

Minnesota State University, Mankato

FY2015 Institutional Equipment Prioritization Work Group Recommendations

FY2015 Institutional Equipment Spending Budget Target \$ 1,000,000

Less: Prioritization Work Group Recommendation Running Total \$ (995,585)

Difference or Remaining Unspent Balance \$ 4,415

Report Date: June 16, 2014

Items Approved for Funding By the President's Cabinet

Item #	Divisional Priority	Division	Departmental Unit	Equipment / Furnishing Description	Rationale	Match	Quantity	Unit Price	Total Request	Divisional Running Total	Recommended for FY15 Inst Equip Funding (Type in Yes or No for automatic calc in next column)	Recommended for FY15 Inst Equip Funding Running Total
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1	1	Academic Affairs	SET: Biological Sciences	Spectroradiometer	A spectroradiometer that is capable of performing highly accurate optical measurements would allow us to accurately characterize radiation environments. This is particularly important for light-dependent processes like photosynthesis and morphogenesis where not only the quantity (the amount) but also the quality (the type) of light affects plant metabolism. MSU's recently updated greenhouse has Ultraviolet (UV)-transparent and UV-attenuating plexiglass, fairly unique in the United States. This instrument would allow students and faculty to maximally use this greenhouse to examine the effects of UV on a variety of plant physiological mechanisms. Students could relate microclimate to primary production (biomass accumulation) in the greenhouse, or in the laboratory, growth chamber, or outdoors. In addition to classroom, this instrument would be heavily utilized in a current NSF project examining the role of UV radiation on photodegradation of plant litter, a key process in the global carbon cycle and directly related to climate change.		1	\$ 50,000	\$ 50,000	\$ 50,000	Yes	50,000
2	2	Academic Affairs	SET: Mechanical & Civil Engineering	Laboratory equipment (hydraulics bench with hydraulic flow demonstrator and weir experiments) for hydrology lab (TN388) and outreach activities.	The hydraulics bench included in this is designed to support numerous experiments; allowing the department to expand its capabilities slowly over time once purchased. The department is asked to provide demonstrations for numerous outreach activities on campus (such as the Latino American Engineering Academic Day). This often causes problems with trying to move experiments to other locations. This equipment was selected because it serves the needs of TN388 but is also self contained and can be moved across campus easily for these outreach activities.	\$2407 from department, price includes 5% discount from manufacturer	1	\$ 37,407	\$ 35,000	\$ 85,000	Yes	85,000
3	3	Academic Affairs	SBS: College of Social and Behavioral Sciences	Whiteboards, classroom media equipment and furnishings to upgrade twelve CSBS priority scheduling classrooms. This includes replacing blackboards, adding whiteboard space, adding classroom media and replacing outdated and missing seating. This request impacts all CSBS departments and 2 other colleges.	Five CSBS classrooms are still equipped with blackboards and several others lack adequate whiteboard space. One classroom needs media equipment and two need new screens. In addition there are classrooms that have inadequate and mismatched seating and peeling tables. This request would update equipment in these classrooms and we would put in Facilities' requests to repair and paint walls to further upgrade these twelve classrooms.	15,000.00		\$ 56,350	\$ 41,350	\$ 126,350	Yes	126,350
4	4	Academic Affairs	COB: Marketing Department	Communications-based Classroom Enhancements	AH 220 would be redesigned to be a communications-based classroom. This room would be redesigned to be an interactive room modeled after business and industry workspaces including tackable walls, moveable surfaces and whiteboards. The room would be designed to optimize interpersonal and formal business communications.	7,500 - COB	36 chairs, 6 tables, 12 monitors, media racks, glass boards and tackable surfaces, and installation	\$ 48,000	\$ 40,500	\$ 166,850	Yes	166,850
5	5	Academic Affairs	GS: Honors & URC	HP Laserjet 9050dn	to allow honors students to print with a print station in the honors program lounge, rather than individual office-style printers, both of which have received hard use by the students in the past two years and may not last much longer.		1	\$ 3,799	\$ 3,799	\$ 170,649	Yes	170,649
6	6	Academic Affairs	GS: Honors	Optiplex 7010 DT i5/4/500/ss	to replace student worker station computer, which is three-years old.		1	\$ 1,124	\$ 1,124	\$ 171,773	Yes	171,773

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7	7	Academic Affairs	GS: CESR	XPS 14 Ultrabook 3rd Generation Intel Core i5 processor 14" LCD screen 4 GB RAM 500GB Hard Disk Drive Intel HD Graphics 4000 Wireless Card 65 Watt AC Adapter 8 Cell Battery Windows 7 Professional 64-bit Complete Care Warranty 3 year Complete Care warranty Price	to replace CESR GA computer, which is three-years old. Computer is necessary for high end data analysis and editing services.		1	\$ 1,390	\$ 1,390	\$ 173,163	Yes	173,163
8	8	Academic Affairs	GS: Assoc. VP or Research and Dean	MacBook Air Specifications 1.7GHz Dual-Core Intel Core i7, Turbo Boost up to 3.3GHz 8GB 1600MHz LPDDR3 SDRAM 512GB Flash Storage AppleCare Protection Plan for MacBook Air / 13"	to replace computer of Associate Vice President of Research and Dean of Graduate Studies. Computer will be three years old in July of 2014.		1	\$ 1,932	\$ 1,932	\$ 175,095	Yes	175,095
9	9	Academic Affairs	AH&N: Dean's Office	Furniture and Technology for HC2010 Collaborative Learning Classroom	CAHN requested the opportunity to carry forward unspent Summer Revenue to be used to remodel the existing computer lab in HC 2010 into a collaborative learning classroom. This request was approved for \$100,000. There is a growing need for collaborative space such as this and less of a need for traditional computer lab space. We have begun the work of planning the structural renovations necessary for such a lab and our \$100,000 in carry forward money will cover the costs for design and remodeling of the existing space. We are requesting Institutional Equipment dollars to purchase fixtures and furniture as well as standard technology (e.g., computers, wall-mounted monitors) and specialized technology (e.g., Smart TVs, simulators). This remodel is part of our academic master plan and will benefit every department in the College. It will allow for greater collaboration between departments within the College and will be utilized for continuing education offerings that are highly technical. Historically, IT has equipped computer laboratories on campus but is no longer providing these resources so we are seeking funding through the Institutional Equipment fund.	100,000.00	1	\$ 150,000	\$ 150,000	\$ 325,095	Yes	325,095
10	10	Academic Affairs	AH&N: Human Performance	Wireless EMG	EMG is used to quantify muscular activation and quite useful for class demonstration. We have to modify and/or turn down funded research opportunities due to inappropriate EMG technology. This equipment would be used for class demonstration/student research	0.00	1	\$ 8,755	\$ 8,755	\$ 333,850	Yes	333,850
11	11	Academic Affairs	SET: AMET	Vehicle Lifts	The vehicle lifts (hoists) in the Automotive Lab (NE 102) are in need of replacement. The lifts were purchased in 1986 and 1992 and are different styles which requires students to know 2 different operating procedures. The lifts cannot lift heavier vehicles. Since the units have been installed vehicles have been getting heavier. Finally, the inspection company that does yearly safety inspections recommended they be replaced. This has been rated by the Department #1 because of potential safety issues in the near future.	2,000.00	2	\$ 5,000	\$ 8,000	\$ 341,850	Yes	341,850
12	12	Academic Affairs	SET: AMET	Laboratory Computers	The computers in Nelson Hall 102 are 5 years old and no longer meet the requirements of the software used in the program. Last year addition RAM memory was added to the machines to get another year out of them. This has been rated #2 because the computers are requiring more maintenance and we are concerned that next year many will begin failing.	3,000.00	12	\$ 1,375	\$ 13,500	\$ 355,350	Yes	355,350
13	13	Academic Affairs	SET: Physics	Canberra DSA 1000 MCA: Multichannel analyzer system	Additional units needed to equip the remaining stations in the department's upper division student laboratories.		2	\$ 10,000	\$ 20,000	\$ 375,350	Yes	375,350

