

## **Section A:**

Name of Requestor: Eric Nelken (PRINT)

Date of Request: September 25 2007 Semester of Implementation: Fall 2007

Project Title: Technology Upgrade/Refresh for Newton Oakes Room 109

**Description of Request:** As precisely and completely as possible, indicate exactly what you are requesting, i.e. computers, printers, scanners, other forms of hardware, or software. Include the cost of each item, required specs and other supporting details. Indicate whether the request is for new equipment/software or to upgrade existing equipment/software.

I am proposing to completely replace the technology in Newton Oakes Room 109. This classroom needs a new projector, new instructor furniture, Crestron controls, and a DVD/VCR combination unit. I am proposing that Student Technology fee pay for half of the total cost of the room, and we will ask for general university funds for half also. The total cost of the room should be less than \$11,000. Therefore, we would like the Student Technology Committee to commit \$5,500.

**How will the requested technology support the education of NGCSU students?**

Newton Oakes 109 is a computer classroom used by many departments on campus. Currently there is no control system in this classroom and the projector is inadequate and unstable. This classroom is also one of four classrooms identified by the QEP standards committee as those most in need of technology replacements.

**Indicate who will have use of the requested technology and the approximate number of students involved.**

All students taking classes that attend classes in Newton Oakes Room 109.

Signature of Requestor: \_\_\_\_\_

Date: \_\_\_\_\_

## **Section B:**

If the requested technology will be housed in a particular department or program, the department head or program director must complete and sign this section.

What are your projections of the annual cost of maintenance and supplies? (i.e. Lab assistants, paper and toner, software licensing, etc.)

How will you allocate the necessary funds for maintenance and supplies?

The only reoccurring cost for this project should be the projector lamps. The School of Business is already paying for the lamps in this classroom.

What security procedures will be implemented for this technology?

This, and all new classroom technology is now cable-locked to prevent theft.

Department: Information & Instructional Technology

Head/Director signature: \_\_\_\_\_

Date: \_\_\_\_\_

Submissions must be received in at least electronic form by midnight, Wednesday, September 26, 2007 for consideration in this round of requests. The Student Technology Fee Committee will meet on Friday, September 28 from 3-5 pm, in the bottom floor Library Seminar room. If you submit a funding request, you may be asked to attend the meeting, as a guest, to answer questions regarding your request. If you have questions, contact: Carol Huczek, Administrative Assistant to the CIO , [chuczek@ngcsu.edu](mailto:chuczek@ngcsu.edu), 706-864-1814.