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<tbody>
<tr>
<td>Basic Skills -English</td>
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<tr>
<td>Biology</td>
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<tr>
<td>Business Information Systems</td>
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<tr>
<td>Computer Science</td>
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<td>Counseling</td>
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<td>Credit ESL</td>
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<td>Emergency Medical Tech</td>
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<td>Multimedia Studies</td>
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<td>Noncredit ESL</td>
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<td>Speech</td>
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Technology Requests
Part II : Hardware for Lab and Classroom
ART-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
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<tr>
<td>01</td>
<td>2-3 Classes</td>
<td>Other</td>
<td>Art/Photography/Digital</td>
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</table>

Description and part number for ordering:
Item: Epson Perfection V700 film scanner

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Type: College-wide
Discipline-Specific: None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
art, music, multimedia, architecture

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
A requested 2 times but under different models. Prices have gone down!

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
A negative scanner is extremely important in a digital lab for photographers to archive and re-integrate and manipulate all images that are originally on negative and/or slides.

Students will learn to archive their work and to prepare it for digital output where they can then manipulate their original work in the computer. It is also the first step towards integrating traditional photography skills with digital, which we are working toward in our discipline.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

50 students per year from my classes alone.

Absolutely necessary in a culture that has to have basic information on archiving imagery. Can continue to Art 194 or multimedia courses.

This is vital to attracting new students.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
ΧΡΙΤΙΧΑΛΛΨ ΙΜΠΟΡΤΑΝΤ!

Reproduce (scan) images and transfer (import) digitally to create a library.

Classify groups of different types of images and their possible uses.

Discriminate and categorize (edit) most powerful images.

Construct a system to organize, locate and archive images through a workflow.

Choose images to re-interpret and modify.

Evaluate and implement appropriate software adjustments.

Incorporate a plan to output certain images for web; print or assess, critique and evaluate classmates projects verbally in class by comparing and contrasting concepts and skills applied.

Select, defend and interpret an online digital collection through a written evaluation.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
Other colleges use this equipment on a regular basis. A standard piece for teaching of digital media when using negatives/slides as the source material. The success of the students will determine the future planning.

Additional Justification for this item:

Students need to be prepared for the future challenges of a transfer program or the standards of the job industry. We have this great course going through curriculum which we anticipate will be very successful. I can't offer the course without this equipment. Prices have gone down too!

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>02</td>
<td>100 Students</td>
<td>Other</td>
<td>Art/Photography</td>
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Description and part number for ordering:
Epson digital EX 71 Projector to be located in Fusselman Hall/tradition Photography classroom.

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Type College-wide

Discipline-Specific None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Photography classes need to see online artists as well as have access to the newly acquired "Artstore"-digital slide library. We look at images almost every class meeting. The current projector is 20 years old and only projects slides.

Item to be shared with the following Department/Program: (Include any shared expenses)

Art dept.

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

   A  I am hitting a wall in being unable to show historical and contemporary work from the world of Photography.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   The students will suddenly have access to thousands of images. This will greatly improve their understanding of Art as a whole integrated subject and experience as related to world culture.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   Students will be attracted to the updated and digital facilities.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

   <!--[if !supportLists]-->
   <!--[endif]-->Demonstrate an understanding of various concepts including, for example, the use of large-scale grid using a group of photographic images.

   <!--[endif]-->
Discuss the works of other photographers using a structure or criteria.

Classify photographic (Fine Art) resources available within the Bay Area as well as national and international circles.

Integrate basic composition skills including 2-d design.

Differentiate and
demonstrate qualities of available light throughout the day.

Compose within a specific frame/format to create a unified image.

Summarize the primary differences between digital photography and traditional photography.

Differentiate between the styles and personal ethics, which attract you as a Photographer.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Written evaluation of photographic exhibits, written exam, skill demonstration during lab and class critiques. Assignments include technical problem solving as well as critical thinking and artistic personal expression. Students are required to write a paper, compare and contrast two photographers and their work. Also they need to describe the format, media type, and biographical information. They include a personal response to each, including new discoveries.
Explain in detail your interpretation of this image.
Is this interpretation different than what you think the artist has in mind?

What is the Context in which the image was created? What is the context of which it is presented? What are other contexts that it could be presented within in the future?

Comprehend and discuss Ethics in the field of Photography.
Discuss Identities as they apply to cultures, egos, roles etc.

Comprehend and employ a critical framework to think about personal and public Artwork, including the presentation.

Additional Justification for this item:
This is such an important and basic need in an art course. The Photography lab is located in Fusselman Hall which is not part of the current Art building modernization. Photography needs to provide digital upgrades to traditional students so they may succeed in the area of transfer or enter the Art world.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: To Support: Category Discipline Area
03 3-4 Classes Computer Traditional Photography

Description and part number for ordering:
* 2.66GHz Intel Core 2 Duo * 4GB 1066MHz DDR3 SDRAM - 2x2GB * 320GB Serial ATA Drive @ 7200 rpm * SuperDrive 8x (DVDA?±R DL/DVDA?±RW/CD-RW) * MacBook Pro 15-inch Glossy Widescreen Display# 2.66GHz Intel Core 2 Duo # 4GB 1066MHz DDR3 SDRAM - 2x2GB # 320GB Serial ATA Drive @ 7200 rpm/remote

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Type College-wide Discipline-Specific
New None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
This will be needed in conjunction with the requested digital projector and take advantage of ARTSTORE slide archive which the Art department will now have access

http://programreview.marin.edu/IEReportPart3.jsp 2/20/2010
We will be able to show a wide variety of historical and contemporary images.

Item to be shared with the following Department/Program: (Include any shared expenses)
Art

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   B
   We are struggling with our old projector and slides.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   This laptop is needed in conjunction with the digital projector to show digital slides from the new access to ARTSTORE image library.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   Absolutely vital to attracting new students.
   All the Photography students-100 yearly will benefit. They will be exposed to a much broader range of images.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

   ● Discuss the works of other photographers using a structure or criteria.
   ● Communicate and apply an increased awareness of
different qualities of natural light and ways to use light to your conceptual advantage.

- Control film developing to create expansion of the range of tonality.

- Demonstrate an understanding of various concepts including, for example, the use of large-scale grid using a group of photographic images.

- Select artists which have a strong personal impact and which can be used to inspire and instruct other students in their own artistic development.

- Classify photographic (Fine Art) resources available within the Bay Area as well as national and international circles.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Student success.

Additional Justification for this item:

This is so essential to upgrading the facilities for Photography students. Photography is a major area of culture and student popularity.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<tr>
<th>Priority</th>
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<tr>
<td>04</td>
<td>2-3 Classes</td>
<td>Computer</td>
<td>Traditional Photography</td>
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Description and part number for ordering:

Macbook 13"* 2.26GHz Intel Core 2 Duo * 2GB 1066MHz DDR3 SDRAM - 2x1GB * 250GB Serial ATA Drive @ 5400 rpm

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http://programreview.marin.edu/IEReportPart3.jsp

2/20/2010
<table>
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<th>Type</th>
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</table>

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Art

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

B

We could begin to integrate digital with traditional Photography within the same facility and class time.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   25 per class x 2-3 classes. It would definitely attract new students.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

<!-[if !supportLists]-->ø?®•
<!-[endif]-->Demonstrate an understanding of basic exposure components such as shutter-speed, f/stop & film speed relationships.
Integrate basic composition skills including 2-d design.

Differentiate and demonstrate qualities of available light throughout the day.

Compose within a specific frame/format to create a unified image.

Summarize the primary differences between digital photography and traditional Photography.

Differentiate between the styles and personal ethics, which attract you as a Photographer. Absolutely important in the current digital era.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Success and applications of these goals by students.

Additional Justification for this item:

Traditional Photography is located in Fusselman Hall and is not included in the Art department Modernization. We need to integrate these two curriculum with more fluidity. Both programs should attracts students to the other.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<th>Priority</th>
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<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>05</td>
<td>2-4 Classes</td>
<td>None</td>
<td>Art/Photography/Digital</td>
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</table>

Description and part number for ordering:

Full spectrum lights/fixtures / 1-2x2 ft $174.00 ultralux fixture w/bulbs 1-2x4 ft $274.00

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Type: College-wide

Discipline-Specific
New None Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
This would be placed one in Photography-Fusselman Hall and one in Digital Arts Lab.

Item to be shared with the following Department/Program: (Include any shared expenses)
Art/Multimedia/music and Architecture

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?
B These are neutral lights that provide a viewing area of color prints without color cast from the classroom lighting. To print correctly one has to be able to evaluate color.
   one time

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   It is the proper training for an art student (especially printing) to learn to evaluate color and b/w under neutral lighting.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   This will provide a cutting edge facility able to compete with other schools.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   Learning to evaluate color and control it as an (output) print.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
   Success of the students to meet the course goals.

Additional Justification for this item:
This is an essential tool that we have needed for many years. It is a basic industry standard tool used in universities, and the art world.

I. Technology Requests-Hardware for Lab and Classroom or other student use
   This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.
Description and part number for ordering:
EPSON Stylus Photo 1400 C11C655001 Up to 15 ppm InkJet Photo Color Printer - Retail

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Type College-wide  Discipline-Specific
None  None  None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
Art, multimedia, music, architecture

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   A
   we need this printer to provide proof-prints for Art 196, art 193, 194.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   Absolutely—it is a tool for proofing work before going to final print.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   100-400 students The digital Arts lab is shared between four areas.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
Reflect a more individual style and greater sophistication of the final image.

Practice and incorporate a continued awareness of different qualities light.

Observe the works of other photographers using resources such as the Internet and periodicals.

Edit larger groups of images.

Use of larger and different output media.

Calibrate personal computer monitor.

Choose images to re-interpret and modify.
Evaluate and implement appropriate software adjustments.

Choose images to re-interpret and modify.

Evaluate and implement appropriate software adjustments.

Incorporate a plan to "output" certain images for web; print or digital slide collections and presentations.

Assess, critique and evaluate classmate’s projects verbally in class by comparing and contrasting concepts and skills applied.

Select, defend and interpret an online digital collection through a written evaluation.

Incorporate a plan to "output" certain images for web; print or digital slide collections and presentations.
Assess, critique and evaluate classmate’s projects verbally in class by comparing and contrasting concepts and skills applied.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Student success.

Additional Justification for this item:

I am requesting two printers. One for Traditional Photography to transition and integrate digital imaging. The other would be located in the New Art building/Digital Arts Lab for use with four areas of study.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority: 07</th>
<th>To Support: 2-3 Classes</th>
<th>Category: Other</th>
<th>Discipline Area: Digital Photography</th>
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Description and part number for ordering:

Eye-One DisplayLT Color Management monitor calibration System accurately profiled monitor with unrivaled controls for precise color

<table>
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Type

New

College-wide

None

Discipline-Specific

Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

This is an essential tool to teach students how to calibrate their monitors. Industry standard tool.

Item to be shared with the following Department/Program: (Include any shared expenses)

Art, Music, Architecture, Multi-Media

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.

- ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
- ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
- ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?
2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
This is an essential elementary tool for digital imaging students to balance the color on their monitor.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Lab is shared with 4 subjects so all the classes could learn how to use it.
I have 1-2 courses each with 23 students.50-200. Definitely would attract students as we get closer to offering skills using professional tools.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
It offers quick, user-friendly, accurate monitor calibration for digital imaging.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
I can see if the color is balanced in their final prints.

Additional Justification for this item:
Students will be attracted to a complete digital imaging lab with the correct tools which will teach Art students to work in the industry.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
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<th>Category</th>
<th>Discipline Area</th>
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<tr>
<td>08</td>
<td>5 Classes</td>
<td>Computer</td>
<td>Digital Photography</td>
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Description and part number for ordering:
- i-mac computers, * 3.06GHz Intel Core 2 Duo * 8GB 1066MHz DDR3 SDRAM - 4x2GB * 500GB Serial ATA Drive * NVIDIA GeForce 9400M

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</tbody>
</table>

If this is an upgrade or replacement, please briefly describe your existing equipment in terms...
of age and capability or lack thereof:
This would replace the current G4 Macs in the Digital Lab to provide an upgrade.

Item to be shared with the following Department/Program: (Include any shared expenses)
Art, Architecture, music, Multi-Media

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a
     future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   C
   none

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so,
   how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it
   necessary for students to succeed in a series of courses?
   This will attract students as we attempt to stay current with the computers provided
   in the Digital Arts Lab. We just received some new computers so this would be a
   projection needed in the next year.

4. How will access for students be improved? How many students (annually) will benefit from
   this request? Is it required to accommodate existing students? Would it be vital to attracting
   new students?
   4 departments use the lab = 5 x 20 students.

5. What student learning or other outcomes are expected? Is it important to the achievement
   of student goals?
   Student will be using the same equipment which they will be using or needing to create
   Art work and work for others in the Arts Industry.

6. How will these outcomes be measured for future planning? What data or evidence supports
   your request?
   Increasing enrollment in Digital courses—students are attracted by the improved
   equipment in the lab.

Additional Justification for this item:
We have to keep this lab up and running to succeed. There are four different areas
using this lab.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area
Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
</table>

http://programreview.marin.edu/IEReportPart3.jsp
Description and part number for ordering:
SKU# PTK640 walcom intuos 4 medium tablet

<table>
<thead>
<tr>
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<tr>
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<td>$33.10</td>
<td>$50.00</td>
<td>$2,177.10</td>
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</table>

Type College-wide
New

Discipline-Specific
None
Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
Art, Multimedia, Music and Architecture

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
B
0 times prior request

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   This is a item that can be checked out to individual students to experience what it is like to manipulate a digital image using a drawing pad rather than a mouse. This is a basic industry standard skill which students will need if they expect to get a job in the field.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   Skilled manipulation and understanding of how to use a drawing tablet.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
   Student success.

Additional Justification for this item:

http://programreview.marin.edu/IEReportPart3.jsp
## I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
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<th>Category</th>
<th>Discipline Area</th>
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<tbody>
<tr>
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</table>

**Description and part number for ordering:**
Ilford Filter sets 0-5 Contrast, 6x6"

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**Type**
- College-wide
- Discipline-Specific

**New**
- None
- Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
Upgrade. Old filters are scratched and ineffective.

**Item to be shared with the following Department/Program: (Include any shared expenses)**

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?
- C
  - 0 times

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   - Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   - Each student enlarger station would have its own new filter set. This teaches the student how to effectively use contrast in printing.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   - Control over contrast in printing.
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Student Success.

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

## Description and part number for ordering:

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>200 Students</td>
<td>Monitor</td>
<td>ENG Skills</td>
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### Quantity and Costs

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<td>$200.00</td>
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<td>$2,000.00</td>
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</table>

### Type

- **New**
- **College-wide**
- **Discipline-Specific**
- **Lab use**

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

### Item to be shared with the following Department/Program: (Include any shared expenses)

### Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   See justification under request for computers.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   - no

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   See answer to previous request for computers

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   See SLOs

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   See SLOs
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

See SLOs

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>200 Students</td>
<td>Computer</td>
<td>English Skills</td>
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Description and part number for ordering:

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<tbody>
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<td>$600.00</td>
<td>$0.00</td>
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<td>$6,000.00</td>
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</table>

Type

- College-wide: None
- Discipline-Specific: Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   Six to seven sections of Eng 98 are being added to the discipline. All students in ENGL 98 are required to attend lab. In order to accommodate 200 more students in our lab, the number of computers available must be increased.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   - Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   - no

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   See above

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   All the students who currently attend the Eng Skills lab plus the 200 students who
will be coming to our lab in Fall 2010.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   See SLOs for Eng 98

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
   See SLOs

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>260 Students</td>
<td>Other</td>
<td>Other</td>
</tr>
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</table>

Description and part number for ordering:

Updated Powerlab LabChart Systems. These are a vital part of our Physiology labs here at COM (as well as many other institutions). They are also used in student research projects in physiology, as well as in physiology units in our Majors Biology labs. They allow students to experience a variety of physiology and medical concepts first-hand.

