

Student Computing Fee Report FY2001

This report was prepared by Information Technology Services to provide information to the Office of the Provost on how the Student Computing Fee (SCF) Funds were allocated and spent in FY2001. Part of the annual process for allocating the funds includes a component of reporting on how the funds were spent.

Any questions concerning this report or the process by which the funds were allocated should be directed to David Dobbins, Assistant Vice President and CIO, by telephone at 384-0750 or e-mail to david-dobbins@uiow.edu.

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SCF Allocation Spreadsheet

Net SCF Allocation

Tippie College of Business	\$535,289.00
College of Dentistry	\$23,811.00
College of Education	\$70,084.00
College of Engineering	\$398,719.00
College of Law	\$151,404.00
College of Liberal Arts and Sciences	\$669,634.00
College of Medicine	\$57,253.00
College of Nursing	\$18,026.00
College of Pharmacy	\$54,704.00
College of Public Health	\$796.00
Graduate College	\$621.00
	\$1,980,339.00
Shared Classroom Technologies	\$200,000.00
ITCs-workstation replacement	\$434,200.00
ITCs- staffing Lib & others	\$150,000.00
ITCs-software	\$107,500.00
ITCs-peripherals	\$25,000.00
ITCs-security	\$13,000.00
ITCs-video editing	\$10,000.00
ITCs-servers	\$25,000.00
ITS-student disk space	\$26,000.00

Remote Access Participation	\$400,000.00
	\$1,390,700.00
Grand Total	\$3,371,039.00

Assumptions:

1. SCF is distributed to colleges based on collections
2. Classrooms, ITCs, and Infrastructure is assessed to colleges
by percentage of credit hours

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College of Liberal Arts and Sciences

Committee Report

Liberal Arts Student Computer Fee Allocation - FY 2001

The Basics

A committee was formed in September to formulate a process to solicit and review proposals for student computer fee allocations. The committee included 9 voting members (6 faculty, 2 undergraduate students, and 1 graduate student) and 2 non-voting members from the staff of the College of Liberal Arts. A call for proposals was distributed through the College's DEO mailing. In addition, the program was announced at DEO meetings and in the Liberal Arts Faculty Assembly.

.Allocation: \$669,634

.Number of Proposals: 24

.Total amount requested: \$1,029,361

Changes from Last Year

Based on recommendations made in the report from the previous year, the process was restructured in two ways. Last year proposals were separated into two categories based on the size of the budget. This distinction was not found to be important in the review process and was eliminated. This year we accepted proposals for two categories based on renewal needs.

Category I covered proposals with one-time costs. Category II covered proposals with recurring costs for a period of up to four years.

Review Process

Each proposal was reviewed by three faculty members and one student. One of the faculty reviewers was designated as the primary reviewer. This reviewer was responsible for collecting individual reviews, taking notes of the discussion in the review session, and writing a summary report to be distributed to the authors. Reviewer assignments were made so that each reviewer read proposals with a range of budgets across a spectrum of areas. To avoid potential conflicts of interest, no reviewer was assigned to read a proposal from his or her home department.

Prior to the review session, the Committee solicited assistance from ITS. ITS received copies of all proposals and provided valuable comments regarding feasibility, hidden costs, alternative technologies that could provide superior performance or cost savings, and by noting possible connections to other activities or facilities.

The Committee met on December 4th to discuss the proposals. Based on these discussions, the Committee made funding recommendations to the Dean.

The Dean supplemented the student fee allocation with \$50,000 in collegiate funds to support technical staff. Thus, the total amount awarded was \$719,634.

Observations

1. The number of departmental computing labs is growing and the number of departments taking primary responsibility for maintaining labs is increasing. Many of the labs operate independently of ITS. However, there are opportunities to establish partnerships with ITS to create labs that serve partly as restricted access labs for targeted courses and partly as open access ITCs.
2. The cost of peripheral devices such as digital video, scanners, projectors, and mass storage devices was a substantial component of the budget for a number of proposals.
3. In addition to equipment, departments must find funds for renovation, furniture, and networking costs needed to make effective workspaces in which to house computing equipment. There is a need to assist faculty in navigating through channels to find sources of support for the essential non-equipment needs to make computing labs safe, functional, and attractive.
4. Funding for technical support staff lags behind funding for computing equipment. Departmental labs continue to struggle to find ways to fund staff to install and upgrade software, repair broken hardware and software, tune the network, monitor physical and electronic security, plan for renewal, and maintain the health and stability of the labs. In addition to this technical support, many labs need consultants in the lab to assist students using sophisticated software and peripherals.

