Student Technology Fee

Grant Proposal

2009.01

2008-09

Tracy Brown
Approved
Comment:

Diana Hamilton
Approved
Comment:

Gary Gatch
Approved
Comment:

Mike McDonald
Approved
Comment:

Dale Martin
Approved
Comment:
Student Technology Fee
Grant Proposal Request Form
Fiscal Year 2008-09
Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: __Michael E. Matthews__________ For: NSU Libraries______

Department/Unit: __Watson Library____ College: ____________ Campus: ALL____

Which NSTEP Goals/Objectives does this project meet? __#1 and #4______________

Requested equipment will be located/installed/housed? Building __VIRTUAL___ Room __None__

Are department property policies and procedures in place for requested equipment? __YES____

Which individual will be responsible for property control of the requested equipment?

Signature: ____________ Date: __10/30/08____

Grant Proposal Requested Amount: $254,255.88 __Budget Attached (circle one): YES NO

Grant delivered to Student Technology located in Watson Library, Room 113. Date __10/30/08____

The grant proposal must include all specifications, description, model number, quotation, cost, state contract number, and vendor for each item. If the proposal does not include all requested information, it will be returned to requestor.

1. Describe target audience.

The use of the Gale Virtual Reference Library (GVRL) would directly benefit all students, especially those who take online courses or are unable to use the NSU Libraries during normal operating hours. By purchasing these electronic reference books, use of the NSU Libraries would no longer be limited to only physical access, and would truly become “24/7” and be consistent with the online learning mission of our university. Unlike paper-bound reference books, these could be accessed anywhere and at anytime with an Internet connection.

2. Describe project/initiative for which you are requesting funds.

We are applying for either the full or partial funding of the attached electronic reference book collections of the Gale Virtual Reference Library. The panel of referees may select a combination of collections including Arts, Law & Criminal Justice, Education, the Social Sciences, Nursing & Medicine, and the Sciences. The NSU Libraries strives to offer the best and most current information sources to its students. However, the reference collections of our three
campus libraries are not available to students who are pressed for time, geographically remote, or physically disabled. Because of substantial budget cuts, both of our reference and circulating collections have become outdated. For example, according to our 2008 Self-Study, the average publication date of our science collection is 1972. Our nursing and allied health collections have an average publication date of 1991, while business and social sciences are around 1968.

Other than a modest hosting fee of $600.00 per annum which will be paid to Gale-Cengage Learning, there are no recurring costs. As shown in the Director's letter of support, that amount will be paid by the NSU Libraries.

3. State measurable objectives that will be used to determine the impact/effectiveness of the project.
By supplying an extensive collection of electronic reference books, we will achieve three objectives.

1) Offer students complete, accurate, and current information on a spectrum of topics directly related to their academic majors and course assignments.
2) Provide key support for academic departments which offer their courses online (psychology, criminal justice, education and many others)
3) Create a truly student-centered library which brings valuable information to its users who may not be able to access its collections.

4. Indicate how each project objective will be evaluated.

We will assess the impact and effectiveness of the new electronic reference book collections through a series of student surveys, interviews, and focus groups.

Objective 1: Will be measured by the annual “Library Survey for Students”. Respondents will answer questions relating to their overall satisfaction with the Gale Virtual Reference Library including ease of use, convenience, and suggestions for improvement of services.

Objective 2: Will be measured by the annual “Library Survey for Faculty” which will ask faculty about their usage of the Gale Virtual Reference Library in their courses, whether offered face-to-face or online.

Objective 3: Will be measured through two focus groups, one for students and the other for faculty. Focus group participants will be asked about their experiences in using the NSU Libraries, and how its services and collections could be improved for the future.

All objectives will be assessed through casual interviews of both students and faculty concerning their usage of the Gale Virtual Reference Library and whether it meets or exceeds their expectations.

5. If funded, which NSTEP http://www.nsula.edu/nstep/NSTEP.pdf objective(s) will this funding of this project advance? How will funding of the project advance the University and College/unit technology plan?
The funding of this project would advance the following NSTEP Objectives:
   Objective 1: To improve access to technology by students, faculty and staff.
   Objective 4: To improve and proliferate the use of distance education within all colleges
If funded, this project would advance the following University Technology Goals:
   1. To attain accreditation for each eligible degree program by a Board of Regent's
approved national accrediting agency.
Although every program at NSU is currently accredited, the Gale Virtual Reference Library will provide instrumental support for the students who need quick and accurate information on a spectrum of complex topics. In this way, the GVRL will help insure the future accreditation of these programs, especially if they are offered 100% online.

2. To develop a plan for a learning centered environment that reflects the "spirit" of the concept including distance learning technologies, innovative strategies and pedagogy, and a commitment to provide the necessary faculty and student resources to make this environment possible.
As an innovative and learner-centered strategy, the Gale Virtual Reference Library will provide students 24/7 access to high quality information sources which can be navigated and downloaded to their home computers. The Information Literacy/Online Learning Librarian is committed to developing a comprehensive online tutorial which will explain how to use the GVRL.