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
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</tbody>
</table>

Type College-wide Discipline-Specific

New None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

A

The powerlab systems have been a vital part of our physiology lab program for over ten years. Our current systems are starting to fail, and are no longer supported. In addition, we currently only have five systems, which severely limits our ability to serve students since we must split each lab, with half the students doing an abbreviated lab with the powerlabs and the other half doing another lab in another room, and then swapping.

These new systems will update our systems and dramatically increase our ability to serve the whole classes at once in greater depth, as well as give us the ability to perform labs in muscle physiology and electroencephalography that are currently not possible with our current equipment.

Allied Health is one of the very robust and growing segments of our college, and human physiology is a key class in our Allied Health offerings. These powerlabs will insure that our classes remain rigorous, relevant, and maintain a high level of quality.
2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td>40 Students</td>
<td>Other</td>
<td>Other</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Epson perfection 4990 Photo scanner

<table>
<thead>
<tr>
<th>Qty.</th>
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<th>Tax:</th>
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<td>$100.00</td>
<td>$850.00</td>
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</table>

Type: College-wide
New Open Lab
Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

B

This item would help modernize the way students deal with, and view results from
2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
This item would help modernize the way students deal with, and view results from electrophoresis

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
Unit would be maintained and care for by current staff. No additional staffing or upgrades would be needed.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>03</td>
<td>250 Students</td>
<td>Other</td>
<td></td>
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</table>

Description and part number for ordering:
LCD Projector

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<tbody>
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<td>$85.00</td>
<td>$1,415.00</td>
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</tbody>
</table>

Type
New

Discipline
College-wide
Open Lab

Specific
Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
Geology and Human Physiology classes

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

B

Lcd projector is needed in the Computer lab for use by the above mentioned classes. This would also benefit any other classes using the Science Center computer lab.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>03</td>
<td>200 Students</td>
<td>Other</td>
<td>Other</td>
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Description and part number for ordering:
Trimble Juno ST

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<td>$12,460.00</td>
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Type | College-wide | Discipline-Specific
New | None | Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
Geography and Geology classes

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

B

Handheld units used to assist in the collection of data for GIS use.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
Technology Requests
Part II : Hardware for Lab and Classroom
Business-and-Information-System-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority:</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>600 Students</td>
<td>Computer</td>
<td>CIS/BUS</td>
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Description and part number for ordering:
Replace existing workstations in LC 35 lab with new Dell 64-bit computers capable of running Windows 7 and MS Office 2010; 20 inch monitor; keyboard; optical mouse (Quote No: 520862736)

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
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</table>

Type College-wide
Discipline-Specific
Replace Open Lab
Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The existing workstations in LC 35 lab were purchased more than three years ago and are currently running Vista Operating System and Office 2007 application software. Microsoft recently introduced Windows 7 Operating System and announced the Office 2010 product that run on 64-bit machines. The machines that would be replaced can be re-distributed to another lab that requires less sophisticated workstations. BIS has historically used this 'waterfall' distribution scheme to allow for the most efficient use and longevity of lab workstations.

Item to be shared with the following Department/Program: (Include any shared expenses)
The LC 35 BIS computer lab is an open lab (never exclusively used by a single class) which is used by CIS, BUS and BOS students.

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   A - These new machines are required to support the CIS program's move to the new Windows 7 operating system (the replacement for Vista) and the upcoming MS Office 2010 (the replacement for MS Office 2007. Requests for replacement of the LC 35 machines have been made the last three budget cycles (including this one.)

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
No. The equipment is required to keep the CIS software courses up to date.
3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

The equipment is essential for the success of students in the CIS and BOS disciplines who are training for entry level jobs or improving their business computer skills to hold the jobs they currently have.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Approximately 600 students are enrolled in courses each year that will use this lab. Since the LC 35 lab is an 'open lab' and not scheduled to be exclusively occupied by any one class, student access is the highest level on the campus. Five days a week it is available to student use from 8 a.m. until 10 p.m. and from 9 a.m. until 2 p.m. on Saturdays. The equipment upgrade will allow CIS to upgrade course offerings to use the latest Microsoft Operating System and Office Applications and is essential to attract and retain students through the program. Outdated systems cannot be used to train students.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

All student learning outcomes associated with the manipulation of data and production of reports and presentations using the MS Office application software are effected by relevance of the software. Teaching students how to use one version of software and then expect them to perform well on the job with a more advanced version of software is unrealistic and a failure on the College's part to meet employers' needs.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Consistent class enrollments and completion rates are a good measure of how well the equipment is being utilized to meet student needs. In addition, monitoring how students who enter the program to take one software class then continue on and take additional software classes is another excellent measurement. Ultimately the number of certificates awarded in each of the application areas measures the success of the program.

Additional Justification for this item:

This equipment is the foundation of the software courses taught in CIS. Without the ability to provide up to date software on current generation computers the program would not succeed. In keeping with past practice, the workstations that are being replaced will be distributed to other College labs that do not require the newest machines.
Technology Requests
Part II : Hardware for Lab and Classroom
COMP-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area
Dean, the Technology Committee, IPC and Budget.

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Description and part number for ordering:
See instructional equipment section

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If this is an upgrade or replacement, please briefly describe your existing equipment in terms
of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a
     future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   See instructional equipment section

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   See instructional equipment section

3. How will the quality of instruction be improved for student learning and success? Is it
   necessary for students to succeed in a series of courses?
   See instructional equipment section

4. How will access for students be improved? How many students (annually) will benefit from
   this request? Is it required to accommodate existing students? Would it be vital to attracting
   new students?
   See instructional equipment section

5. What student learning or other outcomes are expected? Is it important to the achievement
   of student goals?
   See instructional equipment section
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

See instructional equipment section

Additional Justification for this item:
Technology Requests
Part II : Hardware for Lab and Classroom
COUN-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area
Dean, the Technology Committee, IPC and Budget.

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<td>18 Classes</td>
<td>Other</td>
<td>Counseling Dept. Courses/Transferable</td>
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Description and part number for ordering:
Dry-Erase Boards: Item #125-365 MA2700790 (4'HX6'W) Earth-IT by Master Vision Silver Easy-
Clean Dry-Erase Board Office Depot

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Type College-wide Discipline-Specific
New Counseling Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms
of age and capability or lack thereof:
We currently use flip charts when we conduct our lectures in our Resource lab: Career/Transfer Center. We conduct lectures on utilizing resources for our Counseling Classes related to Career Planning, College Success; Transfer; Choosing a College Major, Study Skills etc. We need a White Board to make our lecture diagrams "easier to see"-a white board is a better instruction tool than flip charts. With the current statewide budget constraints on buying supplies-we cannot purchase flip charts (matriculation budget is cut). It is more efficient and "greener" to have a White Board to reuse rather than go thru many flip charts each semester. It would serve students better because the delivery on a white board is easier for students to see the diagrams, and larger writing on a white board.

Item to be shared with the following Department/Program: (Include any shared expenses)
This equipment will be used by faculty in the Counseling Dept. teaching Counseling courses; the equipment will be shared with faculty/instructors in the following programs: EOPS Program; Puente Program; DSPS Program; COM Athletic Counseling Program; CalWorks Program; International Student's Program; Veteran's Program; Basic Skills Program w/Counseling instruction in Learning Communities/Cohort; ESL Program w/Counseling instruction in Learning Communities/Cohort; Career Services Program, and the Transfer Program.

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
"A" We requested the white board 2 times. We are now using flip charts. Delivery of Counseling curriculum would be greatly enhanced by having a Dry Erase White Board in "our" resource lab: the Career/Transfer Center. We take our students into the resource lab providing instruction/critical information on how to effectively utilize...
the resources available required for students to complete their assignments in our course curriculums. It would make it easier for students to visually see our lecture diagrams, lecture information on a well lit-highly visible dry erase white board-rather than the flip chart. The flip chart limits the size of the written word/diagrams due to the small size of the flip chart. The white board would allow for more information to be diagramed-thus improving the delivery of the lecture content and instructions for using the resources in the center. Different students have different learning styles, the white board would allow us to serve students who are visual learners, not only auditory learners.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

It is not known that Title 5 or Ed Code requires instructional equipment such as a white board to make it easier for students to see the lecture writing/diagrams-rather than do it on small flip chart paper taped to the wall.

However, there were changes made to Title 5, Area II A & B were added to require that Community College Student Services provide for the student's development in these critical aspects of a student's learning outcomes. Counseling curriculum addresses these areas specifically. Providing learning environments that are conducive to the student's acquiring these skills is critical. A White Board is a more effective teaching tool than a pad of paper. It allows the instructor and student to interact more, the bright colored markers and erasers are more conducive to students and teachers both writing their ideas and diagrams in a more vibrant manner.

The difference is that of a 40 watt bulb vs a 100 watt bulb when it comes to the visual learners of today looking at a pad of paper vs looking at a White Board.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Today's students are visual learners. A white board would greatly enhance the delivery of our lectures in our resource lab. We would be able to put more sequential content/diagrams/instructions on the board-rather than a flip chart, or being limited to delivering only verbal instructions. Many students with learning difficulties would benefit from "hearing" the lecture/instructions AND at the same time "SEEING and VISUALLY" getting the information. It is common practice in all educational environments to have a lecture and a "visual" board for the instructor to write on.

A White Board would greatly enhance instruction and improve student learning and success. This instructional tool has been the industry standard for many years.

This White Board would be used in the series of courses that address: Student Success; Academic Planning for Choosing a College Major; Study Skills; and Career Life Skills Planning. All are Transferable Courses; Counseling 130 meets a CSU Bachelors Degree General Education "graduation requirement".

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Access is improved because it allows the instructor to provide information in a visual format at the same time the instructor is giving the lecture. Students will be able to increase learning access by making it easier for the student to absorb and process the information. More information can be written on a White Board sequentially than on a small flip chart/pad of paper.
Access is improved because "more students" will be able to see the lecture diagrams at the same time, rather than delivering the lecture diagram on a flip chart in our resource lab: Career/Transfer Resource Center. If the students who are sitting cannot see the flip chart during the lecture/presentation—those students will not have access.

Counseling curriculum is a Student Development Model designed to serve students at all levels, from entry Basic Skills to the most advanced transfer curriculum offered by COM academic programs. Study skills, Preparing for College Success; Choosing a College Major/Academic Planning and Career Life Skills Planning serve all students in all majors in a Student Development Model in a sequential manner to promote student success.

There are 18 courses that can enroll 35 students per course resulting in 630 students per semester, 1260 students per academic year, not including summer offerings. All students at COM benefit from their enrollment in Counseling Courses. Counseling curriculum has a high retention rate based on the data provided on Program Review data on enrollment/WSCH. Limits are set on the number of course offerings due to limited faculty staffing in the Counseling Department.

This White Board is necessary to accommodate students currently enrolled. The flip chart is inadequate for giving lectures in our resource lab. Flip charts send the wrong message that what is being taught is not important, especially to technically savvy students sitting in the class with their I-Pads.

Using up to date tools and technology makes learning more attractive to the new and incoming students. Using a White Board vs a flip chart for the first lecture in the resource lab, will be far more attractive to today's learners. Having current industry standards in the learning environment conveys the message to the student that this is vital to their learning, and to their success.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Each course in the Counseling Department's curriculum has set forth "active' Student Learning Outcomes.

One of the SLO's listed for our courses is:

Demonstrate effective communication and technological awareness through the use of technologies (internet research, social networking tools, educational resources, career resources, transfer resources, etc) to advance Technological Awareness

It is critical that the instructors "at minimum have basic tools" (White Board) in the resource lab to provide lectures with. When we take our students to our resource lab: Career/Transfer Center to teach them how to do research on Transfer, or Careers, or Choosing a Major we need to be able to deliver it at industry standards: we set the example to our students about technological awareness. How can a student think that our curriculum is up to date if it is delivered on a flip chart?

6. How will these outcomes be measured for future planning? What data or evidence supports
your request?
Outcomes are measured by student retention, student grades, and student's follow-up with the instructors after the course has been completed. Many students seek on going Counseling from the Counselor/Instructor to further their growth and development as a result of the course. We can survey the students about their opinions on the "lack of basic lecture tools in the resource lab". This can provide the basis for surveying students about what they think would improve the delivery of lectures in the resource lab. We receive this feedback now in our courses verbally.

The evidence is the student's reaction to the environment. There is a lack of enthusiasm when they must crowd around a flip chart, rather than a learning environment that reflects today's world.

Should we get the White Board on this 3rd request, we can survey students reactions to having their lecture/lab instructions given on a White Board vs a flip chart. We can deliver 1/2 lecture on the flip chart, and then 1/2 lecture on a White Board and ask the student to rate the effectiveness of each delivery.

Additional Justification for this item:
The basic benefit of purchasing this White board far outweighs the minimal cost of $259.00 plus tax of $23.31 and free shipping. All of the Counseling curriculum delivery method would improve immediately. It would be shared with all of the diverse programs that the Counseling faculty teach in, and serve a diverse population of students immediately. Again it is a matter of recognizing that a 100 watt board is brighter than a 40 watt bulb, thus the White Board delivers a "brighter" lecture than a pad of paper.

The request for the White Board must fit into this category because it is over $200 and because it is necessary for instruction, and because compared to paper flip charts it is technologically advanced instructional equipment.

A fiscal justification to comment on: this is the 3rd time that I as a faculty member of the Counseling Department have worked on the Program Review, and in particular the request for Instructional Equipment. The amount of time I have spent on each Program Review cycle of requesting this "white board costing $283.30" if calculated into my salary/hours spent on the template three times to justify one white board-it would have justified 3 white boards. The real cost of the equipment request goes up: 3X's Program Review Template requiring faculty hourly time= >cost of the original piece of equipment of $283.30.. May reason prevail in this 3rd request. Thank you for the opportunity to make this request on behalf of providing a better learning environment for our students.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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Description and part number for ordering:
#783034 Numonics I-Board 77 Intelliboard Interactive Whiteboard with PC Software $1,395.00; #782525 Numonics Mobile Stand $340.00; #783233 Super Close Projection System 3M

Model SPC716 (M11) with wall mounting bracket $1,995.00; #783126 Serial Wireless Bluetooth for I-77 (For I-77 purchased at the same time); #783176 Numonics Take 2 Pen Option:
Cordless Pen DS Pen ($79.99 each) 2 Pens $159.98; Discount Educational Discount for Pen Option -$30.05 per pen; #HB319 Headset Mic $35.00; #NM319 Neck Mic $48.00; #Q319 Hand Held Mic $157.00; #PA300-+UHF P139 Wireless & Powered Whiteboard Array Speaker with LM319-Lapel Mic, 2 # M316 Wireless Transmitters; Cost for installation is not known due to not knowing if COM Electrician/Media Services Dept can install—otherwise we would include the installation fee from Ranansco Technical Support for Installation apxx $400.00—we want to add $200.00 in the event that the Instructional Equipment Committee delays so long on decisionmaking that the educational discount quotes go up in the next year. The Total is: $5,577.24. The Unit Cost below will not allow me to put this figure in, it keeps blinking red "invalid.Format. A unit cost must contain a number...I keep typing in the number 5,577.24 and it does not accept that number...HELP!!!!There is nobody to call—Sara McKinnon is not answering her phone, nobody on campus knows what to do with this problem with the template—the Handbook does not explain what to do...I checked. Note: the above vendor (Ranansco) was used by the COM Modernization Committee in getting specs/quotes for the modernization of the Auto Tech Program in the new Transportation Complex at IVC. We used what the COM Modernization Committee had already established based on specs/quotes from 2007. We got copies from the original's from what was used by COM Modernization Committee of the product list, product brochures, price list (we now have acquired updated costs from the vendors of the 2010 itemized costs listed above), and we got copies of the business cards that were used by the Modernization Committee from the Principals at Ranansco. We also sought out information from the other vendor that the Modernization Committee had contacted, Auditory Instruments, Inc. and have a now current 2010 parts # and pricing. We did not include that in the above listing because it was considerably higher.$8,653.58 compared to what Ranansco gave us as a quote $5,557.24. We have copies of all of this information on file in hardcopy. It is important to know that we did this research and request in "alignment with what the Modernization Committee had already established as a standard for COM instructional technology for COM instructional equipment purchases.

