FY05 Technology Fee Proposal

Submitting Organization: University Library
   Major Unit: University Library
   Department: Library Administration Office

Contact Person: Karen Hopkins
   E-Mail: khopkins@gsu.edu
   Telephone: 1-4560

1. Project Short Title

   Alexander Street Press Asian American Drama Online Collection

2. Total Requested

   Fiscal Year 2005
   $9,850

3. Executive Summary

   Project Description (three or four sentences)
   The proposed project will allow the University Library to provide permanent electronic access to the Alexander Street Press Asian American Drama Collection. This collection provides full-text access to more than 250 plays, along with related biographical, production, and theatrical information. While there is a minimal yearly maintenance fee for the collection, if we chose to discontinue paying this fee, the University Library will receive an archival copy of the data which can be loaded onto our local server.

4. Project Description

   The University Library has needed to boost its holdings related to Asian and Asian-American studies. In addition, we have had a goal to provide more electronic, remote access to library resources. This database would achieve both of these aims by providing access to a vast number of plays by Asian Americans. While Georgia State University has a unique resource in the newly opened Asian Studies Center, the University Library has not been able to provide adequate resources in the form of library holdings to help the Center and its students thrive.

   The Asian-American Drama collection contains plays that will not only assist students connected with the Asian Studies Center but also those in a variety of disciplines. The plays cover important historical events, as well as sociological issues, such as assimilation, racism, and cultural identity. The collection includes both well-known works and items by emerging playwrights. In addition, the database represents the diverse ethnicities within the Asian-American community.

   Due to the extensive indexing of the plays, characters, and scenes in the database, students will be able to search the database using dozens of indexed elements including title, date, place, publisher, first known production, director, production company, producer, scene details, author biographical details, and character details.

   Unlike other databases where we lose access to the materials if we discontinue our yearly subscription, this database consists of a one-time purchase fee with a minimal ($100) annual
maintenance fee. If we later decide to discontinue paying the yearly maintenance fee, we retain all rights to the data in the database. Alexander Street Press then provides the library with an archival copy of the data in either SGML or XML format which can be loaded onto our local server. This ensures that the resource will continue to be of value to the university’s students.

5. Record the review numbers assigned by UCCS and Facilities. Their assessments must be included in Sections 16 and 17.

<table>
<thead>
<tr>
<th>UCCS:</th>
<th>05-025</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities:</td>
<td>12319-04</td>
</tr>
</tbody>
</table>

6. Relevance to Regents Guidelines

[1] Technology fee revenues should be used primarily for the direct benefit of students to assist them in meeting the educational objectives of their academic programs.

[3] Technology fee revenues should be used for hardware and Network related expenditures that include support of general purpose or special purpose laboratories used by students for body productivity and more discipline related activities.

7. Relevance to Strategic Plan(s)

The proposed project supports the University Library’s strategic plan I and I.1:

Strategic Plan I: Select, acquire, purchase access to, manage, and preserve materials in all formats that support the University’s programs and mission.

Strategic Plan I.1: Emphasize the acquisition of library materials and the purchase of access to electronic resources for targeted academic programs and undergraduate study.

8. Impact on Students Served

Undergraduate and graduate students who are examining Asian and Asian-American issues in the following areas will benefit from this resource: Communication, Education, Literature, Modern Languages, History, Sociology, Anthropology, Geography, Theater, and Art and Design. All students will have access to this resource 24 hours a day. The University Library proxy server will be used to provide remote access. Existing librarians and library support staff will provide technical support or reference information should questions about the resource arise.
Provide a specific description of the funding requirements for FY 2005 in the Microsoft Excel spreadsheet below. Itemize and total the following categories of expense. If necessary, add lines to the table below corresponding to accounting objects of expense. Please note that any equipment items less than $4,999 should be categorized as “supplies.”

