

2009 Student Technology Fee Proposal Form

Title of Project: Wireless Laptops for Student Checkout

Department/Organization: **ATUS/Library/Student Recreation Center**

Name(s) of Project Applicant(s)

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Principal Contact person:

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Amount Requested for project: **\$63,978**

Contribution by Requesting Organization:

Important note: Before completing this form, please read the Proposal Form Instructions located on the STF website:

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

I. Project Abstract

Give an overview of existing environment, and summarize the items being requested. Include a brief explanation as to how the requested technology will improve student access to technological resources and/or enhance the *quality* of the student academic experiences through the use of technology and/or increase the *integration* of technology into the curriculum.

Last year 28 of the oldest Gateway computers were transferred to four hour checkout (with power cords) and 28 new Dells were added to the loan pool. In addition 60 battery replacements were bought for computers which remained in service. Replacements are necessary to sustain the laptop loan projects that have proven to be very popular with Western students and continue to expand in use. This proposal continues that process by adding 32 new Dells to the pool, adding a new laptop checkout point in the Music Library and moving the 32 oldest Dell computers into four hour checkout where the Gateway computers are now failing fast since parts for them have become unavailable. It would also replace batteries for computers that have been in use for 2 and 3 years and provide battery chargers for the replacement computers.

II. Relationship to STF Objectives and Impact upon existing Academic Programs

Describe your proposed project in detail. Tell us how it will provide positive benefits to specific courses or instructional programs.

1. From a **student perspective:**

- a. How would this project provide additional student access to technological resources?

This project will expand access to academic computing resources, enhance the quality of the student's academic experience, provide access to leading edge technological resources and promote technological competence. This project is directly related to student access replacing wornout laptops for loan and an expansion of the wireless network on campus. These services are open to all Western students and are heavily used. Convenient and timely access to computers, to the Internet, to MyWestern, to Blackboard, to the Library Information System has come to be an essential part of academic endeavors at Western. This proposal would also make tablet computers available to Western students for the first time.

- b. How would this project broaden or enhance the quality of the student's academic experience through the proposed technology?

The use of wireless computers allows students to bring the technology to the place they need to work, whether it's the Student Recreation Center, the Library, the Music Library, a student lounge, the VU or Red Square. It provides students with the ability to connect either loaned laptops or personal laptop computers to the wireless network and it does not require dedicated laboratory space to make network resources available. The use of laptops and the wireless network facilitates collaborative work among students in a manner that is difficult to provide in fixed-seating computer labs. Surveys and observations have shown this to be true.

- c. How would this project integrate technology into coursework?

Wireless technology allows a student to bring technology to their work site, which may be in a classroom in the Communications building, at the Recreation Center, among the stacks of the Library or in that quiet lounge with plenty of room to spread out or to work as a group. It provides opportunities for students to utilize laptops in classroom situations and for intensive collaborative projects. It provides access to laptop computers and to the wireless network in areas where students meet and study. It provides convenient locations to check out a laptop on the way to class.

2. From a **faculty perspective**, explain how this project will enhance your ability to help students meet their educational goals.

In general, this project meets demonstrated demand from the entire student body and will be particularly useful in fostering collaborative learning. In particular, faculty and students are interested in creating the capability for "co-research"—simultaneous, interactive group research shared in real time—this should help stimulate the culture of collaborative learning among students and inspire them to take advantage of, and benefit from, this capability. Primarily the consequences of not funding this project are to Western student's ability to utilize wireless laptops. Presently there are times when students requesting laptops have to be turned away due to the lack of available equipment.

3. Will other departments be involved with this project? If so, please describe.

This is a joint project between ATUS, Wilson Library and the Student Recreation Center. Wilson Library and the SRC will manage the laptop loans. ATUS will provide technical backup and oversee the installation and

operation of the wireless access points and network as well as provide hardware repairs and software management.

4. Has any part of this project previously been funded by STF?

No Yes (Please describe): **Yes, the STF has funded eight previous proposals providing wireless laptops for loan to students and expanding the campus wireless network beginning in 2001. This proposal is aimed at maintaining and expanding the existing program.**

III. Utilization

1. Please list the anticipated number of times and duration per each use, per quarter, that the proposed technology will be used by students.