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Type College-wide Discipline-Specific
New Counseling Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Upgrade from using flip charts and antiquated overhead projector (out dated equipment). This request will make our instruction a powerful teaching tool bringing ideas to life allowing us to provide students with state of art instruction utilizing running digital video clips, downloading content from the internet, and opening our instructional files: resulting in saving time (not having to go to the computer and download and check files, it is all done on the Intelliboard touch screen) , and allows the instructor to maintain the student's focus on the curriculum at hand.

Item to be shared with the following Department/Program: (Include any shared expenses)

Counseling Department instruction done by the Counseling faculty only serves all students but will share with the following programs where Counseling faculty in the Counseling Department teaching Counseling courses:: the equipment will be shared with Counseling faculty/instructors in the following programs: EOPS Program faculty Counselors instructing; Puente Program Counselor faculty instructing; DSPS Program Counseling faculty instructing; COM Athletic Program Counseling faculty instructing; CalWorks Program Counseling faculty instructing; International Student's Program Counselor faculty instructing; Veteran's Program Counseling faculty instructing; Basic Skills Learning Community When a faculty from the Counseling Department instructs Counseling courses that are part of the Learning Community; ESL Counselor faculty teaching a Counseling class as part of the Learning Community Counseling courses/ All of these programs related to Counseling instruction (conducted by only the instructors in the the Counseling Faculty) serving all of these Program areas

will benefit from the utilization of this educational technology. The equipment will be used within the Counseling course offerings to reach these target populations at COM. This technological hardware is to be installed in the resource lab Transfer/Career Center so that instruction in our courses can take place in the resource lab to integrate these essential educational resources into hands-on instruction with students in the resource lab. This will all for all of the above programs to better serve students.

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
• 'A' means that your discipline cannot teach your course(s) without the requested equipment.
• 'B' means that your course(s) would be greatly enhanced with the requested equipment.
• 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

This is the 2nd time we have requested technical hardware for use with our curriculum/resource lab. Without this interactive board we will not be able to integrate all the new information technologies that are now available to students through our resource lab in a real time, powerful and effective delivery mode in our lectures/presentations/demonstrations.

We currently use paper flip charts in our resource lab. All of our curriculum relies on resources that are available through our Transfer/Career Center. Lecturing "about a resource on a flip chart" is less effective than utilizing real world technology which brings ideas to life! Our curriculum is designed to address the student's own development, setting goals, defining a college major, identifying career options, establishing new behavior patterns to effectively learn and become a successful student. The curriculum content is based on "student development" and facilitates the student defining for themselves why they will stay in college. Our curriculum addresses "retention" on an individualized process with the outcome being that the student has internalized their commitment to staying in college and succeeding.

The utilization of the Intelliboard in our instruction will greatly enhance our students retention as a result of the interactive/multi-media learning tools. It is well documented in research that the interactive board is very effective in teaching students with short attention spans, this generation of students can attend to any situation as long as it is on a computer screen, interactive board, or television. Quality of instruction is improved as students are more engaged and responsive to the lectures, regardless of class size, background noise, seat location, or dealing with a mild hearing loss. Research has documented that utilizing smart classroom technology results in higher levels of engagement due to the multi-sensory learning. Different students have different learning styles, the interactive board would have a tremendous impact on our delivery of our curriculum. It is also well documented that student's with learning disabilities benefit from curriculum delivered with interactive boards. Many students with learning disabilities will enroll in Counseling courses to develop college success skills, and to test the waters of learning at College of Marin.

The interactive board/sound system would allow us to integrate technological media, and web resources into the lecture. A paper flip chart eliminates access to all of the electronic resources available.

If we do not have an interactive board, we are forced to using paper flip charts, trying to diagram the importance of the student engaging in these critical resources for their own success. This is not a credible way to convince today's technologically savvy students that they need these resources. Our curriculum's content
is focused on the "student's own self-efficacy, self-development, and self-responsibility for their choices, actions, and outcomes". All other academic and career technical education (workforce development) curriculum is focused on subject content, not on "student development models". We need to "meet them where they are technologically" to effectively teach them to use the educational resources available to them.

College of Marin must make a commitment to putting our curriculum into the 21st Century, so that we are on par with all of the Community Colleges, California State Universities, and University of California. All information that students must have to make informed decisions is electronically based. All resources, all access tools, all personality/career resources are now electronically delivered. It is critical to be able to use our laptops with the intelliboard to demonstrate these resources, and allow COM students to interact with this content "in the classroom setting where they have the instructor and fellow students to engage in real life discussions".

The Counseling Department Student Learning Outcome is: The Counseling Department Educates and facilitates student's problem solving ability so that students become self-directed and responsible for making informed educational, career and personal decisions.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

Title 5, Area II A &B have added specific requirements for student development. Counseling Department curriculum meets these areas of development. Course Outline SLO's on file with the Curriculum Committee lists SLO's in line with the above requirements.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Interactive Boards represent a technology solution that provides an optimal learning condition in the classroom. There is abundant research that shows that sound amplification, and visual color directly impacts the students retention and learning.

Demonstrate effective communication and technological awareness through the use of technologies (internet research, social networking tools, educational resources, transfer resources, career resources, etc.) to advance Technological Awareness

Utilizing and interactive white board in our Counseling Department Student Development Curriculum will benefit for the following reasons well documented among educators at all levels:

The quality of instruction will be improved for student learning and success because

*The interactive board can accomodate different learning styles
*All ages of students respond favorably to use of the interactive board: traditional, reentry, and leisure learners post retirement

*Students with limited motor use can enjoy board use in the classroom interaction

*Learning content material becomes interactive and multi-intelligence learning

*Learners show increased motivation and enjoy the interaction the technology offers

*It makes the subject come alive

*It encourages the involvement of learners in the subject, it captures the attention of the learners

*It enables the Counseling Faculty to use multimedia resources and the internet with the whole class-enabling the instructor seamless links to be made between the technology and the subject material-and a vast array of electronica educational resources

*The interactive board in our resource lab will allow for instructors to utilize the resources for students who are trying to choose college majors, career options, planning for college success right in the resource lab which will make students understand the relevance of the materials, indices, directories, websites, services, and resource technician support to their student's own individual education goals

*All levels of English language skills benefit from interactive boards (Basic Skills, ESL, Advanced Placement, Post Bachelors/Masters degree)

*Incorporating this technical tool into our resource lab will make us as instructors rethink our approach to teaching, creating flexibility in the scope for imaginative lectures and utilization of a vast array of student development resources for students making life and college major choices.

*Instructors can automatically save pages from their diagrams/lecture notes on the board and print them out for the students. paste them in a website-or email them to the students via MyCom

Counseling curriculum is offered based on a Student Development Model. Entering students matriculating into full time loads are encouraged to enroll in Counseling courses based on their English/Math Assessments; multiple measures; past academic success, and individual developmental needs. The courses deliver curriculum designed to develop skills in college success; study skills, personal development, academic development, career development, and transfer planning as well as matriculating to a transfer University. Counseling courses are integrated into Student Learning Communities/Cohorts with the Basic Skills Initiative and the Puente Program.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Access is improved for students taking Counseling classes for the following reasons:

Interactive boards represent a technology solution that provides an optimal learning condition in the classroom. There is abundant research that shows that sound amplification and interactive visual color display directly impacts the students retention and learning for the following populations of students: Diverse

Student Access is increased because

*The interactive board can accommodate different learning styles

*All ages of students respond favorably to the use of the interactive board: traditional students, re-entry students; career changing students; and adult leisure
learners; post-retirement students.

*Students with limited motor use can enjoy board use in the classroom interaction via laptop computer

*Learning content material becomes interactive and multi-intelligence learning

*All levels of English language skilled students benefit from interactive boards (Basic Skills, ESL, English Advanced Placement students, and Post Bachelor/Masters degreed students)

*It is well documented that student's with learning disabilities benefit from curriculum with interactive boards. Many students with learning disabilities will enroll in Counseling courses to develop college success skills, and to test the waters of learning at College of Marin

*Learners show increased motivation and enjoy the learning interaction the technology offers

There are currently 18 Counseling courses that can enroll 35 students per course offering resulting in 630 students per semester, 1260 students per academic year, not including the summer offerings. All students on the 5 pathways at COM benefit from their enrollment in Counseling courses. Counseling curriculum has a high retention rate based on the data provided on Program Review data enrollment/WSCH. Limits are set on the number of course offerings due to limited faculty staffing in the Counseling Department.

Currently Counseling Curriculum accommodates all students. The interactive board will serve all students from the many programs that the interactive board hardware will be shared with mentioned above (i.e. EOPS, Puente. DSPS, Transfer; ReEntry, CalWorks, COM Athletes Cooun 115, Veterans, Basic Skills, Career Services. At Risk Students (progress probation, progress dismissal, academic probation, academic dismissal, Basic Skills, Single Parents, 1st Generation, etc) all benefit from access to Counseling courses, especially when utilizing the interactive board in Counseling classes designed as an intervention to prevent students from dropping out of college. Student success and access is greatly improved when a student completes a Coun 125 Study Skills course, or a Coun 114, 115A/B Student Success courses.

The interactive board will be a powerful educational tool to attract students to the Counseling curriculum. The interactive board makes any curriculum come alive. The Counseling Dept. desires to make the Counseling courses as attractive as possible in this media learning age, and the interactive board provides a very attractive motivation for students to want to learn, and want to enroll, and to retain students in our classes. We know that learning technologies "grow" enrollment compared to using outdated learning environments.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Counseling Curriculum SLO’s that will be achieved by utilizing the interactive board represent a technology solution that provides an optimal learning condition in the classroom. It reaches across all barriers of learning problems, and motivates the
student to engage. Learning is always an "active process", the student must take responsibility for their learning, however we instructors in the Counseling Dept. must take responsibility for providing an optimal learning environment:

SLO's expected from using this technology in the classroom: interactive boards will enhance the following SLO Outcomes:

* Demonstrate effective communication and technological awareness through the use of technologies (internet research, social networking tools, educational resources, transfer resources, career resources, learning skill resources, etc.) to advance Technological Awareness.

* Student will demonstrate problem solving ability in that the student demonstrates that they are self-directed, and responsible for making informed educational, career, and personal decisions.

* Students will develop critical thinking and research skills thru the use of labor market data, employer indices, and local research to identify a career ladder within a particular occupation. (electronic resources to be taught with interactive board)

* Students will be able to compare and contrast different resumes formats (including 3 electronic versions) for entering new field of work through internships, work experience, entry level positions appropriate to the targeted area of the workforce. (all electronically taught with the interactive board).

* Students will be able to initiate contact with potential employers, electronically, in writing, in telephone conversation, in person and effectively communicate their desire and interest in working in that specific workforce. (interactive board allows for downloading a wide range of teaching resources covering all aspects of student's communication skills with potential employers)

* Students will demonstrate critical thinking in the analysis of study skills materials in textbooks, online, web based, and electronic textbooks/dvd study guides (Critical thinking and technological awareness through the use of the interactive board to demonstrate study skill resources that exist for each academic area of study..Math, English, Art, Science, etc.)

* Students will develop research skills utilizing electronic/internet resources to identify college majors, college degrees, educational pathways, set educational goals, research higher educational institutions in order to identify educational goals, how to follow a required sequence of courses leading to effectively transferring to the University of their choice. Students will learn to identify many options, make decisions, and create opportunities for their academic life. (utilize the interactive board to demonstrate that all universities have gone to electronic formats for matriculating and transfer students. Teach transferable skills in using technology to succeed in getting into the University of choice)

It is critical that we in the Counseling Department use "education's industry standard of the interactive board" to convey the message to the student that the issues they face in choosing a college major, researching career fields, researching job opportunities in their course of study, researching effective study skills, effective use of technology, effective use of University's information resources housed in electronic format is critical to their success in education.

It is critical that we convey the "credible and technologically real world" message to the COM Transfer Student that we are teaching them the skills they need to successfully maneuver through the complex transfer process. Through Counseling curriculum we need to instill in the transfer students the knowledge, resources and skills that make them competitive to enter the best Universities. It is difficult to convey that message when we are delivering our lecture on a paper flip chart in our resource center. We do not garner student confidence when delivering curriculum in
such an outdated, outmoded way. We may even be sending the wrong message that a student transferring from College of Marin is hindered by our outdated teaching resources.

We must deliver our knowledge in a format that reflects the world we all live in: real world technology. Our curriculum serves students in every single COM major and discipline, our curriculum does provide a student exposure to these critical areas of information that they will not otherwise get in a specific academic/career technical field of study (i.e. study skills, college major choice/options; university educational options; career life skills planning; student success; student mastery and development; student responsibility in their community, educational goals, personal goals, values assessment, life goals, career goals, etc.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Outcomes for Counseling Department curriculum is listed on our Course Outlines on file with the Curriculum Committee.

SLO's are measured with exams, student research papers, weekly student reaction papers, student presentations, student projects, and student participation and performance in the classroom. SLO's are also measure with student retention, and in the case of utilizing our resource lab/Transfer-Career Center we can track if students return to use the resources during the time the course is offered, and after the conclusion of the course.

One SLO directly related to this equipment request is:

Students will demonstrate effective communication and technological awareness through the use of (internet, social networking tools, electronic & indices of educational resources, electronic and indices of career resources, electronic and indices of transfer resources, electronic and indices of job hunting resources, electronic and indices of employer internship resources, electronic and indices of study skills resources, electronic and indices of personality development/student development resources, etc.) to advance Technological Awareness.

Other ways that we will measure these outcomes will be to look at student retention, student success, student's ability to effectively use the resource lab and all of the electronic information available through our Transfer/Career Center. We will be able to assess effectiveness by the documenting how many students register with the Transfer/Career Center to use their services after the courses. We plan to conduct surveys with students asking them about the benefits they attribute to the use of technology in the resource lab, and as part of our curriculum.

There is extensive research documenting the effectiveness of using an interactive board in the classroom. This is referred to in education as the "Smart Classroom". COM has already invested in a number of smart classrooms. Researching the internet I was able to locate several research papers/white papers documenting the fact that student's learning in all subject areas showed improvement, for students of all areas of academic study, and also for Learning Disabled, ESL, and native English speakers who had weak basic skills, students as well as who had difficulty with learning math. College of Marin's Strategic Plan 2009-2012 explicitly states in College Priority #32009-2012 "Prepare, implement, and evaluate a college technology plan that indentifies the policies, hardware, software, an training needed to improve student staff and faculty access to the effective use of technology in instruction. (EMP Recommendation College Systems 3).

