

# CTE Deans' Proposal Meeting

## Agenda

September 30, 2014

8:00am – 10:00am

Morris Conference Room B (MM 107)

- 1) CTE Items of Importance
  - A. New Quarterly Report Deadlines Melissa Beach
  
- 2) Deadline for ALL Expenditures (February 2, 2015)  
*(Reallocation Mtg. approximately 2/25/15)*
  - A. Importance of spending all funds-aligned with CTE Local Plan Mark Anglin
  - B. Properly Figuring Salary/Benefits – Mary Bylsma Melissa Beach
  - C. Encumbrances (Don't leave unspent)
  - D. Unspent Funds 13-14 Discussion (\$25,930.16)
  - E. Late Purchases Not Received by 6/30/14
  
- 3) Announcements:
  - A. CTE Biennial Program Review Mark Anglin
  - B. Annual CCCAOE Fall Conf. The Los Angeles Downtown Hotel  
(October 22-24, 2014)
  - C. Annual CCCAOE Spring Conf. Holiday Inn Golden Gate, San Francisco  
(Mar 25-27, 2015)
  
- 4) CTE Proposals from Deans Mark Anglin
  - A. 10% held back for emergencies
  - B. \$149,971 for proposals
  
- 5) Other

Modesto Junior College  
CTE Proposal Meeting

September 30, 2014

Morris Conference Room B

2:00pm – 4:00pm

**Present:** Mark Anglin, Melissa Beach, Patrick Bettencourt, Susan Kincade, Pedro Mendez, Cece Hudelson-Putnam

**1. CTE ITEMS OF IMPORTANCE**

**A. New Quarterly Report Deadlines** – The first quarter CTE report deadline was moved up by approximately 5 days as the State moved up their deadlines. The first quarter report is now due October 5<sup>th</sup>. All other deadlines are the same.

**2. Deadline for ALL Expenditures (February 2, 2015)**

(Reallocation Meeting approximately 2/25/15)

**A. Importance of Spending all Funds-Aligned with CTE Local Plan** – Mark Anglin stated it is important that all of your CTE expenditures are aligned with your local application (plan.)

**B. Properly Figuring Salary/Benefits** - If there is uncertainty in how to properly calculate salary and fringe benefits when you are setting up your budgets please contact Mary Bylsma to receive assistance. She can calculate this quite easily and accurately for you. This will prevent leaving unspent dollars in salary and fringe at year end which continues to be a problem.

**C. Encumbrances/ Unspent Funds 13-14 Discussion** – Deans were reminded to keep an eye on their CTE expenditures and contact Purchasing to release extra funds in PO's before it's too late. A couple of encumbrances remained encumbered at the end of 13/14 without making purchases and this resulted in unspent CTE funds and added work for the CAS office and Accounting.

**D. Late Purchases Not received by 6/30/14** –Melissa Beach contacts all CTE Deans and assistants a few times a year to inquire as to whether or not remaining CTE funds will be spent. Any unspent funds get allocated to departments that have the need as long the purchases can be made and items received prior to 6/30/13. Melissa said one department received damaged equipment and had to send it back to the company. This happened twice and they finally sent proper equipment after 7/1 and Accounts Payable said we could not use last year's funds for that purchase even under these circumstances. The department prepared the requisition for this purchase very late in the year, as they just received these funds from the Reallocation meeting. Mark Anglin reminded deans not to take reallocation funds in March if they cannot guarantee preparing their requisition, encumbering and expensing the funds, with delivery of merchandise guaranteed prior to 6/30.

**3. ANNOUNCEMENTS**

**A. CTE Biennial Program Review** – Mark Anglin announced that CTE programs need to be reviewed annually. The other areas go through program review every 5 years. To make this work in our system CTE program review will take place Fall 2015, Spring 2018, Fall 2020, etc. Conversation ensued on whether CTE courses not receiving CTE funds need to be reviewed and they do, just not as in depth. The minimum requirements for the periodic review must demonstrate that the program:

- Continues to meet a documented labor market demand
- Does not represent unnecessary duplication of other manpower training programs in the college's service area
- Is of demonstrated effectiveness as measured by the employment and completion success of its students

Mark thought that programs could perform a self-review with advisory approval as part of the mid-term Program Review process. He stated that Nora Seronello can pull success rates and retention reports and Michelle Marquez will pull Labor Market Occupation Projection reports. Mark will meet with James Todd and Curtis Martin on his CTE program review document and will seek approval from the Councils.

The mid-term Program review will use a form that will be developed, and that will be saved as an attachment to our current Program Review document. Mark will research whether or not CTE curriculum will have to be reviewed biannually as well.

Mark will call a meeting to review the process before the end of the fall semester.

**B. Annual CCCAOE Fall Conf. The Los Angeles Downtown Hotel**

**(October 22-24, 2014)** Melissa Beach shared information regarding the Annual CCCAOE Fall Conference in Los Angeles explaining that the more important conference of these to attend for the CTE Deans is the Annual Spring conference.

**C. Annual CCCAOE Spring Conf. Holiday Inn Golden Gate, San Francisco**

**(Mar 25-27, 2015)**

**4. CTE Proposals from Deans**

**A. 10% Held Back for Emergencies** – Deans decided to hold back 10% for emergencies.

**B. \$149,971 for Proposals --**

Mark Anglin explained that all purchases needed to be done expeditiously. There was a total of \$290,909 in CTE proposals received. \$135,234 was allocated leaving approximately \$14,737 in case of emergency.

