

Materials, Services, Facilities and Technology Fee Fiscal Year 2019-2020 Budget Request Form

DUE: Friday, January 25th, 2019

If you have questions about this form, please contact David Daniels at david.daniels@csuci.edu
For additional information please consult the MSFT web page

▼ Application

Project or Activity Title

Zoom Setups for DASS

Requestor

Michelle Resnick

Requestor Phone Number

805-437-3177

Requestor Email

michelle.resnick@csuci.edu

Staff Support Member for Activity

Jerry Garcia

Staff Support Member Email

jerry.garcia@csuci.edu

Amount of MSFT Funding Requested

5450.00

Date Funding Needed By

2/22/2019

Are you a member of the Division of Student Affairs?

- No
 Yes

Please select your manager or initial reviewer in Student Affairs

Resnick, Michelle - Director of Disability Accommodations & Support Services

Require_DSA_AVP_Review

Yes

Student Affairs AVP Reviewer

Osiris, Charles - AVPSA - ROISS

Student Affairs VP Reviewer

Yao, Richard - Vice President for Student Affairs

Will you receive funds from any other source(s)?

- No
 Yes

Has this project or activity previously received MSFT funding?

- No
 Yes
-

Please describe how the use of MSFT funds for this project or activity will benefit the CI student body.

Please provide the following in your application. You may attach additional files as needed (applicants may be requested to meet with the committee to discuss proposals)

1. Brief Project Description

Describe the project and its benefits to the educational or co-curricular experience of students at CI. Please provide specific information about how MSFT funds will be used and their impact on the campus. Please describe how this project benefits CI students? Please describe items and provide justification if your request includes the purchase of computers, equipment, furniture or other materials. Please provide a timeline for implementation of the proposed project. If physical improvements are requested please describe need, scope and impact of work to be completed. If the project includes provision of services please indicate the type of service, personnel costs and level or quantity of service to be provided with project funds.

2. Project/Activity Budget

Please enclose a complete detailed budget of the entire project. Indicate specific items of requested MSFT funding including (where applicable) a schedule and priority of project items to be considered if the project is funded at a reduced level. Were other, less costly, approaches considered when preparing the budget for the project? Are there elements that could be eliminated or deferred if funding is not available for the entire project?

3. Project Assessment

Describe how the effectiveness of the project will be assessed and measures that will be used to determine if it has attained its objectives. Please note a report will be due at the end of the semester (or fiscal year for annual projects). If funded, how will the project acknowledge the use of student funds so that students are aware that their student fees made (or helped to make) it possible? If appropriate, indicate how the project or activity promotes sustainability at CI.

4. Sources of Project Support

Please list the other sources of funding, and additional support for the activity. If this project or activity has been conducted previously please indicate how it was funded. Please explain if MSFT is the only source of support for the project.

Brief Project Description

The number of students seeking support from Disability Accommodations & Support Services has continued to increase steadily. In our effort to ensure students have access to all courses and curricula, we find ourselves relying more heavily on technology.

We have found Zoom Video-Conferencing to be particularly impactful for students who are not able to physically attend class due to disability or illness. With a Zoom Video-Conferencing setup in the classroom, students who are homebound can remotely attend class, minimizing the need to drop, withdraw or take an incomplete. This technology allows students to stay on track to degree completion and remain part of the CI community.

With only one set-up on hand, we are only able to support one student at a time with Zoom Video-Conferencing. This past semester, we were fortunate that the students requesting Zoom Video-Conferencing did not have concurrent courses. We cannot rely on fortune. Going forward, we need to be able to support more than one student at a time, which will require additional set-ups. We respectfully request funding to purchase three (3) additional Revolabs FLX UC 500 Speakers for

Phones, three (3) Logitech C930e 1080P HD Video Webcams - 90-Degree Extended View, and three (3) Dell Latitude 7490 Laptop to be used as requested by students.

Brief Project Description Additional Documents

Project/Activity Budget

Please see attached.

Project/Activity Budget Additional Documents

[Zoombudget.docx](#)

Project Assessment

The American with Disabilities Act and Title IX require CI to provide reasonable accommodations for students with documented disabilities. Because this technology is readily accessible, providing remote access to courses is considered reasonable under these laws. Having enough set-ups to support our students will enable us to remain in compliance with these laws.

Project Assessment Additional Documents

Sources of Project Support

Previously the Zoom Video-Conferencing equipment that consisted of a laptop, a webcam and a Revolab speaker/mic was generously lent by the FIT Studio on a one-time basis.

Technical support will be primarily provided by the Assistive Technology Specialist and secondarily by DASS staff.

Sources of Project Support Additional Documents

Accounting String to Fund Any Overage Above MSFT Award

6XXXXX-GD901-550701

Fiscal Management:

Project sponsor's unit or department may be responsible for incurred over and above what is funded through the MSFT. If support is requested for costs beyond initial award, or for use on activities or materials not included in approved proposals, the project sponsor must seek approval from the MSFT committee. The project sponsor will be responsible for managing purchases, transfers of funds, and all transactions related to approved projects

Please review MSFT web page for information about the fund and its objectives before submitting your application.

 Michelle Resnick

Jan 22 2019

▼ Student Affairs Review

- I recommend approval of the MSFT Funds Request described on this page
- I DO NOT recommend approval of the MSFT Funds Request described on this page

Comments

 Michelle Resnick Jan 22 2019

▼ Student Affairs AVP Review

- I recommend approval of the MSFT Funds Request described on this page
- I DO NOT recommend approval of the MSFT Funds Request described on this page

Comments

 Charles Osiris Jan 22 2019

▼ Student Affairs VP Review

- I recommend approval of the MSFT Funds Request described on this page
- I DO NOT recommend approval of the MSFT Funds Request described on this page

Comments

The proposal looks good. Would like to have more discussion about this in-person. I'm assuming the zoom technology in lieu of being physically present is an approved accommodation through DASS, correct? I'd imagine there are some potential faculty dynamics we may need to address if not. I'm also interested in tracking the number of students who require this accommodation. - Rich

 Richard Yao Jan 24 2019

Project/Activity Budget- Zoom Setups for DASS

Item	Description	Quantity/Price	Amount
Revolabs FLX UC 500 Speaker for Phones	https://www.amazon.com/Revolabs-FLX-500-Speaker-Phones/dp/B00PDDDTOS/ref=sr_1_1_sspa?ie=UTF8&qid=1547249090&sr=8-1-spons&keywords=revolabs+speaker&psc=1	3/\$340.-	\$1100.-
Logitech C930e 1080P HD Video Webcam - 90- Degree Extended View	https://www.amazon.com/Logitech-C930e-1080P-Video-Webcam/dp/B00CRJWW2G/ref=sr_1_5?ie=UTF8&qid=1547483331&sr=8-5&keywords=logitech+webcam	3/\$80.-	\$240.-
Dell Latitude 7490 Laptop	https://www.csuci.edu/its/compquotes/documents/2018-10-30-e7490.pdf	3/\$1,370.-	\$4,110.-
Total amount requested			\$5,450.-