2012 Student Technology Fee (STF) Proposal Form

Title of Project: Enhanced online academic journal access

Department/Organization: Western Libraries

Name(s) of Project Applicant(s)

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Principal Contact:
Name  Jeff. Purdue  Email: Jeff.Purdue@wwu.edu  Phone 7750

Amount Requested for Project

Proposed Budget:

1. Equipment total  $ 45,500
2. Plus site preparation (not STF funded)  + $0
3. Total Project Cost (spreadsheet total from part IV of this form, Total Project Budget)  = $45,500
4. Less organization’s contribution  – $16,800
5. Less site preparation  – $0
6. STF Grant Request  = $28,700

PREREQUISITES

1. Review the policies (two) and procedure (one) below for using lab fees to purchase equipment. You may decide that this route is more effective for funding your proposal.
   - POL-U1400.03 Establishing and Changing Course and Lab Fees
   - POL-U1400.04 Administering and Spending Course and Lab Fees
   - PRO-U1400.03A Establishing a Course or Lab Fee, or Changing the Amount or Purpose of an Existing Course or Lab Fee, Fixed or Variable

2. Read the updated STF Proposal Form and Instructions on the Student Technology Fee website.

Important Notes:
   - As of 2009-10, the Student Technology Fee Committee no longer accepts proposals for computer lab upgrades. Existing computer labs are now upgraded on a rolling schedule, and the Student Technology Fee continues to fund these upgrades.
THE STF Committee will only accept complete proposals by the announced deadline. Every section of the proposal must be addressed.

I. Project Abstract

Give an overview of the existing environment, and summarize the items being requested. Briefly explain 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.

Student and faculty are finding electronic access to journal content more and more desirable. Western Libraries is moving more and more toward providing electronic access to journal content, either through electronic subscriptions or through purchase of articles on demand. One of the most popular electronic journal resources we subscribe to is JSTOR. We currently subscribe to four Arts and Sciences collections through this service. These collections provide archival access to thousands of journals titles, usually from the first issue of a journal to five years previous to the current year. These titles cut across all disciplines. Last year, 145,928 full text articles were downloaded by WWU students and faculty. According to comparison statistics provided by JSTOR, Western users browsed, viewed and downloaded more content that peer universities of our size.

This request would purchase six new JSTOR journal packages, adding 838 full text journal titles to our collection. Specifically, we are requesting resources for JSTOR Arts and Sciences collections V - X (See http://about.jstor.org/content-collections/journals for title lists and the specifics related to each collection). This would represent over 15 million pages and over 150 years of scholarly journal content.

As with previous collections, all disciplines at WWU would be enhanced. Students would be able to access these journals anywhere on or off campus. These journals would also be accessible to extended education users. The content could be directly linked into Blackboard courses and be easily integrated into student research presentations.

By having increased access to these high quality, peer-reviewed academic journals, student research would be improved and enhanced. Library collections are a recruitment and retention tool for potential students, and this investment would augment an already significant collection. Since these are archival collections, the Libraries may have some of these collection in print, allowing us the option of moving some of those titles to another location, thus freeing up additional student study and interaction space.

II. Relationship to STF Objectives and Impact on Existing Academic Programs

Describe your proposed project in detail. Tell us how it would 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?
If purchased, these six new JSTOR collections would provide students with access to an additional 838 academic, peer-reviewed journal titles. This would more than double the number of journal titles currently accessible through JSTOR. JSTOR is also always adding content to these collections, so once we subscribe, additional journals may become available.

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

Enhanced student access to these research materials would improve the quality of research being done by students at Western. It would also save students time, as they wouldn’t need to request these resources from other libraries. If any of these collections are duplicated in print in the library, we would have the option of moving them off campus and freeing up student study space in the library.

c. How would this project integrate technology into coursework?

Since these collections would be electronic, they could be accessed from any location. They could be more easily integrated in student research presentations. Faculty could link to them directly from Blackboard so students could use them in their coursework.