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14	14	Academic Affairs	SET: Integrated Engineering	Dell computers matching lab upgrade funded in FY 14.	TRE 315 currently has 24 computers but lab class enrollments have been higher, requiring additional sections. These machines will allow us to expand enrollments for CS 110, CS 111 and CS 171/271 using existing table space within the lab.		6	\$ 1,403	\$ 8,418	\$ 383,768	Yes	383,768
15	15	Academic Affairs	SET: Integrated Engineering	National Instruments USB-6008 Data Acquisition units for use with Labview	These units will support our service course CS 171 and proposed CS 271. This will allow a hardware interface to support the graphical programming course needed by AMET. Units will augment the FY 14 upgrade on machines in TRE 315 and will allow us to meet the learning needs of students in a service course.		25	\$ 230	\$ 6,440	\$ 390,208	Yes	390,208
16	16	Academic Affairs	SET: AMET	Fluid Power Teaching Bench	During our last ABET accreditation visit the evaluation team expressed a Concern. A "Concern" is something that if not corrected could turn into a program Weakness. A program cannot be accredited with any Weaknesses. The team noted : "It was noted that there is only one fluid power bench which is used by both the automotive and manufacturing students. Fluid power is an integral part of the equipment and processes used in automotive engineering technology. Only one hydraulics bench in the fluid power laboratory could make it difficult to provide proper instruction in this area in the future. The program must assure that this equipment is available and accessible to program students". This is rated # 3 because of the ABET program Concern statement and if it is not replaced we have some time.	21,000.00	1	\$ 42,000	\$ 21,000	\$ 411,208	Yes	411,208
17	17	Academic Affairs	SBS: Psychology	Lab computers, phones, furnishings for AH 0045	We plan to update a shared experimental lab to better serve the Psychology faculty researchers and their undergraduate researchers. Faculty requesting these items work exclusively with undergraduates and have been very productive in mentoring them through the research process. For example, each faculty mentor works with a team of between 6 and 12 students each semester. These students will spend hours each week in this lab space. In addition, several student participants will be visiting the lab space every day.	2,000.00		\$ 15,922	\$ 13,922	\$ 425,131	Yes	425,131
18	18	Academic Affairs	COE: Educational Leadership	NOTE: ALL ITEMS FOR COE ARE EQUIPMENT OR FURNISHINGS THAT ARE NEEDED AS PART OF THE RENOVATION & REFURBISH PROJECT PROPOSAL SUBMITTED IN OCTOBER 2013. THIS WILL BE FOR RENOVATING INTO A COLLABORATIVE TECHNOLOGY WORKSTATION CLASSROOM.	These kinds of collaborative technology workstation classrooms have been implemented in several classrooms across campus by various colleges. The College of Education does not yet have any such rooms. The need for a room such as this has been previously determined through faculty polls for collaborative and flexible space academic instruction for COE students as a part of the University's goal of creating "classrooms of the future."		Interactive Displays with ancillaries & servers	\$ 64,300	\$ 64,300	\$ 489,431	Yes	489,431
19	19	Academic Affairs	COE: Educational Leadership	Half moon tables that allow for groups of students to work together. These tables would be technology enabled and have a screen for sharing computer content.	Needed for table top space and computer connections and viewing for instructional use by collaborative student work groups attending classes in this classroom.	ITS \$10,000 (provided by Matt Clay, ITS, Nov. 2013)	6 - 8 collaborative tables with large screens // \$4,000 (provided by Matt Clay, ITS, Nov. 2013)	\$ 22,500	\$ 22,500	\$ 511,931	Yes	511,931
20	20	Academic Affairs	COE: Educational Leadership	Rolling mesh back nesting chairs (Innovation Solutions, Basyx VL302)	Needed for flexible learning space to move chairs into small or large group formation or fold and move aside next to wall.		30 chairs (\$343.61 / carton of two chairs)	\$343.61 per pair; 15 pairs needed	\$ 5,154	\$ 517,085	Yes	517,085
21	21	Academic Affairs	COE: Educational Leadership	MacBook Pro 13" 2.4 GHz laptop with retina display 4GB, MacBook Pro Warranty, MacBook Pro Locks, Mini Display Port to VGA Adapter, Keyboard Protectors, Mouse Nano Wireless	Needed for instructional use by collaborative student work groups, Needed for protection for laptops, needed to lock laptops to workstation, needed to protect keyboard from dust, liquid spills, and debris, and needed to operate laptops with options other than trackpads.		7 x \$1,299 MacBook Pro Laptop, 7 x \$183 Warranty, 7 x \$17 Locks, 7 x \$29 mini display ports, 7 X \$17.50 keyboard protectors, 7 X \$19.50 wireless mouse	\$ 1,565	\$ 10,955	\$ 528,040	Yes	528,040