Recommendations

1. **To meet the critical needs for technical support, the Committee recommends increasing the number of technical support staff dedicated to support of departmental labs.**
 2. **To facilitate creation of high quality environments for labs, the Committee recommends efforts to coordinate funding streams for renovation, furniture, networking, and equipment.**
- To make most effective use of computing facilities, the Committee recommends continued efforts to seek opportunities for the College to coordinate with ITS in the funding, renewal, and maintenance of computing facilities.**

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Tippie College of Business Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

Tippie College of Business

The Tippie College of Business uses two committees for making recommendations regarding Student Computing fees, the Leadership Council and the Computing and Learning Technologies Committee. Individual faculty are also encouraged to make specific software and hardware requests for use in the classrooms.

The Leadership Council is a committee of approximately 20 students. This group meets weekly during the semester and works closely with the Associate Dean for Undergraduate Programs and the Director of Computing Services (CSO) for the College.

The Computing and Learning Technologies Committee is a committee comprised of faculty and staff.

Description of allocation process:

The Director of CSO solicits recommendations from students, faculty, and staff for changes to be made in our computing environment. These recommendations flow through the Leadership Council and the Computing and Learning Technologies Committee. Both groups make recommendations as to which projects should be funded. These recommendations are forwarded to the dean, who makes the final decision. There is also a portion of the budget that covers operating expenditures from year to year.

Description of funded projects or expenditures:

Major projects that were funded this year include:

1. Upgraded memory and hard drives on computers in the lab and classrooms.

27,462

2. Replaced twenty computers in the ITC	24,823
3. ITC Monitors	148,000
4. Staff support for ITC, electronic portfolio project, college Web site, Blackboard, and classrooms	105,280
5. Software for ARTIC lab, ITC, and classrooms	55,360
6. Subscriptions to databases and online services	64,000
7. Added four public email stations and upgraded 16 existing stations.	18,000
8. Added printers and print queue stations in the ITC	10,000
9. \$10 printing accounts for undergraduate business students.	15,000

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College of Dentistry Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

College of Dentistry, Dental Informatics Committee

Description of allocation process:

The Dental Informatics Committee is a standing committee composed of faculty, staff, and 2 Dental students. The committee meets periodically to discuss and make recommendations concerning IT resource utilization, policies, and strategic plans. The process for utilizing SCF funds is to solicit proposals from the committee members – who in turn seek input from their peers. Proposals are discussed and prioritized by ballot during a committee meeting, and forwarded to the Dean for final decision.

This year's decision process selected a single classroom/seminar room for digital presentation enhancement and an update to a nutrition software package. By adding additional collegiate funds, the Dean's office enhanced and modified the proposal so as to extend the prioritized request to a greater number of classrooms.

Description of funded projects or expenditures:

13 classrooms were identified for digital video technology presentation system update. Most of these rooms had no presentation capacity except for an active data connection and a screen. All rooms were upgraded, such that all rooms have as a minimum, a permanent video projector and associated computer. Purchases included 9 video projectors, 10 PCs, mounting and other miscellaneous expenses. SCF funds provided \$23,075.50. Collegiate expenses provided an additional \$48,000.

\$735.50 of SCF funds purchased an update for a 10-user network license to a nutrition software package.

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College of Education Report

Report on the allocation of Student Computing Fees for FY2001

The College of Education used its Student Computer Fee Committee to allocate the \$70,084 made available to the College for FY2001.

Description of allocation process:

This committee is composed of two students and one faculty member from each of four divisions within the college and is chaired by Associate Dean Richard Shepardson. Faculty and staff in the college were encouraged to submit a short one or two paragraph proposal, explaining what they needed and how it would be used.

The nine proposals received were distributed to the committee prior to a meeting held February 16, 2001.

At an earlier meeting in Fall 2001, the following criteria for allocating Student Computer Fee funds were established

- Student use should be the number one criteria. Use should not be restricted to courses, but viewed in the broader sense of any direct student use (benefit). Student check-out, use with practicum sites, and innovative (pioneering) efforts that have potential for direct student benefit were also judged as valid criteria.
- The funds should be allocated to non-recurring needs (on-going personnel or monthly connectivity needs should be met through other channels).
- Where something will be housed and whether students have easy access were noted as important considerations.

