



## Student Technology Fee Committee (STFC) Annual Allocation Request

### ALLOCATION REQUEST DATE INFORMATION

Date Created: 2020-02-27 14:43:35

Date Due: 2020-02-28 17:00:00

Date Submitted: 2020-02-27 15:37:22

### ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: WG108 &amp; CP005 Free Printer Supplies

Request Description: WG108 &amp; CP005 Free Printer Supplies

### ALLOCATION REQUEST INFORMATION

Department Name: Computer Services

Request Code: 20A0232

Contact Names: Joshua Gibson

UW Tacoma Affiliation: Staff

UWT Email Address: jcgibson@uw.edu

Phone Number: 253-692-4661

Title of Request: WG108 &amp; CP005 Free Printer Supplies

Type of Request: Continuous / Ongoing

Department Head Approval:  Department Head: Forrest Tyree

## Annual Request Information

**1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?**

Computer Services has purchased an HP LaserJet M604DN and HP Color LaserJet M553 for the WG108 lab for students to print for free. STFC also purchased 2 HP LaserJet M604DN & HP Color LaserJet M553 for the WG108 lab & CP005 lab. We are requesting for supplies for these printers such as paper and toner for the year. For the Fall 2019 Quarter, we had 180,774 pages printed. We also expect the print numbers to go up as we have more and more students. We are monitoring the printers with a printing logging program called PaperCut NG. PaperCut is currently tracking over 5,200 students and we are expecting even more students at the start of the Fall 2020 quarter.

**2. Benefit to Students: Discuss how students have benefited from the original proposal, if applicable. How will additional funding of the technology benefit students? If this was an unforeseen technology need, discuss how students will benefit from this new proposal and why the need cannot wait for annual allocation funding.**

This would allow students to print free in the WG108 and CP005 labs and they would not have to supply their own paper. Currently, each student gets \$40 worth of free printing. Black & White pages are \$0.10 per page and color printing is \$0.40 per page. This allows students to print up to 400 pages black & white or 100 pages color or a combination of both. PaperCut NG is tracking how much paper is being printed from each student. This allows the staff at the IT HelpDesk to monitor the printer and check to make sure there are adequate toner and paper. Our goal is to have printers that are dependable and maintained for UW Tacoma students to use.

**3. Access: Describe who will be using or will have access to the resources being proposed. If the access has changed since an original proposal, be sure to note that here. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.**

Only registered University of Washington Tacoma students will be allowed to print to these printers.

WG Lab/Helpdesk

Monday-Thursday 7:30 AM to 10:30 PM, Friday—7:30 AM to 3 PM, Saturday--9 AM to 5 PM, Sunday-CLOSED

CP 005/Media Lab

Monday-Thursday 9 AM to 6 PM, Friday 9 AM to 3 PM, Saturday - Sunday: CLOSED

The hours may be extended if requested for special needs such as midterm and finals

**4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.**

The printers have been installed and being used since January 4, 2016. This proposal is an on-demand funding proposal with a duration of 7/1/2020 - 6/30/2021.

**5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.**

Computer Services will store and install the printer toner and paper. We keep a maximum of 8 paper boxes and 6 printer toners on hand, the delivery time for purchased toner and paper is the next day.

### Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Toner	85	\$190.00	\$0.00	\$19.19	\$17,781.15
Paper	150	\$42.00	\$0.00	\$4.24	\$6,936.00
Maintenance Kits	6	\$300.00	\$0.00	\$30.30	\$1,981.80
OVERALL TOTAL:					\$26,698.95