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22	22	Academic Affairs	SBS: Anthropology	Digital Mapping Equipment (Proposal includes the electronic distance measuring instrument itself, the data collection software and hardware necessary to operate the instrument, and the necessary accessories (i.e., tripod and rod-mounted prisms).	Precision mapping equipment is necessary for Anthropology's expanding suite of potential course offerings and field research capacity. The total station requested in this proposal is a device that uses infrared light and a rod-mounted reflector prism to calculate the three-dimensional position of points on the landscape at a sub-millimeter level of precision. It is also commonly used in archaeology projects to record spatial data for site mapping purposes. This equipment will allow the department to expose students to industry-standard data collection hardware, software, and field techniques in both classroom and field school settings. A total station like the unit requested here is indispensable to the field collection portion of a hands-on course the department intends to offer possibly as early as Spring 2015. The course is designed to give students the practical skills necessary to collect, curate, manage, and analyze digital spatial data. This equipment will also be used in ongoing field research projects.	1,000.00		\$ 9,998	\$ 8,998	\$ 537,038	Yes	537,038
23	23	Academic Affairs	COB: Management Department	Collaborative Classroom Enhancements	AH 209 would be redesigned to be a classroom that could support entrepreneurial education. It would allow a dynamic environment for essential entrepreneurial functions like planning and assessment and would facilitate the development of business plans in an academic setting.	7,500 - COB	32 chairs, 8 tables, 16 monitors, glass boards, media racks and installation	\$ 45,000	\$ 37,500	\$ 574,538	Yes	574,538
24	24	Academic Affairs	A&H: Philosophy	tables & chairs for AH 223B	We need a more flexible arrangement to accommodate seminars & typical classes, plus department meetings, student club meetings, and such. The current chair/desk units do not hold laptops securely, cannot be arranged into a 'seminar table' configuration, and do not offer a flat surface to spread materials on for group interaction and such. This furniture upgrade would be concurrent with our upgrading the technology of the room to support lecture capture.		28 Chairs @ \$160 each & 14 Tables @ \$250 each	\$160 per Chair & \$250 per table	\$ 7,980	\$ 582,518	Yes	582,518
25	25	Academic Affairs	A&H: Art	Projector and sound system for NH 138 1 Epson PowerLite Pro G5650 WXGA 3LCD Projector with Standard Lens: \$3200.00 1 Da-Lite Front Projection Screen, Model B with CSR, model number 36460: \$800.00 1 Crown 160 MA Mixer-Amplifier: \$600.00 2 Flush mounted ceiling speakers, estimate: \$600.00	NH 138 is a heavily utilized conference room. Two departments, the Department of Art and Mass Communications share the space. Students and faculty from both departments regularly make use of the space for a variety of academic and administrative activities. Currently there is no system to project images in the room. A system to do this would greatly enhance the rooms overall functionality. Additionally the room is used for A&H Council meetings and a variety of other meetings with groups and departments in the college.		1	\$ 5,200	\$ 5,200	\$ 587,718	Yes	587,718
26	26	Academic Affairs	A&H: CommStudies	Office Furniture	desks and file cabinets are over 40 years old, rusted, not all drawers work		13	\$ 2,300	\$ 29,900	\$ 617,618	Yes	617,618
27	27	Academic Affairs	COB: Finance Department	Implementation of Lecture Capture	The Department of Finance has been expanding its use of online and hybrid courses. The implementation of lecture capture would facilitate that process by providing the ability to stream lectures from Morris Hall 208 and Armstrong Hall 205 to online and hybrid classes.		2 installations	10,000 per installation	\$ 20,000	\$ 637,618	Yes	637,618
28	28	Academic Affairs	COE: Counseling & Student Personnel AH003	EX 90s Npp Touch; ESS with 8X5XNBD EX90 Base system; Including NPP Option; Ex 90 PR Option	The CSP department is partnering with the UCF in the process of preparing professional counselors. In order to properly participate with this university, the current Counseling Skills Lab needs 4 EX 90s to capture counseling sessions for recording online counseling sessions. Currently, 2 of the 6 rooms are housed with EX 90s. The EX 90 devices are required to conduct and record counseling sessions that take place in each of the counseling rooms that will be connected to EX 90s at the UCF. This will allow for the instructor(s) to save the sessions to a secure server where student skill acquisition and performance can be evaluated and immediate feedback can be provided to students in order to enhance learning and skill acquisition in the classroom. This would complete the technology/Telepresence updating that began in FY 2013.	10,000 ITS	4 EX90s Npp Touch; 4 ESS with 8X5XNBD EX90 Base Systems; 4 including NPP option	\$ 9,947	\$ 29,787	\$ 667,405	Yes	667,405
29	29	Academic Affairs	COE: Counseling & Student Personnel AH003	Pebble E-Paper watch	These watches will sync with the iPad currently in the room and provide opportunity to offer "bug in the eye" feedback to counselors in training in the rooms that will guide their performance and develop appropriate counseling skills.		6	\$ 120	\$ 720	\$ 668,125	Yes	668,125

