

University Libraries
Technology Fee - Systemic Project Proposal
FY 2010/2011

This is a proposal for the purchase of **25 Dell Latitude E6410 Advanced laptops**. These laptops would be available at the John C. Pace Library for all students to check out for either a 4 hour daytime loan or an overnight loan. The total one-time cost of this proposal (including laptops and additional equipment for maintenance and storage) is \$32,075.94.

1. Description of initiative/investment to enhance instructional technology:

The John C. Pace Library currently maintains a circulating collection of 23 laptops. These laptops are loaned out to students for use both inside and outside the libraries. Students may check out the laptops for a period of four hours during the daytime hours, and after 8 PM on Sunday through Thursday, they are able to check the laptops out overnight, with a return time of 10 AM the next morning. The laptops provide mobile computing power to students who might not otherwise have access to it. Students are able to utilize these laptops in the library, the classroom, or any other location on or off campus. The overnight program provides students with computer access even when the Library is closed. The current number of laptops in the program has become a limiting factor, leading to students being turned away because all of the laptops are loaned out. The additional 25 laptops that this project adds would more than double the current number of laptops, allowing more students to utilize this popular service. These additional laptops will enhance student experience and meet their needs for flexible, portable technology.

2. Description of how initiative has a college/unit-wide or university-wide scope:

The John C. Pace Library serves all of the students in the University, and this program in particular will benefit all those students who physically visit the library by allowing for increased computing power both inside and outside of the physical building. The John C. Pace Library was visited by 427,150 individuals last year. This program would make hardware and software available to students where they need it by allowing them to take laptops, which are loaded with the full Microsoft Office 2010 suite and a host of additional software, including Hawkes Learning Systems Statistics and SPSS PASW Statistics 18. This comprehensive base of software will enable students from all disciplines to utilize the laptop program. The purchase of 25 additional laptops will significantly increase the number of students able to utilize library laptops.

3. Description of alignment with UWF Strategic Plan:

The University of West Florida's current mission statement (2008-2012) establishes a commitment to "empower each individual we serve with the knowledge and opportunity to contribute responsibly and creatively to a complex world." This project would directly empower our students to seek out knowledge and to contribute both responsibly and creatively by providing them with the technological tools that they need to support their education and production of scholarly works while here at UWF. In regards to UWF's enduring values, this program increases the quality of services available to our students and helps to shape a caring learning environment that provides the tools necessary for the student's individual development. In addition, the UWF Libraries laptop proposal is in direct alignment with several specific portions of the University of West Florida Strategic Priorities and Measurable Achievements (2008-2012), including:

- **Strategic Focus: High Quality Academic Programs**

The UWF Libraries laptop proposal will provide students with a flexible and mobile computing option that can assist them while they are engaged in the active learning that is part of the University's strategic goals. The laptops in this proposal will be used by students in support of their own academic careers in a variety of locations, both on campus and off campus, wherever they are engaged in learning.

- **Strategic Focus: Academic and Student Support Services**

The UWF Libraries laptop proposal will increase the quality of academic and student support services by providing students with increased access to laptops. This portable and convenient technology will assist them in their academic endeavors.

4. Description of benefits provided:

The UWF Libraries laptop program is already a well used and beloved service of the Libraries. Since the program began loaning laptops to students in 2006, it has seen exponential growth. During the 2009-2010 fiscal year, the 23 laptops in the current program were loaned to students 5,319 times. Numbers for 2010-2011 are set to outpace previous years. Please see Appendix A for a chart showing the growth in laptop loans. The program was expanded to include overnight checkout in the summer of 2010, a service which has become increasingly popular with students. Debuting in July, the overnight program started with just 44 loans in its first month, with loan volume more than quintupling by November, when the 23 laptops in the current program were loaned out overnight 243 times. This proposal would add an additional 25 laptops, doubling the number of laptops available for checkout for both the daytime and overnight programs to use, since both programs pull from the same available pool of laptops.

Students have the following to say when asked how checking out a laptop from the library helps them as a student:

"[It] helps me sit where I want and have access to the internet when the PC's are all being used." – Casey Bishop, UWF undergraduate student

"I can be at a larger table with friends, working on a project, without disturbing other people." – Adam Hunt, UWF undergraduate student

"I personally do not own a laptop, so it is how I do all of my work for school." –Sean Young, UWF undergraduate student

"The Library has a lot of computers for students to use. Laptops help me as a student because it allows me to find a quieter space to do my assignment. Also, if I am having trouble with my personal laptop, I can come here and check a laptop out to do my work. It is very convenient." –Gerald Colbert, UWF undergraduate student

"It provides me with an alternative, simple, not to mention portable, way to work on a word processor and access the internet anywhere on campus. The laptop [loans] are an invaluable asset to any serious student." –Tommy Pudgett, UWF graduate student

"It's fast and convenient!" – Yu-Chien Lin, UWF Undergraduate

The laptop loan service is increasingly popular with students, and expanding the number of laptops in the program from 23 to 48 by adding the 25 laptops this proposal calls for will allow more students to take advantage of the program, particularly during periods of peak demand. During the end of fall semester 2010, 117 students looking for laptops were turned away

because all of the laptops had been checked out. The UWF Libraries laptop proposal would increase the available pool of laptops, allowing more students to utilize this popular program.

5. Describe how success/impact will be measured:

The library circulation department will continue to maintain statistics on the library loan program, as well as soliciting feedback from students on the benefits and possible improvements to the program. This will allow the Libraries to gauge how many laptops are used and how often each laptop is used. This information is already recorded by the Libraries information management system, which is used to track the loans, and collected on a monthly basis.

