2008-2009 FUNDED INSTRUCTIONAL EQUIPMENT REQUESTS JUSTIFICATIONS

ART:
Subscription to ARTstor digital image database. $2200

Potentially, any department could find these images useful, particularly Art, Architecture, Humanities, History, Anthropology

ARTstor is THE digital image database (there are no competitors at the same level of 750,000 images and growing, and tailored for classroom use). In art subjects, the images are our course content, not an illustration of the content. If we are expected to make the long-overdue transition to digital, we absolutely must have access to this image database in order to provide images of sufficient quality in the classroom. The subscription fee is modest, considering that the resource itself, and its usefulness to many departments campus wide.

AUTO
Low Pressure Fuel Evaporative Test Equipment LPFET $3717.38

Part of the Bureau of Automotive Repair BAR Smog Check technician-training program requires BAR certified training institutions to provide training on the new LPFET procedure and equipment operation. To provide this training, the institution will need to obtain the new test equipment per California Code of Regulation Section 3340.32(e)(3)(B). The institution will be required to obtain this new LPFET equipment no later than June 30, 2009

CHEMISTRY
Corning Organic Glassware Kits $1350
Two glassware kits will be purchased. This is the first year, but we would like to buy 1 to 2 kits per year to get a full compliment for our students.

These glassware kits are used extensively by the organic chemistry classes and, to a lesser degree, the chemistry 115 class. They are the basic and fundamental glassware pieces needed weekly. As of now we have about 26 complete kits and typically have enrollments of 30 or more. We would like to buy 2 kits per year for the next few years because there is always some breakage every year and the number of complete kits continues to diminish.

COURT REPORTING
Elan Mira computerized stenotype machine $5201.61

Application: The Court Reporting Program does not have the latest in stenographic machine technology to adequately prepare students for the workplace. This new computerized stenotype machine will be used by Court Reporting Program learners in the IVC Internet Cafe Computer Lab. The Computer Lab Tech and Assistants will monitor the use and care of the new equipment.

Instruction: This new equipment will allow Court Reporting Program learners hands-on experience with the latest computerized stenotype machine technology.
Access: Experience with this new equipment will allow Court Reporting Program learners who become State licensed access to jobs. Court Reporting learners are simply not employable without hands-on experience using the latest court reporting machine technology.

Outcomes: Court Reporting learners will have hands-on access to the technology that will allow them to be productive in the workplace.

Assessment: Qualified Court Reporting Program learners will be able to pass the Certified Shorthand Reporters State licensing examination (CSR). The Court Reporting Program will conduct an annual assessment of the pass rate on the State licensing examination (CSR).

Evidence: Court Reporting Program learners must perform at extremely high entry-level standards as established by the Court Reporters Board of California and the National Court Reporters Association. The Court Reporting Program Coordinator will prepare a spreadsheet comparing COM Court Reporting Program pass rate to the statewide overall pass rate on the State licensing examination (CSR). The Program's goal is to continue to improve our learners' pass rate as compared to the Statewide overall average.

CREDIT ESL
Mini DVD video camera ($600), Boom Microphone ($50) and Tripod ($50). $700 total

This would be used to record and evaluate students' pronunciation and to record their speeches and class presentations. We would also use it for general department use, to create orientations for the ESL program.

DRAMA
Item 12) Slide compound miter saw $1200

Drama, Dance and Music would be able to use this saw.

The current power miter saw in the Drama Scene shop predates my employment, i.e. pre-1986, and had at some point in its past been taken apart and been put back together missing some parts, not the least of which is the blade guard. A portable slide compound miter saw would allow for easy on site adjustment of scenic elements as well as a safer environment for our students.

EMT
Airway manikin model TR 3699 $1870

Airway is number one priority in emergency response skills

SLO FROM EMT CORs:
5. Complete skills competency for pre-hospital treatment of the following: trauma, medical, airway emergencies, breathing emergencies, automatic external defibrillation, circulation emergencies, neurological emergencies, soft tissue injury, musculoskeletal injuries, and obstetrical injuries.
ENGINEERING
Laptop computer for laboratory use. $1420
Will be shared with Physics.

In order to create a more modern learning environment for Engineering students, we have gradually upgraded some of the equipment in the Materials Science and Electrical Circuits laboratory with digital interfaces. To date, these interfaces have been coupled to a very old (circa 1997) desktop computer and monitor on a cart. The age and size of this computer has limited the range of activities that can be performed. A new laptop computer would greatly enhance the experience for students, and increase the range of activities that can be performed with both existing equipment and potential low-cost additional upgrades.

In order to provide the greatest long-term usefulness, this laptop should have high performance capabilities (e.g., 8GB RAM, dual processors, high capacity hard drive, etc.), as well as both USB and serial ports. This will maximize its usefulness for a range of engineering hardware and software applications (e.g., materials and electronic testing equipment, engineering simulation software, 3D graphical design and analysis software, etc.).

HEALTH CENTER
AED training equipment required for CPR/First Aid Course. Current AED trainer is out of date. Need new AED to comply with new national guidelines $1631

HED_216A American Red Cross Lifeguard Training
Upon completion of this course, students will be able to:
1. Receive an American Red Cross Lifeguard Training certificate valid for three years and a three year certification for First Aid, along with the Lifeguard Training certificate.
2. Receive a certificate in CPR with AED for the Professional Rescuer, which is valid for one year.

MATH
12 Desktop Computers $14,400
Item not to be shared. For use in both lecture and lab-based mathematics courses.