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30	30	Academic Affairs	AH&N: Family Consumer Science	Traulsen Commercial Refrigerator/Freezer	<p>New Equipment needed for Lab remodel (WC-B139)This equipment will replace outdated equipment that currently does not meet the needs of the students, campus staff, and community members that utilize the Foods lab. The foods lab houses six kitchens and it was last remodeled in the 1980's. The design of the lab is very outdated with a "residential- kitchen design" focus. This no longer meets the needs of today's educational training. A remodel project for the entire upgrade and conversion of the lab to a "high-tech/commercial kitchen design" integrated foods lab is planned. This equipment is needed for that conversion. There has been an increase in the number of students in the Dietetics, Foods & Nutrition, FCS Education, Child Development and Family Studies, and Food Science Technology majors and minors who utilize the lab. This is due to increased enrollment and course offerings. Additionally, faculty staff and community members and groups use it extensively. Currently, there is one residential refrigerator with a top freezer and one small commercial type refrigerator. The old commercial refrigerator is so loud that instructors have to unplug it when there are lectures and presentations for students to hear. Additionally, with the freezer space only being a small residential- type, top freezer, there is no space to store bulk food supplies for labs. With the high price of groceries, it would be beneficial to buy in bulk from wholesale food suppliers. This is currently not possible because there is no commercial size freezer space. A commercial refrigerator and freeze is necessary for better instruction, fiscal practices, and commercial operations.</p>	0.00	1 set	\$ 6,400	\$ 6,400	\$ 674,525	Yes	674,525
31	31	Academic Affairs	AH&N: Family Consumer Science	Hobart Commercial Dishwashers	<p>New Equipment needed for Lab remodel (WC-B139)The foods lab houses six kitchens and it was last remodel in the 1980's. The design of the lab is very outdated with a "residential-kitchen design" focus. This no longer meets the needs of today's educational training. A remodel project for the entire upgrade and conversion of the lab to a "high-tech/commercial kitchen design" integrated foods lab is planned. This equipment is needed for that conversion. There has been an increase in the number of students in the Dietetics, Foods & Nutrition, FCS Education, Child Development and Family Studies, and Food Science Technology majors and minors who utilize the lab. This is due to increased enrollment and course offerings. Additionally, faculty staff and community members and groups use it extensively. Currently, there are no dishwashers for the six kitchens. With sanitation and food contamination of the utmost importance in a foods lab, it is extremely important to have dishwashers. Since there are so many people utilizing the lab, dishes need to be washed and dried by these dishwashers to keep water and drying at the proper temperature and practice. Additionally, since these dishwashers are much faster than residential dishwashers, two kitchens can share one dishwasher making the purchase fiscally smart. These dishwashers are commercial grade so that the students would be familiar with equipment utilized in kitchens like they will find in their future professions.</p>	0.00	3	\$ 5,400	\$ 16,000	\$ 690,525	Yes	690,525
32	1	Student Affairs	Career Development Center	Furnishings to upgrade the CDC's student reception and lounge area, student use computer stations, and career library learning space.	<p>In partnership with college faculty, the CDC's career library is heavily utilized for academic class guest lectures and active student learning activities for groups of 20-35 (ex. numerous sections of FYEX 100 and CSP 110) . This space is also used daily for walk-in career advising sessions with a large number of students. Additional seating and work space are needed to provide improved and ADA accessible waiting space/seating for clients and a comfortable and effective learning space for classes and student groups. In addition, refreshing the student use computers in the Career Resource Library is imperative to providing access to students seeking employment including online job/internship listings, resume writing resources, employer research, and on-campus recruitment activities.</p>		1) 3 desks-2 student & 1 reception ; 2) 5 arm chairs; 3) Armless single seats; 4) 2 tables (1 corner, 1 rectangular); 5) 1 seating bench; 6) 1 stand up work station and 1 ADA accessible work station; 7) 4 Optiplex 7010 Desktop computers; 8) Laptop	1) \$3594.60; 2) \$4,897.75; 3)\$2,948.00; 4) \$1,155; 5) \$1000;6) \$332.50; 7) \$3,317.24; 8) \$995.40; installation \$540	\$ 18,780	\$ 18,780	Yes	709,305
33	2	Student Affairs	Campus Recreation	Lounge furniture for Otto Rec Center	Replace current furniture in lounge which is used by Human Performance classes and recreation.				\$ 6,000	\$ 24,780	Yes	715,305

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34	3	Student Affairs	University Security	Electric Golf Cart replacement	Golf cart is used extensively for special events, e.g.Homecoming, training camp, orientation, residence community move-in days, family day, etc., and for conducting security patrol functions. Existing golf cart is several years old and is literally falling apart.	\$2,000 from parking	1	\$ 7,500	\$ 5,500	\$ 30,280	Yes	720,805
35	4	Student Affairs	Campus Recreation	Disc Golf Course	Tees and baskets to build a 9-hole disc golf course on campus by the outdoor recreation fields. This would be used by recreation and for classes.				\$ 10,000	\$ 40,280	Yes	730,805
36	1	Finance & Administration	Facilities: Building Services	Riding scrubber machine to clean the floor in the Myers Field House.	Current 2002 model needs replacing, average life of this type of machine is 10 years. In response to Myers Field House having more and more occupancy and activity, we need a machine that will clean this facility quickly and efficiently.	25,000.00	1	\$ 40,000	\$ 15,000	\$ 15,000	Yes	745,805
37	2	Finance & Administration	Facilities: Physical Plant	Ride on Aerator	This aerator will be used on campus for spring and fall use. This machine relieves soil compaction from students, vehicles, and construction equipment. We have an old 1970's model pull behind aerifier. Due to the size, weight, and equipment needed, this machine is ineffective on campus. Also replacement parts are hard to find due to the age.		1	\$ 12,000	\$ 12,000	\$ 27,000	Yes	757,805
38	3	Finance & Administration	Intercollegiate Athletics	Portable, elevated press box/timing booth - outdoor track facility	For use with electronic timing system that is part of outdoor track facility. Elevated booth needed for timing system controls and also serve dual purpose as press box. Portability allows for placement at different field positions and facilities as needed. Also to be used as ticket-selling station as needed.	n/a	1	\$ 19,900	\$ 19,900	\$ 46,900	Yes	777,705
39	4	Finance & Administration	Intercollegiate Athletics	Updated weight room equipment - squat/bench lifting stations	Replace old squat lifting stations and equipment that is becoming worn and potentially hazardous. Also create more efficient use of space with new combination squat/bench stations.	n/a	3	\$ 4,000	\$ 12,000	\$ 58,900	Yes	789,705
40	5	Finance & Administration	Facilities: Physical Plant	Front mount mower/ snow brooms	This mower package replaces current models used for summer mowing and winter sidewalk brooming. Current models range in age from 2002 to 2007 model year and have trade in value. We can buy all or one at a time annually but the cost to fix the winter package raise because not all parts are available.		3	\$ 40,000	\$ 120,000	\$ 178,900	Yes	909,705
41	1	ITS	ITS	Network switch equipment replacment	Part of a multi-year effort to replace network equipment that is end-of-life and end of support. Benefit will be increased network stability, increased security and 10x increase in network speed.	300,000.00	19	\$ 7,345	\$ 55,000	\$ 55,000	Yes	964,705
42	1	Institutional	Environmental Health, Safety, and Risk Mgmt.	Funds needed to address campus-wide department ergonomic chair and other requests	Historically, the Institutional Equipment Prioritization Committee has set aside \$20,000 to assist with unexpected ergonomic issues that arise for employees across the University each year. This is done to make work environments more safe for employees and to reduce workers compensation costs. Fund is managed by the Environmental Heal, Safety, & Risk Management Director Chandler Holland.		1	\$ 20,000	\$ 20,000	\$ 20,000	Yes	984,705
43	2	Institutional	University Scheduling & Building Services (CC 214005)	Folding chairs needed (\$20 per chair x 220 chairs = \$4,400 (Existing chair inventory is 600 folding chairs.)	Existing chair inventory is used for special events by departments throughout the campus. Routine use is hard on existing inventory and requires purchase of new units to keep pace with demand.		220	\$ 20	\$ 4,400	\$ 24,400	Yes	989,105
44	3	Institutional	University Scheduling & Building Services (CC 214005)	Outdoor and indoor tables (\$97 per table x 40 tables = \$3,880). Existing inventory is 133 tables for academic buildings.	Existing table inventory is used for special events by departments throughout the campus. Routine use is hard on existing inventory and requires purchase of new units to keep pace with demand.		40	\$ 97	\$ 3,880	\$ 28,280	Yes	992,985

