



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

### ALLOCATION REQUEST DATE INFORMATION

Date Created: 2021-02-18 13:30:33

Date Due: 2021-02-19 23:59:00

Date Submitted: 2021-02-19 11:22:08

### ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Laptop Checkout &amp; Equipment

Request Description: Laptop Checkout &amp; Equipment

### ALLOCATION REQUEST INFORMATION

Department Name: Computer Services

Request Code: 21A0282

Contact Names: Joshua Gibson

UW Tacoma Affiliation: Staff

UWT Email Address: jcgibson@uw.edu

Phone Number: 253-692-4661

Title of Request: Laptop Checkout &amp; Equipment

Type of Request: One Time

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?**

We are requesting for 20 Dell Laptops and DeepFreeze. These new laptops will help students that need or cannot afford a reliable computer. 20 of the laptops that STFC purchased, were purchased in 2015 and are out of warranty. Once they break, we would be unable to fix them. In addition, we are requesting for 20 licenses for DeepFreeze, which is a software that prevents personal information to be saved and avoid unwanted viruses. We are also requesting for 10 new hotspots, and keep funding the 45 current hotspots available for students. We are also requesting for webcams and headphones for students to checkout if needed. We have had requests to checkout webcams and headsets for students that already have a desktop computer at home, but they do not have a webcam.

**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.**

Our main goal for laptops is to ensure that there will always be laptops available for students to check out. The demand for laptop checkout is high, and we would like to continue to service students in need. For example, during the Fall 2020 quarter, we had all of the laptops checked out. By providing students with new technology, they will always have a dependable and easy-to-use laptop. Due to the fact that the demand for laptop checkout is high, we are requesting for more laptops to be up to date and available. Since the laptops are not always connected to the network, we have to manually update the laptops in batches of 5. During this process, these laptops may not be available to the students until the updates are complete and tested. We want to make sure that there are enough laptops are available to the students even if some are not available during a certain period.

**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 check out the laptops for a week at a time. The schedule that students can stop by and check out the laptops is:

WG 108 Lab/Helpdesk

Monday-Thursday 8 AM - 7:30 PM, Friday 8 AM - 5 PM

**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.

Installation will be completed during summer quarter of 2021. All installation will be providing by Computer Services at no charge.

**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.

Computers Services will install and maintain the items requested. No additional procedures will need to be implemented for these laptops.

## Funding Request Items

| Item             | QTY | Cost Per Item | Shipping Fee | Tax Per Item | Subtotal    |
|------------------|-----|---------------|--------------|--------------|-------------|
| Laptops          | 20  | \$1,400.00    | \$0.00       | \$142.80     | \$30,856.00 |
| DeepFreeze       | 20  | \$30.00       | \$0.00       | \$3.06       | \$661.20    |
| New HotSpots     | 10  | \$360.00      | \$0.00       | \$36.72      | \$3,967.20  |
| Renewal HotSpots | 45  | \$300.00      | \$0.00       | \$30.60      | \$14,877.00 |
| Webcams          | 10  | \$100.00      | \$0.00       | \$10.20      | \$1,102.00  |
| Headphones       | 10  | \$40.00       | \$0.00       | \$4.08       | \$440.80    |
| Laptop Bags      | 40  | \$25.00       | \$0.00       | \$2.55       | \$1,102.00  |
| OVERALL TOTAL:   |     |               |              |              | \$53,006.20 |