

**TECHNOLOGY NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Technology: Programs should list the technology needed to provide ongoing service or instruction, and an approximate cost of the request. *Technology that is listed in this category will be forwarded to Campus Technology Services to evaluate through their own processes.*

Name of Person Submitting Request:	<b>Mandi Batalo</b>
Program or Service Area:	<b>Art Department</b>
Division:	<b>Arts and Humanities</b>
Date of Last Program Efficacy:	<b>2015</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>\$7,000</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Student Success: SBVC will increase course success, program success, access to employment, and transfer rates by enhancing student learning.

Replacement  Growth

- 1. You are required to meet with Rick Hrdlicka – Director of Campus Technology Services prior to submitting a Technology Needs Request. 909-384-8656 or [rhrdlicka@sbccd.cc.ca.us](mailto:rhrdlicka@sbccd.cc.ca.us). Please provide the date and time of your meeting.**

Email communication with Rick Hrdlicka on September 28, 2016

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

No

3. What technology-based equipment or software are you requesting?

Macintosh computer, Blue-Ray DVD Player, Speakers, Projector, Screen, Switch and Cabling for Room Art 114 – Life Drawing and Painting Studio

4. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

The request is tied to program planning by helping those students who are academically at-risk because of inadequate reading and writing skills and may be helped with additional audio, visual and contextual resources in painting and life drawing classes (2014-2015 Program Efficacy, p. 14). The request also ties to the Program Mission, art courses provide critical thinking skills and multicultural experiences that can be usefully applied in other areas of education and life (2014-2015 Program Efficacy, p. 18) and the College Mission of integrating technology into our curriculum through the on-going study and use of state-of-the-art technologies (2014-2015 Program Efficacy, p. 19).

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.)*.

Similar equipment available to drawing and 2-D design students is a valuable asset to students and faculty in Art 107.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (*for example, Department, Budget, Perkins, Grants, etc.*)

- |   |
|---|
| 7. Macintosh Computer - \$1,500<br>8. Blue-Ray Player - \$200<br>9. Speakers - \$300<br>10. Projector - \$1,500<br>11. Screen - \$500<br>12. Switch and Cabling - \$3,000 |
|---|

13. What are the consequences of not funding this request?

Students will be limited in their access to in-class demonstrations of equipment and techniques, and discussions available in video and time-based media productions.
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Name of Person Submitting Request:	<b>Todd Heibel</b>
Program or Service Area:	<b>GIS (via Geography-GIS)</b>
Division:	<b>Science</b>
Date of Last Program Efficacy:	<b>SP 15</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>\$9,000 (six notebook computers @ \$1,500 each)</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Student Success, Access, and Facilities

Replacement  Growth

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A meeting with Director Hrdlicka occurred on Tuesday, 25 October 2016 at 9:00 am.

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

No facilities changes are required.

3. What technology-based equipment or software are you requesting?

The GIS Department is requesting six notebook computers capable of operating the latest ESRI GIS, *Google Earth Pro*, Microsoft Office, and related geospatial and document/database preparation software applications.

4. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

The latest GIS EMP document supports appropriate lecture and laboratory equipment, including notebook computers, within the Department Goals and Challenges and Opportunities sections. In addition, the SP 15 Geography-GIS Efficacy document suggests the need for additional computer infrastructure on pages 15, 30, and 35.

At present, room availability of the HLS 231 computer lab dictates the on-campus GIS course schedule. The addition of sufficiently robust notebook computers will allow GIS courses to be offered in nearly any available classroom space on campus, as long as there is appropriate wireless and other network connectivity.

5. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.*).

If on-campus GIS courses could be offered within a wider variety of schedules, then a larger number of students could enroll and complete individual courses, as well as the GIS Certificate. This would qualify a greater number and diversity of students for immediate GIS employment, as well as transfer into four-year universities.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (*for example, Department, Budget, Perkins, Grants, etc.*)

There are six notebook computers requested:

- Dell or other 15-in notebook computer running Windows 10 with ESRI ArcGIS, Google Earth Pro, Microsoft Office, and Adobe Acrobat software at \$1,500 each, and
- Annual software license updates for MS Office and Adobe Acrobat (there is no annual cost to the department for ESRI ArcGIS and Google Earth Pro software) at \$100 each.

There is an insufficient institutional budget (\$100) and the current Perkins Grant does not allow computer technology purchases.