If funded, the GVRL would advance a key component of the NSU Libraries Technology Plan by assisting in the acquisition and implementation of electronic full-text information resources which can be shared by all students regardless of location.

6. Provide a justification for funding of this project. Estimate the number of students that will be served per academic year and in what ways. Please indicate also any unique needs of the target group.

Every NSU student (9,500 FTE) who uses online library databases as part of their course work or to prepare for their professional career will benefit directly from the purchase of the Gale Virtual Reference Library. According to the 2007-2008 Annual Report for the NSU Libraries, the total number of database searches on the library website increased by 21.1% from 468,415 to 594,053. This increase reflects not only the overall usage of online library databases, but our students’ continuing hunger for remotely available and full-text information sources.

While the target group of this grant application is the entire NSU student body, students who are working toward degrees which are offered entirely online would find the GVRL particularly helpful. NSU currently offers 17 online degree programs from the associate’s to the master’s level. These students do not have access to reference books except through their local public libraries, which vary widely in quality and scope. Funding of this project would give these students the resources they need to be successful in their classes.

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

Michael E. Matthews, Information Literacy and Online Learning Services Librarian will coordinate the delivery and implementation of the Gale Virtual Reference Library and serve as point-of-contact between the NSU Libraries and the technical support team of Gale-Cengage Learning. He will also design an online tutorial for using the GVRL. Michael has worked at Northwestern since 2004 and is responsible for both online and face-to-face dimensions of the library instruction program.

Gail Kwak, Government Documents Librarian and LOUIS Systems Administrator will coordinate the loading of the records of each title of the GVRL into the NSU Libraries’ online catalog. Gail has worked at Northwestern since 1998 and is primarily responsible for the
integrity of both bibliographic and patron records.

8. Describe any personnel (technical or otherwise) required to support the project/initiative.

Sonny Carter, Imaging Specialist and Information Systems Liaison will coordinate with the office of Information Systems on the configuration of security and firewall protocols. As the library’s webmaster, he will also code the links to the GVRL within the NSU Libraries website.

Elwin Ellis, Database Administrator will coordinate with Sonny Carter on the configuration of the proxy server so that students will be able to use their MyNSU username and password for easy access.

9. Provide a schedule for implementation and evaluation.

Once the purchase is made, Gale-Cengage Learning (vendor) will input the order and within 3 business days provide access to the selected collections. Within this time period, the above personnel will resolve any problems related to the loading of records, security and firewall configurations, and the use of the proxy server. A banner, including a link to the GVRL will be placed on the NSU Libraries website. An email announcement will be sent to all students faculty and staff through Messenger. The entire process should not take more than ten working days (Monday-Friday) from start to finish.

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

Gale maintains the user platform for the Gale Virtual Reference Library. Northwestern State University will not host any content on its own servers. No investment in hardware or software will be required.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Technology Fee. If you are requesting equipment that will be either/checkout to students or moved within the department, you must provide a checkout/loan policy.

Because the Gale Virtual Reference Library has an entirely “virtual” presence, and will be remotely accessed using the MyNSU username and password system, it does not require additional security or controls beyond those already provided by the university’s Information Systems department.

12. Detailed budget include all specs, pricing and vendors. Any incomplete proposal will be returned.

PLEASE SEE ATTACHED

Attach two (2) letters of support for the project from the following individuals: the requesting department’s Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests).

PLEASE SEE ATTACHED
NOTES ON BUDGET

Prior to the submission of this grant proposal, I deleted some titles from the Excel spreadsheet which were either superseded by new editions or already provided for by other online information sources. The total cost is $254,256 and not $261,000 as seen in the letter by Mr. Fleming Thomas. Accordingly, the cost of this resource per student is reduced from $27.47 to $26.76. Other than the annual hosting fee, which will be paid by the NSU Libraries, there are no recurring costs for this project.

Respectfully Submitted,

Michael Matthews
Information Literacy and Online Learning Services Librarian
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**COST PER STUDENT (9500 FTE)** $26.76
WE PUT THE ‘EASE’ IN EBOOKS
Gale Virtual Reference Library allows you to adapt your reference collection to your patrons’ changing needs by providing access to more than 1,500 (and growing) electronic reference titles — eBooks — in virtually any subject, including health, science, art, history, biography and many more.

The revolutionary Gale Virtual Reference Library provides a combination of features and functionality that no other provider does, including:
- 24/7 remote access with no special reader or hardware required
- You own the content forever, just like a print version
- No check in or check out
- Unlimited simultaneous usage

ALWAYS OPEN, ALWAYS AVAILABLE
Gale Virtual Reference Library's unprecedented searchability empowers users to search a single eBook or your whole collection. Online searchability makes often-requested titles available to multiple users — and not just during business hours. Your library users can link to reference content through your OPAC or directly from the Table of Contents or Index page of a specific title. You’re offering unlimited circulation of your reference collection with no checkout requirements and no turnaways. And cross-title searches mean faster, more comprehensive results.

