

## FY 2008 Technology Fee Proposal

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Submitting Organization:

Major Unit: College of Health and Human Sciences  
Department: Social Work

Contact Person: Anthony Roberts

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Telephone: 651-5074

1. Project Short Title

<i>5-8 Word Project Title</i>
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Social Work Graduate Student Community Partnership Projects
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2. Total Requested

Fiscal Year 2008
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\$ 27,580
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3. Executive Summary

Project Description (three or four sentences)
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All social work graduate students are required to complete a community project with a partner agency within the community. This project is a capstone course for the graduate degree and involves working with real-life needs of a particular social welfare program. The requested hardware and software will provide the students with resources to conduct and evaluate their community partnership project.
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4. Project Description

All graduate students in Social Work are required to complete a group project with an agency or organization in the community. This service learning activity extends for the entire academic year (fall/spring semesters), and provides a capstone experience within the curriculum. During Fall, various organizations distribute RFPs to the class, and students select projects by their interest. In past years, the community partners for this project have included agencies dealing with various social issues (e.g., homeless, poverty, social action, etc).

The final grade for the course is a presentation by each group. As part of the assignment, students need to put together power point presentations of their efforts and what they have been able to accomplish. These presentations include collection of data about the agency's needs, as well as the magnitude of the impact upon the organization.

Since the majority of the organizations are non profits, they do not have the resources to provide students with technology to complete the project. Therefore, students have to share personal lap top computers and digital cameras to take to the community for purposes of collecting data or working on the project. This proposal would provide each group with a tablet computer that could be used by the members of the group for their field work. This would alleviate the need for students to rely on personal resources and would ensure all the students had access to the latest technology. In addition, a set of digital cameras (n=8) would be available for students to take pictures for their presentations.

In addition to the tablet and camera, software is requested from Snap Survey which will provide students with a software program for them to design surveys that can be used for this project (e.g., needs assessment, collection of outcome data).

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

IS&T: IST08-089
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Facilities: #14698-07
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6. Relevance to Regents Guidelines

The School of Social Work proposal addresses the following Regents' guidelines on Technology:

- 1) To meet educational objectives of students
- 2) Assure there are sufficient campus licenses for software

The proposal achieves adherence with Guideline #1 by providing students adequate technology resources to work on their group projects within the context of community agencies. The software license meets #2 by purchasing a university site license for software programs that will allow students to conduct needs assessments and collect outcome data on their projects within the context of their community agency.

7. Relevance to Strategic Plan(s)

The University strategic plan (approved Jan 25, 2005) states the GSU mission is, "dedicated to provide premier graduate and professional programs in a significant number of areas." Furthermore, it states that, "The University is committed to graduate students who are proficient in their discipline as trained and talented professionals and have interpersonal skills and competence to lead in a global society" (p. 2). The School of Social Work proposal provides technological and analytic resources to learn innovative skills in individualized service learning projects

with community agencies. With the technology available through this grant, students can take learning seamlessly from the classroom to the community. In addition, the software package that is included provides students with innovative ways to assess the need for the project and evaluate the overall effectiveness.

In relation to the School of Social Work mission statement, the School's mission states that, "The School of Social Work seeks to contribute to the building of healthy communities that maximize human potential and promote social and economic justice through excellence and distinctiveness in teaching and learning, research and scholarship, service and outreach." The projects that are described in this proposal are formed between partnerships of the School and community organizations. Using this relationship as the method for learning, students have the opportunity to intervene in the complex issues that confront social welfare providers within the context of their organization missions.

#### 8. Impact on Students Served

All graduating MSW students are required to take this course, so the expected number is about 48 students per year. Typically, the students divide into 10 – 12 groups, and one tablet would be assigned to each group for the year. Two faculty members would be working with the students: Dr. Fred Brooks is the instructor for the Capstone Course which is Community Partnership Seminar. Dr. Mary Ohmer is the instructor who teaches the Evaluation and Technology Course, and would be teaching students how to use the software for evaluation of the projects.