<table>
<thead>
<tr>
<th>Object of Expense</th>
<th>Itemized Descriptions</th>
<th>Quantity</th>
<th>Per unit price</th>
<th>Extended Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment (Note: Use standard dollar amounts and replacement thresholds from sections 10/11, or provide explanation in sections 10/11.)</td>
<td>Item 1 Item 2 Item 3 Item 4 Item 5 Item 6 Item 7, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Software</td>
<td>Item 1 Item 2, etc</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintenance or Contractual Services</td>
<td>Maintenence fee Item 2, etc</td>
<td></td>
<td></td>
<td>$100.00</td>
</tr>
<tr>
<td>Supplies</td>
<td>Item 1 Item 2, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Construction Services (Requires review of Planning &amp; Facilities)</td>
<td>Item 1 Item 2 Item 3, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Network Connections and Infrastructure Costs (Requires review of UCCS)</td>
<td>Item 1 Item 2 Item 3 Item 4, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Other Expenses (explain)</td>
<td>Asian American Drama Database 1 Item 2, etc</td>
<td></td>
<td>$9,750.00</td>
<td>$9,750.00</td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
<td>Board of Regents Guidelines state &quot;Technology fee revenues may be used - with caution - for new staffing that is either temporary or ongoing.&quot; (See Attachment 1, #6)</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Student Salaries</td>
<td>Item 1 Item 2, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Staff Salaries</td>
<td>Item 1 Item 2, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>Item 1 Item 2, etc</td>
<td></td>
<td></td>
<td>$0.00</td>
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<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td>$9,850.00</td>
</tr>
</tbody>
</table>
10. Consequences of Partial Funding

State what the consequences would be on the effectiveness and viability of the proposal if it were only funded in FY 2005 at the following percentages of the requested total:

**Only 75% funded:** Not viable at 75%

**Only 50% funded:** Not viable at 50%

11. Standard Dollar Amounts

In constructing the budgetary requests in Sections 9 and 10 above, computer workstations should be budgeted at the following levels:

- Windows/Intel processors workstation, including monitor: $1,600
- Apple Macintosh models: $2,800

Requests departing from the above standard amounts require documentation of the specific programmatic need that requires departure from this standard. (See Attachment 2: Standard Windows/Intel instructional workstation.) Please explain any requested departures below:

*Provide any justification narrative of programmatic requirements here.*

12. Standard Replacement Thresholds

All equipment being requested due to obsolescence or inadequacy of existing equipment must be itemized on the form provided in Attachment 3: Itemization of Equipment to be Replaced. Each item for which replacement funding is being requested will be in one of the following two categories:

a) If the equipment to be replaced is less than 733 MHz processor speed, this equipment is considered obsolete due to a university-wide standard. This standard of minimum performance has been set based on requirements for operating the current operating systems and office suites. The proposal submitter must state that the university minimum performance criteria are being used.

b) If the equipment to be replaced exceeds the university minimum of 733 MHz, the proposal submitter is required to document specific quantitative performance requirements that warrant the replacement of such equipment. The equipment’s inability to perform specific functions must be identified. Also, a statement is required explaining why the performance of such functions is critical to the continued functioning of the facility in which the equipment is located. See Attachment 4: Equipment Exception Replacement Form, which must be completed for all replacement equipment that exceeds the university standard threshold of 733 MHz.

13. Prerequisite, Non-Technology Fee Funding

* N/A

14. Matching Funds

After fiscal year ’05, the yearly maintenance fee ($200) will be incorporated into the University Library’s serials budget.

15. Staffing and Other Support Availability

The current reference and instruction librarians as well as the library support staff located in the
Information Services department will support the database by providing reference and instruction assistance to students utilizing the resource. The current systems librarian will support the database by handling any technical glitches between our access to the database and the Alexander Street Press.

16. Space Availability and Impact on Facilities

This project does not impact facilities.

17. Impact on Computing/Networking/Security Infrastructure

This proposal does not require any changes to the University network infrastructure.

18. Post-Project Assessment Criteria

A project outcome will be the monitoring of the use of resources in the database by students for their research projects.

19. Review and Acknowledgements

Attach electronic notes or documentation showing that the following units or administrators have reviewed or acknowledged this proposal:
- Matching funds commitment from appropriate fiscal officer