Unit Plan: Equipment Requests [Acct. Category 6000]

Unit: Ethnic Studies
Division or Area to Which You Report: Social Science
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Audience: Budget, Deans
Purpose: To be read and responded to by Budget Committee.
Instructions: Please fill in the following as needed. Text boxes below will expand as you type.
Please note: this form is for equipment whose unit cost is over $200

Brief Title of Request (Project Name):

Building/Location:

Request Amount (include unit cost, total cost, tax, and shipping):

Description of the specific equipment or materials requested:

Provide laptop for ES staff

What educational programs or institutional purposes does this equipment support?

Ethnic Studies Faculty to develop courses, etc.

Briefly describe how your request relates specifically to the Educational Master Plan and the Goals and objectives Section of your Unit Plan (Part II, Section 2)?
Why is this equipment necessary?

- [x] Increases enrollment
- [ ] Prevents further deterioration of facilities
- [ ] Replaces deteriorated equipment or facilities
- [ ] Provides visibility for the Bond Program
- [ ] Shows cost advantage due to rising prices

Briefly describe how the above criteria are satisfied:

Faculty need flexibility to conduct research and to provide presentations at off campus sites.

What is the consequence of not funding the equipment?

Ability to provide presentations or do research off campus would not be accomplished.

What alternative approaches have been considered to meet programmatic demands for this equipment?

Use of stationary office computer system.

How many students will be impacted by the purchase of this equipment? ___ 200 +___

Do students use this equipment? _____ yes __x__ no

Is this equipment a replacement? _____ yes __x__ no

Staffing requirements for new equipment (number of staff, are they available, training, etc.):

Will training be required? _____ x__ yes _____ no

At whose cost? College cost
What are the estimated ongoing costs (for maintenance, etc.)? Unknown

Are there potential utility costs/savings? Unknown

Is this request CTE (Career Technical Education) Eligible? _____ yes  ___x___ no