9. Justification of Funding Requirements for Fiscal Year 2008

Provide a specific description of the funding requirements for FY 2008 in the Microsoft Excel spreadsheet below. You must use the same terminology as in the Project Description (page 2, #4) to allow each itemized line to be traced back to the items and functionality appearing in the Project Description. Failure to do so will negatively affect consideration of your proposal. 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."**

Object of Expense	Itemized Descriptions	Quantity	Per unit price	Extended Total
Supplies (Note: PCs under \$5,000 go here. Also, use standard dollar amounts and replacement thresholds from sections 11/12, or provide explanation in sections 11/12.)	Gateway® M275Eb	12	\$1,984.00	\$25,080.00
	HP Digital Cameras	8	\$159.00	
	Item 4			
	Item 5			
	Item 6			
Equipment	Item 1	0	\$0.00	\$0.00
	Item 2, etc			
Software (Note: Include Vendor and Product Name.)	Snap Survey Software - Site Licensed	1	\$2,500.00	\$2,500.00
	Item 2			
	Item 3, etc			
Maintenance or Contractual Services	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "In almost no cases should technology fee revenues be used for ... space renovation, or other items or activities that do not have a direct and immediate impact upon students instructional objectives." (See Attachment 1, #8)</b>				
Construction Services (Requires review of Planning & Facilities)	Item 1			\$0.00
	Item 2			
	Item 3, etc			
Network Connections and Infrastructure Costs (Requires review of UCCS)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
Physical Security (Note: Costs normally should not exceed 2.5% of Total Requested.)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
Other Expenses (explain)	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "Technology fee revenues may be used - with caution - for new staffing that is either temporary or ongoing." (See Attachment 1, #6)</b>				
Staff Salaries	Item 1			\$0.00
	Item 2, etc			
Fringe Benefits	Item 1			\$0.00
	Item 2, etc			
		<b>Hours/wk</b>	<b>Hourly Rate</b>	
Student Assistant Salaries	Item 1			\$0.00
	Item 2, etc			
Graduate Student Assistant Salaries	Item 1			\$0.00
	Item 2, etc			
<b>TOTAL</b>				<b>\$27,580.00</b>

### 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 2008 at the following percentages of the requested total:

**Only 75% funded:** State specifically whether or not the proposed project would remain viable. If the project would remain viable, itemize and total the following categories of expense at 75% funding in the Microsoft Excel spreadsheet below.

Object of Expense	Itemized Descriptions	Quantity	Per unit price	Extended Total
<b>Supplies</b> (Note: PCs under \$5,000 go here. Also, use standard dollar amounts and replacement thresholds from sections 11/12, or provide explanation in sections 11/12.)	Gateway® M275Eb	8	\$1,984.00	\$15,872.00
	Item 2			
	Item 3			
	Item 4			
	Item 5			
	Item 6			
	Item 7			
<b>Equipment</b>	Gateway tablets	0	\$0.00	\$0.00
	Item 2, etc			
<b>Software</b> (Note: Include Vendor and Product Name.)	Snap Survey Software			\$0.00
	Item 2			
	Item 3, etc			
<b>Maintenance or Contractual Services</b>	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "In almost no cases should technology fee revenues be used for ... space renovation, or other items or activities that do not have a direct and immediate impact upon students instructional objectives." (See Attachment 1, #8)</b>				
<b>Construction Services</b> (Requires review of Planning & Facilities)	Item 1			\$0.00
	Item 2			
	Item 3, etc			
<b>Network Connections and Infrastructure Costs</b> (Requires review of UCCS)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
<b>Physical Security</b> (Note: Costs normally should not exceed 2.5% of Total Requested.)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
<b>Other Expenses</b> (explain)	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "Technology fee revenues may be used - with caution - for new staffing that is either temporary or ongoing." (See Attachment 1, #6)</b>				
<b>Staff Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>Fringe Benefits</b>	Item 1			\$0.00
	Item 2, etc			
		<b>Hours/wk</b>	<b>Hourly Rate</b>	
<b>Student Assistant Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>Graduate Student Assistant Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>TOTAL</b>				<b>\$15,872.00</b>

**Only 50% funded:** State specifically whether or not the proposed project would remain viable. If the project would remain viable, itemize and total the following categories of expense at 50% funding in the Microsoft Excel spreadsheet below.