The Intelliboard Hardware equipment requested is gathered from the documents on file with the Modernization Committee, when in 2007 the Committee decided to get specs this same equipment for the Automotive Technology Dept's modernization project with the new Transportation Complex at IVC. We requested information on which vendors and which products were being used in the preliminary planning in 2007 for the modernization of
the Automotive Technology lab/classroom. We are submitting the equipment request utilizing the same vendor as had been previously used in the committee's process. In fact, we were given the copies of the 2007 price lists, product literature, and business cards from the prior planning, thus we have aligned up with the Modernization Committee's standardization of what would be used at COM in setting up technology in our resource lab/classroom.

It is very important to point out to the Instructional Equipment Committee that the Counseling Department faculty have NEVER been given access to a Smart Classroom at COM even though we have requested it. There is too much competition from other Academic instructional areas, and it is obvious that when it comes to putting a Counseling course in a Smart Classroom vs an Academic discipline-the priority is to put the Academic discipline course in that classroom...ALWAYS. We are requesting this equipment so that Counseling curriculum can improve our curriculum delivery with an intelliboard in our resource lab and not be in competition with so many academic disciplines. We will never have access to the Smart classrooms, and in turn our student's are denied access to an improved teaching methodology. All the Programs listed (EOPS, DSPS, CalWorks, Puente, Transfer Counseling Curriculum Program, Career Counseling Curriculum Program, ESL, Counseling Courses taught as part of the Learning Communities, Athletic Counseling Curriculum Program, International Students Counseling Curriculum Program) all provide instruction to students. Having this technology available to Counseling Faculty teaching from these areas will greatly enhance our curriculum, and greatly contribute to student success, and student retention.

Additional Justification for this item:

As mentioned above, it is very important to point out to the Instructional Equipment Committee that the Counseling Department faculty have NEVER been given access to a Smart Classroom at COM even though we have requested it. There is too much competition from other Academic disciplines, and it is obvious that when it comes to putting a Counseling course in a Smart Classroom vs an Academic Discipline-the priority is to allow the Academic discipline course into the Smart Classroom...ALWAYS. We as a group of faculty from all of these programs have given up trying to compete for the limited resources of a Smart Classroom. We are requesting this instructional equipment so that Counseling curriculum can better educate our students with the myriad of technological resources we have at our fingertips...but cannot access it. We know that using an interactive board in the resource lab with our computers in a wireless internet connected mode would open up tremendous possibilities for what we can include in our instruction. We also know the realities of the very limited resources of Smart Classrooms and the fact that more and more Academic disciplines will compete for these classrooms and we will always be at the end of the line. We will never have access to the few Smart Classrooms, and in turn our student's are denied access to the myriad of Student Development modeled electronic resources only available through technology that is industry standard today. All of the Programs listed (EOPS, Puente, DSPS, CalWorks, Transfer Counseling Curriculum Program, Career Counseling Curriculum Program, ESL Counseling Curriculum Program, Counseling curriculum taught as part of the Learning Communities, Athletic Counseling Curriculum Program, International Students Counseling Curriculum Program) all provide instruction to students. Having this interactive board in our resource lab will greatly enhance our ability to deliver state the art resources to our students. We serve all students in all college majors, academic, career technical, and community learners.

Providing support to purchase this technological hardware will have a tremendous impact on improving our instructional delivery, and allow us to bring into our content the most current information available for students. We cannot deliver this on a paper flip chart in the resource lab Transfer/Career center. We currently rely on a flip chart to do our lectures in the resource lab, that is all we have access to.
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: 01  To Support: 82 Classes  Category: Other  Discipline Area: Court Reporting

Description and part number for ordering:

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<tbody>
<tr>
<td>3</td>
<td>$1,620.00</td>
<td>$461.70</td>
<td>$50.00</td>
<td>$5,371.70</td>
</tr>
</tbody>
</table>

Type: College-wide  Discipline-Specific
Replace: Open Lab  Out-of-class Assignments

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Budget Acct. No.: 11100 23201 64000 051430
The existing equipment used by court reporting learners in the computer lab to complete transcription requirements for the Court Reporting Program is worn out and obsolete. The manufacturers do not support service/repair on the older computerized stenotype machines.

Item to be shared with the following Department/Program: (Include any shared expenses)
N/A

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   - ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   - ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   - ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
   - A. Economically disadvantaged learners have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   This equipment is not required to meet Title 5 and/or Ed Code; however, this equipment is required for the Court Reporting Program to maintain recognition by the Court Reporters Board of California under:
   California Code of Regulations TITLE 16.

   Professional And Vocational Regulations
3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
Economically disadvantaged students have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program. Without access to this equipment, student employability is compromised.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Students have no access to complete Program requirements without this equipment. This equipment supports 82 court reporting classes each year.

This replacement equipment is required to accommodate our existing students.

Prospective students are interested in programs that offer current technology.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
Expected outcomes are continued compliance with State Board requirements and enhancement of job market competitiveness of our graduates.

SLO: Learners will demonstrate mastery of current court reporting technology.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
Representatives from the Court Reporters Board of California perform periodic site visits to verify continued compliance with State regulations. The outcomes are measured by our historic and current job placement rate of 100%.

Additional Justification for this item:
N/A

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority: 01</th>
<th>To Support: 82 Classes</th>
<th>Category: None</th>
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Description and part number for ordering:
Stentura Protege computerized stenotype machine. Item #30085

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<td>3</td>
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<td></td>
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</tr>
</tbody>
</table>

Type College-wide: Discipline-Specific

None

http://programreview.marin.edu/IEReportPart3.jsp
If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The existing equipment used by court reporting learners in the computer lab to complete transcription requirements for the Court Reporting Program is obsolete. The manufacturers do not support service/repair on the older computerized stenotype machines.

Item to be shared with the following Department/Program: (Include any shared expenses)
N/A

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
     A. Economically disadvantaged students have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   This equipment is not required to meet Title 5 and/or Ed Code; however this equipment is required to maintain recognition by the Court Reporters Board of California under:
   California Code of Regulations
   TITLE 16. Professional And Vocational Regulations
   Division 24. Certified Shorthand Reporters Board
   Article 2. Court Reporting Schools
   Â§2411. Criteria for Recognition of Court Reporting Schools.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   Economically disadvantaged students have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program.
   Without access to this equipment, student employability is compromised.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   Students have no access to complete Program requirements without this equipment.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
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<th>Category</th>
<th>Discipline Area</th>
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<tr>
<td>01</td>
<td>82 Classes</td>
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<td>None</td>
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Description and part number for ordering:
Stenutara Protege computerized stenotype machine. Item #30085

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<th>Qty.</th>
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<td>$1,620.00</td>
<td>$461.70</td>
<td>$50.00</td>
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Type

<table>
<thead>
<tr>
<th>Type</th>
<th>Discipline</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>College-wide</td>
</tr>
<tr>
<td>None</td>
<td>Discipline-Specific</td>
</tr>
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</table>

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The existing equipment used by court reporting learners in the computer lab to complete transcription requirements for the Court Reporting Program is obsolete. The manufacturers do not support service/repair on the older computerized stenotype machines.

Item to be shared with the following Department/Program: (Include any shared expenses)
N/A

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
   A. Economically disadvantaged students have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
This equipment is not required to meet Title 5 and/or Ed Code; however this equipment is required to maintain recognition by the Court Reporters Board of California under:

   California Code of Regulations
   TITLE 16. Professional And Vocational Regulations
   Division 24. Certified Shorthand Reporters Board
   Article 2. Court Reporting Schools
   §2411. Criteria for Recognition of Court Reporting Schools.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
Economically disadvantaged students have no access to required equipment and cannot complete Program requirements if computerized stenotype machines are not provided by the Program.
Without access to this equipment, student employability is compromised.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Students have no access to complete Program requirements without this equipment.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>9 Classes</td>
<td>Computer</td>
<td>ESL</td>
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Description and part number for ordering:
Dell Computers with 17" monitors for LC 150 Language and Culture Lab. (9% tax?)

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<tr>
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<td>$36,350.00</td>
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Type
- Replace
- College-wide
- Discipline-Specific

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The 29 computers in LC 150 are from 2004. They break down frequently. (I'm sorry - I don't know shipping costs).

Item to be shared with the following Department/Program: (Include any shared expenses)
- Noncredit ESL and Modern Languages (ASL, Chinese, French, Japanese, Italian, Spanish)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
   - B. Twice we have requested this item.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   - no

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   These computers are necessary for the credit ESL pronunciation and listening/speaking classes.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   With more computers in operating condition, more students in a class will be able to use them.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   Improved pronunciation through the use of ESL software.
   Improved listening skills through the software as well as ESL websites.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
   Students will be assessed through student recordings made in the lab of their pronunciation as well as through assessment in class.

Additional Justification for this item:
This lab is presently used by classes from credit ESL, noncredit ESL and Modern Languages. Classes are scheduled for at least 36 hours each week. At night classes come in on a rotating basis. Presently 52 classes use the lab over a period of 2-3 weeks. In the case of noncredit ESL, this hour that students have every other week may be the only time they have access to a computer. This is vital not only to their...
linguistic development, but to their informational and technical literacy as well. The computers we have now were purchased in 2004 with a San Rafael Redevelopment Fund Grant. In fact there was money left over in 4 accounts for the “high tech lab” (supplies/equipment) and the MCC lab (supplies/equipment). When the college moved to banner, this money disappeared from the accounts. No one has been able to explain where it went. According to the accounts on the intranet from 2006-2007:

<table>
<thead>
<tr>
<th>Account Number</th>
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<tbody>
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<td>$722.76</td>
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<td>12-1102-64000-410-0000</td>
<td>New Equipment-SRR-High Tech Lang.Lab</td>
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<td>12-1100-45000-410-0000</td>
<td>Other Supplies - San Rafael Redev.-MCC project</td>
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<td>12-1100-64000-410-0000</td>
<td>New Equipment-San Raf.Redev-MCC project</td>
<td>$13,296.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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</table>

The second two accounts were for the Marin Conservation Corps Lab in San Rafael which we run in conjunction with the conservation corps.
## Technology Requests

### Part II : Hardware for Lab and Classroom

#### DENT-2009

**I. Technology Requests-Hardware for Lab and Classroom or other student use**

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>13 Classes</td>
<td>Computer</td>
<td>Dental Assisting</td>
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### Description and part number for ordering:

Classroom computer

<table>
<thead>
<tr>
<th>Qty.</th>
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**Type**

- College-wide
- Discipline-Specific
- Upgrade None
- Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Currently the program has 4 working computers in the classroom. There is one computer which is over 9 years old and no longer supports the software used in office management software and has very limited web searching capacity because of its age and lack of speed and memory. This supporting dental software package has been contracted to be down loaded on the dental classroom computers only.

### Item to be shared with the following Department/Program: (Include any shared expenses)

Because this purchase will be housed in the dental assisting classroom for dental assisting students only.

### Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   Justification category A. We need all 5 computers up and running at a ratio of 2-3 per work station. If all 5 computers were running there would be less waiting down time for availability.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

   This purchase would satify Title V to accomodate all students, both men and women.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   The quality of instruction would improve so that valuable class time would be more productive without unnecessary down time waiting for computer availability. Students


would be able to submit their computer work in a timely fashion.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Student access and accommodation would be improved because all 5 computers would be up and running simultaneously. New students will see that we have a fully functional in house computer work stations that use modern technology.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Students will be able to complete their written assignments, web searches, self evaluations and office management package. These are graded assignments or class projects that are necessary for the student to complete to earn a grade in the program.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

If the increase in student enrollment would cause students to fall behind in their submission of computer class assignments, this would be an indication that more computer work stations are needed in the classroom to accommodate a supportive learning environment.

Additional Justification for this item:
Technology Requests

Part II : Hardware for Lab and Classroom

ECE-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
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<td>300 Students</td>
<td>Other</td>
<td>ECE</td>
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</table>

Description and part number for ordering:
Student response system from Turning Point Technologies Product ID Name Price Qty. Extended Price XRC-R02 RF HID Receiver (Dark Gray) $99.00 2 $198.00 PKG-RF50 Case - 50 $50.00 2 $100.00 RFC-02 ResponseCard RF-02 $28.00 100 $2,800.00 TOTAL: $3,098.00 SPECIAL INSTRUCTIONS: Length of Maintenance: Our Preferred Pricing Agreement provides ongoing support & maintenance. *COM ECE is eligible for preferred pricing because of MOU with SFSU. We can fall under SFSU preferred pricing structure. Potentially available to other disciplines also. Requires submission of copy of MOU.

<table>
<thead>
<tr>
<th>Qty.</th>
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<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<td>$3,500.00</td>
</tr>
</tbody>
</table>

Type
- College-wide
- Discipline-Specific

New
- None
- Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

   $\rho?^9\relax$  Importance = B

   $\rho?^9\relax$  First request

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   No

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   Best pedagogical practice evidence supports instructional practices that emphasize active learning. Students are actively engaged throughout the class session by using "clickers" (Student response systems) to interact with the course content. Though not "necessary" for students to succeed, evidence suggests that active engagement of students in the learning process contributes to greater success. Not required for success in series of courses but potentially contributes to student success in all courses, including those that are prerequisites for courses in program series.
"Current research describes the benefits of active learning approaches. Clickers, or student response systems, are a technology used to promote active learning. Most research on the benefits of using clickers in the classroom has shown that students become engaged and enjoy using them." ("Clickers in the Classroom: An Active Learning Approach"; http://www.educause.edu/EDUCAUSE+Quarterly/EDUCAUSEQuarterlyMagazineVolum/ClickersintheClassroomAnActive/157458)

"Johnson" described how clickers address three of Chickering and Gamson's seven principles for good practice in undergraduate education. Clickers help instructors

- actively engage students during the entire class period,
- gauge their level of understanding of the material being presented, and
- provide prompt feedback to student questions."(Clickers in the Classroom: An Active Learning approach"; http://www.educause.edu/EDUCAUSE+Quarterly/EDUCAUSEQuarterlyMagazineVolum/ClickersintheClassroomAnActive/157458)

"Students can easily respond to interactive questions with minimal instruction due to our intuitive streamlined interface. Turning Point Technologies creates interactive classrooms that engage students and personalize the education experience with instantaneous assessments. Instructors ask questions, students respond with ResponseCards and class feedback is instantly displayed" (Proposal for TurningPoint® Student Response System for Higher Education; 1/21/2010)

"Educators will immediately know if the class understands key concepts and every student participates in learning" (Proposal for TurningPoint® Student Response System for Higher Education; 1/21/2010)

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

All ECE students taught in smart classrooms (approximately 300 students per semester) would potentially benefit from using this technology. Although not required, using clickers to enhance teaching methodology and active learning outcomes puts COM on par with some of the best 4 year colleges. Existing students would profit from increased engagement in COM classes and introduction to instructional technology in common use at 4 year institutions. New students can be attracted both by "game approach" that engages them and by cutting edge availability of teaching technology.

"Another benefit of clickers over traditional active learning methods is that they follow the principles of game-based learning. Students of the twenty-first century have grown up using computer games for learning and entertainment." ("Clickers in the Classroom: An Active Learning approach"; http://www.educause.edu/EDUCAUSE+Quarterly/EDUCAUSEQuarterlyMagazineVolum/ClickersintheClassroomAnActive/157458)

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Success in achieving course and program learning outcomes will be increased by more active participation of students through the use of "clickers." COM values of:

Student and Community Centered Education

We promote student success by providing programs and services that are learner centered and reflect the changing needs of our students and surrounding community.