Those present shared proposals and the following proposals were approved and funded to each of the following programs (*see attached proposals grid*): Administration of Justice-\$1,614; Business-\$22,220; Auto Collision Repair-\$26,000; Auto Technology-\$5,600; Machine Tool-\$7,300; Registered Nursing-\$34,500; Respiratory Care-\$3,000; and Ag & Environmental Sciences-\$35,000.

**MEETING ADJOURNED**

**CAREER TECHNICAL EDUCATION**

**PROJECT PROPOSALS**

**FALL 2014**

Division	Program	Description	Program Rank	Amount Requested	Division Sub-Total Requested	Amount Funded	Division Sub-Total Funded
Ag	Ag	Semi Truck		\$ 25,000.00		\$ 25,000.00	
Ag	Ag	Gilts for Swine Unit Farm Lab		\$ 10,000.00		\$ 10,000.00	
<b>SUB-TOTAL:</b>					<b>\$ 35,000.00</b>		<b>\$ 35,000.00</b>
ALHEFCS	RN	Computers for Newborn & Birthing Simulators		\$ 11,699.00		\$ 11,699.00	
ALHEFCS	Medical Assisting	Instructional Assistant		\$ 24,421.00			
ALHEFCS	Respiratory Care	Ventilator Repair		\$ 3,000.00		\$ 3,000.00	
ALHEFCS	RN	2 Obesity Suits		\$ 1,908.00		\$ 1,908.00	
ALHEFCS	RN	Teleconference Codec Extended Support Services		\$ 20,893.00		\$ 20,893.00	
<b>SUB-TOTAL:</b>					<b>\$ 61,921.00</b>		<b>\$ 37,500.00</b>
BBSS	Administration of Justice	40 .22 Caliber Conversion Kits		\$ 10,703.00		\$ 10,703.00	
BBSS	Business	Lab Assisting		\$ 5,000.00		\$ 5,000.00	
BBSS	Business	8 Monitors for Online Education		\$ 2,517.00		\$ 2,517.00	
BBSS	Business	Entrepreneur Pathway program		\$ 6,000.00		\$ 4,000.00	
BBSS	Business	Online Teacher Certification		\$ 8,000.00			
	Business	Financial Accounting Supplemental Pilot Program		\$ 2,200.00			
BBSS	Office Administration	QuickBooks Software Upgrade		\$ 1,614.00		\$ 1,614.00	
<b>SUB-TOTAL:</b>					<b>\$ 36,034.00</b>		<b>\$ 23,834.00</b>
Tech Ed	Auto Collision Repair	Spectra Chrome Technology Aluminum Repair Station		\$ 11,800.00		\$ 11,800.00	
Tech Ed	Auto Technology	Hydraulic OHM's Law Trainer		\$ 5,600.00		\$ 5,600.00	
Tech Ed	Machine Tool Technology	OEM Control System & Install		\$ 7,300.00		\$ 7,300.00	
Tech Ed	Auto Collision Repair	Isolation Station		\$ 7,600.00		\$ 7,600.00	
Tech Ed	Electronics Technology	Repair/Upgrade Flow Process & Calibrator Devices		\$ 5,400.00			
Tech Ed	Auto Collision Repair	Aluminum Repair Station		\$ 6,600.00		\$ 6,600.00	
Tech Ed	Auto Technology	Cylinder Head Seat & Guide Machine		\$ 30,000.00			
Tech Ed	Auto Technology	Hunter Gen II Scissor Lift		\$ 50,000.00			
Tech Ed	Electronics Technology	LabVolt Trainers		\$ 20,000.00			
Tech Ed	Auto Collision Repair	Auto Body Panel Stands		\$ 3,500.00			
Tech Ed	Welding	4 Welders		\$ 10,154.00			
<b>SUB-TOTAL:</b>					<b>\$ 74,300.00</b>		<b>\$ 38,900.00</b>
<b>SUB-TOTAL:</b>					<b>\$ 207,255.00</b>		<b>\$ 135,234.00</b>
<b>TOTAL:</b>				<b>\$ 290,909.00</b>	<b>\$ 207,255.00</b>	<b>\$ 135,234.00</b>	<b>\$ 135,234.00</b>

**CTE \$\$ Amount Requested**

Large (\$25,000 and above)	<u>\$100,000 Total – Asking for \$35,000</u>
Medium (\$8,000-\$24,000)	<u>\$</u>
Small (Below \$8,000)	<u>\$</u>