Object of Expense	Itemized Descriptions	Quantity	Per unit price	Extended Total
<b>Supplies</b> (Note: PCs under \$5,000 go here. Also, use standard dollar amounts and replacement thresholds from sections 11/12, or provide explanation in sections 11/12.)	Gateway® M275Eb	7	\$1,984.00	\$13,888.00
	Item 2			
	Item 3			
	Item 4			
	Item 5			
	Item 6			
	Item 7			
<b>Equipment</b>	Gateway Tablets			\$0.00
	Item 2, etc			
<b>Software</b> (Note: Include Vendor and Product Name.)	Item 1			\$0.00
	Item 2			
	Item 3, etc			
<b>Maintenance or Contractual Services</b>	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "In almost no cases should technology fee revenues be used for ... space renovation, or other items or activities that do not have a direct and immediate impact upon students instructional objectives." (See Attachment 1, #8)</b>				
<b>Construction Services</b> (Requires review of Planning & Facilities)	Item 1			\$0.00
	Item 2			
	Item 3, etc			
<b>Network Connections and Infrastructure Costs</b> (Requires review of UCCS)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
<b>Physical Security</b> (Note: Costs normally should not exceed 2.5% of Total Requested.)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4, etc			
<b>Other Expenses</b> (explain)	Item 1			\$0.00
	Item 2, etc			
<b>Board of Regents Guidelines state "Technology fee revenues may be used - with caution - for new staffing that is either temporary or ongoing." (See Attachment 1, #6)</b>				
<b>Staff Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>Fringe Benefits</b>	Item 1			\$0.00
	Item 2, etc			
		<b>Hours/wk</b>	<b>Hourly Rate</b>	
<b>Student Assistant Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>Graduate Student Assistant Salaries</b>	Item 1			\$0.00
	Item 2, etc			
<b>TOTAL</b>				<b>\$13,888.00</b>

11. Standard Dollar Amounts

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

The following types of equipment require justification over and above desktop systems. The following prices and configurations are standard for these types of equipment. Any deviation from these standards must be further justified:

- 1. Tablet computer: \$1,984

12. Standard Replacement Thresholds

N/A

13. Prerequisite, Non-Technology Fee Funding

N/A

14. Matching Funds – N/A

*Describe any additional funds that have been committed and will be provided to this project from other sources. These funds should be those that would more effectively leverage the technology fee funding, if approved. Specify whether or not these matching funds are available for a limited time.*

15. Staffing and Other Support Availability – N/A

N/A

16. Space Availability and Impact on Facilities

*Include the assessment response from the CBSAC and Planning & Facilities review that was **required** to be submitted by January 12, 2007.*

**CBSAC and Planning & Facilities Assessment of Space Availability and Impact on Facilities (this information is also transmitted to [techfee@gsu.edu](mailto:techfee@gsu.edu)):**

**This project has no impact on facilities.**

## 17. Impact on Computing/Networking/Information Security Infrastructure

### **IS&T Assessment of Network/Computing/Information Security Infrastructure:**

Information Security Review (Tammy Clark):

Impact: Yes

Assessment: Security Review required to discuss the possibility that sensitive information may be processed; additionally, pls ensure that AV/ISS Proventia desktop software is installed on all computers—contact [security@gsu.edu](mailto:security@gsu.edu) for instructions.

Wireless and Network Ports Review (Mark Roberson):

Impact: No

Assessment:

Server Connections (Charles Hollingsworth, Tammy Clark, Keith Campbell):

Impact: (No-CWH) , No impact – KEC

Assessment:

External Connections (Charles Hollingsworth):

Impact: (No-CWH)

Assessment:

DVR Installations (Mark Roberson, Tammy Clark, Charles Hollingsworth):

Impact: (No-CWH), Mr-NO

Assessment:

Lab and Classroom Configurations (Joe Amador):

Impact: Yes/No NO

Assessment: Gateway has replaced the 275 tablet with 285tablet.

## 18. Physical Security Needs

N/A

## 19. Post-Project Assessment Criteria – N/A

- 1) Purchase/delivery of equipment/software
- 2) The community partnership project begins each fall semester and concludes during the following spring semester. The project will be evaluated at the conclusion of spring semester 2008. Course instructors will be asked to maintain usage rates. Instructors and students will be asked to provide feedback.

## 20. Review and Acknowledgements:

Susan J. Kelly, Dean and Professor

Anthony Roberts, College Admin. Officer