

**Information Technology and Instructional Equipment (ITIE)
Fee Revenue Annual Report Narrative
Fiscal Year July 1, 2008 - June 30, 2009**

College/Unit:	College of Law	Date:	10-2-09
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Section I – Expenditures from ITIE Allocations

IA. Information Technology Expenditures

Objective:

Provide lab assistant support evenings and weekends to help with computer hardware and software problems, assist students in their use of application software, attend to printers and assist with wireless laptop setup.

Expenditure(s):

Lab assistant salaries and fringe benefits for the fiscal year totaled \$4,265.00.

Objective:

Fund approximately 1/5 of the Equipment/Application Specialist position to supervise and train lab assistants, supply second level technical support and create and update reliable working lab computer configurations. Also acts as lead technical support person for student laptop wireless setup. Due to increasing requirements in laptop and other student support approximately 1/5 of our Information Technology Analyst position is from ITIE funds.

Expenditure(s):

Salary and fringe benefits for portions of the Equipment/Application Specialist and Information Technology Analyst salaries totaled \$21,088.00.

Objective:

Provide reliable computer lab printing through purchase of maintenance contracts on networked printers and timely replacement of printers.

Expenditure(s):

Printer maintenance contracts on 5 networked lab printers : \$5,788.18
1 new HP 9050 networked lab printers : \$4,033.16
Color printer : \$456.16
Monitor for print release station: \$177.65
Total : \$10,455.15

Objective:

Make available adequate supplies of paper and toner to meet student printing needs for the networked laser printers in the computer labs. Support print subsidies above the “free” prints via extra Uniprint subsidies.

Expenditure(s):

Toner costs \$5,768.75
Paper costs \$4,269.16
Uniprint subsidy payments: \$3,836.95
Print cards: \$640.00
Total: \$14,514.86

Objective:

Purchase miscellaneous supplies and equipment in support of student A/V needs and computing.

Expenditure(s):

Mouse pads, security cables, video cables, mini-dvds (for camcorder project), projector bulbs, camcorder tripods, other miscellaneous items.
Total: \$2,294.07

Objective:

Provide support for students taking Fall and Spring exams on laptop computers. Required purchases of power strips to supplement classroom electrical, USB flash drives to loan to students for exam submission, and other miscellaneous supplies. (Many of the supplies will be reused in subsequent exam cycles.) Also, we paid for the exam software students used on their laptops.

Expenditure(s):

Power strips and extension chords: \$325.40
USB drives: \$439.50
Toner for exam printing: \$459.40
Exam software: \$4,272.00
Total: \$5,496.30

Objective:

Purchase software that will support student IT activities: antivirus software (Norton) for computer labs; antispyware software; full versions of Adobe Acrobat; Kurzweil reading software; Omnipage for new lab scanning station; miscellaneous software utilities.

Expenditure(s):

Norton Antivirus Corporate Edition: \$703.80
Webroot antispyware: \$972.90
Adobe Acrobat 9: \$1,960.00
Omnipage for lab scanner: 109.33
Kurzweil page reader: \$1,301.44
Miscellaneous software packages: \$115.14
Total: \$5,162.61

Objective:

Provide network access for students in student areas, classrooms and library spaces by paying for data jacks for the wireless access points and in computer labs by paying for wired data jacks.

Expenditure(s):

UCit wireless data jack charges: \$15,300.00
Other Miscellaneous UCit charges: \$4,096.13
Total: \$19,396.13

Objective:

Provide more reliable power connections for laptops in the classrooms by adding electrical outlets to rooms 204, 100A and 100B.

Expenditure(s):

UC Project Services:
204 \$4,423.99
100A \$1,913.64
100B \$2,561.59
Total: \$8,899.22

Objective:

Improve computer equipment in labs for student use: purchased new resume and scanning station computers; replaced keyboards and mice in both computer labs.

Expenditure(s):

2 Dell computers: \$2,598.48 Keyboards and mice: \$628.87 Total: \$3227.35
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Total expenditures: \$94,798.69

Section II – Communicating with Students

The College of Law has a number of methods, formal and informal, for disseminating information about ITIE expenditures and soliciting input regarding future expenditures. We are a small College, and as such we interact with our students on a regular basis. If they are happy or unhappy about technology issues, we hear about it. This close interaction with our students helps us gauge the success of the initiatives we have put in place and also gives us the opportunity to tell students how their ITIE funds are being used. We meet formally and informally with representatives of the Student Bar Association (SBA) and the Student Legal Education Committee (SLEC) to discuss expenditures and enhancements in student computing and also to solicit input on future expenditures. There are also student representative on the College Library and Information Technology Committee. We pay particular attention to graduating students exit surveys as to areas that they feel need improvement.

Each year we publish the yearend narrative and spreadsheets on the College web site. (http://www.law.uc.edu/library/library_itie.shtml) where we include a summary of the years ITIE expenditures and links to the reports from previous years.