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

<b>Provide a brief description of your proposal.</b>	<p>The Power Mechanics program currently has a 1990 International semi-truck that is used for the training of students in the Heavy Equipment Repair program, as well as the training of students in the Ag Mechanics AS program. It is also being used to transport equipment and supplies from across the state for these programs. While this truck is in good working condition it is currently out of compliance with the California Air Resource Board standards for all heavy equipment including on-highway truck. After extensive research by both the instructor and the district transportation personnel it has been determined that a retrofit to get the current truck into compliance would not be financially feasible. Therefore the proposal is to purchase a used semi-truck that meets the most current emissions standards. This will enable the instructor to train the students on the latest transportation technology and not equipment that is no longer used in industry while meeting the emission standards indefinitely.</p>	
<b>How does this request Address your local plan?</b>	<p>The action plan specifically states the training of student on the latest technology available for entry into the workforce. The new acquisition would allow the Power Mechanics program to do just that.</p>	
<b>What core indicators are addressed?</b>	<p>The core indicator that will benefit the most is Core 1 Skill Attainment due to the fact that the technology will be updated to current standards. Core 4 Employment will increase due to the fact that student will be better prepared to work with modern heavy equipment mechanic techniques.</p>	
<b>Advisory Team Input</b>	<p>The advisory team agrees to the purchase of the items unanimously.</p>	
<b>How will this assist you in meeting current programmatic needs or in new program development?</b>	<p>Currently the semi-truck utilized by the program is used for many purposes. Foremost it is being used in the training of students in the Heavy Equipment Technician program. The truck is used in a myriad of classes for the training of specific skill needed in industry. One of the limitations of the current truck is that there is no “after-treatment” system on the engine. This system is required on all trucks and heavy equipment being used today therefore our students are not being trained on a major component found on virtually all diesel powered equipment. The new unit will enable the Power Mechanics program to modernize the technology for the students to be trained on as well as providing a safer platform when being used for the transportation of equipment due to the fact of being a new more modern unit.</p>	
<b>What impact will this have on meeting the MJC Strategic goals?</b>	<p>The MJC Strategic goals can all be summed up into an effort to improve student success. The individual goals all point to an overall goal of student success by breaking down the areas most needed to improve student success. This specific proposal directly correlates to student success by improving the training they will receive utilizing today’s up-to-date technology and equipment. Strategic goal number 3 states the development of Student Learning Outcomes and this proposal will directly increase success in each SLO in all of the Power Mechanics classes. Goal 6 directly states the need to identify the needs of industry and business and this proposal does exactly that. Goals 8 and 9 look to improve the student learning environment, student delivery options and increase student engagement. The updating of</p>	

Name: John Mendes Division: Agriculture & Env. Science Program TOP Code: 101 Date: 9-12-14

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$  
 Medium (\$8,000-\$24,000) \$8,000.00-10,000.00  
 Small (Below \$8,000) \$

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

<b>Provide a brief description of your proposal.</b>	Purchase 5 Bred Yorkshire gilts for the Swine Unit farm lab.	
<b>How does this request Address your local plan?</b>	The purchase of this seed stock will replace and update our genetic base of Yorkshire genetics in our herd. The new seed stock will allow our swine lab to align to the swine industry's current trend genetic trends..	
<b>What core indicators are addressed?</b>	Completion, Retention, Placement and over student success will increase due to this investment in quality seed stock.	
<b>Advisory Team Input</b>	The advisory committee is aware of the need to update the genetics in the Yorkshire herd and supports the plan to acquire the bred gilts for the swine lab.	
<b>How will this assist you in meeting current programmatic needs or in new program development?</b>	The new seed stock will to produce offspring that our student managers will have the opportunity to market through swine shows and sales throughout the state. A portion of the offspring will be kept as replacement gilts for the swine lab. The replacement gilts will improve the productivity and efficiency of the swine lab.	
<b>What impact will this have on meeting the MJC Strategic goals?</b>	The new seed stock genetic base will give our students the advantage to obtain marketing skills for on farm sales as well as internet sales throughout the United States. The MJC faculty can utilize the seed stock to promote purebred genetics as part of the instructional curriculum.	
<b>What is the Anticipated Student Impact</b>	The new seed stock will be utilized in the classroom to demonstrate current genetic trends and practices in the swine industry.	
<b>Feasibility of Project Completion</b>	The seed stock (5 bred gilts) would be purchased in November 2014 and they produce offspring in January and February 2015.	
<b>Other</b>		

**CTE \$\$ Amount Requested**

Large (\$25,000 and above)	<u>\$ 55,886.92</u>
Medium (\$8,000-\$24,000)	<u>\$</u>
Small (Below \$8,000)	<u>\$</u>

*Nursing*

Please provide the rationale for your proposal below.

Division Rank: \_\_\_\_\_

Provide a brief description of your proposal.

1. Instructional support staff technicians budget augmentation. **\$9,839**
2. New computers for the newborn and birthing simulators for both Glacier and Redbud HPSL (Human Patient Simulation Lab). The existing computers were purchased in 2008. The All in One computers will replace the Wave Form computer. Currently, laptops are running the unsupported XP operating system. Gaumard, the manufacturer, has informed us that the next software update will not be compatible with the current computers. **Cost: \$11,699.05**
3. Teleconference Codec Extended Support Service. Teleconferencing for N260, N261, N262, N263, N264, N265, N266, N267, tutoring, and daily meetings occur throughout the semester from Glacier Hall to Redbud at Columbia. Current support contract expires in 11/2014. **Cost: \$20,893.24**
4. Equipment and related supplies to update the HPSL, mannequins, and classrooms: Wireless microphone speaker, headset, wireless headset supplies, lens (8) for HPSL rooms, portable hard drive, video splitters, wall mounts, power cords, and rechargeable batteries for the classrooms. **Cost: \$ 5252.29**
5. Laptop Instructor-Patient Monitor for Laerdalman mannequin in Columbia. **Cost: \$2097.29**
6. Obesity suits to use with the present mannequins. Due to the prevalence of obesity, an obesity suit that is attached to the current mannequins provides a high level of realism for the student nurse. Caring for obese, and heavy patients requires proper training and techniques to ensure both the patient's safety and that of the healthcare worker. Two suits requested one for Modesto and one for Columbia. **Cost: \$1908.88**
7. A one year subscription to "Poll Everywhere". This program allows instructors to engage students in classroom assessment. This gives the instructor feedback on student understanding of the material discussed in class. The subscription is for 250 students and 15 instructors. **Cost: \$875.00**
8. RN Maternal Newborn and Mental Health exams for evaluation of course learning and readiness for NCLEX exam provided through ATI. **Costs: \$2970**
9. External hard drive to archive HPSL sessions. **Cost: \$352.17**

How does this request Address your local plan?

