



Student Technology Fee Committee (STFC) Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: 2022-03-18 11:14:23

Date Due: 2022-03-18 12:01:00

Date Submitted: 2022-03-18 11:24:19

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Refresh breakout rooms in the Learning Commons

Request Description: Ongoing request to purchase new equipment for the student breakout rooms in the Learning commons

ALLOCATION REQUEST INFORMATION

Department Name: Library

Request Code: 22A0336

Contact Names: Tim Bostelle

UW Tacoma Affiliation: Staff

UWT Email Address: tbostell@uw.edu

Phone Number: 2536924650

Title of Request: Refresh breakout rooms in the Learning Commons

Type of Request: Continuous / Ongoing

Department Head Approval: Department Head: Annie Downey

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?

Breakout rooms in the Library are one of the most popular spaces on campus. In 2019, the nine group study rooms in the Library received 21,219 bookings, an average of 58 bookings per day. If I look at that data a little closer, the four most popular days are Monday to Thursday, which received 75% of all the bookings and averaged 76 bookings per day or about 8.5 bookings per room. In short, these rooms are functionally full during the week with some availability late at night and on the weekends.

STFC have funded the monitors and computers in these breakout rooms in the past but they are all out of warranty, older, and if the computers or monitors in these rooms should break, they will no longer have technology in them.

What we would like to do is put all ten of the break rooms coming online onto an ongoing technology refresh cycle of two computers and two monitors per year. In this way, we will always have fresh computers in these spaces and the cost to the STFC committee will be spread out over five years rather than all at once.

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.

The breakout rooms in the Library are one of our most popular resources. Students have to do group work at UW Tacoma and these rooms allow students to gather around a large monitor, plug in their own computer, or use the computer provided to do their work.

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.

The library room reservation system is designed to ensure that only current students reserve these rooms. In addition, we have policies in place which ensure that students have priority use for these rooms and allow library staff to ask non-students to relinquish these rooms if needed.

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 timeline on these is dependent a bit on supply chain. Last year we had problems getting certain things in (laser cutter, computers, etc.) and this year could be the same. However, we will work with campus IT and Media services to get this equipment ordered and installed as soon as possible!

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.

The Library provides a full time Head of Library IT and one full time Sr. Computer Specialist. In addition, the Library provides 40 hours per week of IT student employment for support of all student technology in the Library, TLC, and CE&I.

The Library also pays for Labstats, which is statistical software that will give us data about which computers and which locations are most popular and help staff decide where to place computers.

The Library manages the reservation software for these rooms and adjudicates any disputes when they arise.

Library staff also checkout any peripheral equipment needed for these rooms (such as cameras, speakers, headphones, etc).

Library IT staff install and repair the equipment in these rooms.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Samsung #UN55AU8000FXZA 55" TV	2	\$500.00	\$50.00	\$55.00	\$1,160.00
Chief MTM1U TV mount bracket	2	\$190.00	\$20.00	\$20.00	\$440.00
ICWUSA #CPU2.8-WB black CPU wall mount	2	\$110.00	\$10.00	\$15.00	\$260.00
Cables	2	\$40.00	\$4.00	\$5.00	\$94.00
Dell Optiplex 3090 CPU	2	\$900.00	\$10.00	\$95.00	\$2,000.00
Wireless keyboard and mouse	2	\$100.00	\$10.00	\$11.00	\$232.00
OVERALL TOTAL:					\$4,186.00

