



Student Technology Fee Committee (STFC) Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: 2024-02-02 11:07:17

Date Due: 2024-02-07 17:00:00

Date Submitted: 2024-02-02 11:31:12

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Replacement Laptops

Request Description: The Student Technology Fee Committee has traditionally funded student computers for circulation at the library. Over the years, they funded over 70+ laptops and tablets for student use.

ALLOCATION REQUEST INFORMATION

Department Name: Library

Request Code: 24A0455

Contact Names: D'Andre Williams

UW Tacoma Affiliation: Staff

UWT Email Address: willid7@uw.edu

Phone Number: 2536924994

Title of Request: Replacement Laptops

Type of Request: One Time

Department Head Approval:

Department Head: Tim Bostelle

Annual Request Information

1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?

The STFC funded laptop checkout program is one of the most successful and well loved programs on campus. Every day dozens of students queue up to checkout this equipment which allows them to take notes in class, check their email anywhere on campus, work collaboratively with other students on campus, or even get their homework done at home later in the day. With rising demand post-lock down, it is difficult to maintain a stock for ample access to this program. We often do not have enough laptops to really meet the enormous demand. Recently, that problem has become exacerbated by the fact that many of the laptops are no longer able to be serviced because the warranty or the extended accidental damage warranty has run out. Some of these laptops have been in circulation for years and circulated over 300 times. We are proud to have provided this service to students for so long, but the associated wear and tear on these machines means we need to phase some of the older machines out. Our MacBook's are a particular point of strain on this program as they are most often the targets of theft in comparison to our other laptops, see more use than our other laptops, and are particularly difficult to service. We're looking to add to our current stock of dell laptops and potentially acquire enough to phase out Macs entirely as the opportunity cost for circulating them has simply become too high.

2. Benefit to Students: Discuss how students have (for returning applicants) or will (for new applicants) benefit from this technology. How will additional funding of the technology benefit students?

Laptops are a clear benefit to students as they allow them to complete coursework in a timely manner, work collaboratively in groups, or do other computer-related work.

3. Access: Describe who will be using or will have access to the resources being proposed. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

Access will be maintained for UW Tacoma students only. Our laptops check out for 7 days before each student is required to return it so that it can be serviced and re-imaged. This imaging process is very short so often the turn around period between which we receive a laptop and check it out is very short.

We currently have 26 STF purchased laptops: 18 Dell/Windows and 8 Mac
Fall Quarter Stats:

- Our laptops had 195 circulations
- Averaged 7 circulations per device.
- Averaged 5 days checked out of 7 days per circulation.
- Averaged 21,840 cumulative hours of usage for all laptops (840 avg usage hours per laptop)
- Peak Circulations 10 (That's 1 circulation of 7 days across all 10 weeks of the quarter)
- 3 lost/broken/stolen laptops all Mac

4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.

As soon as the funds are issued, the library will purchase this equipment.

5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.

The library configures and maintains the equipment. We also provide the staff at the desk to help checkout the equipment and to maintain and repair all STFC equipment.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Dell Latitude 3440	12	\$1,078.82	\$0.00	\$111.12	\$14,279.28
OVERALL TOTAL:					\$14,279.28