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COMPLETE

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Page 1: Please review the following:

Q1

Contact Person:

Name	Erin Coffey
Email Address	erin.coffey@gcccd.edu

Q2

Department:

Counseling

Q3

Title of Request:

Re-modeling the Front Desk and Lobby Area

Q4

Location of Request:

Counseling front desk furniture

Q5

Furniture

Type of Request (Select one):

Q6

Description of Request: Please provide a description of the supplies, equipment, furniture or other request. When making your request, please be as specific as possible and include information such as make, model, manufacturer, color, quantity, etc.

We started the process last year but needs to complete the re-modeling.

Q7

Estimated Cost:

\$5000.00 Estimated Cost.

Q8

Respondent skipped this question

Please attach quote, if available

Q9

Total Cost of Ownership: Can this request be maintained with existing funding sources? If not, please explain your plan to maintain this request. Example: potential yearly service agreements, warranties, and replacement costs.

yes.

Q10

Justification of Request: Please select the applicable criteria(s) and provide the details of how the criteria(s) relate to your request.

**Equipment replacement,
Critical need,
Impact on student success and access**

Q11

Program Goal: Please identify the program goal(s) this request would help your program achieve and provide a brief explanation of how it would do so.

The new furniture will help create more welcoming and functioning environments for students. Many of the current chairs are old and defective.

Q12

Cuyamaca values equity and our resource allocations should reflect our values. How does this request support the college's equity and anti-racist work? Or how does this request contribute to more equitable student outcomes? District's Governing Board Resolution: To view, please visit the Governing Board's site [here](#), view the June 16, 2020 meeting, and view agenda item 8.1 "Resolution No. 20-015 In Denunciation of Violence Against Black Americans and Commitment to Anti-Racism" Cuyamaca College's Academic Senate's Resolution Cuyamaca College's Equity Plan

New furniture would create a more welcoming and functional environment for our students, staff, and faculty. The new furniture are needed and necessary for the counseling department to function more effectively and to serve the students .
