

Technology Fee Expenditure Guidelines
University of Georgia
2004-05

In accordance with the University System of Georgia Technology Fee Expenditure Guidelines, expenditures at UGA are based upon two fundamental principles.

- Student Technology fee revenues should not be used to supplant current levels of technology expenditures. Institutions should provide evidence that overall institution technology expenditures clearly reflect that expenditures based upon fee revenues are above and beyond normal levels.
- The focus of the student technology fees should be on academic or instructional technology and distinctions should be drawn between expenditures for administrative applications or scientific and laboratory equipment, and instructional technology.

With respect to the second principle, technology fee revenues are directed toward those needs that provide added value to the curricular and co-curricular educational experiences of the students. We define this value to be instructionally oriented and not oriented toward administrative services such as housing, registration, advising, record keeping, etc., important as these services are to a student's overall collegiate experiences.

The Student Technology Fee subcommittee of the Committee for Applied Instructional Technologies (CAIT) uses the general guidelines below, provided by the University System of Georgia Board of Regents, to develop recommendations for expenditures of Student Technology Fee revenues.

- Technology fee revenues should be used primarily for the direct benefit of students to assist them in meeting their educational objectives. Access to technology is important to the collegiate academic experience including productivity tools, specific software packages, databases, specialized computers and printers, etc. Access for students with disabilities should be considered as well.
- Technology fee revenues should be used to assure that there are sufficient campus licenses for primary productivity tools such as discipline-specific software.
- Technology fee revenues should be used for hardware and network related expenditures that include support of general purpose or special purpose laboratories used by students for productivity and more discipline related activities.
- Technology fee revenues may be used for training of students and, to a lesser extent, staff and faculty.
- Technology fee revenues may be used to leverage other funds where appropriate.
- Technology fee revenues may be used--with caution--for new staffing that is either temporary or ongoing.

- Lower priority uses of technology fee revenues include development of software packages, acquisition of one-of-a-kind software or hardware products for faculty use in teaching and consumable supplies such as printer paper.
- In almost no cases should technology fee revenues be used for administrative software or software implementation (such as BANNER), administrative hardware, research equipment, non-networkable specialized scientific equipment, space renovation, or other items or activities that do not have a direct and immediate impact upon students' instructional objectives.

In addition to the general guidelines above, the Student Technology Fee subcommittee recommends funding for individual projects using the following specific guidelines as well.

- If you are requesting money for equipment that is on state contract, the requested amount should be no more than the state contract rate. The subcommittee will use the state contract rates to recommend funding where appropriate. If you are ordering multiple units, you can often negotiate with the vendor for a lower price. For classroom equipment, please see the attached list of recommendations from the Office of Instructional Support & Development. For computers accessible to students with disabilities, please see attached list of recommendations for accessible computers.
- The subcommittee places a low priority on requests to fund new general-purpose labs. If you request funding for a new general-purpose lab, attach a brief justification to the project request form.
- If you are requesting money for general use desktops, the subcommittee will recommend up to \$1,400 for each Windows/Intel machine and \$1,400 for each Macintosh. If you request an amount greater than these standard amounts, attach a brief justification to the project request form. See attached configuration details for more information.
- If you are requesting money for general use laptops, the subcommittee will recommend up to \$1,900 for each Windows/Intel machine and \$1,900 for each Macintosh. Please attach a brief justification regarding the need for laptop computers rather than desktop computers. Also, if you request an amount greater than the standard amounts above, attach a brief justification to the project request form. See attached configuration details for more information.
- The subcommittee places a low priority on requests to fund replacement of computers less than 3 years old. If you request funding for replacement of computers less than 3 years old, attach a brief justification to the project request form.
- If you request funding for new, full-time, permanent staff positions, attach a brief justification to the project request form.

Technology Fee Supporting Information for 2004-05 Equipment Recommendations - Classroom Technology

Below are some of the types of technology used in classrooms followed by examples. For assistance in determining appropriate technology choices for your classroom and costs, contact Classroom Support Services, Tom Beggs, at 542-3456 or tbeggs@uga.edu.

1. Video data projector (also known as LCD projector)
Sharp P25 or Sharp C-55 and mounting bracket
2. Document camera
Wolfvision VZ-8Plus or Samsung SDP-950DX
3. Audio mixer
Mackie VLZ-1202 Pro Audio Mixer
4. Audio amplifier
QSC ISA-280 Audio Amplifier 280W
5. Audio amplifier/mixer
TOA 506A Integrated Mixer/Amplifier
6. Audio speakers
JBL Control 23 White with JBL mounting brackets MJC23CM
7. Wireless microphone (lap)
Vega Model U2020-BPM wireless lavalier
8. Wireless microphone (handheld)
Vega U2020-HPM handheld microphone
9. Overhead projector
3M Model 1895
10. VHS VCR
Panasonic AG-1350 VCR
11. DVD/VHS Combo
Panasonic PV-D4743K DVD/VCR Combo (Black)
12. Manual screen
Da-Lite Model B Manual 60" x 80" Model #40194
13. Electric screen
Da-Lite Cosmopolitan Electrol 69" x 92" (Matte White) Model #40789
14. Touch Panel control system
AMX Model VPX-CPNW ViewPoint Express
15. Extron Switches
Extron MPS112 Presentation Switcher - Model #60-532-01
16. Extron P2DA2 Distribution Amplifier
17. Podium
Malone Arches design
18. Equipment cabinet
Bretford Media Cart PMTC45AN286AN