This project benefits all Western students and is not limited to particular courses or curriculum. The wireless network is available for all coursework and in many locations where computer access to the Internet and to network resources would not otherwise be available.

Relevant numbers of laptop loans beginning in 2001/02 are included below. Additional laptops will allow further growth in these numbers. At least half of all Western students now use the program.

Years	# of Laptop Loans
2001/02	11,114
2002/03	37,854
2003/04	51,788
2004/05	58,415
2005/06	61,118
2006/07	61,139
2007/08	64,211

IV. Project Budget

This section of the proposal details the estimated cost of the project. Please include costs that will be covered by your department or another source, for ongoing costs such as personnel or operating expenses.

To assist you in preparing your budget, please consult with relevant campus support departments (ATUS, Purchasing, Space Administration, etc.) For more information, see this page on our website: <http://www.wvu.edu/stf/instructions.shtml>

ATUS has developed standard configurations for desktop and laptop PCs and Macs. Your project is not limited by these standards, but these figures may be helpful. Standard configurations can be found on the Student Technology Fee website: <http://www.wvu.edu/stf/instructions.shtml>

Please complete all of the following sections (attach Excel spreadsheet for any additional details).

Item	Quantity	Item Cost	Total
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STF Standard laptop computers	32	\$1,365	\$43,680
Extra batteries for above laptops	32	\$112	\$3,584
16-bay battery chargers	2	\$2,150	\$4,300
Identity and security labels for laptops	32	\$23	\$736
Extra batteries for older laptops	60	\$112	\$6,720
Subtotal:			\$59,020
Tax:			\$4,958
Total:			\$63,978

We recognize your proposed budget as an estimate. Final funding for successful projects will be established after through technical review; some costs may need adjusting due to price changes. The STF Committee may impose special conditions may upon a project. See Sections B.7 & B.9 of the STF Mission Statement <http://www.wvu.edu/cms/WWU.STF/mission.html>

1. What funding is available from your department or other sources?

No other sources of funding are available at this time.

2. Could this project be divided into discrete elements that could be funded separately?

No Yes Please summarize and prioritize project segments with cost estimate for each segment.

We could purchase a smaller number of computers and associated parts and pieces.

3. Are lab fees charged for any of the courses that will use this equipment?

No Yes If yes, please note: the total funding requested from the STF must reflect the amount collected from course fees for equipment replacement and/or equipment acquisition. All proposals asking for course fees will be reviewed by the Academic Budget Office.

V. Impact on Existing Resources

The proposal should address your project's potential impact on existing resources. Special attention should be given to impact on data transmission networks (e.g. sources accessed, networking equipment, etc.), and personnel (e.g. staffing, administrative support, faculty support, etc.).

Any proposal that includes the replacement of computers should specifically address the feasibility and cost effectiveness of upgrading the computers rather than replacing the computers.

1. Describe how existing equipment is used. Contrast this to projected use if your project was funded.

Existing laptops are used by students for a variety of purposes related to individual and collaborative study supported by computer programs, university resources, and Web access. Specific additions requested for this project are:

Replace the 32 oldest computers in the loan program which are located in the Library and in the Student Recreation Center. Replace worn out batteries in the pool and add battery chargers. This will help ensure that functional as well as up-to-date laptops will be available to students when they need to check them out at these locations.

2. Is similar equipment or technology available elsewhere on campus—such as the Student Technology Center, Classroom Services, Video Services, Western Libraries, a college lab? If so, please describe why the existing equipment doesn't meet the needs outlined in this proposal.

There are currently 134 wireless laptops available for loan at the following locations:

- **The Wilson Library (86 laptops, 28 for 4-hour loan);**
- **The Viking Union Information Desk (20 laptops);**
- **The Student Recreation Center (10 laptops);**
- **The Science, Math & Tech. (SMATE) Learning Resource Ctr. (8 laptops);**
- **The Student Technology Center (10 laptops).**

Wireless laptops for loan to students have been a very high-demand commodity since they were introduced. At busy times of the quarter all the laptops may be checked out at the same time and some students must be turned away. This project seeks to ensure that laptops are available to students by replacing those that are most likely to fail due to parts not being available.

