

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

2003-2004



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Prepared for: *Southeastern President Randy Moffett, SGA President Brett Bova
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>.

Dr. Randy Moffett, Southeastern President, and Ms. Ashley McKee, Southeastern SGA President signed the 2003-2005 Student Technology Fee Usage Agreement in September 2003.

Progress made during 2003-2004

A total of \$823,609 was carried over from the previous fiscal year. \$1,995,069 was collected during 2003-2004 making a total available for the fiscal year of \$2,818,678. \$2,127,525 was spent or allocated, carrying over \$691,153 to the 2004-2005 fiscal year.

The following is a summary of major 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 -\$424,684

Computer Labs and Equipment (software and supplies included) - \$586,241

Other Diversified Technology Projects -\$548,599 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 some of which include:

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 maintained.

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. Student Technology Fee student employees are required to attend these classes to keep abreast of software for which they will be providing support.

The checkout equipment service was relocated and the amount of equipment was increased due to an overwhelming demand by students.

Supercomputers were added as a new service to students. These computers have hardware and software, which will provide students with the opportunity to create technologically advanced projects and reports.

Campus maps, which indicate the location of all Student Technology Fee labs on campus, were posted by each lab. The maps include the open times for all labs each semester as schedules are received.

The Student Technology Services Coordinator, Mr. Erik Johansen, continued in the position. 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.

Implemented the new print management system in all Student Technology Fee labs.

Upgraded all Student Technology Fee computers in labs to Windows XP.

COMPUTER LABS AND EQUIPMENT:

The following are a list of computer labs upgraded during 2003-2004:

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 - 26 computers and monitors

DIVERSIFIED TECHNOLOGY PROJECTS

The Committee approved funding for diversified technology projects including:

Large Project Proposals:

Integrated Science and Technology

Creating a Technology Rich/Virtual
Instrumentation Classroom

Kinesiology and Health Studies

Building Technology Rich Classrooms in the
Kinesiology and Health Studies Department

Visual Arts	Technology, Health and Safety Solution for Southeastern's Photographic Program
Physical Plant/Basic Studies	North Campus Basic Studies Electronic Card Access
Education	Wireless Laptop Computers and Portable Carts
Music and Dramatic Arts	Spirit of the Southland Equipment

Small Project Proposals:

Admissions and General Studies	DIEBOLD Turbo Readers
Biological Sciences	Ultra-Freezer
Biological Sciences	Using Digital Imaging for Specials ID in 21 st Century
Biological Sciences	Biotechnology Workstations for General Microbiology Laboratories
Biological Sciences	Electronic Water Sampling Equipment
Biological Sciences	Equipment for Ecological Sciences
Biological Sciences	An electrifying learning experience via aquatic biology equipment
Biological Sciences	Nucleic Acid Sequence Analysis/Bioinformatics Computer Lab
Biological Sciences	Computer Technology for the New Biology Building
Chemistry and Physics	Data acquisition with LABView
General Business	Microsoft Office Specialist Certification - Academics and Training
Horticulture	Computers for Horticulture Center Student Room
Industrial Technology	Virtual Instrumentation and Integration used in Automated Systems
Integrated Science/Technology	Using a mobile station for engineering design and presentation
Kinesiology and Health Studies	Use of Computers in Field Experiences
Library	Upgrading Library Student Accessible Computers to Windows XP
Marketing and Finance	Mobile computer projection unit
Mathematics	Low Tech Mathematics Teaching and Learning
Music and Dramatic Arts	DVD Series for Music 411/510
Recreational Sports/Wellness	Student Activity Center Central Proposal
Student Publications	Digital Camera Equipment
Student Publications	Software Upgrade

Surplus computers and printers: Distributed to those departments on campus submitting a proposal for student related needs. The departments include:

Department	Number of PCs	Number of Printers
Junior Division/Transitional Studies	30	
Computer Science	42	
Biology	16	3
Chemistry	16	
Southeastern Lab School	25	
	4	

Student Publications		3
Music	1	
Student Productivity Services	15	
Judicial Affairs	8	
Athletics	23	
Industrial Technology	7	1
Education	16	
Development Foundation	14	
Physical Plant/ Horticulture	2	

Other Projects:

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

Purchased additional storage and spare motherboard for SANS

Purchased WebScheduler (calendar) plugin for WebMail system

Increased Southeastern bandwidth

Student Printing initiative

Net Storage

Continued to provide financial support for the upgraded Blackboard system

Purchased an Off-Road Vehicle for transportation of Student Technology Fee equipment needing repair.

The Large Project Proposal procedure was redesigned and \$300,000 was allocated for these proposals.

The Biology Lab was relocated from Meade 105 to the New Biology Building 210.

An analysis was begun of one Student Tech Fee computer lab at each committee meeting. In addition, other labs that need urgent attention will be analyzed and information provided to the committee.

Planned Projects for 2004-2005

Projects planned for the 2004-2005 fiscal year include:

Upgrading computers and monitors in the following labs:

- SGA Lab in the Library – 25 computers and monitors
- Periodic Teaching Lab – 44 computers and monitors
- Cardinal Newman Lab – 7 computers and monitors
- Baton Rouge Nursing Lab – 26 computers and monitors

Athletics Lab – 20 computers and monitors
24 Hour CLB 129 Lab – 44 computers and monitors
Music Lab– 17 computers and monitors
Computer Science Networking Lab– 20 computers and monitors
Computer Science Literacy Lab– 38 computers and monitors

Increasing the number of laptops and cameras available for student checkout – 15 additional laptops and 10 cameras.

Expanding the wireless project to provide hot spots in 20 buildings and numerous outside areas where students congregate.

Providing funding towards wiring of buildings to support the wireless project.

Continue to request and review large and small proposals for possible funding to further diversify the use of technology on our campus.

Continue to redistribute surplus computers for use in other areas of the campus that would benefit students.

Increasing Southeastern's bandwidth

Internal Auditor Report 2003-2004

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. The audit covers both 2002-2003 and 2003-2004. A copy of the audit is attached.

Conclusion

Southeastern's Student Technology Fee continues to be the leader in efforts to improve the technology 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.