7. What are the consequences of not funding this request?

The GIS Department currently has five Dell notebook computers, but this is insufficient for an entire class of 20 to 25 students. With the addition to six notebook computers, two GIS students could share one computer (total of 11 computers). This is a more pedagogically sound approach that would free the department from the use of the HLS 231 computer lab. This lab may eventually be supplanted by needed biology labs in future academic years.

If this request is not funded, then the GIS Department and students must continue to rely upon limited availability of the HLS 231 computer laboratory. This limited schedule forecloses opportunities for students who would otherwise be able to enroll in GIS courses at other times and dates. If this computer lab is removed in future academic years, then the future of the GIS Department will be in peril.

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Name of Person Submitting Request:	<b>Ron Hastings, Patti Wall</b>
Program or Service Area:	<b>Library Computer Classroom</b>
Division:	<b>Library &amp; Learning Support Services</b>
Date of Last Program Efficacy:	<b>Spring 2016</b>
What rating was given?	<b>Conditional</b>
Amount Requested:	<b>\$10,000</b>
Strategic Initiatives Addressed: (See Appendix A: <a href="http://tinyurl.com/l5oqoxm">http://tinyurl.com/l5oqoxm</a> )	Student Success, Facilities

Replacement  Growth

- 1. You are required to meet with Rick Hrdlicka – Director of Campus Technology Services prior to submitting a Technology Needs Request. 909-384-8656 or [rhrdlicka@sbccd.cc.ca.us](mailto:rhrdlicka@sbccd.cc.ca.us). Please provide the date and time of your meeting.**

Patti Wall and Rick Hrdlicka met on October 13 at 1:30 to discuss this need.

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

No

3. What technology-based equipment or software are you requesting?

We are requesting an additional eight (8) student workstations in the Computer Classroom.

4. Indicate how the content of the latest Program Efficacy Report and current EMP data support this request. How is the request tied to program planning? (*Reference the page number(s) where the information can be found on Program Efficacy.*)

The central importance of Information Literacy instruction is discussed on page 8 of the 2011-12 Program Efficacy Report: “Librarians work with students individually at the Reference Desk and provide informal instruction on Library research to student so they may become independent, lifelong learners...Faculty librarians offer Library orientations to classes that include hands-on learning in the use of Library resources. Orientations can be introductory or specialized depending on the needs of the class and instructors.”

5. Indicate if there is additional information you wish the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

Since July 2015, 66 course sections (1,658 students) have received Information Literacy instruction in the Computer Classroom. 10 sections exceeded the room's current capacity, in terms of available workstations. Additionally, the Computer Classroom is frequently used for Library 110 instruction for the two First Year Experience Cohorts, both of which exceed the room's capacity, and additional FYE cohorts are anticipated next year.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (*for example, Department, Budget, Perkins, Grants, etc.*)

8 workstations @ \$1,250 ea = \$10,000

7. What are the consequences of not funding this request?

Without additional workstations, an increasing number of students will be denied the benefit of hands-on Information Literacy instruction.

**TECHNOLOGY NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Technology: Programs should list the technology needed to provide ongoing service or instruction, and an approximate cost of the request. *Technology that is listed in this category will be forwarded to Campus Technology Services to evaluate through their own processes.*

Name of Person Submitting Request:	<b>Michael Lysak</b>
Program or Service Area:	<b>Physics/Astronomy/Engineering</b>
Division:	<b>Science</b>
Date of Last Program Efficacy:	<b>Spring 2016</b>
What rating was given?	<b>Conditional</b>
Amount Requested:	<b>\$36,000</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Student Success; Communication, Culture, & Climate

Replacement  Growth

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The Physics Lab Technician spoke with Mr. Hrdlicka by phone several times 10/25-27/2016

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

No

3. What technology-based equipment or software are you requesting?

3 Digital High Resolution Audio-Visual Projectors for the Planetarium

4. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

According to the EMP for Physics/Astronomy, some of the program goals/challenges/action plans are: replace the Planetarium specialist to maintain the Planetarium programs and outreach activities; and upgrade the Physics Lab Tech position to full-time, and train the lab tech in all operations of the Planetarium. The Physics/Astronomy 2016 Program Efficacy document states (pg. 28) that “Planetarium shows have been presented throughout each academic year for the general public, for elementary and secondary school programs, for various SBVC physical sciences classes, for various SBVC groups/programs/organizations, and for special outside groups/programs. For the past four years, from September 2011-May 2015, the average combined yearly audience of the Planetarium shows has been approximately 3858 with an average yearly income of \$3726; the department plans to continue this most valuable outreach program. Following the public shows, the N.A. Richardson Observatory has also been opened to provide views of the Moon and planets, with an average yearly total of approximately 250 people attending the viewings. This is the oldest observatory in the valley and contains a very historic telescope. The planetarium has participated in and presented shows for many of the “Science Day”

