

Henry Ford College

Application for Funding through the Technology Investment Fund

Project Director: Adam L. Cloutier

Date: 03/01/2017

Department: Teaching & Learning Services

Division: Teaching & Learning Services

1. Please describe your project. What do you propose to do? Why? Please be as specific as possible.

- Initiative: Video/Lecture Capture, SPOL ID 1004 (2016-2017) & SPOL ID 1292 (2017-2018)
- Proposition: The TLS Division seeks Video Lecture Capture Software and Services to provide faculty and staff members with the tools and technology to capture, create, import, manage and deliver classroom content over the web with speed and efficiency. Our faculty and students deserve technology that can support teaching and learning inside and outside of the classroom, technology that should be easy to use, and technology that is available 24/7. This technology should be a means for instructors to quickly and easily record a mini lesson for an entire class within his/her office or at home, a quick communication to an individual student, or a lecture within a classroom. And this technology should be a means for students to quickly and easily access, or also record, videos anytime and anywhere to help them learn, understand, and retain instructional materials. Furthermore, this technology must be easy to use to help instructors comply with Federal Accessibility laws, and thus encourage the use of instructional technologies from a distance rather than discourage it.

Last year we were approved through HFC's Operational Planning process to pursue a contract for video/lecture capture. After submitting requisitions and going through the start of the purchasing process, we canceled due to time limitations with the end of the Winter 2016 semester.

- Why: The Instructional Technology Committee (ITC), a standing Faculty Senate committee, made the recommendation to the Director of Teaching & Learning Services to begin the purchasing process of a video/lecture capture software. The members are excited to have the opportunity to utilize such a technology within their classroom and will be instrumental, along with Instructional Technology and the CTEI, to encourage faculty usage within their classes. Many of these faculty and some departments are currently paying for software that is not institutionally supported. Having an institutional platform will allow departments and faculty to save finances, will improve training and faculty support for video recording use, and improve consistency for student use across classes.

2. How many unique students will be served each academic year (Fall through Summer) by your project? Provide detail (course lists and enrollments, for example).
- Unique: This will depend on faculty adoption; however, several faculty are already using various platforms within their classes:
 - HPE classes are already using Tegrity to record in-class lectures
 - PTA, ACT, and NSG classes were using the same until the College's contract was canceled
 - ENG classes are already using technologies, such as Snagit, to create video presentations for instructional content
 - MATH and CIS classes are already using technologies, such as Camtasia, to create video tutorials on various mathematical topics.
 - SPC faculty have created online sections, and are requiring students to record presentations in front of an audience. Not only would this platform allow for students to record assignments or presentations, but will allow the faculty to record presentations within the classroom.
3. Please provide your project's budget. Be as specific as possible. What will be purchased (including model numbers, if appropriate), and what will it cost? Include amounts that are committed from funds other than the Technology Investment Fund, and indicate the source of those other funds. Where will funds for future maintenance needs, consumables, and such come from? Attach any support for your budget (quotes, for example) to this application, and indicate here what is attached. Please rank your needs so that the Technology Investment Committee will have guidance should only partial funding be available to recommend.
- Request: \$25,000.
 - What: A software/web-based video/lecture capture system. Since this will need to go through HFC's purchasing process, this item will need to go out for BID, and BIDs will need to be reviewed, potential systems will need to be considered, and faculty will give a recommendation.
 - History: Our last institutional system was Tegrity®. The cost, for 500 hours, was \$27,980 for the first year (including a QuickStart agreement of \$2,995), and a yearly cost of \$24,985. However, the Director of Teaching & Learning Services has received information from various vendors that similar systems range from a few thousand dollars up to \$40,000.
 - Other Committed Funds: NA
 - Funds for future: This will be a yearly expenditure, and thus will need approval through the Operational Planning process to increase the TLS budget line item for this technology. Going with the fact that the contract would be July 1 – June 30th, we will submit for a budget increase for the 2018-2019 to cover the annual recurring cost.
 - Attachments: Tegrity Quote from 2013, Camtasia Quote from 2015
 - Rank: #1

4. Please describe specifically where items to be purchased will be located or installed. Include room-layout diagrams if appropriate. Indicate the status of any necessary approvals for using the space in which items will be located or installed. Who, specifically, will do the installation? How will purchases be protected?

- Located/Installed: For this to be successful, software will need to be installed on:
 - All instructor office computers.
 - Select classroom computers.
 - Other accessible computers for students to use to review/create recordings.
 - On instructor personal devices – responsibility of individual instructors
- Who will install: IT Services will need to install software on office/classroom computers.

5. How, specifically, will you determine the success or shortcomings of your project?

- Success:
 - Greater faculty adoption than with Tegrity 2013-2015.
 - Positive faculty feedback.
 - Positive student feedback.
 - Increased faculty professional development opportunities (CTEI & Instructional Technology).
- Shortcomings:
 - If it is underutilized.

Please submit this form and any attachments to the chair of the Technology Investment Committee by the date you've been given. If you are submitting this form electronically, please combine any attachments into a single PDF. (This application form may be submitted as a document separate from the attachments.)

