**Project Title:** loan-pool projection upgrade  

**Department/Organization:** ATUS  

**Project Applicant(s):**  

**Principal Contact**  

<table>
<thead>
<tr>
<th>Name</th>
<th>MS</th>
<th>Email:</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary P Malick</td>
<td>9059</td>
<td><a href="mailto:gary.malick@wwu.edu">gary.malick@wwu.edu</a></td>
<td>650-4934</td>
</tr>
</tbody>
</table>

**Others**  

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<tr>
<th>Name</th>
<th>MS</th>
<th>Email:</th>
<th>Phone</th>
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**Amount Requested for Project**  

**Proposed Budget:**  

1. Equipment total $15,900.00  
2. Plus site preparation (not STF funded) + $na  
3. Total Project Cost (spreadsheet total from part IV of this form, Total Project Budget) = $16528.59  
4. Less organization's contribution – $  
5. Less site preparation – $  
6. **STF Grant Request** = $16528.59  

**IMPORTANT NOTE**  

1. THE STF Committee will accept only complete proposals by the announced deadline. Every section (I–IX) and all items of this proposal format must be addressed.  

**I. Executive Summary (800 words max)**  

Provide a summary of the project and the benefits to be derived. Explain what the students would gain from the project, and how the acquisition would meet the Student Technology Fee mission.  

**STF Mission:**  

The Student Technology Fee provides Western students with adequate and innovative technology experiences by:  

- Broadening/enhancing the quality of the academic experience  
- Providing additional student access to technology  
- Increasing integration of technology into the curriculum  

I am requesting funding from the STF committee to upgrade the existing collection of portable video/computer projectors and screens in the ATUS loan pool. The current collection is mostly limited to the older analog formats. We want to replace these with
projectors and screens that can handle modern signal formats such as HDMI and 16:9 aspect ratios.

Students already are taking advantage of the modern video production equipment in the loan pool. When it comes time to display or present their end products they are often forced to use a projection system that is outdated and doesn't allow them to take full advantage of the high quality images and productions they are creating. In addition to this need many new laptops only come with a HDMI port therefore the older projectors can not be used.

The scope of this request will be the entire student body since students from all colleges can and do use the loan pool for completing their assignments.

It is clear from the heavy use of the equipment in the loan pool that students are creating many multi-media projects in their academic pursuits. This request if passed will add to this capability and show the full highest quality images.

II. Relationship to STF Objectives / Impact on Current Academic Programs

The STF Committee will use as its primary assessment criteria the three objectives—quality, access, and integration—defined in the STF mission (above). Given this criteria, describe your proposed project in detail.

1. Tell us—focusing on what the students will gain from the project—how the project would provide positive benefits to specific courses or instructional programs. Specifically, answer at least one of a, b, and c below:

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

      This proposal will allow all students to check out modern high brightness and high resolution projectors and compatible screens from the loan-pool. They can also reserve ahead of time to ensure the items are available for their particular event. The Loan-pool is open Monday-Friday 07:45am-4:45pm. Students that need assistance in setting up this equipment can have our staff deliver, setup, and return the items. The equipment can also be used over the weekend and after hours if needed. This service allows multi-media presentations in Any university space.

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

      Students that work very hard to produce videos and other various multi-media projects will be able to enhance the quality of their final presentations by taking advantage of modern state of the art projections systems. Higher resolution and brightness enhances the viewing experiences of their audiences and allows the full impact of the technology they used to create it to shine through. One area that is often overlooked when transitioning to higher definition projection systems is the increase in color depth. This is a bit complicated for the space provided but think of the situation of shooting with our $4000 full frame digital SLR cameras and then showing the end product on an older low def projector with a fraction of the colors needed. The images just won’t be the same. The projectors I am recomending have HDMI inputs and more than twice the brightness of our current collection.

   c. How would this project increase integration of technology into coursework?