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

Increased access to high quality, academic journals would provide students with better sources for their research projects, thus improving the quality of the these projects, improving students grades, and improving the quality of their learning experiences at Western. Articles within these journals could also be used as reading in courses, providing students with content which will enhance their knowledge of topics within various academic disciplines, and provide them with cogent examples of excellent scholarly research.

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

No.

4. Has any part of this project previously been funded by the Student Technology Fee?

No ☒ Yes ☐ Please describe:

III. Utilization

1. Please list the anticipated number of times and duration per each use—per quarter or per academic year—that the proposed technology would be used by students. The committee is looking for the total student hours and the total number of unique students who would use the technology in that time period. Explain how you arrived at this utilization.

Our current subscription includes 678 journal titles. Last year, students performed 100,300 searches in the database, and viewed 270,952 pages from 110,479 articles. Our proposal would add another 838 titles to the collection. Extrapolating from our current figures, we would expect to see double the use of JSTOR collections by students, or over 320,000 page views by students and over 190,000 article downloads.
In terms of the number of students, these collections would be available and could potentially be used by all students at Western, considering the wide variety of content and subject areas covered.

IV. Total Project Budget

This section details the estimated cost of the project. Include costs that would 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 about these contacts, see the beginning of “II. STP Proposal Form and Instructions” on the STF website.

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

Note: Spreadsheet totals should match the projected budget figures on page 1 of this proposal. (See box on page 1.)

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<th>Item</th>
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<tr>
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</table>

We recognize your proposed budget as an estimate. Final funding for successful projects will be established after thorough technical review; some costs may need adjusting due to price changes. The STF Committee may impose special conditions on a project; see the STF Program Overview.

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

   Note: “Contribution” is defined as a monetary contribution. A vendor discount, for example, is not considered a contribution.

   **JSTOR collections include a one-time start-up fee. We are requesting that STF cover the one-time start-up fee for each of these collections, totaling $28,700. Western Libraries would cover the ongoing subscription costs of $16,800 a year.**

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

   Note: A “no” response to this question creates an “all or nothing” proposal. That is, if the STF Committee decides against funding your entire proposal, it will not consider any elements
for partial funding. If elements of a proposal could be funded separately, the applicant is responsible for prioritizing these elements before submitting the proposal.

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

**STF could choose to fund any of these collections individually or only a certain number of the collections rather than all six.**

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 Student Technology Fee 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.

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**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.

   No additional equipment is necessary. JSTOR journals are hosted by the company and accessed from existing computers either on campus or owned by individual users.

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 does not meet the needs outlined in this proposal.

   No

3. If this project involves the replacement of equipment:

   a. Describe the “before and after” configuration changes. A spreadsheet reflecting these changes may be attached.

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

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

   No ☐ Yes ☑ If the proposed technology would be used by students outside of your department, please describe how they would gain access, how the availability of the equipment would be publicized, the hours/week when the equipment would be available, and any costs that would apply.
Students will be able to access these journals anywhere on or off campus.

5. 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.

6. Does the department have adequate operating funds to provide ongoing maintenance and support?
   - No ☐ Yes ☑ Please describe.

   Western Libraries would fund the ongoing subscription costs for these digital collections.

7. Does the department have adequate personnel funds to provide ongoing staff support for this project?
   - No ☐ Yes ☑ Please describe.

   Jeff Purdue and our acquisitions staff will ensure that students have easy access to these resources.

**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 your department’s control, you must submit a draft proposal to Space Administration by November 22, 2011.* Space Administration and Facilities Management will conduct a site survey and respond back to you concerning project feasibility, cost, and schedule. The site survey response must be included in the final project proposal.

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

1. Location for installation of equipment or technology.
   - No installation site necessary.

2. Would site modification be required?
   - No ☐ Yes ☑ If yes, please describe (electrical, air, painting, lighting, security, network access, etc.).

3. Would 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 will 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.

If funded, subscription to these resources would happen quite quickly. We would definitely aim to have these resources available by the beginning of Fall quarter 2012.

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.

   Not applicable

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 Student Technology Fee 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 Student Technology Fee project?