

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

## Proposal

*Beginning 2005-2006*

**Title:** Continued Support for Media Resources Technician

**Unit Submitting Request:** Information Technology Division

**Briefly summarize the proposed project:**

This proposal requests funding to continue to provide a Technician for Media Resources during the 2005-06 fiscal year.

Current State funding provides only for one full time person in the Media Resources. Funding provided through the technology fee has allowed us to add a full-time Technician in order to enhance classroom equipment deliveries, to extend the hours of service to cover evening classes, and allow better management of the equipment pool by providing technical support and maintenance. As technology has become more crucial to the teaching and learning, so too has the importance of technical support.

**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?**

- Support campus-wide use of Media Resources equipment.
- Continue to provide enhanced Media Resources services
- Provide expanded hours for services, providing support for faculty and students during evening and weekend classes
- Implement modern reservation and tracking systems for classroom equipment use and inventory
- Reduce equipment theft by providing an evening staff to secure equipment after use.

Students across the campus will benefit from the continuation of these services.

**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?**

The Media Resources Technician has a work schedule designed to cover evening hours. Classroom equipment deliveries and pickups are now routinely made through 8:00 PM, and occasionally as late as 10:00 PM. All equipment managed by Media Resources (which numbers hundreds of televisions,

VCR's, overheads, data projectors, slide and film projectors, computers, speakers, and microphones) has been inventoried and cataloged.

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

- Extended hours for Media Resources, more support for faculty.
- Increased numbers of deliveries and set ups
- Less equipment stolen or lost
- More equipment in working order for the equipment pool and classroom use.

With enhanced equipment and delivery services, more faculty are using technology in instruction. An increasing number of students are also able to make computer-based presentations. The addition of after-hours support and delivery means that both instructors and students are able to make presentations successfully for both day and evening classes.

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

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

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

The Technician is housed with the other Media Resources personnel.

**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.

All costs listed are recurring for this year.

Technician Salary	\$23,576
Benefits (32%)	\$7,545
Operating Supplies/Communication	\$1,000
<b>TOTAL</b>	<b>\$32,121</b>

**Summary of projected costs:**

Salaries (if any)	\$31,121	(with benefits)
Equipment (hardware and software)	n/a	

Complete the following items as appropriate

Installation	n/a
Construction/renovation costs	n/a
Annual maintenance/support costs	\$1,000
Training	n/a
Recurring costs per year	\$32,121

<b>Total</b> project one-time costs	<b>\$32,121</b>
<b>Estimated</b> recurring costs per year	<b>\$32,121</b>

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

Media Resources.

**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.