6. Detailed Description of Resources Required including Hardware and Software and Personnel Costs:

This proposal is for 25 Dell Latitude E6410 Advanced laptops, with AC adapters and cases (both included in the cost of the laptop) and a lockable storage unit, to ensure the security of the laptops while in the library. Also included in the cost per laptop is a three year warranty that covers damage to the laptops, a necessity for laptops that are as heavily used as the ones in the library program.

Two additional costs for laptops that are loaned out in this fashion are additional AC adapters to protect against loss, and additional licenses to install Deep Freeze Enterprise, software which is necessary to protect the security and integrity of the computers when they are loaned out. There are no additional personnel costs associated with this proposal.

Type of Material	Cost per item	Number of items	Total cost
Dell Latitude E6410 Advanced Laptop (including case, AC adapters and case)	\$1,223.00	25	\$30,553.25
Deep Freeze Enterprise with three year maintenance plan	\$22.87	25	\$571.75
Additional AC adapters	\$59.99	5	\$299.95
Storage cabinet	\$650.99	1	\$650.99
TOTAL			\$32,075.94

7. Describe how implementation will proceed:

The materials listed above will be ordered as soon as funds are available. When the equipment arrives there will be no more than a two week delay in order to format the laptops and catalog them for circulation so that they can be loaned out to students.

8. Plan for sustainability beyond conclusion of funding from technology fee, if applicable:

The current program is sustained by the Libraries, in conjunction with UWF Information and Technology Services, in accordance with the life cycle upgrade process set up last year for UWF student computer labs. The 25 additional laptops would be sustained through this same process.

9. Resource Matching Commitments:

Not applicable

10. Individual Responsible for Reporting and Accountability:

Lisandra R. Carmichael

Interim Associate Dean of Libraries

John C. Pace Library - Bldg 32

University of West Florida

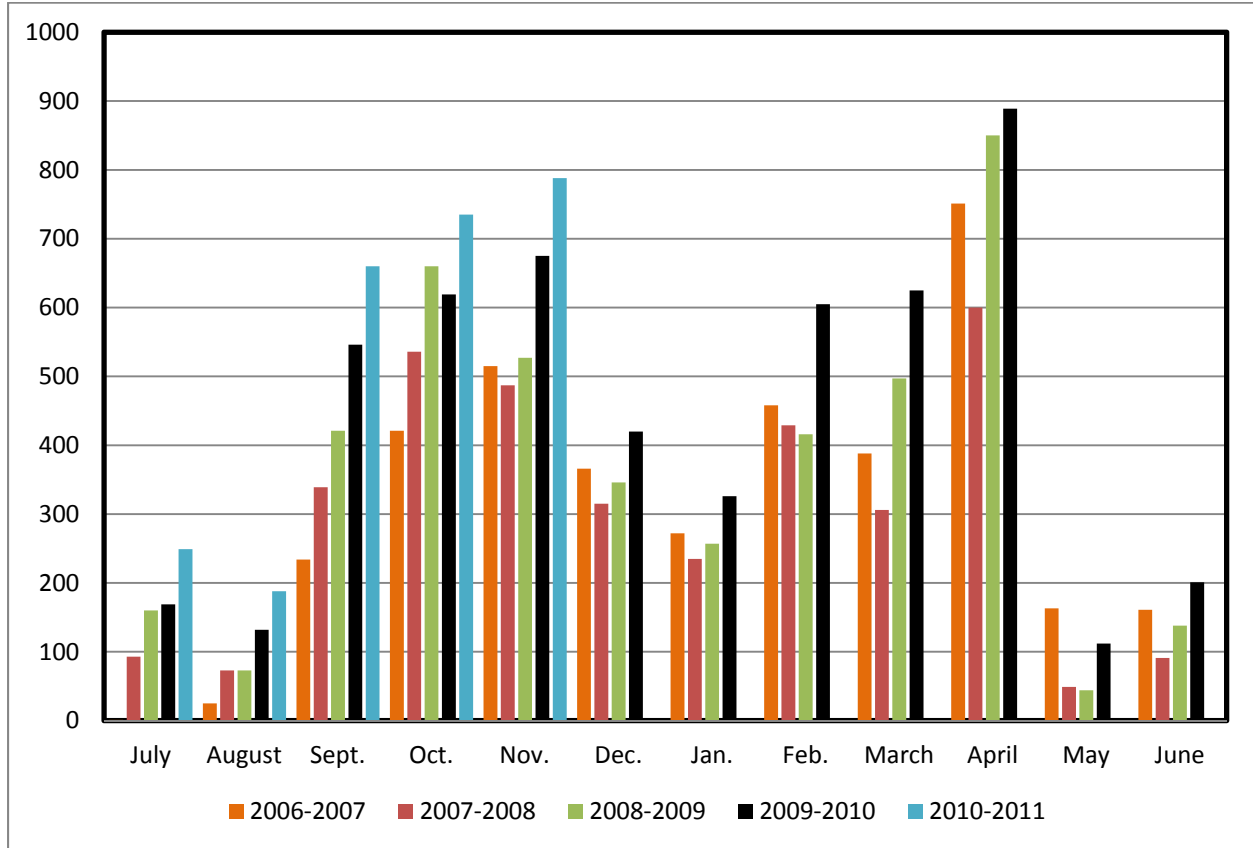
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Appendix A



Laptop Loans by Fiscal Year