Unit Plan: Equipment Requests [Acct. Category 6000]

Unit: Geography
Division or Area to Which You Report: Social Sciences
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Date: March 13, 2008

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): laptop computer replacements/upgrades for 2 full-time physical geography and GIS instructors

Building/Location: N/A

Request Amount (include unit cost, total cost, tax, and shipping):
  unit cost: $2399.
  tax: $221.14
  shipping: $40.00
  TOTAL (2 computers): $5320.28

Description of the specific equipment or materials requested:
Qty. 2 - Dell Precision model M90 laptop computer (or comparable model)

What educational programs or institutional purposes does this equipment support?
Geography: all courses, particularly courses in physical geography and geographic information systems (GIS); the Geography A.A. degree program and the Certificate of Completion in GIS.

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)?
The Educational Master plan (p. 40-41) addresses goals in staff development related to instruction: “Support students and staff in their use of appropriate technology.” The Facilities plan of the Master Plan (p. 114) also states the goal of “Developing facilities and technology that support quality instruction and services.”

This equipment is essential to support Goals 3 & 4 of section 2, Part 2 of this Unit Plan. A high-end laptop computer with 2GB of RAM, at least a 17” video screen, and video and networking memory cards that make the laptop compatible with Chabot’s technology-enhanced classrooms is needed to run GIS and digital image processing software. Geography instructors utilize daily these resources in preparing and teaching GEOG 20, 21, 22, 1 and 8.

**Why is this equipment necessary?**

- [X] Replaces deteriorated equipment or facilities
- [X] Increases enrollment (because of high-quality presentations)
- [ ] Prevents further deterioration of facilities
- [ ] Shows cost advantage due to rising prices
- [ ] Provides visibility for the Bond Program

**Briefly describe how the above criteria are satisfied:**

Geography instructors have fully employed high-end laptop computers for 3-4 years and existing equipment has degraded with age and depreciated. Software upgrades also require periodic upgrade of RAM and operating system speed. Instructor’s development of multimedia presentation techniques using digital imagery, GIS, and imbedded videos in PowerPoint and other presentation interfaces require expanding memory, file storage capability, and high-speed processing performance.

**What is the consequence of not funding the equipment?**

Obsolescence of the equipment, incompatibility with technology-enhanced classrooms and IT planning; collapse of teaching methodologies in geography.

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

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**How many students will be impacted by the purchase of this equipment?**

- 400 / sem.
Do students use this equipment? _____ yes    __ X __ no

Is this equipment a replacement?   __ X __ yes    _____ no

**Staffing requirements for new equipment** (number of staff, are they available, training, etc.): none beyond users

Will training be required? _____ yes    __ X __ no

At whose cost?

What are the estimated ongoing costs (for maintenance, etc.) video card and extensions needs possible: $200-400 over 2 years.

Are there potential utility costs/ savings?

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