Academic Excellence and Innovation We are dedicated to academic excellence and encourage innovation. We foster intellectual inquiry by encouraging critical thinking, information literacy and technical competence. We continually evaluate the effectiveness of our programs.


Collaboration and Open Communication

We cultivate a culture of mutual respect, open communication, collaborative working relationships and participation in decision making among students, faculty, staff and the communities we serve.

will all be supported by inclusion of this technology in our classes. Student goals for success in their classes will be supported by this technology that is proven to increase engagement, student perception of achievement of learning outcomes and sustain student motivation.

"Would using clickers increase learning outcomes more than another active learning approach? Two key features distinguish clicker use:

- Clickers provide a mechanism for students to participate anonymously.
- Clickers integrate a "game approach" that may engage students more than traditional class discussion."

("Clickers in the Classroom: An Active Learning approach";
http://www.educause.edu/EDUCAUSEQuarterly/EDUCAUSEQuarterlyMagazineVolum/ClickersintheClassroomAnActive/157458

"With TurningPoint, instructors can leverage their knowledge of PowerPoint to create an interactive discussion with a couple of mouse clicks versus the multiple steps required with competitive products"

(Proposal for TurningPoint® Student Response System for Higher Education; 1/21/2010)

"Perceptions of Student Learning Outcomes: Based on the survey results, student perceptions of using clickers or class discussion appear in Table 3. The seven-question perception survey, which used a scale from 1 (strongly disagree) to 5 (strongly agree), was completed by all 92 participants. Although no statistically significant differences occurred, the mean scores were consistently higher for students who had used clickers."

("Clickers in the Classroom: An Active Learning approach";
http://www.educause.edu/EDUCAUSEQuarterly/EDUCAUSEQuarterlyMagazineVolum/ClickersintheClassroomAnActive/157458

"For students, clickers have been shown to improve attendance, comprehension and learning; reduce attrition; provide variety and interactivity; increase the perception that the instructor cares about their success; and reduce the anxiety of in-class questions."

"Using Clickers to Assess and Engage Student Learning"; Featured Higher Education Presenter: Dr. Peter M. Saunders. Magna Online Seminar, 11/4/09)

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Instructors will track the use of clickers in their instruction and end of semester student class evaluations will include student assessment of effectiveness of use of clickers in achieving the Student Learning Outcomes of the class. Retention and success data for classes before and after the introduction of clicker technology can be compared.

Evidence for effectiveness of this technology has been cited throughout this section. Resources cited are included in Program Review attachments.
Additional Justification for this item:
As far as I know, ECE would be the first discipline at COM to incorporate this technology. Both full time ECE instructors are committed to the use of the technology. We would be willing to share our experience and offer training to other COM faculty through flex workshops and other appropriate methods.
Technology Requests
Part II : Hardware for Lab and Classroom
EMT-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area
Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
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<th>Category</th>
<th>Discipline Area</th>
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<tr>
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<td>3 Classes</td>
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<td>fire Technology -EMT</td>
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</table>

Description and part number for ordering:
LCD projector for classroom. Epison Presenter LCD Digital Projector with DVD player.
Item# 820195, Model # V11H335120

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Type College-wide
Discipline-Specific
New
Open Lab
Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms
of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
To be shared for all classes in this classroom.

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a
     future academic year.
In addition, how many times have you requested this item, but you have not received it?

   B - In order to utilize the Powerpoint Lecture material in a large classroom we need a
   projector that would show the presentation with enough visual quality.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so,
how? (Cite code)

   No.

3. How will the quality of instruction be improved for student learning and success? Is it
necessary for students to succeed in a series of courses?

   No. It does allow for better visual abilities for those that have sight impairment.

4. How will access for students be improved? How many students (annually) will benefit from
this request? Is it required to accommodate existing students? Would it be vital to attracting
new students?

   All students who use this classroom will benefit from this purchase.
5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
N/a

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
unknown.

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
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<th>Priority</th>
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<tr>
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Description and part number for ordering:

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</table>

Type College-wide
Discipline-specific

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting
new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
# Technology Requests

## Part II: Hardware for Lab and Classroom

### English-and-Humanities-2009

### I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
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<tr>
<td>01</td>
<td>250 Students</td>
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**Description and part number for ordering:**

Monitors in BC 101

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</table>

**Type**

- Replace
- None

**Discipline**

- College-wide
- Discipline-Specific
- Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Replacement of monitors is needed. The monitors are 3 years old, and monitors have been breaking down unexpectedly.

**Item to be shared with the following Department/Program:** (Include any shared expenses)

Could be shared by Testing/Assessment

### Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   A

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   No

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   Monitors are necessary for students to complete work in English courses, since courses are taught using Blackboard, the school's CMS. Monitors are also necessary for students to take COM's placement exams.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

http://programreview.marin.edu/IEReportPart3.jsp
The classroom seats 35, and when monitors are in need of repair, students do not have their own station to work at.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
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<tbody>
<tr>
<td>01</td>
<td>250 Students</td>
<td>Printer</td>
<td>English/Assessment and Testing</td>
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</table>

Description and part number for ordering:

printers to replace 9 year old printers in BC 101

<table>
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<th>Qty.</th>
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</table>

Type College-wide Discipline-Specific

Replace Open Lab Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Printers are 9 years old. In BC 101, printers are being used by the Testing Office during Math and English placement exams, which is an extra burden on the equipment.

Item to be shared with the following Department/Program: (Include any shared expenses)

Could be shared with Testing

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

B

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

no

http://programreview.marin.edu/IEReportPart3.jsp
3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

The BC 101 classroom is used by 8-10 classes every semester by English and one non-credit ESL course. Approximately 250 students use it twice weekly in these courses. In addition, the Testing/Accessment office is now holding placement exams in this room. Approximately 500 students are tested each semester. Exact number is unknown.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

The printers are old. The school has a 3-5 year replacement policy which these printers have outlasted, since they are 9 years old.

Additional Justification for this item:
Technology Requests

Part II: Hardware for Lab and Classroom

Geology-and-Geography-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
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<th>Priority:</th>
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Description and part number for ordering:
Garman GPS60MAP units.

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<td>$700.00</td>
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Type College-wide

Discipline-Specific

New

Open Lab

Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

These items will be used by a variety of classes in the field, and will help students better their understanding of classroom concepts.

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   B

   These items will be used by a variety of classes in the field, and will help students better their understanding of classroom concepts.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
Technology Requests

Part II : Hardware for Lab and Classroom

MATH-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
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<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
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<td>0 Students</td>
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Description and part number for ordering:

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<td>$3,100.00</td>
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Type: College-wide

Discipline-Specific

Replace Open Lab Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Old equipment runs on Microsoft-98, can't open Acrobat reader.

Item to be shared with the following Department/Program: (Include any shared expenses)

N/A

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
### I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>0 Students</td>
<td>Computer</td>
<td>Mathematics</td>
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#### Description and part number for ordering:

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</table>

**Type** College-wide

**Discipline-Specific**

**Replace** Open Lab

**Lab use**

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

The current equipment is running on Windows-98, can't open Acrobat Reader.

**Item to be shared with the following Department/Program:** (Include any shared expenses)

N/A

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

A

We have requested it twice before.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

N/A

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

The Instructor and Instructional Specialist need to be able to open documents sent to the Math Lab in order to perform their required duties.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

It is vital for the Math lab operation serving all students in the Math program.
5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
Faculty and staff need to be able to access information in order to provide a minimum level of service to students.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
If this equipment is not replaced, the important services to the students will be curtailed.

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
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<th>Category</th>
<th>Discipline Area</th>
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<tbody>
<tr>
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<td>all Classes</td>
<td>Other</td>
<td>the whole science building</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Copier

<table>
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<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<tr>
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<td>$4,000.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$4,000.00</td>
</tr>
</tbody>
</table>

Type: College-wide
Discipline-Specific: None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The old copier is falling apart and needs constant repair.

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
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<td>Computer</td>
<td>All science classes</td>
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Description and part number for ordering:

PC

<table>
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<td>$15,000.00</td>
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</tbody>
</table>

Type

Replace

College-wide

Discipline-Specific

Open Lab

Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

The existing computers in the Computer Lab in the Science building need replacement

Item to be shared with the following Department/Program: (Include any shared expenses)

To be shared with Boi/Geo/Chem/Phys/math

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   - ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   - ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
Technology Requests
Part II : Hardware for Lab and Classroom
MEDA-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<thead>
<tr>
<th>Priority:</th>
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<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Misc: CFI,FEE,ORDDRDY, Drop IN BOX (365-0521)

<table>
<thead>
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Type College-wide Discipline-Specific
Upgrade None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Speakers: Dell AX510PA black Stereo Speaker Bar Flat Panel Display
Dell Optiflex/Precision (313-6742)

<table>
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Type College-wide
Discipline-Specific
Upgrade None
Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Priority #1 for all below questions

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
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Description and part number for ordering:
CFI, Lock, Security, KENS, 64068F Factory Install (364-9793)

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Type College-wide Discipline-Specific
Upgrade None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
Please see Priority #1 Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
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   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
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3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

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5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
Dean, the Technology Committee, IPC and Budget.

**Priority:**
01

**To Support:**
20 Classes

**Category:**
Other

**Discipline Area:**
MEDA

**Description and part number for ordering:**
Keyboard: Comfort Curve Keyboard 2000 (A0542778)

<table>
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</table>

**Type**
Upgrade

**College-wide**
None

**Discipline-Specific**
Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Priority #1 the old keyboard is not ergonomically correct.

**Item to be shared with the following Department/Program:** (Include any shared expenses)

**Justification for Item (See Rating Rubric)**
1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

**Additional Justification for this item:**

---

**I. Technology Requests-Hardware for Lab and Classroom or other student use**

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority:</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
</table>

**Description and part number for ordering:**

Surge Protector

**Qty.** | **Unit Cost:** | **Tax:** | **Shipping:** | **Total:**
---|---|---|---|---
1 | $14.99 | $1.42 | $0.00 | $16.41

**Type** | **College-wide** | **Discipline-Specific**
---|---|---
Upgrade | None | Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

See priority #1

**Item to be shared with the following Department/Program:** (Include any shared expenses)

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   - ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   - ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

**Additional Justification for this item:**

---

**I. Technology Requests-Hardware for Lab and Classroom or other student use**

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

**Priority:** | **To Support:** | **Category** | **Discipline Area**
---|---|---|---
01 | 20 Classes | Computer | MEDA

**Description and part number for ordering:**
Base Unit: Optiplex 960 Minitower Base Standard PSU (224_2253)

<table>
<thead>
<tr>
<th>Qty.</th>
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<th>Tax:</th>
<th>Shipping:</th>
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<td>$36.72</td>
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<td>$423.26</td>
</tr>
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</table>

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

This computer is located in POMO 255 (SmartClass) the equipment is in excess of 8 years old. The computer is outdated with multiple problems and no easy fixes.

Item to be shared with the following Department/Program: (Include any shared expenses)

Other departments will also have access to this computer as they do currently.

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   A. This is a mandatory piece of equipment for to be utilized in theory classes as well as labs. Eighty-five percent of MEDA classes are taught with the aid of the computer.

   All other equipment requested in this section pertains to the computer and its necessary parts as part of the upgrade.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   N/A

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   The quality of instruction will greatly be improved by having equipment that works properly and without constant classroom disruptions to make constant adjustments and fixes. On many occasions IT needed to be called in the middle of a class.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   It is estimated that over 200 students will benefit from this improvement.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

   SLO are expected to be achieved through materials presented through powerpoint and other computer generated presentations.

   It is of utmost importance to the achievement of student goals.
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

N/A

Additional Justification for this item:

Work orders requesting work to include tech streams.

Student complaints.

Instructors complaints.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Monitor</td>
<td>Medical Assisting</td>
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</tbody>
</table>

Description and part number for ordering:

Dell 22 in Widescreen E2209W Flat Panel, Optiplex Precision and Latitude (320-7183)

<table>
<thead>
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<th>Qty.</th>
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<td>$124.56</td>
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</table>

Type College-wide

Discipline-Specific Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

This is a replacement for equipment that over 8 years old, with ongoing problems.

Item to be shared with the following Department/Program: (Include any shared expenses)

Will be shared with Phlebotomy. Used by other unknown classes as well.

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

A. Have requested new equipment several times.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

UK
3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Quality of instruction will be improved by the instructors ability to use equipment that is in good working order.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Unable to state an exact number of students who will benefit from this piece of equipment but more than 200 per school, year.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Evidence supporting my request is the no. of work orders submitted to IT.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

See above

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Computer</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

Memory: 4.0GB, Non-ECC, 800MHz DDR2x2GB, Optiplex (311-7443)

<table>
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Type: Upgrade

College-wide: None

Discipline-Specific: Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

See Base Unit for all below questions

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.

• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?
2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

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6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
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<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
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</tbody>
</table>

Description and part number for ordering:
CD ROM Drive: Cyberlink Power DVD 8.2 with MEDIA, Dell Relationship LOB (421-0536)

<table>
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Type
Upgrade

Discipline-specific

College-wide

None

Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
- 'A' means that your discipline cannot teach your course(s) without the requested equipment.
- 'B' means that your course(s) would be greatly enhanced with the requested equipment.
- 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it
necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

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<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Hard Drive: 250GB SATA 3.0Gb/s and 8MB Data Burst Cache, Dell Optiplex (341-5474)

<table>
<thead>
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<th>Unit Cost</th>
<th>Tax</th>
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<td>$45.79</td>
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</table>

Type: College-wide
Department-specific: Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from
4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Operating System: Vista Home Basic Service Pack 1, with Media, 32 Bit English Dell Optiplex (420-8464)

<table>
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<td>$0.00</td>
<td>$17.83</td>
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</table>

Type
Upgrade

College-wide

Discipline-Specific

Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
Same as Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
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6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

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<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

MOuse: Dell USB 2Button Optical Mouse w Scroll, Black Optiplex (330-2733)

<table>
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<th>Qty.</th>
<th>Unit Cost:</th>
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<td>$2.98</td>
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</table>

Type       | College-wide | Discipline-Specific |
-------------|---------------|----------------------|
Upgrade     | None          | Classroom use         |

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

See Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

---

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Other</td>
<td>MEDA</td>
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</table>

Description and part number for ordering:

TBU: vPRO Secure Advanced Hardware Enabled Systems Mgmt. Dell Optiplex (330-2626)

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<td>$0.00</td>
<td>$11.89</td>
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</table>

Type College-wide Discipline-Specific

Upgrade None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

See Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: To Support: Category Discipline Area
01 20 Classes Other MEDA

Description and part number for ordering:
CD ROM-16X DVD=/-RW SATA, DATA only DELL OPTIPLEX 960 Desktop or Minitower, Black (313-6742)

Qty. Unit Cost: Tax: Shipping: Total:
1 $15.74 $1.50 $0.00 $17.24

Type College-wide Discipline-Specific
Upgrade None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Base Unit

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
### I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Students</td>
<td>Other</td>
<td>MEDA</td>
</tr>
</tbody>
</table>

**Description and part number for ordering:**
CD ROM: Roxio Creator Dell Edidion, 9.0 Dell Optiplex (420-7963)

<table>
<thead>
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<th>Qty.</th>
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</table>

**Type**
Upgrade

**College-wide**

**Discipline-Specific**

Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

See Base Unit

**Item to be shared with the following Department/Program: (Include any shared expenses)**

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

**Additional Justification for this item:**
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>20 Classes</td>
<td>Computer</td>
<td>MEDA</td>
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</tbody>
</table>

Description and part number for ordering:
Processor: Optiplex 960, Core 2 Duo E8400/3.0GHz, 6M, 1333FSB (311-9533)

<table>
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<th>Qty.</th>
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<td>$161.83</td>
<td>$15.37</td>
<td>$0.00</td>
<td>$177.20</td>
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</tbody>
</table>

Type: College-wide
Discipline-Specific
Upgrade: None
Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
See Base Unit for all justifications and questions.

