W UNIVERSITY *of* WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: `2020-02-27 12:22:01`	Date Due: `2020-02-28 17:00:00`	Date Submitted: `2020-02-27 12:23:47`

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: `Presence (DawgDen)`

Request Description: `This request is for the online system Presence – more commonly known as DawgDen at UW Tacoma. This is an on-going/continuous allocation for this system.`

ALLOCATION REQUEST INFORMATION

Department Name:	`Student Life`	Request Code:	`20A0229`
Contact Names:	`Elizabeth Hansen`	UW Tacoma Affiliation:	`Staff`
UWT Email Address:	`hansen7@uw.edu`	Phone Number:	`2536924685`
Title of Request:	`Presence (DawgDen)`	Type of Request:	`Continuous / Ongoing`

Department Head Approval: ✔   Department Head: `Bernard Anderson`

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?

This request is for the online system Presence – more commonly known as DawgDen at UW Tacoma. This is an on-going/continuous allocation for this system.

DawgDen (http://dawgden.tacoma.uw.edu) was implemented on our campus in September 2010, and since then has proven to be a resourceful management system that encourages UW Tacoma student leaders to participate in programs and services offered on campus. One of the primary uses for Presence is the management of Registered Student Organizations. The Center for Student Involvement utilizes DawgDen to register student organizations, track student organization officers, manage funding sources, collect funding requests for student conference travel and events, collect and manage advertising resources, promote events, disseminate policies and procedures to student groups, and so much more. DawgDen provides student leaders with an avenue to grow their organizations through tools designed for membership management, photo galleries, legacy documents and social media integration.

Our request is for $11,600, which is a locked-in price that we will pay each year for the next two years. This is different than the previous DawgDen system, which automatically increased in price every year. Presence now only increases either at the end of our contract, or when we significantly increase our student population. It is not expected that we will need to increase this request until STFC annual requests in Winter 2022.

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.

All UW Tacoma students benefit from DawgDen in a variety of ways. Registered Student Organization officers and members, as well as campus departments, have the ability to maintain an archival record of organizational activity and pass down files from year to year. The Center for Student Involvement utilizes the annual online registration for Registered Student Organizations, which us to continue our paperless process. Online recordkeeping is useful for RSO's to maintain copies of meeting minutes, event photo album, constitutions and membership management. DawgDen also provides student groups with the opportunity to manage organization rosters, alumni members, send messages to members, track their RSO funding (NEW with Presence!), promote events, monitor event RSVP status, and track attendance at campus/organization events.

Presence also allows for immediate assessment of a variety of its features – including RSO membership and event attendance. This means that an RSO or department can check-in students to an event with DawgDen, and then see immediate, real-time data about the students they checked in. This is extremely beneficial to the campus, as it allows for RSOs and departments to truly see what populations of students are or are not attending their events or taking part in their services. This information is FERPA and security compliant and we have worked with UW Tacoma IT to ensure this.

Over the years, many campus resources that are essential for students have moved to DawgDen:

- The Campus Event Fund & Conference and Training Fund proposals were transitioned online through DawgDen, making the proposal process more accessible and user friendly, it also enables the student committees to review requests prior to committee meetings.
- The Welcome Days event page transitioned to being posted solely on DawgDen in Autumn quarter 2013, meaning that once new students join UW Tacoma, the first event webpage that they review is DawgDen. www.tacoma.uw.edu/welcomedays
- All Advertising Resource Requests have been transitioned to DawgDen enabling students, faculty and staff to submit Husky 411 postings, TV advertisements and Social Media publicity online.
- RSOs and departments can access exportable reports which allows for immediate reference to and assessment of campus functions.

In short, DawgDen has facilitated a higher degree of involvement from student leaders and provides a space for students to learn about and become more connected with their peers and community.

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.

DawgDen is a general access resource for any UW Tacoma student, registered student organization, faculty or staff member. Login is done through using a UW NetID. Hours of availability are around the clock since it is accessed online.

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.

The system is continuous, so it will remain available. The funds would be used to pay the annual contract in Summer 2020 when they become available to use.

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.

Presence provides ongoing support and training for the system at all times. UW Tacoma IT assists with maintaining any system integrations between Presence and UW Tacoma. The Center for Student Involvement is responsible for managing the system, its daily use, and the contract with the vendor.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Presence Annual Subscription Rate	1	$11,600.00	$0.00	$0.00	$11,600.00
				OVERALL TOTAL:	$11,600.00