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

*January 1, 2025-June 30, 2025*

December 1, 2025

Prepared for:   Southeastern President William Wainwright, SGA President Maria Nechaeva
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. Maria Nechaeva, Southeastern SGA President signed the 2025-2027 Student Technology Fee Usage Agreement.

**Progress made during January 1, 2025 to June 30, 2025**

A balance of $2,318,123 was carried over from the 2023-2024 fiscal year.

Collections were as follows:
  July 1, 2024 to December 31, 2024 - $  850,302
  January 1, 2025 to June 30, 2025 -   $  850,822
  Total collected for FY24-25        $1,702,224

Expenditures were as follows:
  July 1, 2024 to December 31, 2024 - $  712,694
  January 1, 2025 to June 30, 2025 -   $1,052,471
  Total spent for FY24-25           $1,765,165

The amount available for the 2024-2025 fiscal year was $4,020,347.  A balance of $2,255,182 was carried over to the 2025-2026 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 Supervisor, Liaisons and Interns - $116,536

> Computer Labs, Data Lines and Equipment (software and supplies included) - $290,963

> Other Diversified Technology Projects - $761,508 for Large, Matching, and Small Project Proposals and Other approved projects and expenditures

**Student Technology Center**

The Student Technology Center 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 system transitions such as Canvas and Workday.

Assisted with 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, 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.

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.

Scheduled and managed campus outreach events for OT/STF.

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

**Technology Projects:**

In order to fully support the completion of the technology installation in the Robin Roberts Broadcast Media Center in DVickers Hall, Small Projects awards were not offered in the Spring 2025 semester.

The Student Technology Fee committed to ensuring the technology installation was completed for the Robin Roberts Broadcast Media Center.  This included installation of lab computers, projectors, wall-mounted instructional smart boards, access points, switches.

Additionally, the Student Technology Fee:

Supported the student check out equipment program.

Continued to support campus wide software systems.

Supported technology classrooms through repairing aging equipment.

Provided support for the network infrastructure.

Supported note taking software for students with disabilities

Supported penetration testing to ensure the security of student data.

Supported the platform for event management.

Provided support to maintain blue phones.

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

Supported virtualization capability.

Supported the Learning Management System.

Provided funding for document imaging.

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, 2025 to December 31, 2025:**

Projects planned for the Fall 2025 semester include:

Reinstatement of funding for small projects

Continue to support technology classrooms through maintaining/repairing aging equipment.

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 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.