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

Technology Requests

Part II : Hardware for Lab and Classroom

Modern Languages-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>01</td>
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<td>Computer</td>
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</table>

Description and part number for ordering:

Dell Computer

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<td>$1,100.00</td>
<td>$0.00</td>
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<td>$1,100.00</td>
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Type: College-wide

Discipline-Specific: Out-of-class Assignments

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

My existing computer is from 2002 and completely inadequate to accomplish the necessary work.

Item to be shared with the following Department/Program: (Include any shared expenses)

No

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?
   1

   2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   n/a

   3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   It will allow the faculty member to conduct necessary business, in a timely manner.

   4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   n/a
5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

n/a

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: 01  To Support: 26 Classes

Description and part number for ordering:

Apple iMac 27" 5.9GHz Intel Core 2 Duo, w/ 8GB RAM, 2 TB HD, standard Keyboard and mouse, and AppleCare 3-yr warranty.

Qty. 28  Unit Cost: $2,999.00

Type College-wide  Replace None

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

The current processor speed in our 4 to 5-year old Intel iMacs is barely fast enough to handle the current Adobe Suite, Final Cut Pro (FCP) Suite, and 3D Studio Max (PC mode on the iMacs). The older, smaller hard drives do not have enough room to install all of the software for the FCP Suite, nor is there enough room to fully install all required software for the Mac and PC modes on the Intel iMacs. Finally, there is just barely enough RAM to use the limit of RAM that can be installed in these older models. As a result of processor, hard drive and RAM limitations, normal software operation is limited. In addition, as a result of limitations of older equipment, multitasking applications are severely limited and multitasking IS multimedia in today's current job market. Students must learn how to work with multiple applications simultaneously, as this IS the current standard for all design and development jobs in ALL of the multimedia industries: Audio and Video (using Final Cut, Color, Soundtrack, and Motion), Authoring (using Dreamweaver, Fireworks, Flash, PHP, and Photoshop), Visual Design (using Acrobat, Flash, Illustrator, InDesign, Painter, Photoshop, etc.), and Game Design (using 3D Studio Max, Director, and coding applications, in addition to all of the aforementioned application tools).

1. The district has NOT funded ANY of the current computers used by MMST students. All computers were purchased with an outside IIEC grant from the EWD initiative of the CCCCO over 4 years ago.
2. Current software was purchased with funds from a current CTE grant from the EWD initiative of the CCCCO.
3. MMST has not received ANY Instructional Equipment funding for computers in 7 YEARS! In 2003, 13 of the cheapest iMacs were purchased with limited IE funds (approx. $15,000). The FIRST TIME multimedia received ANY computer funding from the district since the MMST Program approval by the CCCCO in 1997!

Item to be shared with the following Department/Program: (Include any shared expenses)

In the past Technology Equipment and Software has been shared with CES. However, when MMST moves into the new building and into a single classroom, we will occupy all time slots for MMST classes (M-Th 9am-10pm; F 10am-4pm; and Sat 10am-3pm). There will not have any open time slots to make the classroom-lab available for CES classes, except for Sundays.

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • A' means that your discipline cannot teach your course(s) without the requested equipment.
   • B' means that your course(s) would be greatly enhanced with the requested equipment.
   • C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

A1  MMST

cannot be effective in preparing students for the growing and changing multimedia industry with old, outdated, mediocre equipment. Current computers are REQUIRED to teach the CURRENT software that REQUIRES recent iMac models to run the software!

The current processor speed in our 4-year old Intel iMacs is barely fast enough to handle the current Adobe Suite, Final Cut Pro (FCP) Suite, and 3D Studio Max (as a PC on the iMacs). The older, smaller hard drives do not have enough room to install all of the software for the FCP Suite, nor is there enough room to fully install all required software for the PC on the Intel iMacs. Finally, there is just enough RAM to handle all of the above, and multitasking applications are severely limited due the limit of RAM that can be installed in these older models and multitasking IS multimedia in today's current job market. Students must learn how to work with multiple applications simultaneously, as this IS the current standard for all design and development jobs in ALL of the multimedia industries: Audio and Video (using Final Cut, Color, Soundtrack, and Motion), Authoring (using Dreamweaver, Fireworks, Flash, PHP, and Photoshop), Visual Design (using Acrobat, Flash, Illustrator, InDesign, Painter, Photoshop, etc.), and Game Design (using 3D Studio Max, Director, and coding applications, in addition to all of the aforementioned application tools).

MMST

is set to move into the new building at IVC in late Fall 2010, where there will be a SINGLE classroom-lab and two very small (office size) single-station, capture room-labs. Currently there are two full MMST classroom-labs, one PC
and one Apple, and two very small (office size) single-station, capture room-labs. This equipment is REQUIRED when MMST moves into the new IVC building for the following reasons:

1. The Modernization Bond INCLUDES new equipment as part of the new construction (a percentage of total costs is RESERVED for new Equipment)

2. A new classroom is useless if the new equipment is already 3-5 years old. New paint and furniture does NOT provide or support SLOs, but current instructional technology DOES!

3. The district has NOT funded ANY of the current computers used by MMST students. All computers were purchased with an outside IDRC grant from the EWD initiative of the CCCCO 5 years ago.

4. Current software was purchased with funds from a current CTE grant from the EWD initiative of the CCCCO.

5. A request for new computers has been made every year since 1997. 13 of the cheapest eMacs were purchased with limited funds (approx. $15,000) in 2003--MMST has not received ANY Instructional Equipment funding for computers in 7 YEARS!

6. The last cycle (2007) of Adobe software licenses were renewed with emergency funds by the Academic VP at COM. As emergency funds from the VP's account, only half of the licenses were renewed and as a result the other 30 seats were made inactive. The original 60 seats were purchased with outside funds using the IDRC/EWD grant.

7. MMST has not received ANY Instructional Equipment funding for computers in 7 YEARS! In 2003, 13 eMacs were purchased with IE funds (approx. $15,000)--the FIRST TIME multimedia received ANY computer funding from the district since the MMST Program approval by the CCCCO in 1997!

8. It is financially irresponsible for the district to use Bond Funds to MOVE old, outdated equipment that has already met or exceeded its useful lifespan (as defined in Title 5).

9. It is disingenuous for the district to make promises of new facilities and equipment to the voters and taxpayers of Marin County, and not deliver as promised.

10. The new classroom-lab at IVC is not large enough to accommodate 20 (1 Mac and 1 PC) computer stations for each student, which would reduce the number of seats to half (Required space is defined in Ed Code and Title 5 by computer station), and therefore would reduce the class maximum from 27 to 14. This would cut student access in half for every class in the MMST program!

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Quantitative assessment of Attrition rates, Student Success (by class, by project, by grading criteria), and Program Success. In addition to the quantity of completed courses, completed certificates and completed degrees. Most importantly, faculty will use Program Review Assessment portfolio samples of student work to be compared and contrasted with past students samples to compare and contrast an increase (or decrease) in qualitative assessment.

Additional Justification for this Item:

COM EMP Priorities
This request meets or exceeds the following College of Marin EMP Priorities as follows:

First Priority 2009-2012 Improve Student Access
Assess and make changes as needed in the class scheduling practices of programs, including the consideration of various non-traditional scheduling options, additional distance education offerings, and new career technical education courses and programs designed to meet business and community needs.

Second Priority 2009-2012 Improve Student Learning and Success
Develop, implement, and evaluate a college-wide plan for student retention and success. Develop, implement, and evaluate a plan for systematically tracking progress and success of students in the five pathways, with particular attention to students taking basic skills, mathematics, English, and ESL courses. Then develop, implement, and evaluate strategies for the use of that information to improve student success.

Third Priority 2009-2012 Improve Instructional Technology
Prepare, implement, and evaluate a college technology plan that identifies the policies, hardware, software, and training needed to improve student, staff and faculty effectiveness in the use of technology in instruction.

MODERNIZATION Requirements
This request meets or exceeds the purpose of the 2004 Modernization Bond for College of Marin as follows (source: http://www.marin.edu/MeasureC/index.htm):

- With the bond, the College will be able to:
  - Modernize science labs, classrooms, libraries;
  - Provide modern computer technology;
  - Upgrade fire safety, campus security, disabled access, energy conservation systems and electrical wiring for computer technology; and
  - Repair, construct, acquire, and/or equip classrooms, labs, sites and facilities.

This request meets or exceeds the COM BOT Resolution and the actual text for Measure C, as follows (source: Measure_C-Bond.pdf):

1.2.1 Board of Trustees Resolution authorizing the Bond Measure RESOLUTION NO. 2004-7-20-12a.
RESOLUTION OF THE BOARD OF TRUSTEES OF THE MARIN COMMUNITY COLLEGE DISTRICT ORDERING AN ELECTION, AND ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER
WHEREAS, the Board has determined that the maintenance, modernization and replacement of worn-out classrooms, buildings, laboratories and instructional equipment; the provision of state-of-the-art computer technology; the installation of fire safety equipment; the improvement of electrical, lighting, ventilation and fire detection systems in existing classrooms; the need for pedestrian, cyclists, and disabled student access improvements; and the improvement of campus safety are also among the highest priorities of the Board; and

Excerpts of relevant Measure C text:

COLLEGE OF MARIN - INDIAN VALLEY CAMPUS
Technology Upgrades: Provide state-of-the-art technology facilities, upgrade Internet access and cable technology; create smart classrooms to improve distance learning; upgrade telecommunication systems; campus-wide technology upgrades, computers; replace outdated equipment, wiring upgrades.

- Repair, Upgrade, Equip, and/or Replace Obsolete Classrooms, Science and Computer Labs, Instructional Facilities, Sites and Utilities; Meet Demands of Changing Workforce:
  - Repair, upgrade and/or replace leaky roofs, decaying walls, old ceiling tiles and flooring, plumbing, sewer, drainage, electrical systems, wiring, unsanitary and run down bathrooms, heating, ventilation and cooling systems, telecommunications systems, classrooms, fields and grounds, library, science laboratories, lecture halls, children's center, and other instructional facilities; wire classrooms for computers and technology, increase safety, increase energy efficiency, acquire equipment, reduce fire hazards, reduce operating costs so more classes and job training can be offered, improve academic instruction, and meet legal requirements for disabled access.

- Upgrade and Modernize Classrooms, Science Labs and Facilities: Upgrade the capacity for academic and job training classes, including basic education classes such as math and English, science labs, fine arts, classrooms, conference rooms and labs.

TECHNOLOGY PLAN 2004-2007
The first Technology Plan developed by the Committee outlines the needs for instructional technology equipment. To date, the district has not submitted or implemented an alternate Technology Plan. The sound recommendations of the 2004-2007 Technology Plan are as follows:

E. Recommendation: Conduct and maintain an inventory of existing instructional technology equipment and software.

An audit and inventory of existing equipment and software should be conducted to help...
ensure that faculty has access to the instructional technology that it needs. Based on this audit and inventory, a list of unmet needs can be developed and priorities determined so that as funds become available higher priority items can be acquired.

Computer hardware and software have become an essential part of modern academic life, therefore each department should have a line item in its yearly budget for hardware and software upgrades. Given the current difficult budget situation, departments should be encouraged to supplement these allocations with donations and grants of money and equipment to enhance their individual departmental capabilities.

Priority: High
Estimated Costs: TBD
Resource: VP of Business Services and VP Academic Affairs

H. Recommendation: Increase computer equipment and digital projection capabilities in computer labs. Increase the number of workstations, upgrade computer hardware and software and provide digital computer projection capabilities in selected computer laboratories.
Priority: High
Estimated Costs: TBD
Resource: Instructional Equipment Committee

A survey regarding technology at COM was conducted by the Technology Committee in 2004. The following is Summary of Online Survey Comments (By students):
+Students want support for Macintosh computers
+Need more Smart Classrooms
+Computer labs need to have consistent and uniform hardware and software

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: To Support:
02 26 Classes

Description and part number for ordering:
PANASONIC XWUGA Projector (1920 x1200 res) Model #PT-DZ6700UL for new classroom-lab in the new Measure C building at IVC.

Qty. 1
Unit Cost: $10,000.00
Type College-wide
New

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
This is a requirement for the new classroom-lab being built with Measure C funds. There is currently no plan to place a new projector in the new lab, but rather spend bond money to move a 3-year $1,000 projector that is constantly out of focus and too low resolution to display computer demos and students projects.

Item to be shared with the following Department/Program: (Include any shared expenses)
In the past Technology Equipment and Software has been shared with CES. However, when MMST moves into the new building and into a single classroom, we will occupy all time slots for MMST classes (M-Th 9 am - 10 pm; F 10am- 4pm; and Sat 10 am - 3 pm). There will not have any open time slots to make the classroom-lab available for CES classes, except for Sundays.

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
A, as our current equipment is substandard, and was substandard when purchased, but budget did not allow for a long-term adequate projector, and it was common knowledge at the time of purchase of the old projector that MMST would be relocated into a new facility with all new equipment as per Measure C and the BOT resolution.

Not only is it fiscally irresponsible to spend as much or more money to move an old $1,000 projector, but it is already failing due to the heavy vibrations of the old HVAC in Pom 192. As a result, the color is often off, and it is frequently out of focus making it difficult for both students and instructors to see demonstrations. It also severely limits where students sit as a result.

Without an adequate and proper projector to demonstrate and present with, teaching computer software applications is futile. There is too much detail that needs to be viewed with large workspaces that demand 1920 x 1200 resolution to accommodate multiple "palettes" windows, and toolbars.

This equipment is REQUIRED when MMST moves into the new IVC building for the following reasons:

1. The Modernization Bond INCLUDES new equipment as part of the new construction (a percentage of total costs is RESERVED for new Equipment)

2. A new classroom is useless if the new equipment is already 3-5 years old. And not quality academic equipment to begin with. New paint and furniture does NOT provide or support SLOs, but an appropriate and quality instructional projector DOES!

3. The district has NOT funded ANY of the current projectors used by used in the MMST classroom-labs. All projectors in current use were purchased with an outside IDRC grant from

the EWD initiative of the CCCCO 5 years ago, and were meant to be temporary until modernization was completed.

4. Unlike other programs at COM, MMST uses their projectors for EVERY class for 90-100% of the class meeting, which is 50-60 hours per week or 1800-2150 hours annually! Consumer rated equipment cannot handle the high number of hours used (as is currently the case), so professional equipment is required to sustain quality visual instruction as outlined!

5. MMST has not received ANY Instructional Equipment funding in 7 YEARS! In 2003, 12 of the cheapest servers were purchased with limited IE funds [approx. $15,000]â€”the FIRST TIME multimedia received ANY funding from the district since the MMST Program approval by the CCCCO in 1997!

6. It is financially irresponsible for the district to use Bond Funds to MOVE old, outdated equipment that has exceeded its useful lifespan and is substandard for the amount use. Especially when the cost to move and reinstall said equipment will exceed the original cost.

