee is as follows:

The mission of the Student Technology Fee Committee is to facilitate communication and provide for periodic input and analysis of utilization of technology fee proceeds detailed in the Technology Fee Use Agreement. The committee provides a mechanism for consistent dialogue between members of the university administration and the Student Government Association regarding the effectiveness of the fee, feedback from users, and discussions about possible revisions in the use of technology fee proceeds.

The web site for the Student Technology Fee Committee continues to provide information about the fee to Southeastern students and other interested individuals. The address is:

<http://www.selu.edu/stf>

A Student Technology Fee Usage Agreement was signed by Dr. Randy Moffett, Southeastern President and Ms. Kalen Miller, Southeastern SGA President in September, 2001. The 2003 revised usage agreement is currently being reviewed for final approval and will be signed by the University President and SGA President as soon as the review is completed.

Progress made during 2002-2003

A total of \$1,182,919 was carried over from the previous fiscal year. \$1,913,946 was collected during 2002-2003 making a total available for the fiscal year of \$3,096,865. \$2,714,543 was spent or allocated, carrying over \$382,322 to the 2003-2004 fiscal year.

The following is a summary of projects and expenditures:

Student Technology Assistants (STA)/Graduate Technology Assistants (GTA), Student Technology Liaisons and Interns, Student Productivity Services Coordinator and Student Technology Services Coordinator - \$350,448

Computer Labs and Equipment (software and supplies included) - \$864,492

Other Diversified Technology Projects - \$1,499,603 for Large and Small Project Proposals

The Student Productivity Services Coordinator, Ms. Clarissa Schiro continued in the position. Her staff of Student Technology Assistants and Graduate Technology Assistants were utilized in a multitude of capacities through this past year including:

- Staffing and keeping supplies on hand for all open and restricted computer labs.
- The Student Productivity Services brochure was updated and distributed to reflect all the computer lab moves to various new locations on campus.
- The Student Productivity Services Web Page was completely revised and updated to provide more information to students on services available.
- The Student Help Desk was very busy in providing phone support to students on various aspects of technology as well as Blackboard.
- Training classes are conducted each semester for Student Technology Fee student workers. STF student workers are required to attend these classes to keep abreast of software for which they will be providing support.
- The inventory of checkout equipment by students was increased due to an overwhelming demand by students and new types of equipment were added..

The Student Technology Services Coordinator position was filled in September, 2002 by Mr. Erik Johansen. Mr. Johansen and the Student Technology Assistants:

- Installed new equipment and software in Student Technology Fee computer labs which had reached their three-year equipment cycle.
- Monitored the status of equipment and software in Student Technology Fee computer labs to ensure maximum availability to students.
- Handled the technical aspects of maintaining Student Technology Fee computer labs and check-out equipment.
- Performed installation and removal of software for short-term special sessions held in Student Technology Fee computer labs.

COMPUTER LABS AND EQUIPMENT:

The following are a list of computer labs that have been upgraded during 2002-2003:

- North Campus B-156 - 25 computers and monitors
- Six Dorms - 54 computers and monitors
- Math Tutoring lab - 10 computers and monitors
- Florida Parishes Research Center - 30 computers and monitors
- DVIC Computer Classroom - 30 computers and monitors
- TEC Computer Classroom - 42 computers and monitors

DIVERSIFIED TECHNOLOGY PROJECTS

The Committee approved funding for diversified technology projects including:

Large Project Proposals:

Administrative Comp Svcs.	Campus-wide Network Upgrade
Basic Computing Services	Purchase of Heat Software License for STF
Biological Sciences	MIDI GC Sherlock System for Identification of Bacteria
Biological Sciences	Traveling Video microscope for use at Marine Biology Labs
Biological Sciences	Wetlands Restoration Laboratory Upgrade
Biological Sciences	Biotechnology equip. for new Biology classroom and lab facility
Biological Sciences	Upgrading DNA Sequencing and Analysis Equipment
Biological Sciences	Enh. Freshman learning using technologically adv. Microscopes
Biological Sciences	Equipment for Environmental Sciences/Ecology
Career Services	State-of-the-Art Videoconferencing. Equipment for. Interviews
Career Services	Presentation Technology
Chemistry and Physics	Computer Assisted/Multi-Media Teaching Technology
Communications	Upgrading the Television Teaching Studio
Communications	Expanding and Upgrading Communications Computer Lab
General Business	SMART Board Acquisitions: College of Business and Technology
Industrial Technology	Computer Integrated Manufacturing System
Kinesiology	2-D motion capture system to teach human movement
Kinesiology	Technology in Athletic Training
Library	Technology Rich Library Instruction
Management	Mobile Wireless Computer Classroom
Marketing and Finance	Finance Lab
Music & Dramatic Arts	Video Equipment for Applied Music Teaching Studios
Music & Dramatic Arts	Musical Instruments
Music & Dramatic Arts	Contrabassoon
Music & Dramatic Arts	Electronic equipment for Opera/Music and Jazz
Nursing	Laerdal Simman Patient Sim.
University Center/Continuing Ed	Information/Scoretables
University Police	Code Blue Telephones
Visual Arts	Digital Art Integration into Traditional Art Media

