SSFAB

Student Service Fee Advisory Board

Budget Request Form FY 2011

To be Completed by Department for Each Individual Request

Department:___GREEK LIFE_____

SSFAB Use Only	
YES	NO

Program, Service, or Operation Requested

One-time funding for **the annual 4 year replacement of computing hardware & software.**

General Description:

The Department of Greek Life has requested permanent funding for computing operation funds the past few years. Last year, SSFAB provided Greek LIfe with funding to accomodate the use of an on-line student organization mgmt system and virus software updates (which used to be paid for by Doit and the Dept of Student Life prior to Greek Life's elevation to its own department). Noting that current department computers are approximately 3 years old and the recommended replacement cycle is that of 3-4 years to keep up with software requirements, the Department of Greek LIfe is requesting one-time funding for the replacement of 7 of 13 computers. The 7 older computers will be used to replace older computers currently utilized by the four Greek Councils, Order of Omega, Greek Ambassadors, and Greek Leadership programs (AASLI, UDS, WLC, Journey).

Request Type: ____ Full   ___Increase   _**X**_One Time ___Partial/Matching

General Questions:

How does this request impact students and what motivated this request (needs, strategic planning, etc.)?

In that electronic communication and on-line database management are two significant needs of both Greek Life staff and the students we serve - maintaining up-to-date computing equipment is vital. In 2007, the Department was officially cut loose financially from DoIT in terms of maintaining up-to-date computing equipment. Unfortunately, when the department was established there was a large reserve in place to accomodate computer/technology updates. SInce that time, those reserves have been cut into as a result of three facility moves, etc. Given both of these realities, we determined that one priority of the Department would be to develop a strategic technology plan to assure that the computing abilities of department staff and student leaders was never compromised due to out-of-date equipment. Based on similar departments, Greek Life has determined that by utilizing the University's contract purchasing process via DoIT that it would be advantagous to replace computer hardware every three to four years. This time span generally provides quality computer equipment at the lowest cost, that can also run the most up-to-date software with few exceptions.

Have other sources of funding (fundraising, sponsorship, membership dues, etc) been considered? Please explain:

This is the first request of this kind. However, because it will be a reoccuring expense every three to four years the plan is to work with DoIT and the potential donors to sponsor computing equipment specifically for Greek Life staff.

Generally, what assessment tools will you use to evaluate this program/service?

This type of replacement schedule worked well for the Department of Student Life for a number a years. We rely on DoIT, however to provide expertise as to department software and hardware needs and support.

Funding Description:

		Dollar Amount
Total Estimated Cost		
SubAcct: 25238 - Computing & Software		
7 desktop PC workstations	$1200 per computer x 7	8,400.00
software updates / upgrades for all computers	MS 2007, Windows 7 x 12	4,800.00
Less Estimated Partial/Matching Funds (if applicable)		-
TOTAL SSFAB INCREASE REQUEST		**$ 13,200.00**

SSFAB Comments/Notes:

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