activities, and will continue to do so. The planetarium instrument was professionally serviced recently to ensure its successful, continued operation for both academic and public outreach purposes. Given the myriad services that the Planetarium provides under the guidance of the Planetarium Specialist, it is clear that the Planetarium is clearly a most valuable academic resource, it provides vital community outreach activities, and it is of paramount importance to the academic programs at SBVC and to the local community. However, according to the retiring Planetarium Specialist, we need upgraded technology in the Planetarium Audio-Visual show presentation technology to include both image projection and the sound system. Further, since the Physics/Astronomy department program has rapidly grown and expanded, if the department is to maintain quality instruction, to successfully plan for future enrollment increases, and to meet the continuing need of the Planetarium programs and services for our college classes as well as for other various academic and community outreach activities, we must replace the outdated Planetarium Audio-Visual equipment.

5. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.*).

According to the retiring Planetarium Specialist, we need upgraded technology in the Planetarium Audio-Visual show presentation technology to include both image projection and the sound system; these upgrades are needed to support our Astronomy program, Planetarium presentations, and other classroom experiences. Presently, the Planetarium is using 15-30 year-old slide projectors, run by 15-year old computers with 20-year-old software designed to run slide projectors, an obsolete technology. The present audio system is using amplifiers which are 40 years old (some equipment from 1977), and some audio equipment at least 20 years old. During presentations, because of the advanced age and the near dilapidated state of the audio-visual equipment, the Planetarium Specialist often needs to make quick, last-minute repairs on either the slide projectors and/or the sound system; further, since most of the equipment is so outdated, replacement parts are unavailable, and he needs to swap out parts of damaged equipment with some of his other, non-functioning spares.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (*for example, Department, Budget, Perkins, Grants, etc.*)

(3) Digital High Resolution Audio-Visual Projectors @ \$12,000 = \$36,000

7. What are the consequences of not funding this request?

As stated earlier, since all of the Planetarium audio-visual equipment is very outdated, and running presently in varying states of near-disrepair, we need upgraded technology in the Planetarium Audio-Visual show presentation technology to include both image projection and the sound system; these upgrades are needed to support our Astronomy program, Planetarium presentations, and other classroom experiences. In light of increasing numbers of Physics/Astronomy lecture and lab sections, without proper support from resources such as provided by the Planetarium Specialist, high quality instruction for our students would not be possible, and such lack of support stifles successful attempts of program growth, development and expansion, and negatively impacts enrollments, and, ultimately, productivity. The department seeks to hire a replacement for the retiring Planetarium specialist, and this individual will need to be able to train and work with high-quality, upgraded audio-visual equipment, and not the present audio-visual equipment which is barely functional.



**TECHNOLOGY NEEDS ASSESSMENT APPLICATION**  
**Fall 2015**

Technology: Programs should list the technology needed to provide ongoing service or instruction, and an approximate cost of the request. *Technology that is listed in this category will be forwarded to Campus Technology Services to evaluate through their own processes.*

Name of Person Submitting Request:	<b>Diane Dusick</b>
Program or Service Area:	<b>RTVF/IEMA</b>
Division:	<b>Arts and Humanities</b>
Date of Last Program Efficacy:	<b>2012-2013 (mini-review 2014-2015)</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>7 new Mac computers</b>
Strategic Initiatives Addressed: (See Appendix A: <a href="http://tinyurl.com/l5oqoxm">http://tinyurl.com/l5oqoxm</a> )	<b>16,800</b>
	Goal 2: Student Success

Replacement  Growth

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May 2, 2016 11:00 a.m. (discussed when meeting about Avid Partnership)

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

N/A

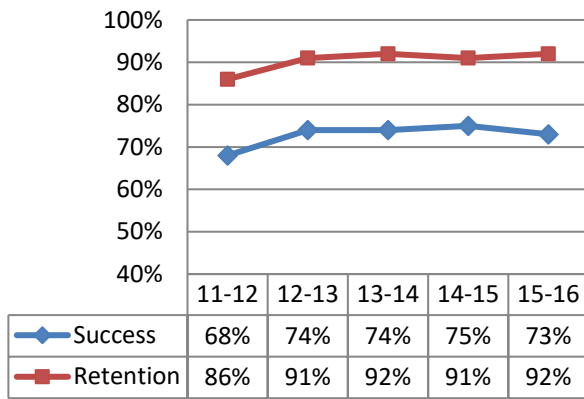
3. What technology-based equipment or software are you requesting?

