



FLORIDA STATE UNIVERSITY
COLLEGE OF SOCIAL WORK

TO: Tom Morgan, Assistant Director, Information Technology Services
FROM: Cassandra Brown, Assistant Director, UBA/College of Social Work
SUBJECT: Request for Additional Student Technology Funds (proposal 1 of 2)

I. CSW Technology Renovations of Multi-Purpose Rooms

II. Project Description:

The College of Social Work is proposing a project to upgrade the technologies in the following multi-purpose rooms: UCC2401, UCC3401, and UCC2304. These rooms are labeled multi-purpose because they fulfill various needs within the College, such as conference rooms for meetings, class rooms for seminars and small lecturers, etc. Currently UCC2401 and UCC3401 contain a wall-mounted 65" flat screen TV with a network and video cable that runs from the screen to the center of the room and connects to a laptop computer. UCC2304 has a dated projector and pull-down projector screen with a network and video cable that connects to a laptop computer. The current configuration is somewhat hazardous due to the cable placement. It also poses set-up difficult for faculty, staff, and students that commonly delay and interrupt classes and collaborative instruction. In an effort to keep current with technology and increase the instructor's potential to teach and thus the student's potential to learn, we are requesting the current computer, audio, and visual configurations be removed and replaced by large, "all-in-one", touchscreen displays with associated software and peripherals.

III. Impact of Project on Institution:

The College of Social Work would benefit greatly from additional funds to enhance the technologies in these rooms by:

- Creating uniformity amongst the three rooms will enable instructors, presenters, and other appropriate personnel to learn one system and apply knowledge in all three rooms
- Adding "all-in-one" functionality (computer and screen as one device); replaces the need for a separate [laptop] computer and cables across the floor, thus removing the trip hazard.
- Increasing to larger, higher quality screens will provide clearer and crisper visuals
- Augmenting touchscreen functionality will modernize the configuration and add whiteboard capability
- Adding a permanent, high quality camera and speakers will offer better quality remote collaboration and remove necessary cables utilized to currently access this functionality
- Adding appropriate software will allow the screen to also act as a dry erase board.

IV. Project Plan:

The College of Social Work's plan is as follows:

November-December 2016:	Meet with faculty and staff to determine space needs, research products, and acquire quotes.
January-February 2017:	Purchase and receive equipment.
March 2017:	Install equipment (UCC2401, UCC3401, then UCC2304).
April 2017:	Hold training sessions for faculty and staff.

The project will be considered complete after the training sessions.

V. Relationship to Other University Activities:

The College of Social Work's project at completion will be similar to that of other departments that utilize multi-purpose rooms, more specifically those that serve as a classroom and conference room. One purpose of this project is to bring our rooms up to standard with similar rooms across the University.

VI. Plan for Ongoing Support:

The College of Social Work currently has 2 FTE that will provide updates and support as needed.

VII. Project Team:

The project team will be led by the College of Social Work's IT Support Specialist, Derek Tryon. Derek supervises the current technology configurations of the College and is the primary contact for its technology needs.

Additional support will be provided by the College of Social Work's Computer Support Technician, Blaine Sineath. Blaine currently supports the College's technology configurations and provides Tier I support.

Installation will be conducted by either Facilities, the A/V Team, and/or a third party vendor on University contract dependent upon cost and availability.

VIII. Budget & Justification:

The following list of items comprises the budget proposal:

<u>Quantity</u>	<u>Product Description (by InFocus)</u>	<u>Estimated Cost (each)</u>
• (3)	BigTouch 70"	\$6388.20
• (3)	Soundbars	\$224.25
• (3)	Camera and Microphone Array	\$322.92
• (3)	Extra Large Wall Mount for 80-inch Display	\$369.00
• (3)	BigNote Software	\$129.00
• (1)	Facilities Installation (UCC2304 Wall Mount)	\$1500*
• (1)	Network Cable/Port Installation	\$1200*
• (1)	Power Port Installation	\$1200*

*Based on past use

The total amount requested for this proposal is \$26,200.11 (see attached budget form).

IX. Conclusion:

The College of Social Work's multi-purpose rooms are dated and in-need of renovation. At the present moment, they have proven to be unreliable, difficult to use, limiting, hazardous, and visually unattractive. The updating of these rooms will offer faculty, staff, and students increased potential in their abilities to teach and learn. These funds will assist the College of Social Work in its commitment to its faculty, staff, students, and University as a whole.