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45	4	Institutional	University Scheduling & Building Services (CC 214005)	Portable Sound System with cable, speaker stands and one wireless lapel mic and one wireless handheld mic	Campus-wide application both indoors and outdoors.	\$300	1	\$ 1,900	\$ 1,600	\$ 29,880	Yes	994,585
46	5	Institutional	University Scheduling & Building Services (CC 214005)	Replacement receiver and 1 wireless lapel and one wireless handheld mic (\$800). Free standing portable room divider as well (\$575).	Need is in Johnson Alumni Room. Upgrade existing unit which no longer works in 13 year old space. Many departments use the room throughout the year for VIP events.	\$375	1	\$ 1,375	\$ 1,000	\$ 30,880	Yes	995,585
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Items Not Recommended for Funding at this time

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47	32	Academic Affairs	SET: ECET	MSO2024B Digital Oscilloscopes and computers (without monitors)	These oscilloscopes and computers will be used to replace the existing analog scopes currently in the laboratory that are deteriorating (20-yr old) and are no longer supported technology. The existing computers are surplus computer cores and will not satisfy the requirements of the new Controls Lab experiments and associated equipment. We can also use these new devices and computer equipment for graduate research activities and courses in advanced control systems. We have 8 benches in the laboratory dedicated to the controls courses and controls laboratories.	We will use existing monitors in the laboratory and within the department.	1. Oscilloscopes --> 10 (8 plus 2 spares) 2. Computer cores --> 10 (8 plus two spares)	\$ 4,850	\$ 48,500	\$ 739,025	No	
48	33	Academic Affairs	AH&N: School of Nursing	SAM II Student Auscultation Manikin	High fidelity simulators have the capability to significantly enhance the online learning experience for graduate nursing students. SAM II Promotes the authentic learning of assessing the cardiac, respiratory, peripheral vascular, gastrointestinal systems. The audio tracks and software provide high quality sounds that are reinforced by self-directed learning modules. The online software can be accessed 24/7 by the students to promote self-paced study or to promote collaborative learning. SAM II is unique because he is anatomically correct and requires the student to identify the anatomical landmarks and utilize the appropriate assessment technique in order to distinguish between normal and abnormal physiologic sounds. SAM II gives all students the opportunity to auscultate pathophysiologic sounds that can be difficult to experience in clinical practice. In addition, SAM II has the capability to decrease the overall need for lab space, student travel time, and clinical faculty supervision.	0.00	1	\$ 12,450	\$ 12,450	\$ 751,475	No	
49	34	Academic Affairs	SET: PHYSICS	Vacuum chamber for alpha/beta counting: ORTEC Model 807	Replacement units for upper division student laboratories. These will replace units that are over 20 years old and that we are no longer able to maintain.		8	\$ 1,600	\$ 12,800	\$ 764,275	No	
50	35	Academic Affairs	Library Services	50 task chairs for student workstations	Chairs for the computers workstations used by students on the first floor are 10 years old and falling apart. The Library will buy the other half (50 Chairs) for a total of 100.	\$17,500	50	\$ 350	\$ 17,500	\$ 781,775	No	

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51	36	Academic Affairs	SET: Chemistry and Geology	Perkin Elmer PinAAcle 900T AA (flame and furnace)	Our current Varian SpectrAA is quickly becoming antiquated. Many parts are only available by using spares from older instruments. The nebulizer requires lengthy clean outs to ensure even reproducible nebulization prior to the flame. Further, the graphite furnace is extremely cumbersome and very difficult to switch out for the burner. Aligning the autosampler sipper and graphite tubes is a painstaking, frustrating, and lengthy experience. A given graphite tube may last for five firings before needing to be replaced. Because of this, we have stopped using the graphite furnace in CHEM 475. Since we don't have an ICP system (much too expensive up front and annually to justify), graphite furnace is an important technique for upper level majors to experience. Perkin Elmer AAs are considered the industry standard. The new instrument is designed for ease of switching between flame and graphite furnace. In fact, this transition requires VERY little human involvement. Aligning the autosampler sipper is made trivial because of the instrument's mounted camera which transmits the image inside the graphite tube to the monitor; currently, alignment is achieved with luck, sweat, and frustrating mirrors. We have a lab in CHEM 305 completely dedicated to Flame AA, so the new instrument will service around 120 students (including summer offerings) per year. Further, the new instrument will be used in CHEM 475 (10 to 20 majors) every year. In 475, we will utilize the instrument for both flame AA or AE (using N2O/air and/or C2H2/air flames) and graphite furnace. The instrument will also be utilized by students for some of their Analytical Projects as part of their 475 experience. CHEM 407 (around 10 students every other year, which appears to be likely in the future) will use the instrument to do AA (flame and/or GFAA) analyses of natural water or soil samples. Finally, any faculty needing metal analyses for their research agenda would certainly want to have their students utilize the new instrument.	50,000.00	1	Approx. \$80,000 (shipping included)	\$ 30,000	\$ 811,775	No	
52	37	Academic Affairs	COB: College of Business Advising Office	Update Office	The furnishings in the office are the same as they were in 2002 when the current College SRC arrived and did not appear to be new at that time. In many cases they are not in good repair. An example is squeaky chairs. Also, the furniture does not provide a professional image.		19 Chairs, 3 small tables, 6 Divider Panels, 15 fabric bulletin boards	\$400/chair, \$450/table, \$500/divider panel, \$150/bulletin board	\$ 14,200	\$ 825,975	No	
53	38	Academic Affairs	AA: Disability Services	Dell Optiplex 9020 Computer	ASL staff interpreter computers need upgrade and webcam for online interpreting		2	\$ 1,165	\$ 3,494	\$ 829,468	No	
54	39	Academic Affairs	AA: Disability Services	Optiplex 7010 MT Computer	Office Manager Needs upgrade in computer to handle volume of ISRS, ImageNow and Alternative Testing demands		1	\$ 1,024	\$ 1,024	\$ 830,492	No	
55	41	Academic Affairs	AH&N: Human Performance	Cosmed Metabolic Analyzer	The metabolic analyzer is the most heavily used piece of equipment in the laboratory. Both of our systems are not portable and the requested unit is. We could use the unit for instruction and research.	0.00	1	\$ 34,000	\$ 34,000	\$ 865,992	No	
56	42	Academic Affairs	AH&N: School of Nursing	IV Infusion Pumps	Students use IV infusion pumps to teach safety-based medication and fluids administration. The student may not experience the specific IV infusion pump housed in the simulation lab in their clinical work environment but they need to have the practice and mastery of using new technologies in patient care because there will be an infusion pump in their work environment. Our current pumps are approximately 7+ years old and are quickly failing for various reasons. Currently, we have one pump still operating in one of the three channels available on the pump. We have 3 simulation suites so this would allow one pump for simulation suite. Prices listed are refurbished pumps.	0.00	2	\$ 5,250	\$ 10,500	\$ 876,492	No	
57	43	Academic Affairs	AH&N: Dental Hygiene	New Clinical Dental Unit	We are hoping to start replacing our ancient dental chairs, as the maintenance dollars spent to try and make them functional is getting out of hand. The unit we want to replace has had numerous breakdowns in the past year alone. We would be able to bring this unit to our new building if it should become a reality.	0.00	1	\$ 18,595	\$ 18,595	\$ 895,087	No	
58	44	Academic Affairs	AH&N: Human Performance	24-hr glucose monitors	Equipment for self-assessment in HP 467 (Worksite Wellness), HP 602 (Lab Techniques in Exercise Science), and HP 645 (Exercise & Chronic Disease)	0.00	7	\$ 1,429	\$ 10,000	\$ 905,087	No	

