Division of Academic Affairs
Technology Fee – ITEP Project Proposal
2016

Proposal Deadline: Friday, January 22, 2016 @ 5:00 pm

Project Proposal Type

Instructional Technology Enhancement Project (ITEP)

Focused projects proposed by an individual or small team with the intention of exploring new applications of instructional technology. ITEPs will typically be led by a faculty “principal investigator.” ITEPs are time-limited projects (up to two years in length) and allocations of Technology Fee funds to these projects are non-recurring.

Project Title

Preparing on-line delivery of the Clinical Laboratory Sciences curriculum to medical laboratory technicians in the military

Total Amount of Funding Requested

$12,813.96

Primary Project Coordinator

Kristina Behan
Division of Academic Affairs
Instructional Technology Enhancement Project (ITEP) Proposals Template
2016

ITEP proposals must provide the following information:

1. **Project description.**
   The Clinical Laboratory Sciences (CLS) program offers a BS degree that prepares students for a career working in a hospital laboratory performing and supervising high complexity medical testing. It is a limited access program, as 2 semesters of the curriculum are required for the degree as clinical rotations which take place in clinical laboratories at a regional hospitals. Clinical affiliates can only take a limited number of students at a time and have limited capacity to train students for this length of time, which constrains the growth of the program. The university component is offered face to face only.

   The Armed Forces train enlisted men and women to perform the same tasks under supervision, and most of these trainees earn an AA degree and a credential as a Medical Laboratory Technician (MLT). Many MLTs would pursue the BS degree but are constrained by work schedules and deployments. Our goal is to create an on-line version of the CLS curriculum tailored to the MLT. The on-site training can be accomplished at their respective workplaces, effectively broadening the reach of the UWF program. We are requesting 4 Smart Podiums with Interactive Pen Display and Smart Notebook (SMIDP) and Camtasia software for each instructor to develop and deliver the courses.

2. **Description of project alignment with UWF Strategic Plan.**
   This project aligns with the following priorities of the UWF Strategic Plan:

   Priority 1.2 Facilitate students’ access to and choice of the University of West Florida to meet their higher education needs. Because of the proximity to Eglin Air Force Base and Naval Hospital in Pensacola, both of which are training sites for MLTs, students frequently explore the possibility of earning their BS degree at UWF. Since the courses are only offered face to face, these students go to other institutions, such as the University of Cincinnati, which offer online versions.

   Priority 1.3 Improve student persistence and timely progression to degree attainment. Military students may stop/start courses as they are deployed. The online curriculum will permit students to stay on track towards graduation.

   Priority 3.1 Develop, cultivate, assess and sustain a network of mutually beneficial community partnerships
   UWF is a military friendly institution, yet it does not currently accommodate the needs of the local Air Force and Navy medical laboratories. This project aims to provide state of the art teaching to those populations.
Priority 4.3 Maximize the acquisition and deployment of resources, and strategically align and integrate planning, budgeting, assessment and continuous improvement efforts. *Training hospitals are a limited resource for the CLS program due to their restrictions on the amount of students they can train. This impedes our ability to grow. By providing innovative didactic lectures that fill in the gaps of the MLT curriculum, and the students’ ability to use their own workplaces for their clinical requirements, we effectively gain new training affiliates.*

3. **Description of benefits provided:**
   a) Ways in which student access to technology will be enhanced. *Students who are deployed or working will be able to participate in classes that are delivered asynchronously.*
   
   b) How the student experience will be enhanced. *Smart podiums are a standard in the classroom where the instructor can easily highlight and illustrate key principles. For online delivery Camtasia + the Smart podium creates an environment that closely emulates a face to face lecture.*
   
   c) How assessment will be conducted. *The courses will be built over 2-3 years’ time. Select lectures from the courses will be trialed with the current face to face students. Their opinions will be solicited.*
   
   d) Which and how many students will be impacted. *The MLTs at Eglin Air Force base and Pensacola Naval Hospital will be the targeted students utilizing this technology. Students that are in the face to face classes and in their clinical rotations also benefit from Camtasia derived study materials. This amounts to 50-70 students per year.*
   
   e) How students with special needs or disabilities would be helped. *Camtasia has the ability to close caption lectures.*
   
   f) How training of students and faculty in the use of technology would be enhanced. *Currently CLS faculty will benefit from training in the use of Camtasia for delivery of all of their courses.*

4. **Description of how the initiative has a potential scope within and beyond that of the proposing unit.**
   *As an online delivery for the curriculum and a partnership with the military, the initiative has a potential scope to grow to 100-200 students within a few years.*

5. **How will success be measured? Provide metrics.**
   *There are several steps in the process, so achieving milestones will be our measure of success. The first step is successful training of the instructors in the software, followed by implementation of the courses. In the short term, Student evaluations will be used.*
Eventually there will be a significant number of students who have participated in the online curriculum, and their scores on national board examinations will be compared to conventional students.