3. If this project involves the replacement of equipment:

- a. Describe the 'before and after' configuration changes. A spreadsheet reflecting these changes can be attached.

This proposal would replace 22 laptop computers at the Library Circulation Desk, 10 laptops at the Student Recreation Center and use the older computers to maintain the 4-hour loan fleet and add laptops at a new checkout point in the Music Library.

- b. Describe the costs and benefits of replacing vs. upgrading (if applicable).

In general, when older laptops go out of warranty it is very difficult to keep them serviceable for the loan program. A particular problem this year is that MPC, the company which bought Gateway Computer, has filed for bankruptcy and is no longer providing parts for our Gateway models.

4. Will this equipment be available to students outside your department?

No Yes

5. If the proposed technology will be used by students outside your department, please describe how they would gain access, how the availability of the equipment will be publicized, the hours/week when the equipment will be available, and any costs that would apply.

Equipment is available to all registered Western students. Access to Western's wireless network is available to all registered students using their own computers or the loan pool laptops. Laptop loans are available to all registered students at all locations after completing a loan agreement.

6. Does this project involve the check-out of equipment to students?

No Yes If yes, please discuss whether or not the Student Technology Center could be assigned this task.

The STC is a checkout site for this program along with the Library, VU, SMATE, the Student Recreation Center and the proposed new location in the Music Library.

6. Does the department have adequate operating funds to provide on-going maintenance and support?

No Yes Please describe.

All the departments involved are committed to sustaining this program.

7. Does the department have adequate personnel funds to provide on-going staff support for this project?

No Yes Please describe,

Management of the laptop loans will be handled by the Student Recreation Center staff and by Wilson Library's Media/Circulation staff. Equipment issues and wireless network issues are handled by various support staff in ATUS and Telecommunications Services.

VI. Space and Site Information

This section addresses any space alteration or site preparation necessary for the proposed project. Site alterations include painting, holes in walls, security systems, carpeting, construction, lighting changes, or conversion of a lab or office

Special Note: If this project requires any site preparation, or if this project uses any space not currently under control of the department, a draft proposal must be submitted to Space Administration by **Friday, November 14, 2008**. Space Administration and Facilities Management will conduct a site survey and respond back to you with information concerning project feasibility, cost, and schedule. This information must be included in the final project proposal.

Proposals for projects that involve any site preparation will be considered only after the required site survey by Space Administration and Facilities Management has been completed.

1. Location for installation of equipment or technology.

The newly proposed equipment will be checked out from the Student Recreation Center and the Library including a proposed new checkout site in the Music Library. All the other sites checking out equipment for this program will remain active.

2. Is site modification required?

No Yes Please describe. (Electrical, air, painting, lighting, security, network access, etc.)

3. Will this project use space not currently assigned to your department or area?

No Yes Please describe.

VII. Project Schedule

This section describes your overall implementation schedule. Project awards will be announced by the end of spring quarter. It is anticipated that projects would be substantially completed by the end of the calendar year. If there is any site preparation involved, please align your project schedule with the schedule provided by Space Administration and Facilities Management.

We expect to have all laptops available for checkout at the start of fall quarter 2009.

VIII. Constraints

This section should list any external or internal factors that could affect your project schedule, project objectives, or the project budget (e.g. if external approval is required for curricular changes, or if funding must be received by a certain date).

1. Please describe any constraints to this project.
None is anticipated due to the resident experience with implementation and operation of wireless technology. However, lack of equipment availability is a possible constraining factor.

IX. External Funding

This section must be completed for any **projects over \$100,000**. For project budgets of this scale, the applicant should investigate opportunities for obtaining external funding for all or part of the proposed project.

1. Describe the external organization(s) able to provide funding in support of this project.
2. Describe the funding cycle for these requests (submission dates, projected award dates).
3. Indicate the amount of external funding that would be requested.
4. In cases where joint funding is requested, what will happen if the STF award is made and the external grant is not awarded?
5. Has a grant proposal already been submitted for all or part of the proposed STF project?

