

## FY 2008 Technology Fee Proposal

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Submitting Organization: College of Law  
Major Unit: Law Library  
Department: N/A

Contact Person: Terrance Manion  
E-Mail: terrance@gsu.edu  
Telephone: 404-651-4212

### 1. Project Short Title

<i>5-8 Word Project Title</i>
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Wired Law Library Study Rooms and Wired Wall-mounted Desk
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### 2. Total Requested

Fiscal Year 2008
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\$ 13,969
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### 3. Executive Summary

Project Description (three or four sentences)
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Law Library will network two study tables in group study rooms and a wall-mounted desk allowing students to connect their laptops and other devices to the Internet. The Law Library will commit funds to purchase the network-ready study tables.
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### 4. Project Description

Law Library group study rooms offer space where students can discuss and prepare academic assignments without disrupting other students and researchers in the Law Library. These spaces see heavy use and are always in high demand. This project will network two of the group study room tables with four network access points each. The Law Library is requesting funding to provide networking and electricity. The Law Library will provide funding for the network-ready tables.

In addition this project includes the installation of a wall mounted desk that runs the length of an awkward twenty-two foot long wall. Because of the space's size and proximity to the stairs, it does not lend itself to the installation of full-sized networked study carrels. Instead the Law Library will install a single desk the length of the wall, and networking and electricity along the wall every three feet. This will accommodate seven more points of access for students connecting their laptops in the Law Library. The Law Library will commit funding to purchase chairs for the desk, but is seeking funding for the construction of the desk, networking, and electricity.

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

IS&T: IST08-065
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Facilities: 14582-07
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## 6. Relevance to Regents Guidelines

This proposal is consistent with the first enabling paragraph in the Regents Technology fee 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. At this point in the evolution of collegiate academic technologies, access is important: access to productivity tools, discipline specific software packages, computers and printers, internal and external databases, introductory and advanced training, and access to networks (from home or from campus). Therefore, high priorities should be given to the use of technology fees for these purposes.*

This proposal specifically addresses the objectives of student network access.

This proposal is also consistent with the third enabling paragraph in the Regents Technology fee guidelines:

*[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. Provision of adequate network bandwidth and access to the Internet and special purpose databases and specialized computing are vitally important in some disciplines and should be supported. At the same time, institutions will need to balance competing demands for greater and broader access to resources for all students versus the demand for important but specialized and restricted resources.*

This proposal specifically addresses the objectives of access to the Internet and special purpose databases. A number of Law Library web subscriptions and online databases limit access via IP-authentication. Content providers that limit access to the Law Library's physical space include the Bureau of National Affairs and Commerce Clearing House. This proposal increases the number of access points in the Law Library and consequently it increases access to these special purpose databases.

## 7. Relevance to Strategic Plan(s)

The College of Law Strategic Plan states that the College of Law is committed to the development and implementation of technology as a tool for teaching, research, service and the practice of law. Additionally, our Technology Strategic Plan states that, "The College will encourage students to use technology appropriately in the process of learning law by providing networked workstations and carrels for students' use..."

This proposal addresses both of these strategic points.

## 8. Impact on Students Served

The College of Law Library supports all Georgia State University students. The College of Law serves a student body of 700. Open networked study space is available to the entire Georgia State University community. The two group study rooms are available to College of Law students. The Law Library is open 104 hours a week.

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
<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.)	Item 1			\$0.00
	Item 2			
	Item 3			
	Item 4			
	Item 5			
	Item 6			
	Item 7			
<b>Equipment</b>	Wall Mounted Desk	1	\$7,549.00	\$7,549.00
	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)	Electrical Outlets	10	\$250.00	\$2,500.00
	Item 2			
	Item 3, etc			
<b>Network Connections and Infrastructure Costs</b> (Requires review of UCCS)	Network Switch	1	\$2,000.00	\$3,920.00
	Network Cables	16	\$120.00	
	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>\$13,969.00</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:** The proposal would remain viable if funded at 75%.

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.)	Item 1				\$0.00
	Item 2				
	Item 3				
	Item 4				
	Item 5				
	Item 6				
	Item 7				
<b>Equipment</b>	Wall-mounted desk		1	\$7,549.00	\$7,549.00
	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)	Network switch		1	\$2,000.00	\$2,840.00
	Network cables		7	\$120.00	
	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>\$10,389.00</b>

**Only 50% funded:** The proposal would remain viable if funded at 50%.

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.)	Item 1				\$0.00
	Item 2				
	Item 3				
	Item 4				
	Item 5				
	Item 6				
	Item 7				
<b>Equipment</b>	Item 1				\$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)	electrical outlets		10	\$250.00	\$2,500.00
	Item 2				
	Item 3, etc				
<b>Network Connections and Infrastructure Costs</b> (Requires review of UCCS)	Network switch		1	\$2,000.00	\$3,920.00
	Network cables		16	\$120.00	
	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>\$6,420.00</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 desktop systems are the standard technology for Student Technology Fee purposes. Desktop systems exceeding this capability and price must be specifically justified:

- |   |         |
|---|---------|
| 1. Windows/Intel processors workstation, including monitor: | \$1,222 |
| 2. Apple Macintosh models:                                  | \$1,376 |

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. Windows/Intel processors laptop:  | \$1,749 |
| 2. Apple Macintosh laptop:           | \$1,382 |
| 3. Personal Digital Assistant (PDA): | \$ 472  |
| 4. Tablet computer:                  | \$1,984 |

N/A.

## 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:

N/A

## 13. Prerequisite, Non-Technology Fee Funding

N/A

## 14. Matching Funds

The Law Library is committing funds to purchase the two network-ready study tables that will be installed in the group study rooms.

## 15. Staffing and Other Support Availability

No additional staffing is needed to support this technology.

## 16. Space Availability and Impact on Facilities

One outlet may need to be installed in each of the rooms and eight outlets along a wall in UC 100 (located in the Law Library).

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

Information Security Review (Tammy Clark):

Impact: Yes

Assessment: These ports need to have authenticated access similar to labs/classrooms in IS&T—pls

contact security@gsu.edu for security review

Wireless and Network Ports Review (Mark Roberson):

Impact: Yes

Assessment: Additional 16 network ports – require cabling and network connections. Estimated cost of (1) network switch @ \$2000 and 16 cables - @ \$120 per cable.

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:

## 18. Physical Security Needs

N/A

## 19. Post-Project Assessment Criteria

1. Installation of the study room network-ready desks & wall mounted desk.
2. Networking the desks

## 20. Review and Acknowledgements

Attach electronic notes or documentation showing that the following units or administrators have reviewed or acknowledged this proposal:

### **Reviewed and acknowledged by:**

**Terrance Manion – Electronic Services Librarian**

**Nancy Johnson – Law Librarian**

**Bill Prigge – Assistant Dean for Administration & Finance**

**Steven Kaminshine – Dean**