Description of funded projects or expenditures:

Proposals are listed in random order

REQUESTED**FUNDED**

Curriculum Lab Demonstration Center (computer and projector)

4,475

4,475

Practice: The Missing Link (Develop IQ Scoring Practice Software)

10,800

4,000

Placement Office (Two computers for students to use in resource area)

3,000

2,000

Digital Still and Video Cameras (C&I 1-out-of-4)

15,280

11,500

Counseling Lab Equipment (three laptops + "Dragon Dictate software" to upgrade CRSD lab)

7,500

5,000

Web Cameras - connect with classrooms over Internet (12 digital cameras and 7 video recorders)

5,231

	5,231
Multimedia Classroom Upgrade - Music (outfit music building's first multimedia classroom)	
	9,444
	9,000
Geometer's Sketchpad and Fathom Site License (to install on COE ITC server)	
	3,900
	3,900
COE Server (a multiprocessor server, 180 gigabytes of storage and operating software)	
	24,635
	24,635
	84,265
	69,741

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College of Engineering Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

All funds were spent by a budget process from the IT department of the Engineering College.

Description of allocation process:

The Engineering College IT department budget process allocates all student computer fee funds based upon the capital hardware and software curricular needs of the College of Engineering. Input is received from faculty through their DEOs and directly from students and staff. The guiding principle in the budget process is to keep the curricular support environment viable by keeping the software and hardware environment current.

Description of funded projects or expenditures:

The Engineering College student computer fee funds are used to directly support Engineering College curriculum. This computer environment consists of commercial engineering software and a high performance client server hardware configuration. These funds are exclusively used to pay the capital costs of maintaining this state of the art dual UNIX and Windows computing environment.

To date for FY2001, the Engineering College has spent or encumbered approximately \$239,000 out of an allocated \$399,000 in Engineering College student computer fee funds.

- Software \$34,500
 - Site license for IDL/VIP imaging software
 - Database software
- Student lab computers \$156,000
 - 20 NT workstations
 - 20 Unix workstations
- Server equipment \$38,500
 - Disk storage
 - Web server
 - Equipment racks

- Lab Support equipment \$10,000
 - Surveillance equipment

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College of Law Report

Computing Fee Allocations: Law Library 3-21-01

Law Student Computing Fees Received: 2000-2001 \$151,400

Decision making Personnel:

The specific allocation of Law School Student Computing fees, which all go to the Law Library, are determined each year by a Law Library Committee composed of Arthur Bonfield, Associate Dean for Research, Mary Ann Nelson, Executive Law Librarian, Reference Librarians Val Russell and Tom Eicher, Librarian for Student Computing, Darlene Kaskie and the two Computer Teaching Assistants.

2000-2001 allocation for Law Student Computing Fees:

Total Salaries \$66,832

Salary for 2 quarter time Computer Teaching Assistants in the

Law Library who assist law students with computing problems 14,130

Benefits for 2 Computer Teaching Assistants in Law Library 990

Salary for Librarian II used only to support Student Computing 40,000 (20,000)*

Benefits for Librarian II used only to support Student Computing 11,712 (5,856)*

Total Student Computers \$5,128

Supplies 2,314

Software

Repairs and upgrade 2,814

Set aside fund for replacement of student computers (18,377)*

Total Telecommunications \$2,000

Total Database Subscriptions \$86,719**

Westlaw 35,294

Lexis 31,674

Wilsondisc 1,745

Indexmaster 248

MARCIVE 704

CCH Perform (state tax forms) 381

LSN 600

UN Treaties 500

SilverPlatter 1,300

Treaties (Oceana) 1,100

Iowa Code 200

Legal Journal Index 1,743

Canada Statutes CD 1,750

Canada Treaties 780

Social Science Electronic Publishing 300

Legal Trac 2,400

Hein-on-line 3,660

CIS Universe 525

International & Environmental CD 156

New Databases 1,659

*Because there was a vacancy in the Librarian II position for the first six months of the fiscal year the actual expenditures for this purpose during 2000-2001 will be half of the budgeted amounts of \$40,000 for salary and \$11,712 for benefits. The amounts unspent for the student computer support Librarian during the current year will be added to the set aside fund to replace the 41 student computers in the Law Library which are scheduled to be replaced every three to four years. They will next be replaced in 2003 or 2004. They were last replaced in the summer of 2000 at a cost of \$54,645 in student computing fees. However, because the current computer fee allocation to the Law Library is insufficient to support the current rate of committed expenditures for student computing, only \$18,377 of the committed but unspent \$28,856 for computer support librarian salary will be available this year to add to the fund set aside for computer replacements.

