# VITAL\_EXPANDING\_TECHNOLOGIES\_INITIATIVE- 2018 - 2019

## Proposal Detail Information

## Contact Information

### 1) Coyote ID\*

This is the official California State University, San Bernardino identification number

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### 2) First Name\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 3) Last Name\*

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### 4) Phone Number\*

Enter a 10-digit phone number(123) 456-7890 or (123)456-7890 or 123-456-7890

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 5) CSUSB Email\*

(Example: coyotej@coyote.csusb.edu or jcoyote@csusb.edu)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## University Unit

#### 6) Select from the following:\*

( ) Campus Division

( ) Palm Desert Campus (PDC)

( ) Student Organization

## Division

#### 7) Division\*

( ) Academic Affairs

( ) Administration and Finance

( ) Information Technology Services

( ) Student Affairs

( ) University Advancement

## Academic Affairs - Departments

Please provide college departmental affiliation or specific office in your Project Abstract.

#### 8) College/Department\*

( ) Academic Personnel

( ) Academic Programs

( ) Academic Research, Office of

( ) Academic Resources

( ) Academic Scheduling

( ) Center for International Studies and Programs

( ) College of Arts and Letters

( ) Jack H. Brown College of Business and Public Administration

( ) College of Education

( ) College of Extended Learning

( ) College of Natural Sciences

( ) College of Social Behavioral Sciences

( ) Community-University Partnerships (CUP)

( ) Graduate Studies

( ) Institutional Research

( ) Online & Distributed Learning

( ) John M. Pfau Library

( ) Research and Sponsored Programs

( ) Undergraduate Studies

( ) Teaching Resource Center

## Administration and Finance - Departments

#### 9) Administration and Finance\*

Please provide college departmental affiliation or specific office in your Project Abstract.

( ) Accounting Services

( ) Accounts Payable

( ) Auxiliary Financial Services

( ) Budget Office

( ) Capital Planning, Design and Construction

( ) Environmental Health & Safety

( ) Facilities Planning & Management

( ) Human Resources

( ) Parking & Transportation Services

( ) Payroll

( ) Printing Services

( ) Property Management

( ) Purchasing Office

( ) Receiving/Mail Services

( ) University Enterprises Corporation at CSUSB

( ) University Police

## Information Technology Services- Departments

#### 10) Information Technology Services\*

Please provide college departmental affiliation or specific office in your Project Abstract.

( ) Academic Technologies & Innovation

( ) Administrative Computing & Business Intelligence

( ) Associate Vice President Office

( ) Project Management & Assessment

( ) Information Security & Emerging Technologies

( ) Technology Operations & Customer Support

## Student Affairs - Departments

#### 11) Student Affairs\*

Please provide college departmental affiliation or specific office in your Project Abstract.

( ) Admissions and Student Recruitment

( ) Associated Students, Inc.

( ) Athletics

( ) Career Development Center

( ) Children's Center

( ) Financial Aid

( ) Housing and Residential Life

( ) Judicial Affairs

( ) National Student Exchange

( ) Psychological Counseling Center

( ) Records, Registration and Evaluations

( ) Recreational Sports

( ) Services to Students with Disabilities

( ) Student Health Center

( ) Student Leadership & Development

( ) Student Union

( ) University Diversity Committee

( ) Veterans Success Center

( ) Workability IV

## University Advancement - Departments

#### 12) University Advancement\*

Please provide college departmental affiliation or specific office in your Project Abstract.

( ) Alumni Affairs

( ) Campus News

( ) Event Scheduling

( ) Philanthropic Foundation

( ) Office of Strategic Communication

( ) University Development

## Student Organization

### 13) Student Organization Name\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Proposal Details

#### 14) Proposal Category\*

College specific proposals may address a specific discipline need or program. General proposals may focus on technology needs of the general student body.

( ) College

( ) General

## FY 2019

### 15) Total Amount Requested for FY 2019\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Project Abstract

### 16) Project Title\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 17) Project Abstract (250 words or less)

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### 18) Challenge(s) this project will address:

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### 19) Alternate solution(s) should this project not be funded:\*

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### 20) Impact(s) if this project is not funded:\*

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### 21) Cost: $$ (One time or recurring)\*

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### 22) What are your intended Process Outcomes and/or Student Learning Outcomes?

"Process Outcomes" describe the improvements you expect to see as a result of changes to existing offerings, approaches, or processes in your office operation. Examples of these types of outcomes include: increased student use of your services, increased student satisfaction with your services, reduced waiting time for appointments, increased attendance at your events, reduce error rates, etc.

"Student Learning Outcomes" describe the knowledge, skills, or behaviors that you intend for students to acquire  as they interact with your program/office.

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### 23) Assessment Plan and Key Performance Indicators (KPI) (Measurable/Verifiable)

(Please note Measure(s) 1 below will provide evidence for Outcome 1 above and so forth)

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### 24) In the spirit of transparency, we want to ensure students are aware of the various ways in which their Student Success Initiative fees are being used to support them at CSUSB. If awarded, how do you intend to publicize or make students aware of your project’s SSI funding source?

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## Project Timeline

### 25) Start Date (MM/DD/YYYY)\*

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### 26) End Date (MM/DD/YYYY)\*

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### 27) First Quarter of Student Use\*

(example: Spring 2016, Fall 2017)

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#### 28) Matching funds or resources allocated to project

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| --- | --- | --- |
|  | **Source** | **Amount** |
| 1 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| 3 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 4 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 5 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

## Project Collaboration

#### 29) Statements of support by collaborating organization(s) or department(s) (if applicable)

\_\_\_\_\_\_\_\_1

\_\_\_\_\_\_\_\_1

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## BUDGET DETAILS

#### 30) Export here the Excel file that contains the Budget information for your project.\*

\_\_\_\_\_\_\_\_1

## Print Copy

#### 31) California State University, San Bernardino\*I hereby certify:

#### I understand that the project that I have proposed must be accessible to students with disabilities and comply with Section 508 and IT guidelines.

#### I will participate in mandatory training for electronic & information technology purchases and outcomes assessment reporting.

#### I have discussed the content of my proposal with my area Information Technology Consultant and have considered his/her feedback in my project and timeline.

#### I have shared my proposal with my Dean/Vice President and received an affirmative to move forward with submitting it to the VETI Committee for consideration.

#### \*

[ ] Yes

## Thank You!