PATRONS AND STUDENTS WILL LOVE THESE FEATURES:
- The ability to navigate a list of subjects and titles from the home page
- Viewing titles without performing a search
- Citation export (EndNote, ProCite, Reference Manager)
- Citation generator (APA, MLA, tagged format)
- Download, e-mail or print entries
- Bookmark generator - return to virtually any spot in the research via a persistent URL
- On-demand content translation — into Spanish, French, German, Japanese, Chinese, Korean, Italian and Portuguese
- On-demand interface translation into English, Spanish, French and Portuguese

SO MUCH CONTENT — PUBLISHING PARTNERS
If a publisher is known by the company it keeps, then Gale’s reputation is unquestionably solid. Our publishing partners program allows us to offer a range of authoritative references by third-party publishers carefully selected based on their ability to deliver the quality, accurate and timely information you’ve come to expect from Gale. In addition to titles from our own imprints Gale Virtual Reference Library includes titles from more than 40 partners including:
- Cambridge University Press
- Elsevier
Greenwood Press
John Wiley & Sons, Inc.
M.E. Sharpe and Sharpe Reference
Oxford University Press
SAGE Publications
Springer
And many others

SEARCHING MADE SIMPLE
Gale Virtual Reference Library’s basic search functionality is simple to use — researchers find terms through a keyword search, by document title or by searching an entire document. For research that requires a more advanced approach, Gale Virtual Reference Library supports searches that combine criteria by:
- Title
- Full text
- Keyword
- Publication date
- Image captions
- ISBN
- Publisher
- Starting page
- Author

Need to further refine your search? You can limit results of your search by source or by publication date; select from a subject list of all disciplines in your collection; or focus on reference directed at children’s or general audience reading levels. With cross-title searching, you may browse a list of all titles sources in your collection and select up to 10 to add to your search query. Results are delivered at the article level (not a page at a time) in an HTML-based text and graphics format that’s designed for speedy display and easy readability. With single-click ease, articles can be printed, e-mailed or displayed as PDF page layouts.

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FREE TRIAL
Gale Virtual Reference Library is available for a free trial.
Please contact your Gale Representative.
In the U.S. and Canada: 1-800-877-GALE or visit www.gale.com
Outside the U.S. and Canada: Visit www.gale.com/world for a list of Distributors

The document toolbox allows students and patrons to easily print, download, cite and translate records.

The bookmark feature creates a persistent URL that students and patrons can copy and paste, email, or return to at any given time.
To the Student Technology Fee Grant Committee:

I am writing to support Mr. Matthews’s grant application for the Gale Virtual Reference Library. I believe that the funding of this project would benefit your fellow students by providing them immediate access to the most comprehensive and authoritative reference titles available.

Perhaps you found a reference book at the Watson Library or your own public library which answered all of your questions about a particular topic, only to be told that you cannot check them out. Reference books are quite pricey, and that is why they are for in-library use only. It has been that way since the early Middle Ages.

However, the Gale Virtual Reference Library would provide the identical content of the paper-bound books via the Internet. Students could access the text of any book by using their home computers and their MyNSU username and password. The implications are vast for remote learners who live in different parts of the country, or indeed, the world. Instead of relying on the reference collections at their local public libraries, which can vary considerably in quality and scope, they can have convenient access to a plethora of reference books right on their computer desktop.

As you see in the grant application, the entire cost of these titles comes to $261,000 which is an enormous sum of money. But when one considers that every Northwestern State student (9,500) will have access to these sources, the cost is $27.47 per student. Other than the annual hosting fee ($600.00) which will be paid from the library budget, there are no recurring costs, and the books are held by the university in perpetuity. After your graduation and commencement, this purchase will serve as an important legacy for future students.

I thank you for your time and attention in this matter, and for your support of the NSU Libraries.

Sincerely,

[Signature]

Fleming A. Thomas
Director of Libraries
October 29, 2008

To: Student Technology Fee Grant Committee  

Thomas Hanson

From: Dr. Thomas Hanson, Provost & Vice President for Academic & Student Affairs

I am writing in support of Mr. Michael Matthews’s application for the funding of the Gale Virtual Reference Library.

If the application is funded, it will provide our students unprecedented access to a variety of information resources in many academic disciplines. Students would use these electronic books to do research, prepare for tests, and complete their course assignments all without having to leave their residences and drive to a campus library.

As many of you know, the mission of Northwestern State University is to provide a student-centered approach to learning which is responsive to their needs. The funding of this grant would provide all students, regardless of their geographic locations or busy schedules, hundreds of volumes of reference books. By having convenient “one-click” access to current, accurate, and authoritative resources, your fellow students will be better prepared to meet the challenges of their course work.