6. Description of resources for the project and projected ongoing resource needs (total cost of ownership for the life of the project) including:
   a) Any hardware requirements (which should comply with standards established by the ITPAC (Information Technology Planning and Advisory Committee).
      • Four Smart Podiums 518 Interactive pen display with Smart Notebook software (SP518-SMP) ($2954.50 each, including warrant and shipping) $11818
   b) Any software requirements (which should comply with standards established by the ITPAC (Information Technology Planning and Advisory Committee).
      • Four Camtasia Studio software packages ($248.99 each) $995.96
   c) Any personnel costs – only OPS and other time-limited appointments, non-recurring.
      • There are no personnel costs
      Total Cost $12,813.96

7. Provide the proposed timeline for the project with major milestones and project end dates.
   a. Purchase materials: July and August 2016, order, receive and train on Smart podiums and Camtasia software
   b. Training and trials:
      i. Fall semester 2016, each instructor to design/deliver 4-8 lectures using Camtasia
      ii. Spring semester 2017 each instructor to design/deliver 4-8 lectures using Camtasia
   c. Spring 2017, student evaluation
   d. Summer 2017, each instructor to design/deliver Review material to hospital students.
   e. Fall 2017, propose online MLT to CLS degree to Board of Governors

8. Include a plan for sustainability of the project beyond the initial project period if applicable.
   COH Tech support will maintain the hardware.

9. Provide any resource matching which might be provided by organizations with appropriate commitment authority documentation.
   None applicable
10. Indicate which individual or group will implement the project (to help determine any additional costs and resource restraints).
   Faculty of the CLS program will implement the project. Any new faculty will be introduced and training on the system and referred to ATC for additional training.

11. Indicate a lead person ("Principal Investigator") for the project for all communications and overall responsibility for reporting and fund utilization.
   Kristina Behan, PhD, MLS (ASCP)
   Program Director
   Clinical Laboratory Sciences Program, Dept. of Public Health, Clinical and Health Sciences.

12. Project proposals should be succinct and submitted to the Technology Fee Committee by the deadline with a notice of submission to the chair and the dean or appropriately designated leadership in the unit (Center Director, etc.).
   Notice to Dr. Rodney Guttmann, Chair PHCHS 1/8/2016
   Notice to Dr. Ermalynn Kiehl, Dean, College of Health 1/8/2016
# Audio Visual Proposal

**University of West Florida**
**Financial Services**
11000 University Pkwy
Pensacola, FL 32514-5732

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**Account Representative:**
**Susan Caine**
Phone: 850-449-0627
Fax: 205.985.4756
Mobile:  
E-Mail: scaine@technical-innovation.com

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**Re: UWF 4 smart podiums with services**

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DEAR RIGEL STEINNECKER,

Thank you for your online quote request. Please contact Daniel Fripp should you have any questions regarding configuration, pricing or contract verification.

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Mfg. Part#: CAMS01-B-E  
UNSPSC: 43232103

DELIVER TO

Shipping Address:
UWF CASH Tech
Rigel Steinecker
11000 University Pkwy.
Building 41 Room 121
Pensacola, FL 32514

Shipping Method: Electronic Drop Ship

SUBTOTAL $995.96

SALES TAX $0.00

SALES TAX $0.00

GRAND TOTAL $995.96

Need Assistance? CDW+G SALES CONTACT INFORMATION

Daniel Fripp | (312) 547-2808 | danifri@cdwg.com

Help and Information: Support | About Us | Privacy Policy | Terms and Conditions

This email was sent to rsteinnecker@uwf.edu. Please add cdwsales@cdwemail.com to your address book.

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OCTC: 001 | WEB 012 | Customer #: 170875 | WEBSabe5d6b-58e0-4f0-93b-3a06a916d95c
ITS Review Comments

GENERAL COMMENTS:

COMPLIANCE WITH STANDARDS:
No comments.

INFRASTRUCTURE ISSUES:
No comments.

PRICING/COST ISSUES:
Educational pricing is available for Camtasia Studio for $179 per license instead of the $299 for the non-educational pricing they have listed.

OTHER SUPPORT ISSUES:
No comments.

SUGGESTIONS TO PROPOSER:
No comments.

For questions regarding ITS comments, please contact:
Melanie Haveard, Executive Director and CTO
ext. 2540
mhaveard@uwf.edu