UNIVERSITY of WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: `2024-02-02 10:15:52`   Date Due: `2024-02-07 17:00:00`   Date Submitted: `2024-02-02 10:47:38`

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: `Block Grant For Replacing Broken and Worn Equipment`

Request Description: `The library currently circulates a number of high-demand short-use equipment like headphones that were purchased with STF funds. This fund will replace equipment that has deteriorated over time.`

ALLOCATION REQUEST INFORMATION

Department Name: `Library`   Request Code: `24A0452`

Contact Names: `D'Andre Williams`   UW Tacoma Affiliation: `Not Set`

UWT Email Address: `willid7@uw.edu`   Phone Number: `2536924994`

Title of Request: `Library Block Grant For Renewing STF Purchased Equipment`   Type of Request: `One Time`

Department Head Approval: ✔   Department Head: `Tim Bostelle`

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?

The UWT Library circulates 296 equipment items of which 154 (27 Headphones, 105 Calculators, 30 Laptops) equipment items purchased with STF funds to enrich the learning experiences for our students on campus and provide access to often expensive learning tools. Students often rely on the availability of our equipment collection to attend virtual lectures, which has become even more pertinent during this pandemic. These items all receive heavy use and circulate daily. Among our 27 headphones alone we have over 4271 individual transactions to date, with each circulation being anywhere from a 1 to 3 day period. Over the course of a quarter these equipment items circulate (meaning they are checked out) and see use for approximately 840 hours. As you might imagine, our daily-use items become very worn; however, unlike our laptops, these items do not have a warranty that can act as an avenue for replacement when they inevitably break due to wear and tear. This proposal would see a fund put in place that is renewed on an annual or quarterly basis to replace and renew, repair, and replace damaged and otherwise unusable STF equipment so that we can maintain the same level of access to these vital small technologies without significant delays or disruptions to workflow. This would include purchasing new units as well as consumables that are used in maintaining them like rechargeable batteries, chargers, and miscellaneous parts.

2. Benefit to Students: Discuss how students have (for returning applicants) or will (for new applicants) benefit from this technology. How will additional funding of the technology benefit students?

With a block grant, the library can maintain the same level of access and availability year-round without having to wait to make additional funding requests to replace items en-masse. This also relieves students of burden in the case of unforeseen damages. If there is a need for replacement it can be addressed immediately without needing to levy any fees on a student's library account. This is both philosophically and practically significant. Fines and fees can sometimes make all the difference for students experiencing hardship and their ability to continue their schooling. On our campus we have made numerous strides to be responsive and equitable, we have many students that experience financial hardship across a spectrum of socio-economic backgrounds. This would be a great addition to maintaining and furthering these numerous efforts.

3. Access: Describe who will be using or will have access to the resources being proposed. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

UW Tacoma students have sole access to the STF equipment circulated at the UWT Library.

Across our inventory of equipment we maintain usage statistics to highlight demand. In the year since we've been able to replace most of our oldest items but there are still several items in need of refreshing and some that need constant maintentence or replacement parts to stay functional like the IoT kits. Circulation stats are linked in the spreadsheet below.

https://docs.google.com/spreadsheets/d/1ClIaTnLjC0gsO9DaEprXCZRnkkqHghzIDH6AWW_oR88/edit#gid=0

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.

Items will be purchesed as needed from the block grant funding via ariba, amazon business, and/or other departmental purchasing options.

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 tri-campus library system provides infrastructure, personnel, established procedures and processes, and maintenance to support all technology purchased via STF funds. This comes with space to house, process, and circulate the items as well as personnel to oversee and steward these processes.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Block Grant	1	$1,000.00	$0.00	$0.00	$1,000.00
				OVERALL TOTAL:	$1,000.00