**When Law Student Compute fees were first authorized by the University Central Administration and the Board of Regents, the purchase of electronic databases was expressly indicated as the first priority for the use of these funds; remaining funds were to be used for the purchase of computer hardware and software for students in the Law Library and for staff assistance for students in computing in the Law Library.

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College of Medicine Report

Report on Allocation of Student Computer Fees for FY2001

College – College of Medicine

Allocation Process – The Director of Information Services drafts a proposal for the allocation of these funds. This proposal is submitted to the Associate Dean for Student Affairs. The Associate Dean for Student Affairs may choose to discuss the proposal with the Curriculum Directors. The draft is then forwarded to the Executive Associate Dean for final approval.

Description of Funded Projects

Replacement of 23 computer workstations in the Ingram Computer Learning Center (1-230-A Bowen Science Building) = \$26,293

Replacement of 4 computer workstations in the January Computer Learning Center (629 MRC) = \$4,341

Upgrade of Microsoft EXCHANGE electronic mail / electronic calendar server for students = \$5,400

Purchase of ASL Connect software, server to allow students ability to synchronize email/ecalendar with Personal Digital Assistant Devices = \$5,045

Intranet Application Development for Residency Site Review Database = \$1,680 (used by 4th year Medical Students)

Intranet Development for Student Evaluation System = \$3,360 (used by 1st, 2nd year Medical Students)

Paper,toner to support free student printing in 3 computer labs (1 yr) = \$5,850 (actual cost higher)

Data Backup hardware, tapes to support Pathology Histology course FLASHPIX microscopoc slide imaging system = \$5,285

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College of Nursing Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

College of Nursing

Description of allocation process:

The College of Nursing has two student groups who represent them 1) UIANS -University of Iowa Undergraduate Nursing Students and 2)AGNS - the Association of Graduate Nursing Students. The boards of these two groups are elected by the individual students who make up the group. The students met with the Jo Eland Head of the Office of Information, Communication and Technology and were asked permission to use student computer funds to replace some specific electronic classroom equipment at the College of Nursing. Specifically the equipment for proposed purchase were three Macintosh G4's, three Dell systems, a portable projector and a Dell computer that would be used solely for student government use within the College of Nursing. The students gave their unanimous approval for the expenditure of these funds.

Description of funded projects or expenditures:

The equipment described above was purchased at a cost of \$14,847.30 with the remaining balance to be allocated before the end of the current fiscal year.

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College of Pharmacy Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

College of Pharmacy

Description of allocation process:

The process that is used to determine the use of the student computing fee is to request that the College's standing information technology committee determine and prioritize the student computing needs of the College. The College information technology committee consists of faculty, staff, professional students, and graduate students. The committee maintains a file of the most current IT needs of the College by requesting input from students, faculty, and staff periodically throughout the year.

Description of funded projects or expenditures:

Purchased five new computers and video projectors that will be used in rooms S552, S543, S545, 222, and 208 at a cost of \$32,675.

Purchased lecterns to secure equipment in the amount of \$12,500.

Purchased several flat panel screens for \$15,000.

Added a wireless microphone system for large auditorium at \$2,000

Total purchases \$62,435. Student Computing Fee allocated \$54,704.

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College of Public Health

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

College of Public Health

Description of allocation process:

The College of Public Health Computation and Informatics Committee met to discuss the best alternative for spending Student Computing Fee funds. The Computation and Informatics Committee consists of representatives from the departments of Biostatistics, Community and Behavioral Health, Epidemiology, Health Management and Policy, Occupational and Environmental Health, Information Technology support staff, Administrative support staff and student representatives within the College. Given the amount of funding, the student representatives felt the best alternative was to upgrade memory of existing personal computers in the Health Science Computing Laboratory. The Committee agreed.

Description of funded projects or expenditures:

The College of Public Health purchased five 128Mb memory upgrades for five Dell Optiplex Gxa personal computers located in the Health Science Computing Laboratory. (\$159.20 per upgrade totaling \$796) The purpose of the upgrade was to increase performance and stability of existing personal computers.

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Graduate College Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

Graduate College

Description of allocation process:

Description of funded projects or expenditures:

Because the Graduate College was only allocated \$621, it was decided to keep the money and put it with next years allocation to buy a computer.