MEDA
Basic Teaching Torso $1528

One-time expense for students enrolled in MEDA 135 and working toward their career certificate in Clinical Medical Assisting. The torso will be used as an instructional aid, and is intended to auscultate heart and lung sounds an integral part of the physical exam and M.A. pt. teaching. The model has detachable body parts includes an audio cassette and instructors answer key.

The COM needs to update equipment and simulation models in order to keep current with other M.A. programs in the area. Simulation models are currently the most modern and technical advanced teaching aids in the allied health fields. This simulator will improve and grow the
program by attracting other students. This simulator will also improve instruction and student learning.

MEDA 135:
Upon completion of this course, the student will be able to:
1. Discuss the components of the medical record
2. Discuss medical asepsis and the OSHA Standard
3. Compare and contrast sanitation, disinfection and sterilization
4. Explain and describe vital signs and anthropometric measurements
5. Discuss preparation of the patient for a physical examination
6. Assess visual & hearing acuity
7. Discuss the use of hot and cold compresses and tissue and wound healing
8. Explain the components of the gynecological and pediatric examinations
9. Explain the components of minor office surgery

**Media Services**
5 Smart Classroom Installations $23,705 (asked for 9, got 5)

Smart classrooms benefit credit, noncredit, and community education users. Media Services provides support to virtually every college and community user on both campuses. These technologically advanced classrooms would provide a modern learning environment for 108 courses per week, which will accommodate the emerging faculty demand.

UNDER APPLICATION: disciplines: Smart classrooms benefit every discipline using them-credit, noncredit, etc.

HEALTH & SAFETY: Current setups are portable and have wires strewn across classrooms, i.e., internet cables, power supplies, data cables and are trip hazards to staff and students.

MAINTENANCE: Media Services already services and maintains smart classrooms. These permanent installations require less maintenance than portable units due to fixed installation. This purchase will eliminate jarring and constant connection/disconnection of equipment. Installed equipment has not been as prone to theft.

SPACE: Smart classroom installations are based on room size and usage.

APPLICATION: It is important to understand that Media Services' requests benefit the entire college community, not just a specific department; this request will address the needs of many departments who may be making individual requests for similar equipment. Allowing Media Services to purchase this equipment will ensure its broadest availability to the college community and will enable Media Services to maintain all equipment centrally.

Faculty requests for media to support instruction have more than doubled in the past three years as today's faculty come to COM with the expectation that this equipment is standard for all classrooms. During the same three-year period, our inventory of functional equipment has declined by 30%. Media Services' current equipment inventory includes LCD projectors that are worn out, have low brightness (lumens) and are not capable of projecting high-resolution images,
now considered standard protocol. Some of our laptops date back to 2003 and do not support wireless connectivity. Media Services' budget is currently used for essential maintenance and update of existing smart classrooms. Therefore, in spring 2009, we anticipate that, for the first time in COM history, Media Services will need to deny 20% of faculty requests for instructional media in their classes.

ASSESSMENT: Media Services will administer a questionnaire to faculty regarding satisfaction with availability of equipment and services. The same questionnaire will be administered again at the end of fall 2009. Results will be compared and incorporated into next year's program review.

Conclusion: Media Services needs a budget augmentation of $6500.00. An annual equipment budget of $9000.00, and supply budget of $2250.00, is hardly enough to maintain an equipment oriented department providing daily services to two campuses. This would allow us to keep up to date with both better maintenance and replacement of faulty/obsolete equipment in a more timely fasion.

NURSING EDUCATION
7 total - Faculty Office Computers and student computers in skills lab  $10500

The nursing department currently has 11 office computers and 4 skills lab computers. Office: One was purchased in 2002 and one in 2004 and needs to be replaced next year. The others need to be on a purchasing schedule. The next 3 oldest are 2005 and should be replaced in 2009. 4 will need to be replaced in 2010 and one in 2011. Student: The 2 student computers are getting old- one from 04 and one from 06. These will need to be replaced.

Students are now required to use electronic charting in the hospitals. The skills lab must support this technology for student practice at the bedside.

PHYSICS
To six stations per section in Physics 207A, 207B, 108A, and 108B $24,198

Some items may be used by physiology labs. Some items will be used by engineering.

1 - science workshop
1 - 2.2m classic dynamics system
1 - computer bsd optics
1 - electrostatics system
1 - microcomputer system
1 - incline plane
1 - force table
2 - rotating support
1 - mechanical wave driver
1 - sodium light source
1 - thermometer, gas bulb
5 - EKG Sensor
1 - Steam Generator
1 - digital balance, 600g
1 - Digital Balance, 6Kg
2 - spectrum tube power supply
1 - mini HeNe gas laser
3 - Green Diode Laser
6 - archimedes masses
6 - overflow can
6 - knife edge clamp
2 - Demonstration Balance Support, Balance
We currently have five sets of equipment for each of these four classes. These items will allow us to come up to 6 setups in each class. The requests are bundled together because there is much overlap between the 207 series and 108 series.

In the recent past, there have been 12 to 30 students per section in these four classes. When there are more than two students in a lab group, there is a strong tendency for one of the students to not follow what is going on. The larger the lab group, the more difficult to keep all of the students engaged in the process. One of the goals of a laboratory class is to give students hands on experience but it is difficult for more than two students at a time to get their hands on the equipment.

To serve these courses, our interim goal is to have eight stations for each lab for these four classes. A full complement of equipment for the capacity would be 12 sets but we don't feel recent enrollment levels support equipping the lab to that level. There were 95 students enrolled in these four classes in the year just passed. Some of these items were requested but not funded in last year's program review.