1. Describe target audience.

Currently there are approximately 7,200 students at NSU. Our target audience encompasses students looking for convenience and that are interested in the newest technology at the university. Faculty & Staff will be affected by the completion of the One Card Upgrade because they are always looking for ways to streamline University transactions, save on departmental expenses, collect data on student trends, and expand services to students while optimizing resources, user friendliness, and product life expectancy.

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

One Card Operations is requesting funding for a backup server (currently there is no backup server), the most current version of CS Gold, training, project management, and implementation.

With the upgrade of CS Gold, we will be able to expand services to users that include the use of handheld readers. Once the upgrade is complete we can begin implementing features to include Shreveport and Leesville. The hardware and software being requested in this proposal is crucial to the success and implementation of the One Card software upgrade.
3. State measurable objectives that will be used to determine the impact/effectiveness of the project.

The object of the proposed project is to procure and install the equipment necessary to complete the upgrade of the One Card system at NSU. This objective can be divided into 3 primary objectives/ phases:

1. **Procurement Phase:** The One Card office will collect final pricing bids from vendors, submit the quotes to the Office of Student Technology, receive the equipment requested for the project, changes to the state purchasing contracts will require One Card to review quoted prices. This phase will begin immediately upon notification of proposal approval.

2. **Installation Phase/Training Phase:** This phase of the project will begin as soon as the new equipment arrives. Engineers will arrive to install the new server and configure the current server to act as backup. They will also install and test the latest version of CS Gold. Training will be completed by one Information System employee as Administrator and One Card employee as front end user.

The major milestone of for this phase of the project will be the installation of the equipment. The One Card Coordinator and CS Gold System Administrator will supervise completion of the work.

3. **Utilization and Evaluation Phase:** The One Card Coordinator will be responsible for semi-annual project evaluation. This evaluation will be conducted by surveying the users of the CS Gold system, as well as support personnel to determine the effectiveness of the project.

4. Indicate how each project objective will be evaluated.

1. **Procurement Phase:** We will consider this objective complete when all purchase orders have been submitted to the purchasing department. Copies of all purchase orders for all equipment will be on file in the One Card Office.

2. **Installation Phase/Training Phase:** This objective will be complete when the new equipment is installed and operational, and all required software has been installed. Also, when both the Information System's employee and the One Card employee have attended and finished training. Copies of inventory will be on file in the One Card Office.

5. Provide a justification for funding of the 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.

Increasing student's needs, student retention, and parents' safety concerns are major drivers for the employment of One Card systems on U.S. campuses today. We feel as if the upgrade and expansion of NSU's One Card will continue to keep us competitive as a university in meeting the ever changing technology needs of our students and faculty/staff.

With the upgrade of the software of CS Gold we will have the added benefit of using hand-held readers. These readers will have the added value of being used at SAB events, SGA elections, and athletic events.
6. 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?

This project directly supports the following component of Objective 1:

**To improve access to technology by students, faculty, and staff at Northwestern State University.**

Objective 5:

**To upgrade and maintain the campus communication network and infrastructure.**

Objective 6:

**To provide a system for maintenance, upgrade, user training, and support of technology that will extend into the future.**

The One Card office feels this will be an important component in the continuing success of the program, and worth funding with the upgrade. Parents of students will also find the safety and convenience of these features beneficial. Funding of this project would provide a significant enhancement to the current card system.

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.

Molly Giering, One Card Coordinator
James Leonards, System Administrator
Danny Prudhomme, One Card Technical Support Specialist

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

**CBORD Project Management and Software Support Team**

CBORD is the manufacturer of the equipment and software will come onsite to manage the project from start to finish. Their team of Project Managers and Software Support Engineers will be onsite to oversee the installation and migration of the new CS Gold System. CBORD will be onsite for approximately a two week period. They will work with NSU departmental staff to get all the necessary hardware installed and online and will be working with Information Systems on the implementation and day to day management of the new system. CBORD will aid NSU’s team of technicians in troubleshooting any problems that may occur before going live with the new software and database information.
9. Provide a schedule for implementation and evaluation.

If the equipment in this proposal is approved, purchasing would occur in September 2007, received in October 2007, with testing beginning November 2007 and full implementation for Spring semester 2008.

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

The expected life of hardware and software is 5-10 years.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through Student Tech Fee.

One Card Office follows the Property Control policy established by Northwestern State University.

12. Attach a detailed budget, including: specs., description, cost, state contract number, and vendor for each item; cost of outside support personnel; and a description of how the proposal will support University/College/unit resources (i.e., cash match, funds from other sources, or reallocation of existing hardware/software or other equipment. All of the information requested must be attached or the request will not be accepted.

13. List two individuals and their letters of support for the project. The letters need to be from unit’s Dean, the appropriate Vice President or the SGA President.