      I am not sure how this proposal would affect integration of technology into course work, what it will do is allow those that are already working with multi-media technology in their course to have a better way of displaying the end product.
2. Would other departments be involved with this project?

   No ☐ Yes ☒ If yes, describe.

   All academic departments will have access to these items.

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

   No ☐ Yes ☒ If yes, describe.

4. Is the proposed project a pilot project?

   No ☐ Yes ☒

III. Utilization

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

According to data we receive from the Alma Library checkout software there are an average of 140 individual loans of these type of items over the 3 quarters not including summer. This number also takes into account the times when our staff delivers and sets up projection systems. These type of loans are not tracked by the Alma system so I took a average of 1.5 per week. I would expect this to increase when the quality of the items improve. The loan period on these is 24 hours or over the weekend. Sometimes we do extended loans of a week or longer for special circumstances like gallery installations

IV. Total Project Budget

This section details the estimated total 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.

1. For assistance in preparing your budget, please consult with relevant campus support departments (ATUS, Purchasing, Space Administration, etc.).

2. For more information about these contacts and helpful tools/links: from the STF website home page (http://www.wwu.edu/stf), choose “STF Tech Initiatives” on sidebar, then section “II. Tech Initiatives Forms and Instructions.”

Attach an Excel spreadsheet if you have additional details.

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Item Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Epson powerlite 1980WU WUXGA projector</td>
<td>8</td>
<td>1300</td>
<td>10,400</td>
</tr>
<tr>
<td>Da-Lite portable projection screen 44x78 # 93983</td>
<td>447</td>
<td>4</td>
<td>1788</td>
</tr>
<tr>
<td>Da-Lite Floor portable projection screen 69 x92 #98044</td>
<td>345</td>
<td>2</td>
<td>690</td>
</tr>
<tr>
<td>Da-Lite Floor model screen 87 x 116</td>
<td>525</td>
<td>1</td>
<td>525</td>
</tr>
</tbody>
</table>
Important Notes from the STF Committee:

- 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.
- We recommend that you include a 3 percent cushion to allow for price increases.
- We may impose special conditions on a proposal before approval. See STF Proposal Guidelines.
- *Funding is not provided directly to departments for purchases. All purchasing is done via the Office of the VPIT/CIO and savings are retained in the STF fund.*

3. 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.

   we will provide funds for the labeling and security decals and bags and cases when needed also on going maintenance to include replacement lamps

4. 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 could be funded separately, the applicant is responsible for prioritizing them before submitting the proposal.

   No ☐ Yes ☑ If yes, summarize and prioritize project elements with cost estimate for each.

   Quantities could be adjusted if needed.

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

   No ☒ Yes ☐ If yes, describe. 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.

V. Impact on Existing Resources
Your proposal must address the project’s potential impact on existing resources. Give special attention to the impact on data transmission networks (e.g., sources accessed, networking equipment, etc.), and personnel (e.g., staffing, administrative support, faculty support, etc.).

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

The ATUS equipment loan-pool currently has a collection of older lower lumen standard definition LCD projectors and screens. These are checked out to students and faculty for use in spaces that are not equipped with media equipment. Some examples of spaces and uses of these resources are: Special events in the Wilson Library 4th floor reading room (aka Harry Potter Room) events such as Martin Luther King Junior day celebration, Jeopardy magazine quarterly presentations. Migrant Youth Leadership conference in the Viking Union multi-purpose room. Center for Education, Equity and Diversity events in the Miller Hall collaborative space. Art students showing their capstone presentations in the Viking Union Gallery. Industrial design students using the projectors for collaborative projects at off campus locations. We also support the TEC- TONIC expo in the spring. The contrast would be these same events with better quality images.

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?

No ☐ Yes ☒ If yes, describe why the existing equipment does not meet the needs outlined in this proposal.

This request as already stated is to upgrade the existing resources at Classroom services/ Equipment Loan. The Viking union is the only other organization on campus that loans out projectors and their collection is very limited and of poorer quality.