This plan addresses Perkins CTE act, section 135(b) requirements.

What core indicators are addressed?

Core Indicators are: 1 = Tech. Skill attainment and contributes to 2 = Credential/Certificate/Degree

Advisory Team Input

At the last two nursing advisory committee meetings, the ADN program director reported on the advanced classroom and HPSL technology and on the 4<sup>th</sup> semester nursing and third year medical student collaboration in the HPSL. Industry advisory members fully supported simulation and the collaboration to train graduates in clinical reasoning.

Maintaining up-to-date resources and optimal videoconferencing capabilities to the Columbia Satellite cohort are expectations of Industry advisory committee members

**How will this assist you in meeting current programmatic needs or in new program development?**

New instructional support staff are essential for delivering content in high-tech areas of the nursing program. Updating the computers for the newborn and birthing simulators will replace out-of-date technology and allow us to continue using the newborn and birthing simulators. The obesity suit provides realism for simulations of actual hospital bedside care. Using the polling technology in the classroom promotes student engagement in learning. It is important to keep the teleconference service running smoothly with support from Codec.

**What impact will this have on meeting the MJC Strategic goals?**

Purchase of these products will assist in meeting Strategic Goal 1: MJC will continue to foster the success of all students by providing access to a broad array of quality, relevant teaching and learning programs and appropriate services.

**What is the Anticipated Student Impact Feasibility of Project Completion**

Every student in the nursing program attends HPSL each semester and will have access to up-to-date technology that simulates a real world work situation. Poll Everywhere encourages student participation in class.

Purchase of items Fall 2014 with immediate use.

**Other**



Name: Bonnie Hunt Division: Allied Health Program TOP Code: 1210.00 Date: 9/24/14

**CTE \$\$ Amount Requested**

*Respiratory*

Large (\$25,000 and above) \$ \_\_\_\_\_  
Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
Small (Below \$8,000) \$3000.00

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

**Provide a brief description of your proposal.**

1. Repair of Drager V-500 Ventilator. Ventilator requires repair of hard drive and monitor which displays ventilator graphics, measured values, and patient response to ventilation.

**How does this request Address your local plan?**

Complies with strengthening academic, career, and technical skills of students participating in CTE programs (Column A, Section 135(b) 1,3,4,5,7,9,10:9, 10:10, 10:12

**What core indicators are addressed?**

Core Indicators 1 – Technical Skill Attainment, 2 – Credential/Certificate/Degree, 4 – Student Placement

**Advisory Team Input**

The Advisory Team is supportive of curriculum designed to enhance critical thinking and clinical reasoning as well as articulation for higher degrees. The Advisory Team is supportive of continued updates and maintenance of equipment that will better prepare students for practical hands-on clinical experience.

**How will this assist you in meeting current programmatic needs or in new program development?**

The MJC Respiratory Care Program goal of successful completion of the program and transition into the job market as prepared and skilled practitioners can be attained. The Drager Ventilator is operated in several clinical facilities and laboratory practice on the ventilator will assist students in learning operation and proper ventilator management of patients using this ventilator. Competence in the use of the Drager will assist in shaping prepared and competitive respiratory care practitioners.

**What impact will this have on meeting the MJC Strategic goals?**

The impact: Assist in meeting Strategic Plan – Goal 1: MJC will continue to foster the success of all students by providing access to quality, relevant teaching, learning programs, and appropriate services. Goal 8: MJC will expand and enhance the learning environment and delivery options for students.

**What is the Anticipated Student Impact**

Anticipated Student Impact: Positive impact for students enrolled in the Respiratory Care Program overall. Students will have access to instruction that promotes and enhances respiratory care knowledge and skills. Students will be familiar with technical as well as patient assessment skills that are required and tested on the Certified/Registered Practitioner exam and in employment panel interviews.

**Feasibility of Project Completion**

Begin spring semester of 2015 and when funding is utilized – end of fall semester 2014.



**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$5,000

**Please provide the rationale for your proposal below.**

**Division Rank:** 1

<p><b>Provide a brief description of your proposal.</b></p>	<p>To fund a qualified, on demand, lab assistant to assist accounting and business (FH 114) on a temporary basis until fund 11 money can be secured for this position. The FH 114 Accounting and Business Administration lab is a computer lab where specialized accounting software is housed to support accounting and business students. Without this position, student access will be limited to 20 hours per week and will not provide adequate access or support to Business Administration and Accounting students.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>The foregoing request addresses the need to increase student success and provide support for high demand accounting courses within the Business Administration Department.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>The primary core indicator addressed by the foregoing request is to increase both student persistence and transfer.</p>	
<p><b>Advisory Team Input</b></p>	<p>Discussion has taken place within the recent advisory council meetings and industry professionals concur with the need for student support in high demand accounting courses.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>Traditionally, accounting courses, similar to math, have high drop rates (statewide) as a result of the rigor and demand associated with the subject matter. In the past, a computer lab (formally FH 152) was set up to provide specialized computerized accounting assistance along with on-demand help for students in bookkeeping and the core transfer level accounting courses. As a result of budget cuts, layoffs, and restructuring, the accounting lab has lost their specialized lab personnel that were able to assist the needs of accounting students. Given that the current Business Administration funding has been transferred to non-accounting personnel in the Learning Resource Center, accounting students are no longer being adequately served and the lab (FH 114) has limited hours of availability to students. The only remaining staff member who knew the accounting curriculum well enough to assist students with the subject matter has been moved during high demand times to the math tutoring area and is unavailable to serve the needs of accounting students.</p>	
<p><b>What impact will this have on meeting the MJC</b></p>	<p>The foregoing request addresses the following college wide strategic goals:                  Goal 1 – to foster student success; Goal 2 – results will be part of program review analysis; Goal 3 – results will be integrated into CLO assessment; Goal 5 – results will be analyzed as part of the ongoing Business Administration</p>	

