

FY 2004 Computer-Related Capital Equipment Requests for the MIT Libraries: Proposed Approvals for Q2

This quarter we received 62 requests totaling \$72,890. Of those, our group recommends filling 34 in whole or in part, either by way of purchasing new equipment or by redeploying equipment already on hand. The cost of the new equipment recommended for purchase is \$32,120.

As we considered these requests, we kept in mind several obligations that must be met this year:

- Upgrades – Any units too old to run Windows 2000 need to be upgraded this year. A handful of this quarter's requests will be filled using computers donated by IS or Dell. The rest of the requests for upgrades will be filled with purchased equipment.
- Networking – We continue to work toward our goal of adhering to IS's policy of one computer per net drop. In this quarter we asked the LTEs to identify any shared net drops, and are recommending approving new net drops at all these locations

Beyond that, we tried to give each unit at least their first priority request. The year-to-date breakdown of adjusted total approvals (expenditures plus value of donated equipment) is:

Access Services:	11110
Aero:	3136
Archives:	4290
Barker:	11082
BAS:	4160
CMS:	5235
Dewey:	19095
Director's Office:	6632
Humanities:	20343
Lindgren:	3400
Music:	2250
Public Service:	22981
Rotch:	12037
RVC:	0
SAS:	4462
Schering-Plough:	3375
Science:	17975
STS:	2400

Technical Support Goals

...Access... providing enhanced patron access to resources, including patron self-service – 46% of requests approved this quarter

...Productivity... technology that enhances workplace production by our staff – 54% of requests approved this quarter

Once again, approved amounts for this quarter are only part of the picture, since we are still deploying the equipment donated during Q1. The adjusted totals reflect all purchased and donated equipment. For this round, requests that directly serve the public make up 54% of the adjusted total.

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Submitted to the Libraries' Steering Committee
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