UNIVERSITY OF LOUISIANA AT LAFAYETTE

STEP Committee

Technology Fee Application

Ensuring Students have Access to Necessary Software when Campus Access is Limited

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Name of Submitter
(Faculty or Staff Only)

Department of Allied Health College of Nursing and Allied Health Professions

Organization

Title: Ensuring Students have Access to   Date: 7/16/2020
Necessary Software when Campus Access
is Limited

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ABSTRACT (250 words or less):

The purpose of this grant proposal is to provide students with access to the software necessary to complete coursework in a remote learning environment. Students enrolled in various HIM and LCHI courses are required to use Microsoft Visio to complete assignments throughout the curriculum. Furthermore, proficiency in Microsoft Visio is expected as students go out into healthcare facilities for Professional Practice Experience (PPE) and Management Internship. Upon graduation, knowledge of software used in various healthcare settings will be essential to career success. Microsoft Visio is currently only accessible to students on-campus in the HIM Computer Lab. Due to the current pandemic, and in response to the University's Return to Campus Plan, the HIM program as adopted a flexible hybrid approach to course delivery in the Fall. Remote access to Microsoft Visio would allow students to continue to learn and complete coursework in the event of circumstances that prevent the students and/or instructor from coming to campus.

Background:

The faculty of the Health Information Management program are committed to the use of technology to advance the quality and effectiveness of the teaching/learning process. As HIM students move forward into Professional Practice Experience (PPE), management internship, and out into practice, proficiency in software utilized in the healthcare industry is essential, and vital to success. For many years, the students have used Microsoft Visio in coursework throughout the HIM curriculum. Visio allows students to choose from hundreds of template files to translate a variety of information into graphic diagrams. Visio is used to organize complex ideas visually, communicate processes, plan projects, create floorplans, build data models, discover the root cause of problems, and much more. The use of Visio is prevalent in the healthcare industry, according not only to faculty experience and expertise, but also according to recommendations of the HIM Advisory Board. The HIM Advisory Board is made up of leaders in the healthcare community who assist program faculty with the development and revision of program goals and curriculum, monitoring program needs and expectations, and ensuring program responsiveness to change. The Board confirms that proficiency in Microsoft Visio is a relevant and important skill for HIM professionals to possess.

To date, Microsoft Visio has only been available to students in the HIM Computer Lab in Wharton Hall, room 504. Single licenses were installed on each computer in the computer lab. That computer lab is used for instruction in LCHI 207, Health Data Management Tools. It is in LCHI 207 that students are introduced to Microsoft Visio. They complete several assignments in the software, culminating in a Proficiency Exam in Microsoft Visio. Historically, adequate class time is dedicated to completion of assignments, as Visio is not part of the version of Office 365 offered to UL Lafayette students for use off-campus. The HIM Computer Lab is also open during non-class time for student use. After LCHI 207, which is sequenced in the sophomore year, students will use Visio for completion of assignments in the junior and senior years. Again, the HIM computer lab is used by students during and outside of various class times for completion of these assignments, as they do not have access off-campus.

Purpose of Grant and Impact to Student Body:

Due to the current global health crisis, and in response to the University's Return to Campus Plan, the HIM program as adopted a flexible hybrid approach to course delivery in the Fall. The effects of the COVID-19 pandemic on the Spring 2021 semester are currently unknown. In order to ensure the safety of students, faculty and staff, in-class instruction and access to the HIM Computer Lab must be limited. For students to have access to software needed to be successful, remote access to Microsoft Visio will be required.

This proposal, if funded, would provide students enrolled in most HIM/LCHI course to have remote access to Microsoft Visio for one year. Remote access to Visio will allow instruction in LCHI 207 to be delivered remotely if any student or the instructor must be quarantined. Completion, submission, and grading of assignments would continue seamlessly. Additionally, students would be able not only to work on individual assignments in other courses in Visio, but also to collaborate as a team on these assignments since the version requested would be added on to Office 365.

Projected Lifetime of Enhancement:

The software is provided through Office 365 for the lifetime of the license, which is one year.

Person Responsible for Implementation, Installation, Maintenance, Operation and Training:

Mr. Kelly Saltzman, IT Manager for the College of Nursing and Allied Health Professions will assist with setting up the necessary security groups to ensure the software is distributed to the HIM students. Mr. Saltzman, and the LCHI 207 instructor, Lisa Delhomme, will support the students with implementation, operation, and training.

Budget:

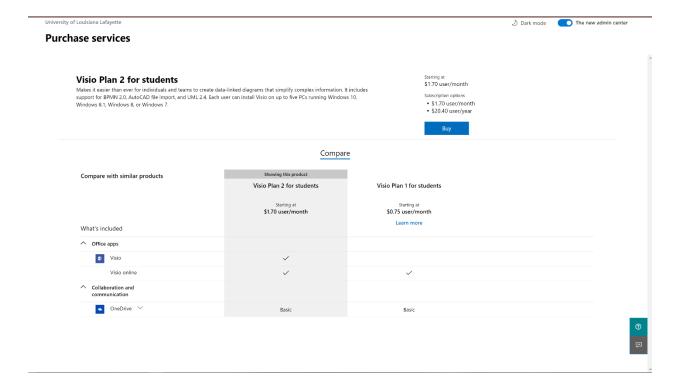 The budget for this project is $2,040.00.

Previously Funded STEP Projects:

The SGA has graciously funded eight previous STEP proposals. The step grant awarded in July 1999 provided funding for a notebook computer, a boxlight projector, and a SMART board. The second proposal was funded in January 2001 and funded four computers in the lab, MS Office 2000, and SmartDraw software and supplies. The third STEP grant funded optical imaging equipment for the HIM classes. In the summer of 2002, a STEP grant assisted in the renovations of the HIM computer lab. With the grant awarded in January of 2004, we were able to purchase computers, a printer, and software. The STEP grant that was funded in January 2006 allowed us to purchase additional computers for the HIM lab as well as a new file server needed to support the new 3M equipment. In January, 2008 we were awarded a STEP grant to purchase some Virtual Lab applications from the American Health Information Management Association. In August, 2008 we were also awarded a STEP grant to create an instructional multimedia library for HIM students and it also included funds to convert V.L. Wharton, Room 504 to a media classroom. In Spring of 2013, a STEP grant for approximately $15,000 was awarded for the addition of 9 new computers in the HIM computer lab. The last grant awarded was in 2017 and awarded the program $42,000 for creation of a STEP classroom in room 504 of Wharton Hall.

The continuous upgrade of computer hardware and software is crucial to the success of the HIM program and ultimately the success of its students. We are grateful for the funds received from these STEP proposals. Without them, the needed learning resources would not be available.

1. **Equipment**   **$0**

2. **Software**   **$2,040.00 ($20.40 per user per year X 100 students)**

3. **Supplies**   **$0**

4. **Maintenance**   **$0**

5. **Personnel**   **$0**

6. **Other**   **$0**

TOTAL: **$2040.00**

Dark mode   The new admin center

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Visio Plan 2 for students

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∧ Collaboration and communication		
OneDrive ∨	Basic	Basic