7. It is disingenuous for the district to make promises of new facilities and equipment to the voters and taxpayers of Marin County, and not deliver as promised in Measure C.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

As per Title 5 and Ed Code, Computer, communication and technology equipment must be up to date to provide students with the ability for optimum Access and Success. This is even further stipulated for equipment associated with Career & Workforce Development courses.

This equipment itself is NOT required for Health or Safety codes. However, the quality of information being visually presented via the projector is critical for students with normal, limited or corrected vision to minimize eye strain and keep focus and attention on subjects presented, including presentations by students.

Most importantly, this equipment is a REQUIREMENT as part of the Measure C agreement with Marin Taxpayers as outlined in Question 7.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

The quality of instruction will be improved by clarity with visual learning using a proper projector. This is also crucial for students (and instructors) wearing glasses or with other vision problems/limitations.

It is difficult to have a successful visual learning outcome with poor visuals no different that expecting students to read for an exam or paper with a test book in which the pages are smeared or poorly printed. Our role as instructors in MMST is too give every opportunity for the student to quickly learn the vast, changing tools required for the multimedia job market. Our students are excellent problem solvers, but not if they cannot "read" or "see" the material (and problem) given.

More importantly, how can COM state that student success and access are a top priority for the district, or that our goal is too constantly assess our SLOs to improve student success, and that "we are here for the students" when the equipment is outdated and/or substandard? Classrooms, and especially computer lab-classrooms, are paramount to student retention and success. It retains current students and attracts new students (as proven with enrollments, retention and success in MMST courses). It even impacts and attracts students in other areas of the collegeâ€”and become more complex every 12-18 months. With these added features, the hardware that runs this state-of-the-art software has increasing demands, and as a result is updated to a point where computers need to be replaced every 30-60 months. Is it improbable that it can properly (if at all) run the new software.

Career Technical Education cannot function with outdated materials because it improperly prepares students for methods that are no longer applicable in the job market. Within the CTE department, it is even more critical for Multimedia Studies. The industry's standard, software applications are updated and become more complex every 12-18 months. With these added features, the hardware that runs this state-of-the-art software has increasing demands, and as a result is updated to a point where computers need to be updated or replaced every 30-26 months. It is irresponsible for the district to use Bond Funds to MOVE old, outdated equipment that has exceeded its useful lifespan and is substandard for the amount use. Especially when the cost to move and reinstall said equipment will exceed the original cost. It is disingenuous for the district to make promises of new facilities and equipment to the voters and taxpayers of Marin County, and not deliver as promised in Measure C.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would
Students will have limited or no access to group/team learning outside of class. A proper projector is necessary to provide them the ability to critique and learn from their peers' presentations and reviewing assignments, and developing team relationships for larger more complex projects and assignments. Access will be maintained in accordance with Title 5 and Ed Code for adequate technology/current hardware and software required for instruction and learning material that is relevant for successful student learning outcomes.

This hardware will serve all MMST students, which equates to 26 classes annually or approximately 700 students annually (26 x new class max of 27).

YES. This is positively required to maintain current students' outdated or poor technological resources, directly lowers enrollment, student success, and career/job placement based upon a comparison of the poor enrollment, attrition and success of 2003-2005 (with little to no equipment) vs. recent enrollment and success of 2008-2010 at IVC.

YES! Word travels fast! Students will quickly hear about facilities, equipment and instructional/learning resources, and will flock to MMST classes at IVC. However, if the technological resources are worse than their high school or middle school labs, they will look elsewhere. Students in the past used to walk into class look at the lab of old gear and turn right around and walk out.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

a. Students will be prepared for internship and/or job placement through synthesizing hands-on design, development and organizing of multimedia content.

b. Students will assess their hands-on skills and knowledge by developing problem solving skills as teams within the classroom-lab.

c. Based upon their hands-on experience, students will evaluate themselves and their peers as compared with professionals in similar creative careers.

d. Using current hardware and software, students will apply their knowledge, skills, and hands-on experience to demonstrate their ability to the instructor and their peers.

YES. Without a current, and adequate projector, students will be unable to successfully present their assignments, limiting their ability to be prepared for interviews or client/employer presentations, and difficult to complete any of the aforementioned SLOs.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Quantitative assessment of Attrition rates, Student Success (by class, by project, by grading criteria), and Program Success. In addition to the quantity of completed courses, completed certificates and completed degrees. Most importantly, faculty will use Program Review Assessment portfolio samples of student work to be compared and contrasted with past students' samples to compare and contrast an increase (or decrease) in qualitative assessment.

Additional Justification for this item:

COM EMP Priorities

This request meets or exceeds the following College of Marin EMP Priorities as follows:

First Priority 2009-2012 Improve Student Access
Assess and make changes as needed in the class scheduling practices of programs, including the consideration of various non-traditional scheduling options, additional distance education offerings, and new career technical education courses and programs designed to meet business and community needs.

Second Priority 2009 -2012 Improve Student Learning and Success
Develop, implement, and evaluate a college-wide plan for student retention and success. Develop, implement, and evaluate a plan for systematically tracking progress and success of students in the five pathways, with particular attention to students taking basic skills, mathematics, English, and ESL courses. Then develop, implement, and evaluate strategies for the use of that information to improve student success.

Third Priority 2009- 2012 Improve Instructional Technology
Prepare, implement, and evaluate a college technology plan that identifies the
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: 59
To Support: 26 Clasess

Description and part number for ordering:
Mac Pro 2.26 8-core 16GB/3TB w/AppleCare.

Unit Cost: 84,799.00

Type: College-wide

Open Lab

Excerpts of relevant Measure C text:

Repair, Upgrade, Equip, and/or Replace Obsolete Classrooms, Science and Computer Labs, Instructional Facilities, Sites and Utilities; Meet Demands of Changing Workforce;

Repair, upgrade and/or replace leaky roofs, decaying walls, old ceiling tiles and flooring, plumbing, sewer, drainage, electrical systems, wiring, unsanitary and run down bathrooms, heating, ventilation and cooling systems, telecommunication systems, classrooms, fields and grounds, library, science laboratories, lecture halls, childcare centers, and other instructional facilities; wire classrooms for computers and technology, increase safety, increase energy efficiency, acquire equipment, reduce fire hazards, reduce operating costs so more classes and job training can be offered, improve academic instruction, and meet legal requirements for disabled access.

Upgrade and Modernize Classrooms, Science Labs and Facilities: Upgrade the capacity for academic and job training classes, including basic education class such as math and English, science labs, fine arts, classrooms, conference rooms and labs.

TECHNOLOGY PLAN 2004-2007

The first Technology Plan developed by the Committee outlines the needs for instructional technology equipment. To date, the district has not submitted or implemented an alternate Technology Plan. The sound recommendations of the 2004-2007 Technology Plan are as follows:

E. Recommendation: Conduct and maintain an inventory of existing instructional technology equipment and software.

An audit and inventory of existing equipment and software should be conducted to help ensure that faculty has access to the instructional technology that it needs. Based on this audit and inventory, a list of unmet needs can be developed and priorities determined so that as funds become available higher priority items can be acquired.

Computer hardware and software have become an essential part of modern academic life, therefore each department should have a line item in its yearly budget for hardware and software upgrades.

Given the current difficult budget situation, departments should be encouraged to supplement these allocations with donations and grants of money and equipment to enhance their individual departmental capabilities.

Priority: High
Estimated Costs: TBD
Resource: VP of Business Services and VP Academic Affairs

H. Recommendation: Increase computer equipment and digital projection capabilities in computer labs.

Increase the number of workstations, upgrade computer hardware and software and provide digital computer projection capabilities in selected computer laboratories.

Priority: High
Estimated Costs: TBD
Resource: Instructional Equipment Committee

A survey regarding technology at COM was conducted by the Technology Committee in 2004. The following is Summary of Online Survey Comments (by students):

Students want support for Macintosh computers

Need more A1477s, smart A1477 classrooms

Computer labs need to have consistent and uniform hardware and software.
If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

We currently have (or had) two G5 Towers for the small labs in PM. However, these computers are 6 years old, not very fast, with limited RAM and cannot withstand the rigor of use. Case in point, one of our G5 Towers just died and cannot be repaired. So we are now down to one G5 tower which is not an Intel and cannot run the current software for which it is intended.

Item to be shared with the following Department/Program: (Include any shared expenses)

These computers may be accessed (by arrangement) by FILM, and other COM student, after demonstrating competency to properly use the equipment. In addition, it could be utilized by both faculty and staff for COM based projects (this has been the case already, with COM Faculty using this equipment to prepare instructional demonstrations and other class materials).

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

• ‘C’ meaning that you would like this piece of equipment for your course(s) but can wait for a future academic year.

Justification for Item (See Rating Rubric)

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this Item:

Additional Justification for this Item:

As per Title 5 and Ed Code, Computer, communication and technology equipment must be up to date to provide students with the ability for optimum Access and Success. This is even further stipulated for equipment associated with Career & Workforce Development courses.

This equipment itself is NOT required for Health or Safety codes. However, the amount of space per computer station is clearly defined in all of the above.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

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5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Quantitative assessment of Attrition rates, Student Success (by class, by project, by grading criteria, and Program Success. In addition to the quantity of completed courses, completed certificates and completed degrees. Most importantly, faculty will use Program Review Assessment portfolio samples of student work to be compared and contrasted with past students and samples to compare and contrast an increase (or decrease) in qualitative assessment.

In addition, log sheets of use and a potential survey to quantify and qualify the effectiveness and access of the mini-labs and their respective equipment.

Additional Justification for this Item:

As per Title 5 and Ed Code, Computer, communication and technology equipment must be up to date to provide students with the ability for optimum Access and Success. This is even further stipulated for equipment associated with Career & Workforce Development courses.

This equipment itself is NOT required for Health or Safety codes. However, the amount of space per computer station is clearly defined in all of the above.

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In addition, log sheets of use and a potential survey to quantify and qualify the effectiveness and access of the mini-labs and their respective equipment.

Additional Justification for this Item:

As per Title 5 and Ed Code, Computer, communication and technology equipment must be up to date to provide students with the ability for optimum Access and Success. This is even further stipulated for equipment associated with Career & Workforce Development courses.

This equipment itself is NOT required for Health or Safety codes. However, the amount of space per computer station is clearly defined in all of the above.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students?

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Quantitative assessment of Attrition rates, Student Success (by class, by project, by grading criteria, and Program Success. In addition to the quantity of completed courses, completed certificates and completed degrees. Most importantly, faculty will use Program Review Assessment portfolio samples of student work to be compared and contrasted with past students and samples to compare and contrast an increase (or decrease) in qualitative assessment.

In addition, log sheets of use and a potential survey to quantify and qualify the effectiveness and access of the mini-labs and their respective equipment.
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: 04

To Support: 26 Classes

Description and part number for ordering:

Apple 30" cinema display (if purchased with on the Mac Pro Towers (Priority 3), AppleCare will also be applied to the Monitor--3 yr, warranty.

Qty: 1

Unit Cost: $1,599.00

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College of Marin - Program Review
Type
Replace

College-wide
Open Lab

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Current lab tower recently died. It had a 17 inch monitor that was only good for older, simple audio apps that did not require a large screen. The current audio and video software requires a large screen for all the tools and the actual content to be seen. This new monitor will be used in the video mini-lab, and the old 24 inch monitor will be used in the audio mini-lab (currently used in the video mini-lab).

Item to be shared with the following Department/Program: (Include any shared expenses)

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

Additional Justification for this item:

I. Technology Requests-Hardware for Lab and Classroom or other student use
   This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

   Priority: 05
   To Support: 26 Classes

   Description and part number for ordering:
   Epson V700 Photo Scanner Flatbed with Transparency Adaptor built in.

   Qty. Unit Cost:
   1 $600.00

   Type
   Replace

   College-wide
   Open Lab

   If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
   We have an older Epson 1280 scanner which is inadequate for quality image scanning necessary for multimedia assignments (photographs, slides, sketches, small art, etc.)
   The Epson 1280 is approximately 10 years old and needs to be replaced.

   Item to be shared with the following Department/Program: (Include any shared expenses)
   The old scanner would be cascaded to the open lab for access by all students, faculty, and staff. It is still in good working condition for scanning for PowerPoint, or other class purposes that don't require a high quality scan.

   Justification for Item (See Rating Rubric)
   1. Indicate how important this item is to the life of your discipline.
      • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
      • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
      • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
      In addition, how many times have you requested this item, but you have not received it?

   2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
      Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would

   5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

   6. How will these outcomes be measured for future planning? What data or evidence supports your request?
Technology Requests

Part II: Hardware for Lab and Classroom

Music-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>400 Students</td>
<td>Other</td>
<td>Music/Multimedia/Film</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

20 pairs AKG K240m headphones: 11 for FA225, 9 for Music Department

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<td>20</td>
<td>$115.00</td>
<td>$207.00</td>
<td>$20.00</td>
<td>$2,527.00</td>
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</tbody>
</table>

Type: College-wide

Category: Discipline-Specific

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Existing headphones are seven years or older. Many have become broken and not fixable.

Item to be shared with the following Department/Program: (Include any shared expenses)

FA225 shared with Film and Multimedia Studies
FA179 Music only

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   A.

   Headphones need to be replaced every few years due to wear and tear and we do not have enough for each computer in FA225. This request also replaces some Music Department headphones. None of these headphones have been replaced for about seven years. We have requested replacement every year, and have no spares, so all students can not listen to their individual work at once. Our numbers of headphones dwindle every year because there has been no funding to replace them.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

n/a

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

http://programreview.marin.edu/IEReportPart3.jsp

2/23/2010
Each student must have a set of headphones to listen to their work. We currently do not have enough headphones to provide that. Students have to share. This severely inhibits student access and thereby students are frustrated tend to be less successful in their class work.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Existing students need to be provided the appropriate music playback equipment to provide the necessary access to their course materials to expedite success in their class work. There must be enough headphones to accommodate each student who is required to listen to their classroom assignments.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

With the demand for classes involving current technology bursting at the seams, maintaining the equipment and materials necessary for that technology is imperative to longevity for the classes and their instructional integrity.

Enrollment numbers will be the best way to monitor success. If the technology is not able to meet the demands of his classroom requirments, enrollments will drop.

Additional Justification for this item:

It is difficult to work on a sound project if you can't hear the sound. For each computer station, there must exist one set of headphones.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority:</th>
<th>To Support:</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
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<tr>
<td>02</td>
<td>40 Students</td>
<td>Other</td>
<td>Music/Multimedia/Film</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

M audio Key Rig 49 USB Keyboards (musical) (Sweetwater Sound)

<table>
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<th>Qty.</th>
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<th>Tax:</th>
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<td>$1,609.00</td>
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</table>

Type
Replace
College-wide
Discipline-Specific

Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Many of the keyboards have broken over the years. We need 25 keyboards for 25
computers. We have 9 left. We need 16 additional keyboards.

**Item to be shared with the following Department/Program: (Include any shared expenses)**

Multimedia Studies and Film

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?
   A.

   In order to play music into the computer software, you need a USB keyboard, which plays like a piano. This is essential for Music 116, 117, Music 139 (Music Notation at the Computer) as well as various Multimedia Studies and Film classes. Since we have only a few remaining keyboards, only a few students can enter at a time.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   With the additional keyboards more students will immediately have this tool at hand thus avoiding waits which can severely hamper the student's progress during class.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   More students will be able to simultaneously access this invaluable tool. Students will then be able to complete their projects in a more timely and complete manner during the allotted class time.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

   As students gain increased access to necessary tools success in the classroom work is likely to increase and high enrollment will be sustained and measurable.