Small Project Proposals:

Administrative Computing	Kiosk
Biological Sciences	Analytical and Presentation Software
Chemistry & Physics	Digital Imaging Enhancement
Chemistry & Physics	Earth Science Laboratory Printer
Chemistry & Physics	Projector
Communication Sciences	Video Oscope
Kinesiology	Laptop and Projector
Kinesiology	Laptop and Projector
Student Publications	Digital Camera
Student Publications	Digital Camera
Student Productivity Services	Scanner Acquisition
Industrial Technology	Mobile station for engineering design and presentation

Industrial Technology	Laptop and Projector
Mathematics	Mathematica Software
Turtle Cove	Digital Camera
Turtle Cove	Satellite Internet Connection

Surplus computers and destination systems were distributed to those departments on campus submitting a proposal for student related needs. The departments include:

Department	Number of PCs	Number of Destination Systems
GEAR UP Program	15	2
Chemistry & Physics	8	1
Athletics #2	1	
Athletics #1	1	
Biological Sciences	3	
Career Services	1	
Physical Plant/Horticulture	4	
Chemistry & Physics	8	
SGA	4	
Kinesiology & Health Studies	1	
Education & Human Development	18	
Educational Ldshp. & Tech.	16	
Chemistry & Physics	1	
Biological Sciences	2	
Athletics	1	
Athletic Training	1	
Athletics - Women's Soccer	2	
Industrial Technology	4	
Kinesiology & Health Studies	18	2
Teaching & Learning	18	
English	2	
Industrial Technology	12	3
Student Enhancement Services	2	
Educational Talent Search	18	
Basic Studies	36	

- In 2003 Southeastern instituted a policy that required all students to use their Southeastern email for communication with faculty and staff. Because this policy would increase the strain on our existing email system the Student Technology Fee financially contributed to the hardware and software upgrade.
- The STF web site was improved to include a section on what the Student Technology Fee dollars have purchased to benefit Southeastern students. This section includes information and pictures. It can be accessed by going to www.selu.edu/stf and clicking on the link at the top.
- The Lee Hall computer lab was relocated to a larger space.
- Equipment to provide Internet access to residence rooms was installed in Cardinal Newman Hall.
- The Student Tech Fee financially supported the University's move to the Enterprise Version of Blackboard.
- Vests were purchased for Student Technology Assistants to help identify them when working in the computer labs.

Planned Projects for 2003-2004

Projects planned for the 2003-2004 fiscal year include:

Upgrading computers and monitors in the following labs:

North Campus B - 154 - 30 computers and monitors

North Campus B - 158 - 30 computers and monitors

North Campus B - 160 - 25 computers and monitors

Education - 25 computers and monitors

Math - 31 computers and monitors

Biology - 24 computers and monitors

English - 20 computers and monitors

Nursing - Hammond - 33 computers and monitors

Purchase of 3 Super PCs and 2 Super MACs (with software) for Pilot program in the 24 Hour Lab

Purchase additional storage and spare motherboard for SANS

Purchase WebScheduler (calendar) plugin for WebMail system

Increase Southeastern bandwidth

Continue to provide financial support for the Blackboard upgraded system

Continue to request and review large and small proposals (maximum raised to \$5,000) for possible funding to further diversify the use of technology on our campus.

Internal Auditor Report 2002-2003

Southeastern'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. At this time the annual audit has not been performed. When it is complete we will forward a copy to be considered an attachment to this report.

Conclusion

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