Southeastern Louisiana University Biannual Report on the Expenditure of Student Technology Fees

January 1, 2024-June 30, 2024

October 28, 2024

Prepared for: *Southeastern President William Wainwright, SGA President Kyle Hidalgo and the University of Louisiana System Board of Supervisors*

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Southeastern's Student Technology Fee Committee

Southeastern's Student Technology Fee Committee was established in early 1999. The committee is currently comprised of the Student Government Association President and four members of SGA appointed by the SGA President and the following University administration representatives: Chief Information Officer, Vice President for Student Affairs, Assistant Vice President for Academic Programs, and the Director for IT Solutions. Meetings are held three times during the Fall and Spring Semesters and one time during the summer. The mission statement of the Student Technology Fee Committee is as follows:

The mission of the Student Technology Fee Committee is to facilitate communication and provide for periodic input and analysis of utilization of technology fee proceeds detailed in the Technology Fee Use Agreement. The committee provides a mechanism for consistent dialogue between members of the university administration and the Student Government Association regarding the effectiveness of the fee, feedback from users, and discussions about possible revisions in the use of technology fee proceeds.

The web site for the Student Technology Fee Committee continues to provide information about the fee to Southeastern students and other interested individuals. The address is: http://www.selu.edu/admin/stf/index.html.

Dr. William Wainwright, Southeastern President, and Ms. Lacey Johnson, Southeastern SGA President signed the 2023-2025 Student Technology Fee Usage Agreement.

Progress made during January 1, 2024 to June 30, 2024

A balance of $3,047,345 was carried over from the 2022-2023 fiscal year.

Collections were as follows:

July 1, 2023 to December 31, 2023 -	$ 942,929
January 1, 2024 to June 30, 2024 -	$ 905,390
Total collected for FY23-24	$1,848,319

Expenditures were as follows:

July 1, 2023 to December 31, 2023 -	$1,237,597
January 1, 2024 to June 30, 2024 -	$1,339,944
Total spent for FY23-24	$2,577,541

The amount available for the 2023-2024 fiscal year was $4,895,664. A balance of $2,318,123 was carried over to the 2024-2025 fiscal year.

The following is a summary of major projects and expenditures for this reporting period:

Student Technology Assistants (STA)/Graduate Technology Assistants (GTA), Student Technology Liaisons and Interns - $110,009

Computer Labs, Data Lines and Equipment (software and supplies included) - $384,465

Other Diversified Technology Projects - $955,479 for Large, Matching, and Small Project Proposals and Other approved projects and expenditures

The Student Productivity Services Supervisor, Ms. Clarissa Sampey, continued in the position. Her staff of Student Technology Assistants and Graduate Technology Assistants were utilized in a multitude of capacities through this past year, some of which included:

Staffed, scheduled and trained attendants in the open and restricted computer labs.

Advertised job openings online and managed applicants.

Completed hiring forms for STF student staff.

Managed the Student Technology Center.

Managed Student Help Desk.

Provided Tier 1 support for the account deprovisioning plan and many other system transitions such as Canvas and Workday.

Began Tier 1 support for Dual Enrollment students

Timekeeping responsibilities for Student Technology Assistants and Graduate Technology Assistants.

Maintained Student Technology Center web pages.

Updated relevant departmental web pages for Gmail, Moodle, Canvas and Papercut.

Worked with a web developer to continue to tweak the redesign and functionality of the Mane Media Checkout Equipment System (WeQuip 3.0).

Managed system permissions and user accounts for WeQuip 3.0.

Provided phone, chat and email support to students and alumni with technology questions on account information, Moodle, Canvas, Leonet, Workday and Gmail systems.

Managed users and system permissions for LiveChat.

Managed the use and maintenance of various types of equipment and SPS Equipment Checkout Service (Mane Media).

Provided training for students in Gmail, Canvas, and Workday.

Maintained training courses for students in Moodle, Gmail, and Leonet.

Monitored and communicated STF student labor spending and completed reports.

Assisted with scheduling events in restricted labs and technology classrooms.

Managed printer supply storeroom, orders, inventory and distribution.