**Technology Fee Supporting Information
Equipment Recommendations - Computers
2004-05**

Windows-based Desktop

Estimated Cost \$1400

Processor: 3.0 GHz Pentium 4 or AMD equivalentⁱ
Memory: 512 MB - DDRⁱⁱ
Hard Drive Storage: 80GB
Optical Devices: CD-RW
Removable Drive: 3.5 floppy disk
Audio: Audio card with speakers
I/O Ports: USB, Serial, Parallel, Network
Video: Geforce or ATI Radeon accelerator card
Display: 17" LCD Flat Panelⁱⁱⁱ
Operating System: Windows XP
Productivity Software Suite: Microsoft Office
Other Software: Virus Protection^{iv}

Macintosh Desktop

Estimated Cost \$1400

Processor: 1 GHz iMac^v
Memory: 256 MB
Hard Drive Storage: 80GB
Optical Devices: CD-RW/DVD-ROM
Audio: Built in audio with speakers
I/O Ports: USB and Network
Video: Geforce4
Display: Integrated 15" LCD Flat Panel
Operating System: OSX
Productivity Software Suite: Microsoft Office

Windows-based Laptop

Estimated Cost \$1900

Processor: 3.0 GHz Mobile Pentium 4 or AMD equivalent
Memory: 512 MB - DDR
Hard Drive Storage: 40GB
Optical Devices: CD-RW
Removable Drive: 3.5 floppy disk
Audio: Built in with internal speakers
I/O Ports: USB, Serial, Parallel, Network
Video: Geforce or ATI Radeon accelerator card
Display: 15" LCD display
Operating System: Windows XP
Wireless card
Productivity Software Suite: Microsoft Office
Other Software: Virus Protection

Macintosh Laptop

Estimated Cost \$1900

Processor: 1 GHz Power PC G4 (Power Book)
Memory: 256 MB
Hard Drive Storage: 60 GB
Display: 15.2 LCD
Optical Devices: CD-RW/DVD Combo
Audio: Built in audio card with internal speakers
I/O Ports: USB and Network
Video: built in
Display: 12" LCD Flat Panel
Operating System: OSX
Wireless card
Productivity Software Suite: Microsoft Office

Windows-based Enhanced Desktop (Accessible Computer)

Estimated Cost \$6200

Processor - 3.0 GHz Processor
Memory - 512 MB - DDR
Hard Drive Storage - 80GB
Optical Devices: CD-RW
Removable Drive - 3.5 floppy disk
Audio - Audio card with speaker
I/O Ports: USB, Serial, Parallel, Network
Video: Geforce or ATI Radeon accelerator card
Display - 19" LCD Flat Panel^{vi}
Operating System - Windows XP
ZoomText (magnification software)^{vii}
JAWS (screen reader software)^{viii}
Kurzweil 1000 (text to speech)^{ix}
Dragon Naturally Speaking (speech to text)^x
textHELP! Read & Write^{xi}
Inspiration K - 12^{xii}
Scanner^{xiii}
Ergonomic Adjustable Workstation^{xiv}
Specialized Mice, Joysticks, Trackballs
Alternative Keyboards^{xv}

Macintosh Enhanced Desktop (Accessible Computer)

Estimated Cost \$4175

Processor – 1 GHz iMac
Memory - 256 MB
Hard Drive Storage - 80GB
Audio - Audio card with speakers
Video – Geforce4
Display - 19" LCD Display^{xvi}
Operating System - OSX
inLARGE (magnification for Mac)^{xvii}
outSPOKEN (screen reader for Mac)^{xviii}
Scanner (use with text to speech software)^{xix}
Ergonomic Adjustable Workstation^{xx}
Specialized Mice, Joysticks, Trackballs
Alternative Keyboards^{xxi}

ⁱ Up from 2.0 GHz due to lower prices.

ⁱⁱ New applications are now requiring 512 Mb

ⁱⁱⁱ Prices now lower on 17 inch displays

^{iv} Microsoft Office and F-secure anti-virus software are available at no cost to UGA faculty and departments.

^v Macintosh architecture and processor speeds do not compare directly to Intel or AMD based PCs. Macintosh systems and software performs comparable to Intel or AMD based computers. Apple equipment costs are considerably higher than Intel or AMD based systems. The selected system specs are on the lower end of the Macintosh performance curve, but it is the only system that comes in under the \$1400 mark.

^{vi} Adds ~\$200 to the cost of the base system

^{vii} Zoom Text - \$595

^{viii} JAWS - \$895

^{ix} Kurzweil 1000 - \$995

^x Dragon Naturally Speaking - \$200

^{xi} textHelp! Read & Write - \$645

^{xii} Inspiration K-12 - \$65

^{xiii} Scanner - Est. \$200

^{xiv} Workstation - Est. \$500

^{xv} Adaptive input devices - Est. \$500

^{xvi} Adds \$800 to the base iMac system cost.

^{xvii} InLARGE - \$295

^{xviii} outSPOKEN - \$670

^{xix} Scanner - Est. \$200

^{xx} Workstation - Est. \$500

^{xxi} Adaptive input devices - Est. \$500