UNIVERSITY of WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: `2021-02-18 14:32:31`   Date Due: `2021-02-19 23:59:00`   Date Submitted: `2021-02-19 11:22:12`

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: WG108 & CP005 Free Printer Supplies

Request Description: WG108 & CP005 Free Printer Supplies

ALLOCATION REQUEST INFORMATION

Department Name: Computer Services

Contact Names: Joshua Gibson

UWT Email Address: jcgibson@uw.edu

Title of Request: WG108 & CP005 Free Printer Supplies

Request Code: 21A0284

UW Tacoma Affiliation: Staff

Phone Number: 253-692-4661

Type of Request: Continuous / Ongoing

Department Head Approval: ✔   Department Head: Forrest Tyree

Annual 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?

Computer Services has purchased an HP LaserJet M604DN and HP Color LaserJet M553 for the WG108 lab for students to print to for free. STFC also purchased 2 HP LaserJet M604DN & HP Color LaserJet M553 for the WG108 lab & CP005 lab. We are requesting for supplies for these printers such as paper and toner for the year. Since the start of the pandemic, students are still printing on campus and printing remotely to pick up their prints. We are monitoring the printers with a printing logging program called PaperCut NG. PaperCut is currently tracking over 5,200 students and we are expecting even more students at the start of Fall 2021 quarter. Also, the maintenance for the server license is expiring this year, we are asking STFC to help pay for the maintenance so we can keep the software up to date.

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.

This would allow students to print free in the WG108 and CP005 labs and they would not have to supply their own paper. Currently each student gets $40 worth of free printing. Black & White pages are $0.10 per page and color printing is $0.40 per page. This allows students to print up to 400 pages black & white or 100 pages color or a combination of both. PaperCut NG is tracking how much paper is being printed from each student. This allows the staff at the IT HelpDesk monitor the printer and check to make sure there is adequate toner and paper. Our goal is to have printers that are dependable and maintained for UW Tacoma students to use.

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.

Only registered University of Washington Tacoma students will be allowed to print to these printers.

WG Lab/Helpdesk

Students are able to remote print to these printers and pick up their prints Monday – Thursday from 8 AM – 7:30 PM, Friday from 8 AM – 5 PM.

CP 005/Media Lab

Monday-Thursday 8 AM to 7:30 PM, Friday 8 AM to 5 PM, Saturday - Sunday: CLOSED

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.

The printers have been installed and being used since January 4, 2016. This proposal is an on demand funding proposal with a duration of 7/1/2021 – 6/30/2022.

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.

Computer Services will store and install the printer toner and paper. We keep a maximum of 6 paper boxes and 3 printer toner on hand, the delivery time for purchased toner and paper is next day.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Toner	50	$190.00	$0.00	$19.38	$10,469.00
Paper	150	$42.00	$0.00	$4.28	$6,942.00
PaperCut Maintenance	1	$1,266.00	$0.00	$129.13	$1,395.13
PaperCut Additional 500 users	1	$173.00	$0.00	$17.65	$190.65
				OVERALL TOTAL:	$18,996.78