The current 7 Mac computers are over 8 years old and the FinalCut Pro software is out of date.

4. Indicate how the content of the latest Program Efficacy Report and current EMP data support this request. How is the request tied to program planning? (*Reference the page number(s) where the information can be found on Program Efficacy.*)

Our plan states that “we will (a) provide practical experience to students through internships from Student Equity to produce educational videos, (b) coordinate with grant coordinators at CSUSB to improve RTVF students’ digital literacy through the Title V grant, and (c) improve the working relationship with KVCR-TV to provide students with on-air broadcast experience and mentoring. Because of the strong interest in our editing program and in summer classes, we will offer a script writing class and an editing class in summer 2017. We are preparing a certificate in video editing to prepare students for careers as professional video editors. The strong interest in editing has increased enrollments; the certificate program should encourage more students to enroll and complete the program.”

We met last year’s goal of getting our adjunct faculty teaching video editing as a certified Avid instructor and we reviewed curriculum for RTVF 131 and 232 to match the Avid curriculum for certification as an Avid User (RTVF 131) and an Avid Professional (RTVF 232).



Although our success dropped by two percentage points in 15-16, it still remains above 70%. Our retention rate is maintaining above 90%.

	10-11	11-12	12-13	13-14	14-15	15-16
Duplicated Enrollment	353	376	388	424	370	289
FTEF	4.20	3.92	3.81	5.05	4.43	4.13
WSCH per FTEF	363	398	396	355	369	314

Enrollments dropped in 2014-15 and continue to be low in 15-16. Our first department priority is to continue the rise in student success and maintain or increase our retention rates. Our second priority is to encourage student completion of degrees and/or certificates.

5.

6. Indicate if there is additional information you wish the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

The RTVF industry is changing rapidly. Nearly 10-year old equipment and software is unacceptable – students coming from local high schools are using newer software and equipment and cannot learn the latest skills with our current equipment/software.

7. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (*for example, Department, Budget, Perkins, Grants, etc.*)

8 Mac computers with Final Cut Pro software @ \$1500 each = \$12,000

8. What are the consequences of not funding this request?

We will be unable to support learning of current software, limiting training for jobs

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Name of Person Submitting Request:	<b>Rick Hrdlicka</b>
Program or Service Area:	<b>CTS for Campus</b>
Division:	<b>Administrative Services</b>
Date of Last Program Efficacy:	<b>2015-2016</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>15,000</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Access

Replacement  Growth

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Sound System in the Greek is old and dilapidated. CTS deployed some equipment recovered from a building renovation to patch the system up. But it still needs to be replaced. This request is for the sound system only, to include: speakers, amplifier, cabling and a control system equipment and installation. This does not include the video or computer system

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

no

3. What technology-based equipment or software are you requesting?

Audio system

4. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

Our program efficacy report identifies the challenge of addressing the aging technology infrastructure in older buildings.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.)*.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. *(for example, Department, Budget, Perkins, Grants, etc.)*

Our technology staff does not have the expertise to build and deploy this system. It needs to be contracted out. Ongoing funding for batteries for wireless mics will come from the department budget.

7. What are the consequences of not funding this request?

Events requiring sound may not be able to take place in this location.

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Technology: Programs should list the technology needed to provide ongoing service or instruction, and an approximate cost of the request. *Technology that is listed in this category will be forwarded to Campus Technology Services to evaluate through their own processes.*

Name of Person Submitting Request:	<b>Rick Hrdlicka</b>
Program or Service Area:	<b>CTS for Campus</b>
Division:	<b>Administrative Services</b>
Date of Last Program Efficacy:	<b>2015-2016</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>20,000</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Access

Replacement  Growth

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Sound System in LA 100 is old and dilapidated. The room needs renovated. This request is for the sound system only, to include: speakers, amplifier, floor boxes, cabling and a control system equipment and installation. This does not include the video or computer system.

2. Projects that require modification to Buildings or Rooms will require a Facilities Need Request. Will this project require facilities changes?

no

3. What technology-based equipment or software are you requesting?

Audio System

4. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

Our program efficacy report identifies the challenge of addressing the aging technology infrastructure in older buildings.

5. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.)*.

CTS staff are asked to setup for events in LA100 and the sound system prevents some events from happening.

6. Provide a complete itemized list of the initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. *(for example, Department, Budget, Perkins, Grants, etc.)*

7. What are the consequences of not funding this request?

Events requiring sound may not be able to take place in this room.