EQUIPMENT NEEDS ASSESSMENT APPLICATION
Fall 2016

Name of Person Submitting Request:	**Todd Heibel**
Program or Service Area:	**Geology-Oceanography**
Division:	**Science**
Date of Last Program Efficacy:	**SP 16**
What rating was given?	**Continuation**
Equipment Requested	**Heavy Duty Utility Cart**
Amount Requested:	**$1,000**
Strategic Initiatives Addressed: (See http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf)	Student Success and Facilities

NOTE: To facilitate ranking by the committee, submit separate requests for each item; however, multiple items can be submitted as one request if it is required that the equipment is packaged together.

Replacement ☐ Additional ■

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes ☐ NO ■

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this position.)

At present, the entire institutionally supported, annual budget for the GEOL-OCEAN Department is $1,350. The majority of funds – more than $1,150 – are used to support field research. This means that less than $200 remains for all other expenses, including instructional and non-instructional supplies, equipment, and technology. **Currently, there is no budget to support any equipment expenditures, including a long-needed, heavy-duty utility cart.** Transportation of mineral and rock specimens, equipment, and other supplies to and from the classroom, storeroom, and field occurs on an ongoing basis. Many of these specimens, equipment, and supplies are bulky and heavy. Currently, the department must rely on the good will of other departments in order to borrow utility carts to transport items. When carts are unavailable, it imposes significant logistical hardship on departmental students and faculty. Purchase of a heavy-duty utility cart would alleviate this hardship, as well as preserve other departments' equipment for their specific uses. In addition, anticipated long-term maintenance costs for a utility cart are minimal (e.g. bearings, tires, and inner tubes will need to be replaced, but only infrequently). With the addition of a full-time faculty member, it is anticipated that demand for additional Geology and Oceanography sections will increase. This will increase the demand for a heavy-duty utility cart.

2. 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.)*

Although a utility cart is, by definition, quite utilitarian, it has the potential to positively impact

the efficient operation of lecture, laboratory, and field activities. Therefore, overall enrollment, success, retention, and efficiency could be positively impacted. A full-time faculty member was hired in the fall 2016 semester, there is now an AS-T degree option for GEOL students, and OCEAN courses are being offered on a regular basis following a multi-semester hiatus. Within the EMP document, the need for an increased equipment budget is clearly identified within Goals, Challenges and Opportunities, and Action Plan sections. In addition, the SP 2016 GEOL-OCEAN Efficacy document explicitly identifies the need for equipment on page 12.

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

As previously mentioned, a utility cart will facilitate the movement of equipment and rock and mineral samples between storage rooms and classrooms. To deprive students of hands-on use of necessary lecture and laboratory equipment and samples runs counter to stated course objectives and course content. In addition, students who wish to transfer to four-year institutions will be expected to understand the basics of equipment use and rock and mineral identification within upper-division geology, oceanography, environmental, and Earth science courses. Students who wish to enter the job market will also be expected to know how to utilize these important pedagogical tools. Please refer to the labor market information below. These career opportunities will be foreclosed to students who are not properly prepared:

Occupation:	Mean Hourly Wage:	Annual Average Openings:
Geological and Petroleum Technicians	$39.23	80
Geoscientists	$46.63	260

Source: State of California Employment Development Department (2013).

4. Indicate any related costs (including any ongoing maintenance or updates) and department/program's plans to support those costs.

Because the overall, annual departmental budget is miniscule – only $1,350 – any additional funds are welcome. The additional $1,000 for equipment – in the form of a utility cart – is needed to alleviate logistical issues with transporting heavy, bulky items. This funding is needed, as demand for GEOL-OCEAN courses is anticipated to increase with the recent hire of a full-time faculty member and approval of the AS-T degree, as well as improved job market prospects (especially within the energy and environmental sectors). This will, in turn, increase the need to transport heavy, bulky items. To date, the GEOL-OCEAN Department has relied upon other departments and one-time sources of funding to sustain equipment. However, this piecemeal approach is unsustainable and not pedagogically sound. While grant funding could be pursued, there are no guarantees that funding would be procured, especially within the current grant funding climate. In addition, grant writing and administration requires significant time and energy. Unfortunately, the division's secretarial and administrative support, as well as available departmental faculty resources are already overtaxed and cannot accommodate additional grant duties.

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

Lacking a heavy-duty utility cart, the GEOL-OCEAN Department must continue to rely upon other departments' equipment, as well as the fickle, inconsistent nature of one-time, special funding. Timely transport of items among classroom, storeroom, and field will remain jeopardized. This will continue to negatively impact upon the efficient delivery of instructional and non-instructional goods and services.