#2

COMPLETE

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Page 1: For Annual Planning/Program Review Requests AND Off-Cycle Requests

Q1

Technology Plan Year

2021-2022

Q2

Title of Request

MathType software upgrade

Q3

Location of Request

All math computers including full-time and part-time offices

Q4

Department

Math

Q5

Contact Person

Name

Tammi Marshall

Email Address

tammi.marshall@gcccd.edu

Q6

DescriptionPlease provide a brief description of the technology/software or technology project and its core goal(s).

MathType is software that allows us to create math equations in Word documents and is the only way to make them accessible to screen readers, but our current version of MathType is not compatible with Office 10.

Page 2: Proposal Justification

Q7

Please explain how the technology or enhancement supports the strategic plan. Include information on how students will be impacted and/or employees or the college or district overall. Consider whether this would this be a district-wide implementation.Which Strategic Plan priority (or priorities) are supported by this request?To access the Strategic Plan, please click here.

Basic Skills Acceleration,

Student Validation and Engagement,

Organizational Health

Q8

How does the request support the above priorities?

This software is used by every math instructor on campus to make materials and it is the only software that helps make these materials accessible. Several faculty no longer had access because of the move to Office 10. With the new version, the company that makes the software changed their pricing scheme to a subscription model. We purchased a subscription valid through December 2021, but it will need to be renewed each year after that.

Q9

Who would this impact? Please select all that apply.

Students,

Employees

Q10

What is the number of students or employees impacted per semester?

2000

Q11

How would this impact the above group(s)?

Without this software, instructors will not be able to embed math equations in Word documents.

Q12

Does the technology support a state-wide initiative or is it a legal mandate or in support of a legal mandate?

Yes

Q13

If yes, please explain how the technology supports a state-wide initiative or is it a legal mandate or in support of a legal mandate?

All our documents are required to be accessible and without this software, we are unable to make them so.

Q14

Please be aware that projects, once approved, are typically scheduled 6 months to a year in advance. Consider the consequences if the technology/software is not implemented, upgraded or renewed.What are the consequences if the technology/software is not implemented/upgraded, or renewed? Examples: Security concerns, loss of FTES, mandates, accreditation, etc.

We will be unable to create Math documents

Q15

What is your preferred time for implementation?

Starting in January 2022 and continuing each year after that

Q16

Tell us how the data you have supports the implementation of the technology. This can be qualitative or quantitative in the form of surveys, observations, SLO or other assessment data, institutional research data or other reports and data.

We don't have specific data that supports this, but without this software, we will not be able do our jobs.

Q17

How critical is this need in terms of supporting curriculum
and services?

5

Q18

Please attach any supporting data/documentation using
the "Upload" button below.

Respondent skipped this question

Page 3: COST ANALYSIS

Q19

Is the request for hardware or software?

Software

Q20

Is the request for new or an upgrade to existing
technology?

Upgrade (replacing outdated technology)

Q21

Total initial cost of request: This includes hardware and software maintenance, licence, taxes, fees, shipping, storage, etc. Contact Sherri Braaksma for assistance.

30 licenses at $30.91 each, for a total of $927.30, renewed annually

Q22

Funding Source:

General Fund

Q23

Please attach quote using the "Upload" button below.

Respondent skipped this question

Page 4: Grant Funding Source

Q24

Please specify the grant that will fund the technology you are requesting.

Respondent skipped this question

Page 5: Evaluation Plan

Q25

Evaluationi. How do you plan to evaluate the technology after implementation?

This software is essential for us to do our job. If we can create math equations in Word documents, then it has been evaluated as successful.

Page 6: Type of Request

Q26

Is this an Off-Cycle Request (e.g., not part of the annual planning/program review process)?

No

Page 7: Off-Cycle Requests Only

Q27

What are the exigent circumstances and/or contributing factors that would qualify this request to be eligible for Off-cycle consideration? Please explain why this request cannot wait until the next annual planning cycle.

Respondent skipped this question

Page 8: Ready to Submit

Q28

Are you ready to submit your technology request?

Yes