**EQUIPMENT NEEDS ASSESSMENT APPLICATION**

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| Name of Person Submitting Request: | **Diane M. Dusick** |
| Program or Service Area:  | **RTVF** |
| Division: | **Humanities** |
| When was the last Program Efficacy document completed? | **Spring 2010** |
| What rating was given? | **continuation** |
| Equipment Requested | **2 computers for the instructor stations in the classroom and lab, including software used in the department (AVID video editing and ProTools LE)** |

1. Provide a rationale for your request.

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| We purchased 24 computers for student use. In the new building, we have beautiful instructor stations with no useable computer (the computers installed are so old they have Office 2003 and cannot run our department software). We have had to take 2 student computers from the lab to use at the instructor stations so we can demonstrate how to use the software. Our enrollments have risen significantly, with the highest enrollments between 2003 and spring 2010 being in the last 3 semesters. Fall 2010 also has record enrollments. We desperately need 2 instructor computers so we can (a) return the two computer stations to the lab for students to use and (b) be able to demonstrate software using the instructor stations. Our program has grown from 117 in fall 2007 to 200 maximum enrollment in fall 2010 and 130 in spring 2007 to 178 in spring 2010.  |

1. Indicate how the content of the EMP One-Sheet and latest Program Efficacy Report support this request. How is the request tied to program planning? *(reference the page number(s) where the information can be found on the EMP and Program Efficacy).*

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| “The drops in enrollment in the past few years may be due in part to the poor facilities in North Hall, the disruption to the department from the move to the new portable buildings, the old computers (which were replaced in 2007-2008), software compatibility issues (which are partlyresolved), funding issues, and other technology or personal issues. The move to new Media Center Building and replacement of old equipment will improve our classes and services and increase enrollments.” *In fact, the move to the Media Communications building has lead to an increase in enrollments*The current Perkins plan calls for state-of-the-art computers for students*.* In order to demonstrate the software, the instructor stations must have the same software and capabilities as the student computers.  |

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

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| The student computers were purchased with grant funds and it is a violation of the Perkins grant to use these computers for the faculty stations – they were purchased specifically for student use.  |

1. Evaluation of related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (for example Department Budget, VTEA or Perkins)

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| The computers should be part of the normal maintenance of the computer laboratory.Computer: $2500 eachSoftware (Avid/ProTools): $700 per computer |

1. What are the consequences of not funding this equipment?

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| 1. We are in violation of the grant by using student computers for a non-approved used
2. We have 2 fewer computer stations in the computer laboratory.
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