CALL FOR STUDENT TECHNOLOGY FEE PROPOSALS

Proposals Due: Friday, March 11, 2011

Department: School of Social Work

Budget Request (Use the table below for either One-Time or Recurring project requests):

<table>
<thead>
<tr>
<th>Year</th>
<th>Hardware</th>
<th>Software</th>
<th>Other</th>
<th>Salaries</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011-2012</td>
<td>$15,123.00</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$15,123.00</td>
</tr>
<tr>
<td>2012-2013</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>2013-2014</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>2014-2015</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Totals:</td>
<td>$15,123.00</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$15,123.00</td>
</tr>
</tbody>
</table>

Brief description of proposal:
The purpose of this proposal is to request replacement of 16 computers in the North Hall computer lab and one instructional computer in classroom 301 NH.

Contact: Bev Sweet
Address: 308 NH
Phone: 335-1251

DEO Name: Ed Saunders
Address: 308 NH
Phone: 335-3316

Department Admin: Chuck Wieland
Address: 308 NH
Phone: 335-1263

Please attach the following items to this cover sheet:

☐ Narrative (1-2 pages maximum) – The proposal narrative must address the following:
☐ State the general purpose of the request and the educational needs to be addressed.
☐ Describe the role of the requested project in teaching.
☐ What specific courses will benefit from the project? Why is the project important for these courses?
☐ How frequently are these courses offered, and how many students are enrolled (based on records or projections)?
☐ How will it benefit students?
☐ Explain why available resources cannot meet this need.

☐ Budget – The budget must include a detailed list of expected expenditures, itemized into the following categories for each year:
  ✓ Hardware/Other Equipment (computers, peripheral devices, accessories); please specify representative model types for equipment priced over $1,000
  ✓ Software and licenses
  ✓ Other Expenses such as furniture, wiring, supplies
  ✓ Salary and Wages (salary for staff required to install, maintain, and/or support the project)

☐ Budget Justification (1 page) – The budget justification must explain why the budgeted items are needed to fulfill the needs of the proposal. In particular, the types and level of the major equipment purchases must be justified.

☐ Installation & Management Plan (1 page) – Please provide a comprehensive plan for the installation, support and maintenance of the equipment and/or facility. It must address such infrastructure issues as space, accessibility, furniture, power, and networking, as well as any technical staffing requirements for the installation and the operation of the facility (including resources to provide that staffing). ITS and Facilities Management will review proposals in order to help assess feasibility. Note that the sponsor of any proposal is strongly encouraged to contact departmental or collegiate Information Technology staff to assess the feasibility and practicality of the project specifications. If this has been done, please document that communication in the proposal.

☐ DEO Endorsement (1 page) – The DEO of the department must provide a letter of endorsement describing how the proposal relates to the departmental mission and priorities. For multiple proposals coming from a single department, the DEO must prioritize the projects. Multiple DEO letters can be submitted if several units will share the facility.

Submit proposals to: clas-it@uiowa.edu
General purpose/educational needs
The general purpose of this proposal is to request replacement of 16 computers in the North Hall computer lab and one instructional computer in classroom 301 NH. The computer lab is used for instruction in several required social work courses where students receive hands-on experience in use of statistical software to assist them in completion of research projects. Additionally, the lab is used for group tutorials, individual consultation and independent student projects. The 301 NH classroom computer is used for instructor and student presentations.

Role of requested project in teaching
The North Hall computer lab supports required undergraduate and graduate research courses and a microcomputer lab, all of which include in-class instructional demonstration and student hands-on learning of statistical and other software applications, as well as completion of lab assignments outside of class.

What specific courses will benefit from this project? How frequently are these courses offered, and how many students are enrolled?
The table below lists enrollments totaling 195 for the 10-11 academic year, in courses that include an instructional lab component.

<table>
<thead>
<tr>
<th>Course</th>
<th>Freq Of Offering</th>
<th>Total Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>042:144 SW Research</td>
<td>Sp</td>
<td>46</td>
</tr>
<tr>
<td>042:146 Microcomputer Lab</td>
<td>F</td>
<td>61</td>
</tr>
<tr>
<td>042:148 Research Methods</td>
<td>F</td>
<td>44</td>
</tr>
<tr>
<td>042:270 Adv Research</td>
<td>Sp</td>
<td>44</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>195</strong></td>
</tr>
</tbody>
</table>

How will the project benefit students/How many will benefit?
Students continue to benefit from the convenience of the North Hall lab since many of their classes are held in this building. All social work majors (180) have access to the lab when it is not being used for instructional purposes, to complete assignments, receive tutoring, work on group projects and print required readings.

The majority of the courses offered in 301 NH are required courses for social work grad and undergraduate majors, with enrollments in this classroom for the current academic year totaling 160. Students in this classroom benefit from access to current technology when viewing or delivering class presentations.

The North Hall lab computers and the 301 classroom computer were last replaced in 2007 with student computing fee funds. Consistent with the CLAS established cycle for replacement of computers, these would be eligible for replacement in the coming year. We believe the student computing fee fund is the appropriate source for assuring that students have access to the most recent technology.
Budget

Hardware/Other Equipment
Lab Computers (Dell Optiplex) 17 @ $889/each $ 15,123.00

Budget Justification

The purpose of this proposal is to request replacement computers for the North Hall Computer Lab and one classroom.

The lab is used for required courses with a computer component (Microcomputer Lab, and several Research courses), as well as for group tutorials, individual consultation and independent student projects. In consultation with the School of Social Work’s CLAS IT support staff, the decision was made to request replacement of the current computers as per the normal cycle for CLAS replacement. The Dell Optiplex 980 Small Form Factor has been recommended by CLAS IT staff, and a quote was provided by them.

Installation and Management Plan

The School of Social Work’s CLAS technology consultant will install and maintain the computers, which will be configured for optimum dependability, security and ease of use by instructors and students.

The School of Social Work’s technology liaison staff person will continue to work closely with the CLAS IT staff person to assure smooth day-to-day operation of the instructional computers.
March 10, 2011

Jamie Matthews  
CLAS IT Group  
38 McBride Hall

Dear Jamie:

I am writing on behalf of the School of Social Work's “2011 Student Computer Fee Proposal” (attached). The proposal, by priority, calls for: 1) replacement of 16 computers in the North Hall computer lab and one instructional computer in classroom 301 NH ($15,123); and 2) replacement of three computers (with SPSS software) in our PhD lab ($4227).

As our proposal makes clear, the need for computer equipment is critical to our mission of providing the highest quality instruction to our undergraduates, MSW and PhD students. We must ensure that our students’ education is not compromised by lack of access to updated technology. Therefore, we believe we are justified in asking for the renewal fees for replacement of computers in our building computer lab, in a classroom, and in our PhD student lab.

The new computers and recurring SPSS software are a sound investment in the educational mission of the School and CLAS, and I ask you to approve this proposal. Because our graduate students pay a computer fee, it is appropriate that they have access to the most up-to-date software and computer hardware for their research and teaching functions. We have worked closely with our IT consultant to ensure our request is appropriate, and will maximize the effectiveness and efficiency of our educational efforts.

Sincerely,

Edward J. Saunders
Edward J. Saunders, Ph.D.  
Director

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