<b>Strategic goals?</b>	staffing plan; Goal 8 – to expand and enhance the learning environment and delivery options; and Goal 9 – increase student engagement and success through access to support opportunities.	
<b>What is the Anticipated Student Impact</b>	<p>Funding this position for spring will provide student access for the much needed support required to be successful in accounting courses until the Business Administration Department can work with administration to secure permanent funding for this position.</p> <p>Without this funding the Accounting Lab will not be able to provide any hours of access to students between the hours of 9 a.m. and 2 p.m. As it stands, the lab must be closed on Fridays due to a lack of staffing.</p>	
<b>Feasibility of Project Completion</b>	It is the desire of the Business Administration Department to fund a short-term temporary individual to assist students with course work for the remainder of the spring 2015 semester only. A formal request for a permanent position will be made through the appropriate venue to serve students in future semesters.	
<b>Other</b>		

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$ 2516.72

Please provide the rationale for your proposal below.

Division Rank: 2

**Provide a brief description of your proposal.**

**Purchase eight (8) widescreen monitors for Business faculty to support and expand online education programs.**

Item	Description	Unit Price	Quantity	Subtotal
	Dell Flat Panel Monitor Catalog Number: u2412m	\$369.99	1	\$369.99
Module	Description	Product Code	Sku	ID
Dell Monitors	Dell UltraSharp 24 Monitor - U2412M	U2412	[320-2676]	1
Limited Warranty	3Yr PREMIUM PANEL Ltd. Warranty, 3 yr Advanced Exchange	P3YRAE		161
	3Yr PREMIUM PANEL Ltd. Warranty, 3 yr Advanced Exchange Catalog Number: 986-4872	\$0.00	1	\$0.00
eQuote subtotal				\$369.99
promotional discounts*				-\$81.40
shipping*				\$0.00
shipping discount*				\$0.00
tax*				\$22.00
Environmental Disposal Fee*				\$4.00
<b>eQuote Total*</b>				<b>\$314.59</b>
<u>x 8</u>				<u>2516.72</u>

**How does this request Address your local plan?**

These monitors will be used for instruction of courses in Accounting, Bookkeeping, Business Administration, Business Operations: Management, International Business, Marketing, Professional Selling, Retail Management and Supervisory Management program areas to students in an online classroom setting.

The Learning Management System is continually being updated and online courses are under constant revision in order to maintain currency. Grading, interaction with students and building of classroom culture are facilitated through the instructor's efficient and effective access to the online classroom environment. These monitors will facilitate instructor access to the online classrooms and labs where students are served.

Increased instructor access will increase student access through support and expansion of our online offerings. Increased online offerings will benefit special populations which find online access more manageable than f2f courses.

<b>What core indicators are addressed?</b>	<p>The primary core indicator addressed by the foregoing request is to increase student success and transfer through increased student access. This will be accomplished through support and expansion of our online course offerings in the Accounting, Bookkeeping, Business Administration, Business Operations: Management, International Business, Marketing, Professional Selling, Retail Management and Supervisory Management program areas.</p> <p>In addition, “Initiate, improve, expand and modernize quality CTE programs, including relevant technology.” Is addressed by upgrading instructional hardware.</p>	
<b>Advisory Team Input</b>	The Business Advisory Group supports increased student access.	
<b>How will this assist you in meeting current programmatic needs or in new program development?</b>	These monitor upgrades are required in order to meet current program needs. Faculty spend an inordinate number of hours interacting with students via tiny screens—causing fatigue and headache. Current programs need increased online offerings, yet current faculty are nearing an online saturation point due to inadequate hardware for student interaction.	
<b>What impact will this have on meeting the MJC Strategic goals?</b>	The foregoing request addresses the following college wide strategic goals: Goal 1 – to foster student success; Goal 2 – this hardware upgrade request is part of our program review; and Goal 8 – to enhance the learning environment and delivery options.	
<b>What is the Anticipated Student Impact</b>	Funding these monitors will provide increased student access through online offerings in the Accounting, Bookkeeping, Business Administration, Business Operations: Management, International Business, Marketing, Professional Selling, Retail Management and Supervisory Management program areas.	
<b>Feasibility of Project Completion</b>	This project is feasible, inexpensive, and well within the scope of expected completion.	
<b>Other</b>	Analogy: Teaching online with the current monitors would be like teaching a brick-and-mortar class in a garage with only a little rolling chalkboard to write on. Getting new monitors with which to teach online would be like moving from the garage into a smart classroom in Founder’s Hall!	

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$ 6,000

Please provide the rationale for your proposal below.