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59	45	Academic Affairs	AH&N: School of Nursing	EZ Lift Smart Stand (Sit to Stand)/ Hoyer Lift, full body sling (2 different patient lift systems)	These units will allow us to teach nursing student safe patient handling and transferring. These are the same units used in various long term care facilities and would encourage confidence and valued skills necessary for safe patient care. We do not currently have a portable lift system to train our students. Lift systems are an essential product in the safe transfer of patients and the safe lifting practice of our nursing students. Back pain is one of the major injuries experienced by nurses. We do have a ceiling lift system which is only able to be used with two beds in the lab. It would be beneficial to be able to use the portable lift system in our simulations to achieve an authentic learning environment for our students. An EZ Lift Smart Stand is for those patients that can actively engage with the experience and help lift themselves. A Hoyer Lift is a unit that takes a patient from lying to sitting, sitting to lying (totally dependent patient mover).	0.00	1 each	\$5,000.00 EZ Lift \$2,500.00 Hoyer Lift	\$ 7,500	\$ 912,587	No	
60	46	Academic Affairs	AH&N: Human Performance	Monark Wingate Ergometer	Our current device is no longer functioning	0.00	1	\$ 6,000	\$ 6,000	\$ 918,587	No	
61	47	Academic Affairs	SBS: Geography	Suite of Ground Penetrating Radar Equipment (GPR). The (GPR) package comprises a suite of "hands-on" high-tech field equipment used for mapping geomorphic landforms and materials in the subsurface.	This tool allows researchers "to see the structure and nature of the materials beneath our feet" without excavating costly and invasive trenches. It can be applied to ecologically fragile and/or hard to access study sites where other techniques could not be applied. We will use it to implement geomorphic, geologic and geo-archeological investigations of the Minnesota River Valley (MRV) pursuant to a multidisciplinary goal of better understanding the Quaternary history of the MRV. We will use this in conjunction with faculty in Anthropology and Geology and will implement it into our upper division Geography/Earth Science courses, something that will benefit students in Geography, Anthropology, Earth Science and Geology	3,000.00		\$ 49,870	\$ 46,870	\$ 965,457	No	
62	48	Academic Affairs	A&H: Mass Media	Chairs	Chairs will be placed in the conference room (NH 138) which is used by all departments within the college for various meetings. In addition, art holds classes and faculty/student conferences are also held here.		24	\$ 210	\$ 5,215	\$ 970,672	No	
63	49	Academic Affairs	SBS: Geography	Suite of survey grade GPS equipment to complement the hand-held semi-survey grade equipment we currently own.	These GPS units will be incorporated into the upper division Digital Field Mapping course and will also complement: (1) the GPR package mentioned above because these GPS units yield precise locational data (2) the semi-survey grade hand held units now employed. This equipment will give students state of the art GPS experience and allow them tie these data into GIS related projects while taking our Practicum or Intermediate GIS courses and increase their employment options after graduation. The Water Resources Center will also use these in then context of their research on the Minnesota River basin.	2,500.00		\$ 20,365	\$ 17,865	\$ 988,537	No	
64	50	Academic Affairs	AH&N: Dean's Office	Elo 5500, 55-inch Interactive Digital Signage Display (Optical Touch Technology, USB Interface, Clear Surface Treatment) IDS Computer Module ECM3 with Windows 7 2.5 GHZ, 320GB HD 4 GB with Large Wall Mount Bracket and Shipping	The system would be located outside the CAHN Dean's Office. This is a touch screen digital signage system that would allow CAHN to broadcast important updates and news items, and would also allow students to interact with CAHN by selecting various items on the TV. This could help the counseling center schedule advisees as well as allow students to see and read the news that is pertinent to them. This will take digital signage into the new age as interactive news and ability to designate what is important to each individual who walks by will lead to new and better ways to create interactions with our students.	0.00	1	\$ 5,550	\$ 5,500	\$ 994,037	No	
65	51	Academic Affairs	AH&N: School of Nursing	SimMan 3G simulation manikin	Ability to run more simulations for more students and expand the simulation program. SimMan 3G is the best choice for providing authentic learning because he is capable of seizures, multi-system failure, bleeding, physiologic changes, providing more critical feedback to students and faculty. The current 3G manikin is 4 years old and has had numerous hospitalizations for maintenance and updates.	0.00	1	\$ 101,000	\$ 101,000	\$ 1,095,037	No	
66	52	Academic Affairs	AH&N: School of Nursing	Demo Dose (medication dispenser) RFID chip mobile cart	Ability to have onsite medication inventory and updated database tracking, also ability to provide exposure to technology currently being used in medical facilities as well as promoting safety with the nursing students. By bringing this unit into our curriculum our nursing students would be exposed to current medication administration practices used in patient care environments. The number one cause of medical incident reports are related to medication administration. By increasing the familiarity of this type of medication administration device, the nursing students will build confidence and become more cognizant of medication errors.	0.00	1	\$ 20,000	\$ 20,000	\$ 1,115,037	No	

