

EQUIPMENT NEEDS ASSESSMENT APPLICATION
Fall 2017

Name of Person Submitting Request:	Mark Raymundo
Program or Service Area:	Chemistry
Division:	Science
Date of Last Program Efficacy:	March 2016
What rating was given?	Continuation
Equipment Requested	3 Reversible Mobile 6'x 4' Whiteboard from ULINE
Amount Requested:	Total cost: \$1,800.00 (\$600 each with tax) will pickup
Strategic Initiatives Addressed: Strategic Directions + Goals	Increase Access + Promote Student Success + Provide Exceptional 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**

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

Currently, the chemistry department utilizes five rooms for laboratory instruction for all of the chemistry courses offered. Out of the five rooms, only 2 rooms have a reversible mobile whiteboard (6' x 4'); one whiteboard is placed in a Chem 101 lab room, while the other is placed in a Chem 101 and 151 lab room. With respect to the set up of the classroom, the projector screen will cover up the permanent white boards installed in each room if it is brought down. This poses a problem for instructors who utilize both types of equipment during lab. As a result, instructors are taking lab time away from students to search and transfer an available whiteboard from one room to another to accommodate their teaching style in lab.

This is not okay for several reasons: 1. Students are left unattended in a lab room, which raises the concern of lab safety. As per lab policy, lab rooms should always be under the supervision of an instructor if students are present in the room. 2. The lab time lost could be used to enhance the learning experience of students. In addition, labs performed in the second half of general chemistry and organic chemistry is time consuming, so it is of the utmost importance that students are given the maximum time possible. Students rushing to finish a lab could lead to accidental chemical spills, injury or poor use of chemical techniques, resulting in inadequate data.

As we offer more chemistry courses we have to hire qualified instructors to properly teach them. Each instructor hired, has a different teaching style that our facilities must be able to complement. By having these mobile whiteboards placed in every lab room, the department is able to provide the necessary facilities for instructors to explore different teaching methods in a laboratory setting. In addition, having an extra whiteboard in each room will resolve the issue of

the projector screens covering up the permanent whiteboards.

Overall, the addition of a whiteboard in each classroom increases the potential for an instructor to create a dynamic learning environment. An instructor can use these mobile white boards to better relay information to students such as creating a flow chart of the procedure or a table of results that students will fill for the class to compare and contrast.

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.*)

One of the goals of the department is to expand the offering of classes to allow students to fulfill transfer requirements to UC, Cal State and allied health programs. Thus, the department is reinstating some classes that were cut during the economic downturn and offering more classes in the evening and weekend (Chem 101 and Chem 150). To provide quality education, our facilities need to complement various teaching styles for new and current instructors as best as possible.

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

Instructors leaving the lab leave students unattended, which does not comply with lab policy. Students should always be supervised at all times during a lab period.

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

The cost for one mobile 6' x 4' whiteboard is \$600 with tax as quoted from ULINE. So for three whiteboards, the total cost is \$1,800. Other than replacement of a damaged or irreparable whiteboard there are no costs for upkeep. There will be no cost for shipping since it will be picked up.

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

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