Division Rank: \_\_\_\_\_

<b>Provide a brief description of your proposal.</b>	This proposal will provide for curriculum, training, and membership for the start up of the Entrepreneur Pathway program which will provide a low-unit Entrepreneurship certificate for students and articulation with Fresno State University for participating students. The money covers training for 3 faculty, training lodging, and membership.	
<b>How does this request Address your local plan?</b>	This proposal directly addresses this portion of the local plan: "The program will examine the possibility of a business entrepreneurial program or business incubator to nurture student business ideas and start-ups."	
<b>What core indicators are addressed?</b>	1, 2, 3,4, 5a, 5b	
<b>Advisory Team Input</b>	The Advisory Board has not yet met this fall but will be meeting at a later date.	
<b>How will this assist you in meeting current programmatic needs or in new program development?</b>	This certificate program offers training and support for fostering an entrepreneurship mentality among students. As part of the certificate, students must incubate their own business, often directly resulting in immediate employment. This partnership is also beneficial with regard to transfer priority to Fresno State.	
<b>What impact will this have on meeting the MJC Strategic goals?</b>	Goal 8 – MJC will expand and enhance the learning environment and delivery options for students. Goal 9 – MJC will develop a plan to increase student engagement in order to improve overall student success.	
<b>What is the Anticipated Student Impact</b>	This program has direct application to business students, and it potentially benefits students from any discipline on campus. Any student may take his/her preparation and shape that into a business opportunity, and this certificate shows how to accomplish that.	
<b>Feasibility of Project Completion</b>	Training will happen in February of '15.	

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$ 1614.45

Please provide the rationale for your proposal below.

Division Rank: 4

<p><b>Provide a brief description of your proposal.</b></p>	<p><b>QuickBooks Accountant Edition 2014 CD 100 site licenses</b>                  2 x CD 50 Pack 2015 @ \$750 @ = \$1500.00*                  Sales tax @ 7.63% = <u>114.45</u>                  Total = <u>\$1614.45</u> *2015 price is estimated. 2014 price was \$680 per 50 seat license.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>These licenses will be used for instruction of Accounting and Bookkeeping students in the Busad 203 computer accounting courses. Accounting software is continually being updated and it is important for students to have current technical skills when entering the job market. These licenses will cover the teaching classrooms and the labs where students are served. We are increasing our number of licenses from 75 to 100 so that we have enough licenses to have copies in the labs for students who need assistance and who do not have a computer at home to work on.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>This request will enhance the technical skills attainment of students by providing industry-standard software in the learning environment.</p>	
<p><b>Advisory Team Input</b></p>	<p>The Business Advisory Group consistently advises the use of current, industry-standard software, specifically QuickBooks, in our courses as this software is very common in Central Valley small businesses.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>This software upgrade is required in order to meet current program needs. Students need to learn the software which they will encounter in the workforce. A segment of our students take this course for the main purpose of updating their skills to the most current software version.                  100 licenses will cover both teaching classrooms, the BUSAD lab and the Office Administration lab. We need our software in additional labs because the BUSAD lab has limited hours due to limited funding.</p>	
<p><b>What impact will this have on meeting the MJC Strategic goals?</b></p>	<p>The foregoing request addresses the following college wide strategic goals:                  Goal 1 – to foster student success; Goal 2 – this software request is part of our program review; Goal 3 – software will be integrated into CLO assessments; Goal 8 – to enhance the learning environment and delivery options; and Goal 9 – increase student engagement and success through access to support opportunities (by having more licenses available in labs).</p>	
<p><b>What is the Anticipated Student Impact</b></p>	<p>Students will experience current, industry-standard software in the classroom and labs which will better prepare them for the workforce.</p>	
<p><b>Feasibility of Project Completion</b></p>	<p>This project is feasible, inexpensive, and well within the scope of expected completion.</p>	



**Other**

Once, several years ago, we did NOT upgrade QuickBooks, but kept the old version for an additional year. By spring semester, the software was 2 years old. Enrollments dropped and students who had to take the class to graduate were not happy. They felt they were not being well prepared. This is a critical-annual-update.

Name: Jeff Beebe Division: Technical Education Program TOP Code: 0949 Date: 9-20-14

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ 11,800  
 Small (Below \$8,000) \$ \_\_\_\_\_

Please provide the rationale for your proposal below.

Division Rank: \_\_\_\_\_

<p><b>Provide a brief description of your proposal.</b></p>	<p>Purchase Spectra Chrome Technology. This is a unique three-layer spray-on chrome finish of any color, duplicates the look and feel of gold, copper, or any highly reflective color, and can be sprayed over metal, plastic, wood, and many more types of surfaces.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>The intent of the request is to grow spray refinishing course content and lab to draw artistic based students and recruit Non-traditional populations.</p> <p>It is important that our physical environment (facility, equipment, and instruction) provides constructive interaction and purposeful engagement with current and up to date technology. Allowing for more organized, efficient laboratory demonstrations and student work activities</p>	
<p><b>What core indicators are addressed?</b></p>	<p>All core indicators will be addressed. However the focus is towards non-traditional participation areas.</p> <p>In order to attract and maintain students they must be given a quality education utilizing the technology and equipment that is currently being used in the industry. All students will be required to master techniques and be able to apply their skills prior to moving on to the next course or recommended to a potential employer by the automotive advisory team.</p>	
<p><b>Advisory Team Input</b></p>	<p>Advisory Committee members recommend purchasing equipment for training purposes.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>The request will assist in new program development such as custom painting, restyling, and by creating new opportunities for students with artistic abilities. Students want to attend classes that utilizing current technology and provide the highest level of hands-on real world experience. Additionally, students would learn the responsibility of maintaining and accounting for their own tools/equipment</p> <p>It would foster student learning by requiring them to estimate the equipment needed for the task and pre plan for the completion of the project.</p>	
<p><b>What impact will this have on meeting the MJC Strategic goals?</b></p>	<p>Goals: One, six, eight, and nine will be addressed with this enhancement.</p> <p>By purchasing professional grade tools/equipment, fostering student responsibility and efficient work habits. Student retention will be increased and so will student satisfaction.</p>	

