

**Technology Fee Expenditure Guidelines**  
**University of Georgia**  
**2006-07**

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 \$1,300 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 \$1,500 for each Windows/Intel machine and \$1,400 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 Equipment Recommendations - Classroom Technology 2006-07**

Below are examples 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](mailto:tbeggs@uga.edu).

- 1) Video data projector (also known as LCD projector)

Epson 830p for small to average classrooms

Epson 8300NL or Hitachi Co-X1250 for large classrooms /lecture halls

Epson 750c OR Hitachi CPX345 for portable projector

- 2) Document camera

Samsung SDP-950DX or Wolfvision VZ-8Plus

- 3) Audio amplifier/mixers

BiAmp CMX-35, BiAmp-CMA75, BiAmp CMA-150

- 4) Audio mixer

Mackie VLZ-1202 Pro

- 5) Audio amplifier

QSC ISA-280 Audio Amplifier 280W

- 6) Audio speakers

JBL Control 23 White with JBL mounting brackets MJC23CM

- 7) Wireless microphone (lap)

Shure UT14/93 Wireless Lapel Microphone System

- 8) Wireless microphone (handheld)

Shure UT24/58 Wireless Handheld Microphone System

- 9) Overhead projector

3M Model 1895

- 10) DVD/VHS Combo

JVC -HR-XVC18B DVD/VCR

- 11) Manual screen

Da-Lite Model B Manual 60" x 80" (Matte White) Model #40194

Da-Lite Model B Manual 96" x 96" (Matte White) Model # 40208

- 12) Electric screen

Da-Lite Cosmopolitan Electrol 69" x 92" (Matte White) Model #40789

- 13) Touch Panel control system

AMX

- 14) Extron Switches

Extron MPS112 Presentation Switcher - Model #60-532-01

- 15) Extron P2DA2 Distribution Amplifier

- 16) Podium

Malone Arches design

Cappys Cabinet

Computer Comforts