

2008/2009 Faculty Equipment Program University of Utah

As part of the Higher Education Technology Initiative, \$100,000 has been made available to the University of Utah this year to maintain and improve the computing infrastructure available to faculty. This sum has been set aside to help expenditures by colleges and departments for computer related equipment for faculty to use for instructional purposes.

In the past, matching department funds were required for this program. This is now optional; however, funding will be based on a) completing the Faculty Computing Needs Survey (<https://vovici.com/wsb.dll/s/2679g2ce20>) and b) providing matching funds if/when possible. The Student Computing Advisory Committee (SCAC) has been asked to review proposals from colleges and schools for portions of these funds and to make recommendations to the [Information Technology Council](#). Your college or school may submit a proposal for some of these funds subject to the requirement that requests are for a laptop, or a desktop (with or without a monitor), but not for a monitor, laptop, and desktop. Laptops are acceptable and may be preferred.

We are asking for proposals to come from the college or school level, not from the department level. Our intention is that your college or school will inform your faculty and departments about this program, collect department level requests, and submit a proposal that ranks the requests in order of their importance.

Requests will outstrip funding and we urge you to limit your total request to a reasonable level given the size of your faculty. The committee may have to put a limit on the level of expenditures for individual computers. If your requests involve purchasing computers more expensive than about \$1500, please give a justification for the higher cost. Above all, colleges should give priority to those purchases or upgrades of faculty computer equipment that will have the greatest educational impact. In the past, we've had several requests for equipment other than computers. Given the limited budget, computers are considered the highest priority so keep that in mind as you decide what to request.

Your proposal should be submitted no later than February 15, 2008 via an e-mail attachment of a pdf document sent to Robert Kessler, email: kessler@cs.utah.edu. Please limit your basic proposal to five pages (normal formatting). We also ask that you send a one page summary sheet for your proposal and an appendix containing a summary of any expenditure of funds under this program that your college or unit received last year together with an accounting of the educational impact of those expenditures. The advisory committee will review the proposals promptly and make recommendations to the Information Technology Council.

In summary, your proposal should be formulated with the following four points in mind:

- i. The funds are for the purchase or upgrade of computer-related equipment for faculty.
- ii. Requests should be for a laptop computer, or a desktop computer (with or without a monitor), but not for a monitor, laptop, and desktop.
- iii. The primary criterion to be applied to proposals is overall educational impact.
- iv. Funds will be distributed only to colleges/departments who have completed the Faculty Computing Needs survey.

Should you have questions, please feel free to contact your liaison or Robert Kessler, Chair of the [Student Computing Advisory Committee](#).