

# UNIVERSITY OF LOUISIANA AT LAFAYETTE

STEP Committee

Technology Fee Application

**Computer and Printer Kiosks in The Student  
Union**

---

Title

**Dawn Miller**

---

Name of Submitter  
*(Faculty or Staff Only)*

**STEP**

---

Organization

Title: Computer and Printer Kiosks in The Student Union Date: January 3, 2018  
Name (Contact Person): Dawn Miller  
Address: 620 McKinley Street, P.O. Box 42611, Lafayette LA 70504  
Phone Number: (337) 482-6400 Email: Dmm0237@louisiana.edu  
Department/College/Org: UL Lafayette Student Union

**ABSTRACT (250 words or less):**

This proposal is requesting for funds necessary to install three printer and computer kiosks in The UL Lafayette Student Union. These stations will allow students/faculty/staff with an (free) Ink Cloud account, access to the stations for print, scan, fax, copy, and limited internet access. The print station can be linked with the University Paper Cut account and Cajun Card declining balance. Providing these kiosks for the students will give them the first student allowed printing service in the Student Union. The budget will allow for leasing of the kiosk systems, installation, necessary wiring and infrastructure, and printing supplies.

## Description of Proposal

### a. Purpose of grant and impact to student body as a whole

The purpose of this grant is to provide students with a printing service in The Student Union. There are currently no printing options for students in the building. With these kiosks, students will have an opportunity to utilize their time spent in the building and offer them an area to quickly print or check their Moodle. These kiosks have been requested by students, but without this funding they will not be an available option for implementation.

### b. Projected lifetime of enhancement

The quote provided by the Ink Cloud Company includes supplies within the monthly lease. The Union is requesting funding for a 12-month lease, and a grant will be submitted every year to the STEP Committee for the funding of an additional year lease with the Ink Cloud Company.

### c. Person(s) responsible for

#### i. Implementation

The UL Lafayette Student Body and any persons with an Ink Cloud account.

#### ii. Installation

Ink Cloud Company

#### iii. Maintenance

Ink Cloud Company and Student Union Administration

#### iv. Operation

Any persons with an Ink Cloud account are allowed access to the kiosk. Cajun Cards are to be swiped to log into the kiosk as a backup form of identification.

#### v. Training (with qualifications)

All student workers for the UL Lafayette Student Union must attend an annual training workshop on how to troubleshoot the system, as well as periodic updated policy & procedure training.

### d. Detailed description of each budgeted category (in budget proposal)

1. **Equipment** – Provided by the Ink Cloud Company
2. **Software** – Provided by the Ink Cloud Company in conjunction with UL Lafayette IT for access to Paper Cut and declining balance.
3. **Supplies** – Provided by the Ink Cloud Company
4. **Installation** – Ink Cloud Company in conjunction with UL Facility Management
5. **Maintenance** – Ink Cloud Company and The Student Union Administration
6. **Personnel** – Ink Cloud Customer Service and Student Union Administration
7. **Renovations** – N/A
8. **Upgrades** – If necessary, provided by Ink Cloud at no additional cost

## **Budget Proposal**

---

**1. Equipment** **\$12,564.00**

Monthly cost for three (3) kiosks for one-year.

**2. Software** **\$0.00**

Included in price above

**3. Supplies** **\$0.00**

Included in price above

**4. Maintenance** **\$0.00**

Included in price above

**5. Personnel** **\$0.00**

Included in price above

**6. Other** **\$ 2,500.00**

Instillation of power outlets and internet jacks may be necessary depending on location of kiosks. Price is to be determined and listed above as an estimation. This would be a one-time cost.

---

**TOTAL:     \$ 15,064.00**