<b>What is the Anticipated Student Impact</b>	All Auto Body and Collision Repair students will have access to the equipment.	
<b>Feasibility of Project Completion</b>	If approved, these improvements could be on site within 30 days from approval.	
<b>Other</b>	Equipment has a lifetime warranty and is manufactured in the USA. Shipping included in the amount requested <a href="http://www.spectrachrome.com">www.spectrachrome.com</a>	

Name: Gerald Wray Division: Technical education Program TOP Code: 0894 Date: 09/17/2014

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$ 5,600

Please provide the rationale for your proposal below.

Division Rank: \_\_\_\_\_

<p><b>Provide a brief description of your proposal.</b></p>	<p>Hydraulic Ohm's law trainer for use with AUTEK 368 students. This trainer would be used to demonstrate electrical principles using hydraulic circuits.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>It is important that students understand the fundamental principal of electricity in order to be able to diagnose an electric circuit when it malfunctions. This equipment should improve CTE Perkins success and persistence rates for the course and indirectly for the college.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>As some students struggle to understand the basic concepts of an electrical circuit, this trainer should allow for a better understanding and improve student success rates for this course.</p>	
<p><b>Advisory Team Input</b></p>	<p>Our advisory team agree with the need for improved equipment and training especially more practical hands-on training.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>This equipment will enhance both the classroom and workshop experience for students taking AUTEK 368.</p>	
<p><b>What impact will this have on meeting the MJC Strategic goals?</b></p>	<p>1.2 Improve student persistence rates; 1.6 Promote and expand a welcoming campus environment for CTE students by maintain labs with relevant</p>	
<p><b>What is the Anticipated Student Impact</b></p>	<p>This trainer would allow students to better visualize electrical principles and help them to understand how Ohm's Law is proved.</p>	

<b>Feasibility of Project Completion</b>	The trainer is provided in standalone kit form and does not incur any additional installation expenses. Timing of implementation setup in lab Fall 2014 utilization in class Spring 2015.	
<b>Other</b>		

**CTE \$\$ Amount Requested**

Large (\$25,000 and above)	\$ _____
Medium (\$8,000-\$24,000)	\$ _____
Small (Below \$8,000)	<u>\$7,300</u>

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

<p><b>Provide a brief description of your proposal.</b></p>	<p>Purchase and install a new OEM control system using currently offered software and hardware on a Brown &amp; Sharp Micro Val Coordinate Measuring Machine (CMM). The unit located in the Machine Tool Technology lab was built in 1995 and the proprietary computer system became inoperable on 8 September 2014 while being used in a class. The 19 year old computer is no longer supported and repair parts are often not available. Retrofitting to a current operating system is the recommendation of both the manufacturer as well as privately owned companies that maintain these machines. In October of 2012 all of the primary mechanical systems including the linear air bearings were serviced and calibrated at a cost of \$2,600. Other than the failed computer operating system, the machine is in excellent condition. To replace ours with a similar new unit would be roughly \$20,000.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>CTE persistence needs, completion rates and job placement rates in related occupational and professional areas are tied to equipment and technological relevancy. Without this machine, students will not be able to continue to address commonly encountered inspection issues. This upgrade will allow the continued focus on Quality Assurance issues through an inspection and measurement series of exercises that clearly provides the applied learning experience found in critical precision manufacturing facilities today. This in turn will impact the success of our students and the marketability of the program.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>Student persistence and success rates in Machine Tool Technology program and classes.</p>	
<p><b>Advisory Team Input</b></p>	<p>The Regional Advance Manufacturing Advisory and last year's CTE Advisory College meeting minutes and input from industry clearly confirms the importance of manufacturing technology. The maintaining of critical, industry standard equipment is supported by The MJC Machine Tool Technology Industry Advisory Committee. At the last meeting of this committee the CMM was fully functional and the committee is not scheduled to meet again until November.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>This type of measuring equipment has become standard and is required to address many of the current ASME Y14.5M international measuring standards and Geometric Dimensioning and Tolerancing (GDT) practices as addressed in assignments found in MACH 223, MACH 213, and MACH 303 courses. Without this machine, students will not be able to address commonly encountered inspection and Quality Assurance issues. This upgrade will allow the continued offering of the current inspection and measurement series of assignments using a level of equipment that clearly provides the applied learning experience found in critical precision manufacturing facilities today.</p>	
<p><b>What impact will this have on</b></p>	<p>1.2 Improve student persistence rates 1.6 Promote and expand a welcoming campus environment for CTE students by maintain labs with relevant</p>	

<b>meeting the MJC Strategic goals?</b>		
<b>What is the Anticipated Student Impact</b>	As this is an expected type of maintenance & repair upgrade, there will likely be little change in overall student enrollment, but is required to maintain the present level of curriculum operation.	
<b>Feasibility of Project Completion</b>	100%. The system should be operational by students within 5 weeks of issuing of purchase order..	
<b>Other</b>		

Name: Jeff Beebe Division: Technical Education Program TOP Code: 0949 Date: 9-20-14

