



Student Technology Fee Committee (STFC) Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: 2020-02-27 15:32:41

Date Due: 2020-02-28 17:00:00

Date Submitted: 2020-02-27 15:38:50

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Checkout Laptop Kiosk

Request Description: Checkout Laptop Kiosk

ALLOCATION REQUEST INFORMATION

Department Name: Computer Services

Request Code: 20A0241

Contact Names: Joshua Gibson

UW Tacoma Affiliation: Staff

UWT Email Address: jcgibson@uw.edu

Phone Number: 253-692-4661

Title of Request: Checkout Laptop Kiosk

Type of Request: One Time

Department Head Approval: Department Head: Forrest Tyree

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?

We are requesting for a multi-bay laptop kiosk, twelve laptops, and Deepfreeze software. We are requesting to purchase a laptop kiosk to be installed in the Cherry Parkes building next to the print stations. This area is open to students 24x7 with requested keycard access. This would allow students to check out a laptop when the open lab is not open. The multi-bay kiosk has 12 bays but is expandable if necessary up to 96 bays. We are requesting for twelve laptops to fill the kiosk. In addition, we are requesting for twelve licenses for DeepFreeze, which is a software that prevents personal information to be saved and avoid unwanted viruses.

2. Benefit to Students: Discuss how students have benefited from the original proposal, if applicable. How will additional funding of the technology benefit students? If this was an unforeseen technology need, discuss how students will benefit from this new proposal and why the need cannot wait for annual allocation funding.

Our main goal for laptops is to ensure that there will always be laptops available for students to check out. The demand for laptop checkout is high, and we would like to continue to serve students in need. For example, during the Fall 2019 quarter, we had 415 laptop checkouts. This proposal will also allow students to check out a laptop when the open computer lab is not open and students need a laptop right away.

3. Access: Describe who will be using or will have access to the resources being proposed. If the access has changed since an original proposal, be sure to note that here. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new

requestors, please provide user need data.

Only registered University of Washington Tacoma students will be allowed to check out the laptops for 3 days. To check out a laptop, the student would swipe their Husky Card, then sign in with their NetID and password. The student would then have to return the laptop at the IT HelpDesk. The schedule that students can stop by and return the laptops is:

[WG 108 Lab/Helpdesk](#)

Monday-Thursday 7:30 AM to 10:30 PM, Friday—7:30 AM to 3 PM, Saturday--9 AM to 5 PM, Sunday-CLOSED

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.

If approved, the Installation will be completed during the summer quarter of 2020. Installation charges from ComputeIT and facilities are within the request.

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.

Computers Services, Facilities, and ComputeIT will install the items requested. Computer Services will maintain the items. No additional procedures will need to be implemented for these laptops.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Multi-Bay Laptop Kiosk	1	\$34,145.00	\$0.00	\$3,448.65	\$37,593.65
Laptops	12	\$1,350.00	\$0.00	\$136.35	\$17,836.20
DeepFreeze	12	\$26.00	\$0.00	\$2.63	\$343.56
Facilities Installation	1	\$1,771.00	\$0.00	\$178.87	\$1,949.87
OVERALL TOTAL:					\$57,723.28