1. Jennifer Kelly, Director of Auxiliary Services
2. SGA President
## Budget Proposal

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Investment Outline Summary
Northwestern State University
Danny Prudhomme
One Card Technical Support Specialist
Natchitoches, LA  71497
PH: 318-357-4051
Fax: 318-357-5279
prudhomme@nsula.edu

July 20, 2007
Your CBORD Representative:
Beth Kania
CDG Representative
Direct Tel: 607-330-7563
Corporate Fax: 607-257-1902
Corporate Tel: 607-257-2410
dmk@cbord.com
Corporate Address:
61 Brown Road
Ithaca, NY 14850

Preliminary
Investment Outline for:
Pocket Reader

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Annual Service, License and Maintenance Fees

Software Annual License and Support Fees                                     | $360.00 |

Notes:
Prices are good for 90 days from date of quote.
Software versions, hardware specifications, and prices are subject to change without notice.
### Northwestern State University

Danny Prudhomme  
One Card Technical Support Specialist  
Natchitoches, LA 71497  
PH: 318-357-4051  
Fax: 318-357-5279  
prudhomme@nsula.edu

July 20, 2007
Prepared by: Beth Kania  
CDG Representative  
Direct Tel: 607-330-7563  
Corporate Fax: 607-257-1902  
Corporate Tel: 607-257-2410  
emk@cbord.com  
Corporate Address:  
61 Brown Road  
Ithaca, NY 14850

Preliminary  
Investment Outline for:  
Pocket Reader

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**TOTALS**  
$4,495.00  
$4,495.00  
$360.00
**Investment Outline Summary**

**Northwestern State University of Louisiana**

Danny Prudhomme  
One Card Technical Support Specialist  
Natchitoches, LA 71497  
Tel: 318-357-4051  
Fax: 318-357-5279  
Email: prudhommed@nsula.edu

July 25, 2007

**Your CBORD Representative:**  
Beth Kania  
CDG Representative  
Direct Tel: 607-330-7563  
Corporate Fax: 607-257-1902  
Corporate Tel: 607-257-2410  
emk@cbord.com  
Corporate Address: 61 Brown Road  
Ithaca, NY 14850

**Preliminary**  
Investment Outline for:  
CS Gold 5 Upgrade with Dataguard  
**Quote ID# 1104**

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**Annual Service, License and Maintenance Fees**

1st Year Warranty  
First Year Software Annual License and Support Fees  
Second Year Software Annual License and Support Fees $27,515.00

**Notes:**  
Prices are good for 90 days from date of quote. Prices are subject to change after that date.  
Software versions, hardware specifications, and prices are subject to change without notice.
## Northwestern State University of Louisiana

**Danny Prudhomme**  
One Card Technical Support Specialist  
Natchitoches, LA  
71497  
Tel: 318-357-4051  
Fax: 318-357-5279  
Email: prudhomme@nsula.edu

**July 25, 2007**

**Prepared by:**  
Beth Kania  
CDG Representative  
Direct Tel: 807-320-7563  
Corporate Fax: 607-257-1902  
Corporate Tel: 607-257-2410  
emt@cbord.com  
Corporate Address:  
61 Brown Road  
Ithaca, NY 14850

### Preliminary

**Investment Outline for:**  
**CS Gold 5 Upgrade with Dataguard**

**Quote ID# 1104**

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**TOTALS**  
$182,712.80 - $38,726.00 $115,986.80  
1st Year Warranty $28,515.00
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<td>Electronic Documentation and OpenManage CD Kit</td>
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August 9, 2007

Student Technology Advisory Team:

I fully support the efforts of the One Card Office to seek and obtain funding from the Student Technology Fund for the purchase of a backup server for the CS Gold system and upgrade. This project would be most beneficial to our students and will make the current ID procedures more current and convenient.

Respectfully Yours,

[Signature]

Shayne Creppel
President
Northwestern State University
Student Government Association

Jerk'em Demons!
August 10, 2007

Dear Student Technology Funding Request:

Re: One Card Backup Server and CS Gold Upgrade

I would like to express my support for the project that will purchase a backup server for the One Card office and an upgrade of CS Gold.

Thousands of students each year utilize their ID card for the purpose of access into the dorms and purchases with their meal plan and Speed Demon accounts, as well as access into sporting and SGA/SAB events. This upgrade would provide to the students the latest technology available, including, but not limited to the use of hand held readers.

At this time, the One Card office has no backup server and in the event of the server going down and/or crashing there would be no One Card service until the server is repaired. This would prevent students from being able to use their meal plans and keep them from gaining access to the dorms. Doors to the dorms would have to be kept open, which is a tremendous security risk.

I feel that funding these projects will greatly enhance usage of the student ID and assist with retention efforts on the campuses of Northwestern State University. If you have any questions, do not hesitate to contact me.

Sincerely,

[Signature]

Jennifer A. Kelly, Director
Auxiliary Services