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67	53	Academic Affairs	AH&N: School of Nursing	Noelle simulation manikin/Baby Scales for OB/Pediatrics	Noelle is an obstetric manikin that is able to give birth through hydraulic component, provide complication scenarios such as post partum hemorrhage. This manikin allows students to practice high risk/low occurrence obstetric situations. The current Noelle is 6 years old and often malfunctions which impacts the student experience greatly. An additional Noelle would offer the ability to run more simulations for more students and expand the simulation program. Baby scales (3) The pediatric/obstetric students do home visits on newborn patients and their families and a baby scal is required for that visit. There are 40 students per cohort requesting to use the scales. We currently have two scales. We are also considering home health students to expand into newborn home visits.	0.00	1 Noelle 3 Baby Scales	\$ 38,895	\$ 38,895	\$ 1,153,932	No	
68	54	Academic Affairs	AH&N: School of Nursing	Vocera	This product is a wireless communication device currently being used in hospitals around the world. The implementation of a product like this would allow our nursing students to become familiar with how this product works so that when they do go into the medical environment they are prepared for such technology. Communication is the basis for safe patient care.	0.00	1	\$ 50,000	\$ 50,000	\$ 1,203,932	No	
69	55	Academic Affairs	COB: College of Business	24x7 laptop access and automated technology checkout system for students	This system would provide automated easy access to mobile technology devices 24 hours a day, 7 days a week. The system is fully self service and can checkout a laptop or tablet to any student in minutes. This would revolutionize areas in the library, study areas around campus and for students who need immediate, temporary access to a technology device for class. This machine would be placed in the Morris Hall Commons area and would be a pilot geared toward students in the COB and focused on long-term availability to other student on campus. This device holds a combination of 24 laptops (MAC or PC) and tablets. The request includes \$50K for the machine which includes all software, training and setup. \$30K for the tablets/laptops.		1 - machine and 24 technology devices	\$50,000 for the machine, \$1,250 average per technology device	\$ 80,000	\$ 1,283,932	No	
70	56	Academic Affairs	COE:College of Education ML 113 (please note there is a project request as well)	Collaborative Classroom Redesign that would include 5 technology enabled tables, 5 smartboards, 2 HD projectors, and some new seating.	Design a collaborative 21st century classroom. The design will create a space in which student collaboration is encouraged and supported. To accomplish this goal, 5 tables that seat 5 individuals along with laptop based computers provided for each student. These tables would each have access to a Smart Board for collaborative work and project-based learning. Additionally, mobile furniture will replace the static furniture with more contemporary mobile furniture that will allow for movement and greater collaboration throughout the classroom.	ITS/\$10,000 COE/\$10,000	1 Class- room	\$ 50,000	\$ 30,000	\$ 1,313,932	No	
71	57	Academic Affairs	SET: Construction Management	Citrix Servers	This is the final piece of remodel of WC 349	\$10,000 additional committed by CM	2	\$ 15,000	\$ 30,000	\$ 1,343,932	No	
72	58	Academic Affairs	SBS: Psychology	Psychology would like to get a high-resolution Telepresence Unit that could be used in the University Square classroom.	Telepresence capability would allow Psychology faculty to consult with and train Belize educators on the testing equipment the PsyD and Clinical students use when they test Belize students during the summer study program/practicum. Psychology faculty have also been working to develop a cooperative with the University of Belize. This year they have scheduled a joint conference in Belize City. The timing would be right to further this collaboration.			\$ 13,000	\$ 13,000	\$ 1,356,932	No	
73	5	Student Affairs	Campus Recreation	Utility vehicle for outdoor rec programs	Electric cart used for intramural sports and Adventure Education Program activities.		1	\$ 5,900	\$ 5,900	\$ 46,180	No	
74	6	Student Affairs	Campus Recreation	Genie Self-Propelled 36' Scissors Lift	This is a used 36' high lift which features an extendable platform which allows the user to gain access to the top of the indoor climbing wall in Myers Field House to perform maintenance and change hand holds, and equipment and lights that would normally be inaccessible with a conventional lift. This lift is motorized to make it more efficient and increase staff productivity. Our current manual lift is only 30' so it cannot reach lights/ballasts in the field house and requires the person to return to the ground each time the lift needs to move. This lift will greatly enhance the quality and timeliness of completing the university's daily maintenance needs and at the same time better protect the safety of the employees completing those tasks. The Campus Recreation climbing wall staff currently has to hang on ropes to change hand holds or perform maintenance so a lift would be much safer and more efficient.		1	\$ 15,000	\$ 15,000	\$ 61,180	No	