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$7,600

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

<p><b>Provide a brief description of your proposal.</b></p>	<p>Purchase Aluminum Repair Isolation Station. Designed to create a separate clean room, which is required for repairing aluminum vehicles. The room would consist four walls using one existing and three curtain walls twelve feet high by twenty-four feet long with an exhaust system.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>Automotive manufactures are rapidly changing from steel to aluminum body structures to meet federal regulation of Corporate Average Fuel Economy (CAFÉ) standards. Requiring, auto manufactures to raise the fuel efficiency of vehicles to 54.5 MPG by 2025.</p> <p>Manufactures and insurance corporations require certified collision repair facilities to have completely separate equipment for repairs of aluminum versus steel. The reason is to eliminate cross contamination and corrosion between their steel counterparts. Also, the mixture of the two along with magnesium that is commonly used could possibly cause a thermite reaction.</p> <p>It is important that our physical environment (facility, equipment, and instruction) provides constructive interaction and purposeful engagement with current and up to date technology. Allowing for more organized, efficient laboratory demonstrations and student work activities, which will foster learning and prepare students for the work force.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>All core indicators are addressed. In order to attract and maintain students they must be given a quality education utilizing the technology and equipment that is currently being used in the industry. All students will be required to master techniques and be able to apply their skills prior to moving on to the next course or recommended to a potential employer by the automotive advisory team.</p>	
<p><b>Advisory Team Input</b></p>	<p>Advisory Committee members recommend purchasing equipment for training purposes.</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>The Aluminum Repair Isolation Station would assist the program to stay up to date with the latest repair technology available.</p> <p>Students want to attend classes that are utilizing current industry technology and provide the highest level of hands-on real world experience. Additionally, students would learn the responsibility of maintaining and accounting for their own tools/equipment, which are standard operating procedures within the automotive industry. It would foster student learning by requiring them to estimate the equipment needed for the task and pre-plan for the completion of the project.</p>	



<b>What impact will this have on meeting the MJC Strategic goals?</b>	Goals: One, six, eight, and nine will be addressed with this enhancement. By purchasing professional grade tools/equipment, fostering student responsibility and efficient work habits. Student retention will be increased and so will student satisfaction.	
<b>What is the Anticipated Student Impact</b>	All Auto Body and Collision Repair students will have access to the equipment.	
<b>Feasibility of Project Completion</b>	If approved, these improvements could be on site within three-five working days.	
<b>Other</b>	Equipment has a lifetime warranty and is manufactured in the USA. Shipping is included in the amount requested <a href="http://www.autobodytoolmart.com">www.autobodytoolmart.com</a>	

**CTE \$\$ Amount Requested**

Large (\$25,000 and above) \$ \_\_\_\_\_  
 Medium (\$8,000-\$24,000) \$ \_\_\_\_\_  
 Small (Below \$8,000) \$6,600

**Please provide the rationale for your proposal below.**

**Division Rank:** \_\_\_\_\_

<p><b>Provide a brief description of your proposal.</b></p>	<p>Purchase Aluminum Repair Station. This equipment exceeds the “automotive manufactures approval” standard for repairs and comes with all the necessary tools to repair dented panels on aluminum-bodied vehicles.</p>	
<p><b>How does this request Address your local plan?</b></p>	<p>Automotive manufactures are rapidly changing from steel to aluminum body structures to meet federal regulation of Corporate Average Fuel Economy (CAFÉ) standards. Requiring, auto manufactures to raise the fuel efficiency of vehicles to 54.5 MPG by 2025.</p> <p>Auto manufactures and insurance corporations require certified collision repair facilities to have completely separate equipment for repairs of aluminum versus steel. The reason is to eliminate cross contamination and corrosion between their steel counterparts. Also, the mixture of the two along with magnesium that is commonly used could possibly cause a thermite reaction.</p> <p>It is important that our physical environment (facility, equipment, and instruction) provides constructive interaction and purposeful engagement with current and up to date technology. Allowing for more organized, efficient laboratory demonstrations and student work activities, which will foster learning and prepare students for the work force.</p>	
<p><b>What core indicators are addressed?</b></p>	<p>All core indicators are addressed. In order to attract and maintain students they must be given a quality education utilizing the technology and equipment that is currently being used in the industry. All students will be required to master techniques and be able to apply their skills prior to moving on to the next course or recommended to a potential employer by the automotive advisory team.</p>	
<p><b>Advisory Team Input</b></p>	<p>Advisory Committee members recommend purchasing Automotive manufactures “approved repair equipment” for training purposes</p>	
<p><b>How will this assist you in meeting current programmatic needs or in new program development?</b></p>	<p>The Repair Station would assist the program to stay up to date with the latest repair technology available. Students want to attend classes that are utilizing current industry technology and provide the highest level of hands-on real world experience. Additionally, students would learn the responsibility of maintaining and accounting for their own tools/equipment, which are standard operating procedures within the automotive industry. It would foster student learning by requiring them to estimate the equipment needed for the task and pre-plan for the completion of the project.</p>	

<b>What impact will this have on meeting the MJC Strategic goals?</b>	Goals: One, six, eight, and nine will be addressed with this enhancement. By purchasing professional grade tools/equipment, fostering student responsibility and efficient work habits. Student retention will be increased and so will student satisfaction.	
<b>What is the Anticipated Student Impact</b>	All Auto Body and Collision Repair students will have access to the equipment.	
<b>Feasibility of Project Completion</b>	If approved, these improvements could be on site within three-five working days.	
<b>Other</b>	Equipment has a lifetime warranty and is manufactured in the USA. Shipping included in the amount requested. <a href="http://www.autobodytoolmart.com">www.autobodytoolmart.com</a>	