



## Student Technology Fee Committee (STFC) Special Allocation Request

### ALLOCATION REQUEST DATE INFORMATION

Date Created: 2020-12-04 09:54:29

Date Due: 2020-12-04 12:00:00

Date Submitted: 2020-12-04 10:38:08

### ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Additional Adobe Creative Cloud Licenses for CP 005

Request Description: Add more licenses to existing PCs on the Open Lab side of CP 005 for both in-person use and to add to the remote computer pool.

### ALLOCATION REQUEST INFORMATION

Department Name: Information Technology

Request Code: 21S0261

Contact Names: Paul Lovelady

UW Tacoma Affiliation: Staff

UWT Email Address: lovelady@uw.edu

Phone Number: 2536925742

Title of Request: Additional Adobe Creative Cloud Licenses for CP 005

Type of Request: One Time

Department Head Approval:  Department Head: Patrick Pow

## Special Request Information

**1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?**

While the Multimedia Lab is currently only available for online, virtual support, Cherry Parkes 005 still has a reduced number of available PCs (8), in the Open Lab side of the space, for students to use on campus. IT would like to purchase 10 Adobe CC licenses and put them on these stations as well as add a few more to the remote computer pool available to all students.

This proposal is related to proposal: 20A0246 Multimedia Lab Hardware/Software

**2. Benefit to Students: Discuss how students have benefited from the original proposal, if applicable. How will additional funding of the technology benefit students? If this was an unforeseen technology need, discuss how students will benefit from this new proposal and why the need cannot wait for annual allocation funding.**

Students are still visiting CP 005 PC and have requested access to on-campus stations with Adobe CC. This will support that need, and even more so, once onsite users increase in the coming months. Remaining licenses will be added to the pool of remote computers for use from off-campus - <https://uwtclass.tacoma.uw.edu/Home/ChoosePool>

**3. Access: Describe who will be using or will have access to the resources being proposed. If the access has changed since an original proposal, be sure to note that here. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new**

**requestors, please provide user need data.**

Eight stations in CP 005 are available for reservation through UW Tacoma's webpage - <https://www.tacoma.uw.edu/study/spaces>. Only currently registered students will have access to both onsite and remote licenses.

**4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.**

IT plans to purchase the licenses and have them installed and available for the start of winter quarter.

**5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.**

Information Technology will provide all services needed: purchasing, installation, PC allocation, monitoring, support services to students, and maintenance.

**Funding Request Items**

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Adobe Creative Cloud Licenses for Campus and Remote Lab Pool	10	\$270.00	\$0.00	\$0.00	\$2,700.00
OVERALL TOTAL:					\$2,700.00