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Shared Classrooms Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

Regular allocation to Space Planning and Utilization for classroom management

Description of allocation process:

A carveout of \$200,000 from student computer fees allocated to Space Planning and Utilization, classroom management services, in the continuing efforts to support, maintain and provide technology in the general assignment classrooms. There are over 200 general assignment classrooms in which the majority of the University's undergraduate curriculum is taught. Two priorities determined the use of funds: addition of instructional technology to classrooms and replacement of existing classroom technology as needed.

Description of funded projects or expenditures:

Replacement of ceiling video-data projectors in eight classrooms. \$105,982

In response to request for technology in smaller classrooms, provide ten classrooms with a PC with 36-inch monitor, wireless keyboard and mouse, VCR, Wolfevision document camera on a cart. \$62,853

Replacement of computers and VCRs in three lecture rooms in Van Allen Hall, including extron control panels and hardware for upgrading. \$8,390

Replacement of three COWS (computer on wheels) in Lindquist Center. \$6,453

Two laptops for wireless classroom for use when others being serviced and/or repaired. \$4,148

Purchase of Windows 2000 for all computers in general assignment classrooms and closets. \$12,190

These purchases and modifications in general assignment classrooms are coordinated with Associate Provost for Undergraduate Education.

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ITS Instructional Technology Centers Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

Information Technology Services—Instructional Technology Centers (ITCs)

Description of allocation process:

The Coordinators of the ITCs were asked to submit their requests for needs in their ITC. They were requested to solicit input from the faculty that use the ITC. The computers in the ITCs are on a three-year recycle program so those ITCs with computers three years or older had those computers scheduled for replacement. ITS proposed the replacement computers. Several groups within ITS looked at the computer systems and worked with the vendors for the best pricing. The ITC Coordinators are consulted relating to the mix of computers (Macintosh and Windows) and any special computer needs of the ITC. ITS has consulted with several groups of students on what they would like to see in the ITCs. All this information is incorporated into the decision process.

Description of funded projects or expenditures:

1. Residence Hall ITCs **\$81,711.40**

Replaced 32 computers in Mayflower and 26 in Stanley/Currier, and 12 new one in Slater at \$80,369.70. Security and Scanners added at \$1,340.00.

2. Education ITC **\$6,257.90**

Software at \$3,573.00. Scanners and Security added at \$2,684.90.

3. Liberal Arts ITCs **\$106,188.30**

Replace 51 computers and add 21 new one in Honors, Music, Seashore, and Exercise Science ITCs at \$98,564.19. Printing, Security, Scanners, and Other Hardware added at \$7,624.11.

4. Libraries ITCs **\$16,675.81**

Replacement of 12 computers in Information Arcade and Information Commons at \$16,081.31. Security added at \$594.50.

5. Iowa Memorial Union ITCs--Campus Life **\$16,532.34**

Replacement of 11 computers at \$16,249.53. Scanners and Security added at \$282.90.

6. Med Labs ITC **\$38,978.34**

Replacement of 31 computers at \$38,883.24. Security at \$95.10

7. Nursing ITC **\$771.76**

Scanners and Other Hardware added at \$771.76.

8. Pappajohn ITC (Business) **\$45,922.18**

Replacement of 37 computers at \$45,922.18.

9. Pharmacy ITC **\$52,159.48**

Replacement of 47 computers at \$51,659.58. Scanners and Security added at \$499.90.

10. ITS ITCs **\$266,936.10**

Replacement of 126 computers in the Main Library ITCs at \$159,474.69. Staffing of student help at Library ITC at \$80,000. Scanners, Security, and Other Hardware added at \$11,709.19. 25 computers for test and spares at \$15,752.22

11. Software of all ITCs **\$113,750.25**

GRAND TOTAL
\$753,083.95

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ITS Dial-in Access Report

Report on the allocation of Student Computing Fees for FY2001

College/Department/Committee:

Information Technology Services, Telecommunications and Network Services

Description of allocation process:

ITS consulted with the Student Technology Advisory Committee and other students to determine the need for faster dial-up access with Internet capability. Usage of the older modem pool also indicated a need to continue such a service but the old modem pool was becoming impossible to maintain and could not support Internet capability. ITS staff was also in agreement that a new dial-in access was needed.

Description of funded projects or expenditures:

ITS decided to outsource the dial-up service to Internet Navigator after reviewing options and receiving bids from Internet Service Providers.

Internet Navigator charged a one-time project setup fee of \$200,000.

Internet Navigator charged a monthly fee of \$13,600 which is \$163,200 annually.

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