3. If this project involves the replacement of equipment, including computers:

a. Describe the “before and after” configuration changes. (A spreadsheet reflecting these changes may be attached.) Or, write "N/A."

   The loan pool has 11 of these projectors currently, 90 percent of these are severely outdated and suited for projecting older analog video signals at a lower brightness and resolution. The screens are of the 4:3 aspect ratio and there 12 of these of various sizes. The majority of these are more than 12 years old and are in poor mechanical condition making it difficult and dangerous in some cases to set up. Having the ability to frame the image with the correct aspect ratio screen (16:9) allows for a higher quality viewing experience.

b. Describe the costs and benefits of replacing vs. upgrading. Or, write “N/A.”

   n/a

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

No ☐ Yes ☒ If the proposed technology would be used by students outside of your department, describe how they would gain access, how equipment availability would be publicized, the hours/week when equipment would be available, and any costs that would apply.

Any WWU student can use the equipment in the lone-pool free of charge if it is for an academic or University related purpose. The Loan pool is open Monday-Friday 7:45am-4:45pm when school is in session. There are limited hours during intersessions. The Loan pool has a web based catalog of all the equipment and also hard copies available.
5. Does this project involve the check-out of equipment to students?
   - No ☐ Yes ☒ If yes, discuss whether or not the Student Technology Center/ATUS Loan Pool could be assigned this task.

   **This is for the ATUS equipment loan pool.**

6. Does the department have adequate operating funds to provide ongoing maintenance and support?
   - No ☐ Yes ☒ If yes, describe.

   **ATUS currently provides funds to support the ongoing maintenance of all items in the loan pool.**

7. Does the department have adequate personnel funds to provide ongoing staff support for the project?
   - No ☐ Yes ☒ If yes, describe.

   **The personal to support the maintenance and logistics of these items would be the current staff of ATUS, this is a combination of classified staff and student employees funded both by departmental funds and work study awards**

**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 would require any site preparation, or if this project would use any space not currently under your department’s control:

a. You must submit a draft proposal to Space Administration by **March 13, 2015.**

b. Space Administration and Facilities Management will then conduct a site survey and respond to you by **March 20, 2015** about project feasibility, cost, and schedule.

c. You must include the site survey response with your final proposal.

1. Location for installation of equipment or technology:
   - NA

2. Would site modification be required?
   - No ☐ Yes ☒ If yes, describe the modifications (e.g., electrical, air, painting, lighting, security, network access, etc.).

3. Would this project use space not currently assigned to your department or area?
   - No ☐ Yes ☒ If yes, describe.

**VII. Project Schedule**
Describe your overall implementation schedule. (Remember that project awards are announced during spring quarter, and that projects are to be substantially completed by the end of the calendar year.) If any site preparation is involved (see section VI above), align your project schedule with the schedule provided by Space Administration and Facilities Management.

If this proposal is approved I will order these items as soon as possible, I hope to have them in place and ready to checkout by end of Summer quarter.

VIII. Constraints

List or describe any external or internal factors/constraints 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).

I do not foresee any constraints to this project once approved.

IX. Submitting the Proposal

1. Make sure your proposal does not exceed 12 pages (not including Tech Initiatives Summary Sheet).
2. Complete a 2015 Tech Initiatives Summary Sheet for the front of the proposal.
3. Submit the proposal and summary sheet electronically for prioritizing (PDF preferred, or Word document):
   a. Faculty and staff: Submit by internal due date, which must be before proposal due date of April 2.
   b. Students: Submit by March 31 to AS VP for Academic Affairs at ASVPforAcademicAffairs@wwu.edu.
4. Submit prioritized proposals:
   a. Organization reps and AS VP for Academic Affairs: Submit to Student Technology Fee (STF) Committee by 12:00 noon on April 2.
   b. For each proposal, email one electronic version (PDF preferred, or Word document) of both the proposal and the summary sheet to diane.bateman@wwu.edu (the STF Committee secretary).

Note: Paper copies of proposals are no longer required; please do not send.