Assisted with STF Property Control Inventory.

Reporting and record keeping, directly by using Issuetrack, and indirectly in HelpSpot.

COMPUTER LABS AND EQUIPMENT:

The following computer labs were upgraded:

Fayard 120 Math Lab	29 computers
TEC 2021 English Lab	28 computers
Fayard 120 Computer Science Literacy Lab	57 computers

DIVERSIFIED TECHNOLOGY PROJECTS:

The Committee approved funding for diversified technology projects including:

SMALL FUNDS PROPOSALS

Department or College	Description	Amount Funded
Industrial and Engineering Technology	Enhancement of Manufacturing Coursework Utilizing a Power Hammer	$5,000.00
Industrial and Engineering Technology	Ultrasonic Thickness Gauge for Welding Inspection	$4,710.00
Industrial and Engineering Technology	25 Ton Hydraulic Press for Manufacturing Laboratories	$5,000.00
Industrial and Engineering Technology	Extraction Arms for Welding labs	$5,000.00
Industrial and Engineering Technology	Utilization of Weld Positioning Fixtures to Meet Industry Standard Requirements Identified Within American Welding Society	$5,000.00
Industrial and Engineering Technology	Enhancing Digital Imaging and Inspection Capabilities for ET and IT Programs	$2,500.00
Industrial and Engineering Technology	Enhancing Materials Processing Capabilities: Acquisition of Furnaces	$3,254.64
Biological Sciences	Geographic Information System (GIS) Upgrad Will Result in Prepared Biology Graduates	$1,000.00
Industrial and Engineering Technology	Acquiring an Izod/Charpy Impact Tester for 3D Printing Material Toughness and Reliability Testing	$4,850.00
Kinesiology & Health Studies	Enhances classroom technology in Kinesiology through dynamic digital and wireless movement assessment for undergraduate and graduate students	$4,250.00

Table 1: Small Funds Proposals

TOTAL: $40,564.64

OTHER PROJECTS:

Continue to support emergency operations with the on-going project to install dedicated generators, thus enabling the Pennington Recreation Center to serve as emergency student housing during severe weather events.

Supported the Content Management System's upgrade to Wordpress.

Supported technology classrooms through replacing/repairing aging equipment.

Continued to supported energy production, conservation, and monitoring.

Supported virtualization capability.

Supported campus-wide software systems.

Provided support for the network infrastructure.

Supported the Learning Management System.

Provided funding for document imaging.

Supported the student check out equipment program.

Provided support to maintain blue phones.

Provided support for camera software for Campus Security.

Provided support for the emergency notification system.

Support the colleges and departments with funding for technology through special projects submitted by the university president or vice-presidents.

Planned Projects for July 1, 2024 to December 31, 2024:

Projects planned for the Fall 2024 semester include:

Support the DVIC technology installation project.

Continue to support emergency operations with the on-going project to install dedicated generators, thus enabling the Pennington Recreation Center to serve as emergency student housing during severe weather events.

Supported technology classrooms through maintaining/repairing aging equipment.

Support penetration testing to improve security of student data.

Support disaster recovery for our data/ERP system/network.

Continue to support energy production, conservation, and monitoring through maintaining supplies needed for the refillable water station.

Continue to support our cloud-based content management system.

Continue to supported technology classrooms through replacing/repairing aging equipment.

Continue to expand and support wireless on campus.

Continue to provide support for the emergency notification system.

Continue to support virtualization capability.

Continue to support campus-wide software systems.

Continue to support network infrastructure.

Continue to support the student check out equipment.

Continue to provide financial support for the maintenance of blue phones.

Continue to support technology purchases related to emergent needs.

Continue to support the colleges and departments with funding for technology through special projects submitted by the university president or vice-presidents.

Request and review large and matching project proposals for possible funding to further diversify the use of technology on our campus.

Conclusion

Southeastern's Student Technology Fee continues to be the leader in efforts to improve the technology available to students. We are proud to submit this bi-annual report which reflects a continuation of the progressive spirit and cooperative nature with which all aspects of the committee's charges have been handled.