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75	6	Finance & Administration	Intercollegiate Athletics	Field groomer	The field groomer will be used on the athletic Softball field to maintain the lime playing surfaces. We have made significant upgrades to the softball infield and this machine will allow us to continue to maintain the infield in the appropriate manner. Currently there is not a university machine to use to do this job in an adequate manner. The absence of an adequate piece of equipment can create safety issues as the coaches and players pull the drag mat by hand which requires 3-4 people. From experience, this increases the probability of injury to players and coaching staff. During wet conditions the drag is too heavy to pull by hand. Thus, if we are unable to drag the field it would create a inconsistent surface that creates bad hops and footing issues that can potentially cause injury. Due to scheduling conflicts with baseball and softball practices, games, and distance between the fields, it would be difficult to share a groomer between the two programs. The groomer would be used 7 months out of the year.	n/a	1	\$ 15,000	\$ 15,000	\$ 193,900	No	
76	7	Finance & Administration	Facilities: Physical Plant	Toro HDX Workman Utility Vehicle with a Toro Pro Sweep Field Sweeper	This utility vehicle and field sweeper package will be used to clear the playing surfaces of the plugs of dirt removed during the aerification process. The current process requires us to leave the plugs on the fields and use a drag to break them down before they create unsafe playing conditions. By leaving the soil on the fields, we compromise the overall effectiveness of aerification. It will also be used to supplement the utility carts used by the grounds crew for campus maintenance.	Campus Recreation 50% (\$16,000)	1	\$ 32,000	\$ 16,000	\$ 209,900	No	
77	8	Finance & Administration	Intercollegiate Athletics	Industrial sewing machine for athletic equipment room	Would enable athletic equipment personnel to repair/create a wide variety of department assets (uniforms, pads, helmets, shoes, skates, banners, signs, field equipment, padding, tents, etc.) that are currently sent out for repair. Having this ability to repair equipment in-house would result in significant budget savings paid to outside vendors.	n/a	1	\$ 6,500	\$ 6,500	\$ 216,400	No	
78	9	Finance & Administration	Facilities: Physical Plant	Bobcat 5600 tool cat	This machine will be used year around. Summer utility projects. Spring /fall trash pick up. Maintain walk ways and parking lots during inclement weather. Do to the pressure that we are under to protect the university from slip and falls, this machine will speed up the process of covering the campus more efficient. Price increase to \$57,000 on 1/1/14.		1	\$ 52,000	\$ 52,000	\$ 268,400	No	
79	10	Finance & Administration	Intercollegiate Athletics	Field groomer	In the Summer 2012, we invested \$50,000 to update the baseball field drainage. Specifically the infield dirt area giving it a consistent surface and safer playing environment. Currently, a golf cart pulling a drag and players with rakes try to maintain the preferred slope. This inefficient method however is leading us in the wrong direction. A groomer with a front plow, scarifier, and rear rake would be ideal to maintain the investment 7 months out of the year.	n/a	1	\$ 15,000	\$ 15,000	\$ 283,400	No	
80	11	Finance & Administration	Intercollegiate Athletics	Highland Center Locker Rooms card access system	Continued implementation of card access system to alleviate security and safety concerns.	Possible through Security or central funding	1	\$ 50,000	\$ 50,000	\$ 333,400	No	
81	1	ITS	ITS	Network switch equipment replacment	Part of a multi-year effort to replace network equipment that is end-of-life and end of support. Benefit will be increased network stability, increased security and 10x increase in network speed.	300,000.00	19	\$ 7,345	\$ 84,555	\$ 84,555	No	
82	2	ITS	ITS	Classroom Analog to Digital Conversion	Classroom audio/visual equipment needs to be updated to support high definition resolution and digital rights management to play copyrighted material. This will replace equipment in about 30 of 60 remaining classrooms - primarily in Trafton.	80,000.00	30	\$ 2,596	\$ 77,895	\$ 132,895	No	

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83	3	ITS	ITS	Student Resource Center in the Academic Computer Center	In partnership with the faculty, students, and the technology fee we would like to build a student technology resource center in the Academic Computer Center. This would repurpose part of the ACC as a collaborative workspace/classroom allowing students to get support and training for technology that is integral to their educations. The services and trainings offered here would be aligned with all faculty on campus to help support student and faculty technology use in the learning process.	90,000	1	\$ 170,000	\$ 80,000	\$ 212,895	No	
84	4	ITS	ITS	Server for MavAPPS for staff use	Computer applications can be run on a server, and used on a variety of devices such as Macs, tablets and smartphones. Students and faculty have access to this through their Technology Fees. This investment will allow the same capabilities to staff.		1	\$ 35,000	\$ 35,000	\$ 247,895	No	
85	5	ITS	ITS	Equipment for the Charter television channel	Currently, the Charter Cable-wide channel tap is at Verizon Wireless Center and is used to broadcast hockey games. This equipment will be moved to campus to enable broadcasting more events and possibly marketing material. Equipment is needed to transfer the hockey games to campus and campus venues to the tap.		1	\$ 100,000	\$ 100,000	\$ 347,895	No	
86	1	Strategic Partnerships in partnership with Information Technology Services and College of Education	Strategic Partnerships in partnership with Information Technology Services and College of Education	This request is for technology equipment, including servers, to host and build infrastructure for the delivery of MOOCs by MSU, Mankato. The project will explore and provide potential benefits to the University and its programs delivering leadership education to new audiences of learners. This project will offer new certificate programs.	This project will fill a need in Southern MN for leadership development education; increases our partnership potential in both education and business, provides an opportunity for us to take the lead in providing leadership development on behalf of MSU, Mankato and allows us to experimentally enter the MOOC environment-- which is current and developing ("cutting edge") and potentially participate in some new research opportunities. The project supports the values and goals of the University, Strategic Partnerships the College of Education and ITS: 1. It supports University/Division values: "Access to our programs and services that create opportunities for all to pursue their dreams." 2. It supports Strategic Partnerships' Mission: Engaging business/industry and the community to build partnerships that accelerate innovation and specifically fits into the Partnerships and Technology spokes on the Strategic Partnerships wheel. 3. It supports the College of Education's mission and goals to meet the unique needs of all learners and provide "comprehensive leadership opportunities for all levels of leadership...emerging, seasoned and exemplary." 4. It supports ITS strategic goals for student success and that "ITS will be leveraged to enhance learning outcomes, improve retention, introduce new teaching models, and further our applied research mission" and the ITS goal for Relationships, Partnerships and Communication- to "build strong working relationships with MSU academic and business units; form strategic partnerships with industry and sister schools; and communicate effectively with campus stakeholders."	ITS - \$3,000 Strategic-Partnerships - \$3,000 Ed Leadership - Program Development	1	32,000 (includes 2 servers and additional networking equipment)	\$ 26,000	\$ 26,000	No	

Items Not Recommended for Funding At This Time Subtotal **\$ 1,243,757**

Items that do not seem to meet the criteria for funding

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87	40	Academic Affairs	AA: Disability Services	Office Façade and Window Upgrade	The Office of Disability Services moved from an obscure corner of campus to a place with high visibility when the ML/CSU Link opened. The enhanced visibility requires an update on our front office façade and windows. Memorial Library is planning to upgrade the signage throughout the building and the Office of Integrated Marketing will assist Disability Services with the window and facade design as part of an overall plan to freshen up the Office of Disability Services image.	ML Paying for signage		\$ 1,500	\$ 1,500	\$ 831,992	No	
88	1	University Advancement	University Advancement - Prospect Research	File storage software & scanner	Advancement currently houses 50 years' worth of paper files containing sensitive donor information. This documents have been culled and now need to be scanned and entered into our donor database, Raiser's Edge, so development staff can rely on the database for complete historical information on major donors. We are exploring whether to purchase ImageNow (the file storage software in use campus-wide) or PaperSave Pro (not in use elsewhere on campus, but a product we know works well with Raiser's edge). In either case, \$8500 would cover the cost of the initial software purchase. If we were to purchase ImageNow, \$8500 would also cover the cost of the scanners required to complete the project.	Advancement will cover the costs of training, scanners if necessary, and student time to complete the scanning, for a total match between \$3000-\$8000.	1	\$ 8,500	\$ 8,500	\$ 8,500	No	

Items Not Recommended for Funding Due to Not Meeting Criteria Subtotal \$ 10,000

Grand Total All Requests \$ 2,249,342