   **Additional Justification for this item:**

   In a lab setting the student needs the USB (piano-like) keyboard in order for the students to simultaneously enter music into their computer for their individual projects.

---

**I. Technology Requests-Hardware for Lab and Classroom or other student use**

This section will be filled out by faculty and reviewed by the Department Chair, the Area
Priority: 03
To Support: 40 Students
Category: Other
Discipline Area: Music/Multimedia/Film

Description and part number for ordering:
Digidesign M-Box 2 digital interfaces for FA225 lab

Qty. | Unit Cost  | Tax  | Shipping | Total  |
--- | --- | --- | --- | --- |
10  | $350.00 | $31.50 | $50.00 | $3,581.50 |

Type | College-wide | Discipline-Specific
--- | --- | ---
New | Open Lab | Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
In FA226, the Digital Arts Lab, we have 25 seats for Pro Tools software and only 15 M-Box 2, which are necessary to run the software. We need the equipment so that all 25 computers can use the software simultaneously. Music 116 and Mus 117 which meet simultaneously always has more than a full class, so it is imperative that we acquire this additional equipment.

Item to be shared with the following Department/Program: (Include any shared expenses)
Multimedia Studies and Film

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
Rated A. Without this digital sound conversion box, students cannot use Pro Tools Software which is taught throughout the second half of Mus 116 and throughout Mus 117. We have 25 computer stations with Pro Tools software and 15 M-boxes. With the additional 10 boxes all 25 computer stations can utilize Pro Tools simultaneously. The class has more than 25 students (actually has very large wait lists) enrolled each semester so it is essential to provide as many students access as we can.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   n/a

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
The quality of instruction will improve when the problem of students attempting to share computer hardware is removed by acquisition of this additional equipment.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Each computer station must be enabled so that, no matter whether students are following along with the instructor during a lecture or doing their own individual work they have hands-on access to the
software. Each student should have access to the same equipment. To have all stations M-Box enabled will attract students and add to the integrity of the class instruction and viability.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
Students will be able to have more individual lab time to complete and improve their work.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
At least current enrollment numbers will be sustained. With more stations available the drop-out rate might improve.

Additional Justification for this item:
Without this digital converter box for sound, you can not use Pro Tools. We have 25 computers, we need 25 boxes. We have 15, we need 10 additional M-box 2 boxes.

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
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<th>Priority</th>
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<th>Discipline Area</th>
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<tbody>
<tr>
<td>04</td>
<td>400 Students</td>
<td>Other</td>
<td>Music</td>
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</table>

Description and part number for ordering:
Speakers, preamp/mixer and amplifier for FA72

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<th>Qty.</th>
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Type: College-wide  Discipline-Specific
Replace None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
We have PA speakers that were bought for FA72 during a remodel some years ago. These speakers are not adequate for the type of detailed listening that music students are required do do in this class room. The amplifier was obtained from a different area. The mixer/preamp is donated and not adequate for the purposes of this room. This is our most used, and important room. It needs to be outfitted with proper equipment.

Item to be shared with the followng Department/Program: (Include any shared expenses)
Film and other campus activities

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?
This is both a "smart" classroom and concert hall designed specifically for the purpose of listening to music. These speakers are not designed to deliver the high quality sound necessary for serious listening and analysis. Replacement of these speakers was requested last year. With new speakers the students will be able to hear more clearly the musical elements discussed in the classroom. During concerts, when sound-reinforcement is necessary, these speakers will deliver a more natural unbiased reproduction.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

n/a

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

If students can hear better and more precisely the sounds in any given piece of music, they are better able to distinguish the finer points of musical analysis offered by the instructor in their presentations. When sound reinforcement is needed, this equipment will provide a more natural, well-defined sound to the listener and performer alike.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Access to understanding will be improved with the added quality and definition of the suggested equipment.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Students will be better able to successfully perform the analysis required in the curriculum in their path to completing their goal to become better and more educated musicians.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

More students will be successful and enjoy the classes. Increased enrollment will be a measure.

Additional Justification for this item:

This replacement will provide a much needed improvement for the many listeners who attend classes and concerts in this room.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
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<th>Discipline Area</th>
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<tr>
<td>05</td>
<td>400 Students</td>
<td>Other</td>
<td>Music</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

Fender Audio Passport 500 Pro portable PA (public address system for concerts in the Fine Arts Theater and occasionally in FA 72)
<table>
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<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
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**Type**  
College-wide  
Replace None

**Discipline-Specific**  
Out-of-class Assignments

*If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:*

We currently have old donated component parts of PA's with broken channels which sometimes work and are not dependable. We need an integrated compact system which will provide quality sound reinforcement for our concerts when necessary. This performance hall needs to have equipment befitting its size and the quality of the performances which are presented in it.

**Item to be shared with the following Department/Program: (Include any shared expenses)**

Drama/Dance

**Justification for Item (See Rating Rubric)**

1. **Indicate how important this item is to the life of your discipline.**
   - 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   - 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   - 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   **In addition, how many times have you requested this item, but you have not received it?**

   B

   This equipment would be used to enhance our recitals and concerts in the Fine Arts Theater and the Lefort Recital Hall. When sound reinforcement is necessary, we need a high quality PA to accurately reflect the sound produced by our students in their performances. A compact unit which, when turned on, just works. The current mismatched, throw together equipment often is difficult for the faculty to carry, set up and operate. This unit would be simple to set up and use.

2. **Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)**

   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. **How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?**

   The musical performances of our students will be more accurately reinforced by the suggested equipment. The performer and the listener will be able to hear their performance more clearly so that the reinforcement does not distract from the performance. For all of our performance classes, the concert is the final test of success for the class. The sound quality is a very important factor in that final.

4. **How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?**

   Access will improve for all students who need sound reinforcement during their performances. This improvement in sound will be shared by the audience: supporting classmates, other supportive students and the general public. All students are encouraged to attend all concerts so this would affect all of the students in the music program. This kind of quality support will attract new listeners as well as to encourage others to become students.
5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Students who can hear themselves in performance will gain confidence and strive to improve their performance. In performance classes, this is the ultimate goal.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

If performance class enrollment increases, this is an accurate measure. Increased concert/recital attendance can lead to more students.

Additional Justification for this item:

To give a good performance, you need good equipment to lend support when necessary. A compact system does this easily and dependably while providing minimal auditory and well as visual distraction for the performer and audience.

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
<tr>
<th>Priority</th>
<th>To Support</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>06</td>
<td>200 Students</td>
<td>Other</td>
<td>Music</td>
</tr>
</tbody>
</table>

Description and part number for ordering:

Stereo equipment rack (locking) w/doors, Integrated Amp (preamp, mixer, amp) and CD player for FA177 (music classroom)

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
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Type: College-wide Discipline-Specific

Replace: None Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

The stereo equipment in FA 177 is from the 1960's. It is heavy and dangerous to the users. It has no lock. The components are old, some donated, and outdated. We need to update the equipment. The sound quality of the existing equipment is minimal.

Item to be shared with the following Department/Program: (Include any shared expenses)

Community Ed music classes use the room quite often

Justification for Item (See Rating Rubric)

1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

B

This equipment is inadequate for teaching music classes. The cabinet itself is dangerous to those who use it and not suited for today's audio components. The audio components need to be updated to provide the quality of sound necessary for accurate
musical analysis.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
The current stereo cabinet has been in FA177 for almost 50 years. The cover is heavy and dangerous and could cause serious injury if it fell closed unexpectedly on a hand or someone's head.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
Improved sound equipment will improve the student's ability to more-correctly hear the music he must analyze to fulfill the requirements of the class.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Students hearing skills will improve with proper equipment. This room serves over 200 students a semester. All will benefit from this improvement. Providing good sound is an absolute necessity in today's iPod world.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
Students will be expected to fulfill the demands of the curriculum easier with these improvements. What better goal for the music student than learning to hear more precisely. This equipment will nurture that goal.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
Class enrollment is the measure.

Additional Justification for this item:
Music needs to be heard clearly to be understood. The cabinet is unsafe.
Technology Requests
Part II : Hardware for Lab and Classroom
ESL-Noncredit-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: To Support: Category Discipline Area
01 100 Classes Computer Noncredit ESL

Description and part number for ordering:
Dell Computers with 17" monitors for LC 150 Language and Culture Lab. (9% tax?)

<table>
<thead>
<tr>
<th>Qty.</th>
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<td>$36,350.00</td>
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Type College-wide Discipline-Specific
Replace None Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
The 29 computers in LC 150 are from 2004. They break down frequently.
(I'm sorry - I don't know shipping costs).

Item to be shared with the following Department/Program: (Include any shared expenses)
Credit ESL and Modern Languages (ASL, Chinese, French, Japanese, Italian, Spanish)

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • 'A' means that your discipline cannot teach your course(s) without the requested equipment.
   • 'B' means that your course(s) would be greatly enhanced with the requested equipment.
   • 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
   In addition, how many times have you requested this item, but you have not received it?
     B. Twice we have requested this item.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
   NO

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   While these computers are not necessary to a specific course in noncredit ESL, they greatly enhance noncredit students experience. This lab is often the only access NC students have to computers. It is vital to their becoming computer literate as well as providing many opportunities for them to develop their linguistic skills.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
   With more computers in operating condition, more students in a class will be able to use them. All NC ESL classes at Kentfield come to the lab twice a month. This is approximately 100 classes total per year (Fall, Spring, Summer combined).
   Yes, this is for existing students.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?
   1) Basic information literacy for noncredit ESL students - how to mouse and use a keyboard; how to use the internet at the higher noncredit levels.
   2) Improved reading comprehension through the use of ESL software.
   3) Improved pronunciation through the use of ESL software.
   4) Improved listening skills through the software as well as ESL websites.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?
   Teachers will assess their students' ability to use a mouse and navigate the desktop.
Linguistic outcomes are measured through our promotion test process as well as individually in specific classes.

Noncredit classes have been using this lab since it opened. They come twice a month with their teacher and class. It is one of their favorite things - which they have mentioned in evaluations frequently. Their main complaint is that they don't get to go more often.

**Additional Justification for this item:**

This lab is presently used by classes from credit ESL, noncredit ESL and Modern Languages. Classes are scheduled for at least 36 hours each week. At night classes come in on a rotating basis. Presently 52 classes use the lab over a period of 2-3 weeks. In the case of noncredit ESL, this hour that students have every other week may be the only time they have access to a computer. This is vital not only to their linguistic development, but to their informational and technical literacy as well. The computers we have now were purchased in 2004 with a San Rafael Redevelopment Fund Grant. In fact there was money left over in 4 accounts for the "high tech lab" (supplies/equipment) and the MCC lab (supplies/equipment). When the college moved to banner, this money disappeared from the accounts. No one has been able to explain where it went. According to the accounts on the intranet from 2006-2007:

<table>
<thead>
<tr>
<th>Account Code</th>
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The second two accounts were for the Marin Conservation Corps Lab in San Rafael which we run in conjunction with the conservation corps.
# Technology Requests

## Part II: Hardware for Lab and Classroom

### Social-Sciences-2009

### I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

<table>
<thead>
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<th>Priority</th>
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<tr>
<td>01</td>
<td>15 Classes</td>
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<td>Social Sciences</td>
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**Description and part number for ordering:**

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</table>

**Type**

- College-wide
- Discipline-specific

- New
- None

- Classroom use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)

- History
- Social Science
- Political Science
- Ethnic Studies

**Justification for Item (See Rating Rubric)**

1. Indicate how important this item is to the life of your discipline.
   - ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   - ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   - ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

   In addition, how many times have you requested this item, but you have not received it?

   B - We are trying to maintain the level of excellence in our classes that has been compromised by losing a bank of rooms that had the equipment, maps, and materials we were accustomed to using. With a laptop dedicated to our program, we can transport materials we use on a daily basis from building to building. It's not so much a matter of enhancing programs and classes. We are just trying to tread water and maintain our high level of quality.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   Visual materials enhance classroom lectures and discussion.

   Outlines of course lectures presented as overhead slides help students structure their notes and understand main ideas and supporting information

   Access to classroom use of the Internet gives students first hand information for class discussions. This is especially relevant in Comparative Politics, International Relations and American Government courses.
4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

By having the ability to look up current issues in real time, especially for students who do not have access to in-class technology (e.g., Smart Phones). The laptop will be used in 5 to 10 classes a semester with 25 to 30 students in each with approximately 300 students taking advantage of in-class visual materials and online resources. This will accommodate current students and make classes less daunting to incoming, future students.

5. What student learning or other outcomes are expected? Is it important to the achievement of student goals?

Multiple representations of material help students order and prioritize information; opportunity to view and compare primary and secondary resources; make value judgements about source material with instructor coaching and questions; familiarity with information presented in a variety of ways, including visual and to learn to navigate important web sites.

This is important to the achievement of student goals in learning how Social Scientists work with data.

6. How will these outcomes be measured for future planning? What data or evidence supports your request?

In-class exams, student research papers, in-class presentations will be used to measure success and determine the impact of this technology in the classroom.

A myriad of research emphasizes the importance of multiple teaching strategies – visual, audio, tactile, which supports the use of visual prompts, in-class database searches, and overheads that outline and follow a lecture.

Additional Justification for this item:

The only item our entire department has asked for the past three years is a single laptop. We are the third largest transfer program after business and psychology with one of the smallest budgets and the least amount of technology.
Technology Requests
Part II : Hardware for Lab and Classroom
Speech-2009

I. Technology Requests-Hardware for Lab and Classroom or other student use
This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Priority: To Support: Category Discipline Area
02 400 Students Other Speech/Comm

Description and part number for ordering:
Mini tape recorders

<table>
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<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<td>$40.00</td>
<td>$4.00</td>
<td>$5.00</td>
<td>$409.00</td>
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Type College-wide Discipline-Specific
New None Out-of-class Assignments

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Item to be shared with the following Department/Program: (Include any shared expenses)
Journalism, Communications

Justification for Item (See Rating Rubric)
1. Indicate how important this item is to the life of your discipline.
   • ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
   • ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
   • ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?
A. Students are required for Speech 128 to conduct interviews with people from different cultures. We have been using tape recorders from Media Services from the 1970's. Students have difficulty using these bulky and cumbersome antiques, which often do not have working counters and decent sound quality.

2. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

Who knows? This is an impossible question for me to answer, as the Ed Code is a huge tome. And since it is full of legalese, I am certain that almost anyone can make a case for this need being Ed Code necessary.

3. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
   This equipment is necessary to complete the requirements for Speech 128.

4. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
Approximately 400 students a year will utilize these tape recorders in Speech to complete their interview assignments. It can attract students or rather students are very distracted when faced with having to use out-dated, out-moded non-functioning equipment.

5. **What student learning or other outcomes are expected? Is it important to the achievement of student goals?**

Tape recording interviews and requiring students to transcribe and then analyze those interviews in terms of the course theories is fundamental to student learning outcomes. Students are required to learn distinctions among cultures, races, ethnocities, and nationalities; how individuals differ from the norms of their own culture.

6. **How will these outcomes be measured for future planning? What data or evidence supports your request?**

Outcomes will be measured by the quality of research papers, depth of analysis and exams.

**Additional Justification for this item:**

These tape recorders remove obstacles that students have noted on their end-of-semester evaluations. In addition, it is a very inexpensive piece of equipment and the college has not made a tape recorder purchase in 30 years!