

The University of Tennessee at Chattanooga Student Technology Fee Funding Request Proposal

Beginning 2005-2006

Title: Continuation of Extended Hours in Student Computer Lab

Unit Submitting Request: Information Technology Division

Briefly summarize the proposed project:

In 1999 the Technology Committee and the Student Government Association decided to fund additional hours of operation for the Student Microcomputer Labs, an initiative that has proved popular with students. This proposal seeks to continue these extended hours of operation in the general computer lab in the University Center.

Identify the project goals and objectives. Briefly describe your goals and objectives. Include in the description how the outcomes of this project will improve teaching and learning. Indicate also the anticipated reach of your project. In other words, how many and what type of students will benefit from the successful execution of the proposed funding? How will they benefit?

We wish to continue to make computers and assistance in the use of the computers available over an extended period each day for all students of the University. The additional hours spreads the usage time of our existing customers over more hours thus decreasing crowding and increasing the availability of machines. Since the computer lab also serves as the new base of operations for our Student Help Desk, the extended hours also makes possible extended hours of telephone support for students.

The computer lab is open to all students, both undergraduate and graduate, with over 100,000 student visits per semester.

Describe the method with which you will achieve your goals. Briefly describe your methodology. Include a calendar of target project dates. That is, when will the major steps of the project begin and end?

Prior to September of 1999 the hours of operation for most days of the week were 8:00 AM to midnight, or 16 hours a day. Since September 1999 the hours of operation for most days of the week are 6:00 AM to 2:00AM, or 20 hours per day. In addition, the labs are open 24 hours per day for the last two weeks of classes, reading day, and the week of finals. The total additional hours of operation for the year is 1,526 hours.

How will you evaluate the success of the project? Describe your evaluation criteria completely. How will you determine whether the project is successful?

- Continued increase in lab use across all hours of operation. We document the number of students who sign into the labs on an hourly basis, as well as the total time each student spends in the labs during the extended hours.
- Surveys of lab customers will help gauge their satisfaction with the operating hours.

Previous grants: If you received a Student Technology Fee grant last year, have you submitted your final report?

A report was submitted to the Office of the Provost as requested.

Proposed Location: Describe the proposed location of the equipment, software, etc.

This request is for personnel only; no additional hardware or software is needed.

Requested Budget: Clearly identify one-time costs, such as equipment, shipping, and installation. Clearly identify recurring costs, such as maintenance and support, and source of the funds to cover the recurring costs.

The additional hours of operation total 1,526 hours per year. Staffing of the lab requires, on average, 2.4 student employees per hour. Keeping one lab open for all extended hours throughout the year therefore requires a total of 3,662 staff hours. At an average wage of \$7.00/hour, the total for this request is \$25,637.

Summary of projected costs:

| | |
|---|-----------------|
| Salaries (if any) | \$25,637 |
| Equipment (hardware and software) | n/a |
| Complete the following items as appropriate | |
| Installation | n/a |
| Construction/renovation costs | n/a |
| Annual maintenance/support costs | n/a |
| Training | n/a |
| Recurring costs per year | \$25,637 |
| Total project one-time costs | \$25,637 |
| Estimated recurring costs per year | \$25,637 |

Identify the area(s) responsible for operating and maintaining the equipment.

This request is for personnel only.

Approval by Dean or Vice Chancellor: _____

Individual responsible to complete proposal if funded: Rodger Ling, Director, Technology Support Services

Priority established by Dean or Vice Chancellor: _____

Deans and Vice Chancellors should return completed forms (along with 20 copies) to Provost John Friedl, Chair of the University Technology Committee, prior to December 13, 2004.