2013 Tegrity Campus Hours Pricing with Full Service Hosting in Tegrity Cloud

By Hours of Recording

Tegrity Hours is a flexible "pay as you go" annual subscription model based on a maximum number of recording Hours stored in the Tegrity Cloud at any given time. The Tegrity Hours based subscription model includes the full use of all Tegrity Campus functionality. All of HFCC students, faculty, and staff can use the Tegrity Campus service to record and view recordings. There are no limitations on who can record, where users record, who can view, or even how many times or hours a recording can be viewed. The only limiting factor is how many Hours of recordings are stored in the Tegrity Cloud at any given time. HFCC can purchase annual subscription in blocks of 250 Hours (each 250 hour pack provides the ability to store up to 250 hours of recorded material on Tegrity at a time):

Cost breakdown at different Hours levels is as follows:

\$9,995 per pack of 250 hours (e.g. 500 hours of storage would cost a total of \$19,990)

1000 hours or more = \$7,495 per pack of 250 hours (e.g. 1250 hours of storage would cost a total of \$37,475)

	<u>250 Hours</u>	or	<u>500 Hours</u>	or	<u>1000 Hours</u>	
Subscription	\$ 9,995		\$19,990		\$ 29,980	
Annual Support	\$ 2,495		\$ 4,995		\$ 7,495	
QuickStart	\$ 2,995		\$ 2,995		\$ 2,995	One Time Fee
Total	\$15,485		\$ 27,980		\$ 40,470	

Notes to Pricing:

- Annual Support cost is 25% of cost of total hours-based service fee.
- Not limited to specific classrooms, departments, instructors or students.
- Full cloud-based service Tegrity-managed, storage and delivery, no need to purchase hardware, software, storage or network infrastructure.
- Recordings hours defined as the number of recorded hours stored on the institution's Tegrity account at any given time.
- Tegrity policy is to allow a one-time grace period up to the end of the semester (up to 1.25x the acquired hours) if an institution goes over their allotted hours during the semester.
- All standard pricing included in this proposal is valid until February 28, 2014.
- All Hours of Recording subscriptions are hosted on Tegrity's cloud infrastructure.

2013 Tegrity FTE Subscription Fees

Tegrity FTE subscription pricing is based on the Full Time Equivalent (FTE) number of students within program(s), department(s), college(s), or institution subscribing to the Tegrity lecture capture service. A Tegrity FTE based subscription will allow for open unlimited use by all constituents within the subscribing program(s) or college(s) or institution. Under FTE based subscriptions, recorded Tegrity content can be stored and delivered locally at HFCC, or HFCC can utilize Tegrity's Full Service Hosting in the Tegrity Cloud.

Tegrity 10,001 – 15,000 FTE Subscription with Full Service Hosting in Tegrity Cloud for all Henry Ford Community College

Multi-Year Contract (10,001 – 15,000 FTE): 3 Years Agreement – Paid Annually

Year	Fees
Year 1	\$ 75,594 (includes SmartStart & includes up to 12,500 Hours of Stored recordings**)
Year 2	\$ 79,373
Year 3	\$ 83,342

Notes to Pricing:

- Pricing is valid to February 28, 2104.
- Payment is due 30 days upon invoicing.
- FTE based pricing includes annual technical support.
- *Tegrity Campus Enterprise requires the purchase of the SmartStart services in year 1 only.
- ** Storage is subject to a maximum number of recording hours stored at any given time.
- Additional Storage Hours can be purchased if needed at \$6,995 per 1,000 Hours

Price Quote

Date: 7/21/2015
 Quote #: 285280
 Expiration Date: 12/16/2015
 Name: Adam Cloutier
 Company: Henry Ford Community College
 E-mail: acloutier@hfcc.edu

Product	Version	Users	Unit Price	Price	Line Total
Cembix Studio Snagit Bundle Site License	8.5/12.4	678	\$6.50	\$4,407.00	\$4,407.00
Pronated first year FTE Cembix and Snagit (Mac/PC) based on weighted FTE 678. Duration 1/1/2015-7/1/2016					
Cembix Studio Snagit Bundle Site License Maintenance	8.5/12.4	678	\$6.50	\$4,407.00	\$4,407.00
Second year FTE Cembix and Snagit (Mac/PC) based on weighted FTE 678. Duration 7/1/2016-7/1/2017					
Cembix Studio Snagit Bundle Maintenance	8.5/12.4	678	\$6.50	\$4,407.00	\$4,407.00
Third year FTE Cembix and Snagit (Mac/PC) based on weighted FTE 678. Duration 7/1/2017-7/1/2018					
Electronic Software Delivery					\$0.00
Additional Comments Includes keys for Mac and PC versions Michigan Colleges Online Vendor Program					
Total					\$13,221.00

NOTE: All Prices Shown in U.S. Dollars

To ensure this price please be sure to reference your quote number when placing this order.

Thank you for requesting a price quote. Within the quote you will find answers to the most frequently asked sales questions.

It is my pleasure to help you with this purchase. I have provided my contact information at the bottom of this quote. Please do not hesitate to contact me if you have questions or need further assistance.

Have a great day, and thank you for doing business with TechSmith Corporation.

Purchasing Options

Payment Method

Credit Card

- VISA
- MasterCard

Ordering Method

Phone

- U.S. and Canada: 888.750.0685
- International: +1 517.381.2300