

# TECHNOLOGY NEEDS ASSESSMENT APPLICATION

## Fall 2019

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>Kathy Kafela</b>
Program or Service Area:	<b>Transfer and Career Center</b>
Division:	<b>Student Services</b>
Date of Last Program Efficacy:	<b>March 18, 2019</b>
What rating was given?	<b>Continuation</b>
Amount Requested:	<b>\$4000</b>
Strategic Initiatives Addressed:	Promote student success and provide exceptional facilities
Needs Assessment Resources (includes Strategic Initiatives):	<a href="https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php">https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php</a>

Replacement ☐

Growth ☒

- You are required to meet with Rick Hrdlicka – Director of Campus Technology Services--by WEDNESDAY, OCTOBER 9 if you are submitting a Technology Needs Request. 909-384-8656 or [rhrdlicka@sbccd.cc.ca.us](mailto:rhrdlicka@sbccd.cc.ca.us).**

**Please provide the date of your meeting.**

Our department met with Rick Hrdlicka- Director of Campus Technology Services on Thursday, September 19, 2019.

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

The project will not require a modification to building or facilities changes.

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

According to Rick Hrdlicka's estimate, it will cost about \$4,000 for:

- 1) 65" TV mounted with Wireless connect and HDMI.
- 2) A camera and a microphone to be used for Zoom.
- 3) A surface Pro with a wireless connection.

These equipment will help our Department meet our EMP's action goals which are to *conduct transfer related workshops, admissions and application workshops; and Track and assess the number of students who attend the application workshops and apply yearly to the four year colleges and universities.*

Specifically, the TV will be used to host application workshops, conduct zoom webinars with university representatives, promote upcoming events and university visits on the mounted TV display. The laptop will be used as a projector, and our department plans to collaborate with Student Life by using Presence software to track student attendance and engagement.

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.)*

This request will meet the following action plan goals and efficacy report:

- **Conduct transfer related workshops, admissions and application workshops, coordinate SBVC College/Transfer Fairs; provide field trips to four year universities.** *We continue to seek funding for transfer field trips so we can increase the number of visits to four year universities. Last fall we increased to amount of application workshops we offered so that we could meet the needs of the student's schedules. We also had open lab in the Transfer office so students could drop in and ask questions about the application.*
- Provided exceptional facilities to meet the needs of students, employees, and the community. Currently, our department have sufficient space to house six computer stations for students to use. All SBVC students are welcome to use the computers to browse academic materials, register for classes, schedule counseling appointments, apply for CSU's and UC's, and assess the Career aptitude software and tools. The mounted TV will maximize our services in areas such as application workshops, zoom webinars with university representatives, and advertised upcoming events and university visits. The laptop will be used as a projector, and our department plans to collaborate with Student Life by using Presence software to track student attendance and engagement.

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

The new Student Centered Funding Formula focuses on how well students are achieving their stated goals. There are 3 calculations in the new formula, one of which is the student success allocation that includes the number of students transferring to four-year colleges and universities. Future state funds are tied to the transfer success of our students. In order for the Transfer Center to achieve its goals of creating a transfer culture and cultivating transfer awareness, it is necessary to be an adequately funded department.

Retrieved from:

<https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/College-Finance-and-Facilities-Planning/Student-Centered-Funding-Formula>

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.)*

This will be a onetime request. The amount requested for this technology assessment was inclusive and an itemized lists was not provided.

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

If this request is not approved, the Transfer Center will have to operate on limited technology and faculty with a growing student population. This will negatively impact our services to our students, as well as transfer rates. Our department's current workshops have been well attended, however, our department has encountered issues such as lack rooms, lack of projectors and lack of computers. Having a mounted TV inside the Transfer Center will alleviate some of the issues, and it will also give us the opportunity to host impromptu workshops.