

#6

COMPLETE

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

Q1**2022-2023**

Technology Plan Year

Q2

Title of Request

Laptops

Q3

Location of Request

Library

Q4

Department

Library

Q5

Contact Person

Name

Ross Takasugi

Email Address

Ross.Takasugi@gcccd.edu**Q6**

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

20 additional laptops for student use for a semester. This provides a computer that the student may not be able to afford or have access to on a regular basis. This includes a protective case and a mouse for each laptop.

Page 2: Proposal Justification

Q7

Please explain how the technology or enhancement supports the strategic plan and impacts students, employees, the college, and/or the district. Which Strategic Plan priority (or priorities) are supported by this request? To access the Strategic Plan, please click [here](#).

Eliminate equity gaps in course success (passing grade in class)

,

Increase persistence eliminate equity gaps (re-enrolling the subsequent semester or year)

,

Increase completion and eliminate equity gaps (graduating with a degree/certificate, or transferring)

Q8

How does the request support the above priorities?

The laptops provided to students gives them the opportunity to complete and succeed in their classes. This particularly aids marginalized students that would not be able to afford a computer on their own. Students need computers to access Canvas, the library's databases, WebAdvisor, Office 365, remote tutoring and counseling services, and other software to complete their class assignments.

Q9

Students

Who would this impact? Please select all that apply.

Q10

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

20

Q11

How would this impact the above group(s)?

We are asking for additional laptops to expand this service. We currently checked out all of our available laptops and had a waiting list for students. Not having access to a computer would prevent some students from taking a class or succeeding as they are unable to do the assignments or even attend the online classes.

Q12

No

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

Q13

Respondent skipped this question

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?

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.

This can reduce the number of FTES as students are unable to continue their education due to the lack of a computer. It would also reduce success rates and impact student equity for students that are unable to complete their classes from being unable to access all of the online services and software that they need to succeed. This service is aimed for marginalized students that are unable to afford a computer. It also allows students to use a computer rather than trying to use their phones for everything.

Q15

What is your preferred time for implementation?

Laptops can be prepared and added to the library's system at any time.

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.

The district did a Student Technology Access and Support Survey in spring 2020 about student technology needs. About 17% of the students responded that they did not have a reliable computer to use for classes. The student enrollment of fall 21 was about 7,800 students. This means about 1,200 students did not have regular access to a computer to do their schoolwork with. Additionally 20% of the students used their smartphones for their classes and other student support services. A phone will work well for some services, but it would be difficult to use for everything. As students and employees have become aware of the service, the library has checked out more each semester. We checked all available laptops in fall 22 and had a wait list for additional laptops.

Q17**5**

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

Q18

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

Student_Tech_Access_Support_Survey_Results_2020_SSEC.pdf (339.5KB)

Page 3: COST ANALYSIS

Q19**Hardware**

Is the request for hardware or software?

Q20

New (new to the campus)

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

Q21

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

\$24,000

Q22

General Fund

Funding Source:

Q23

Please attach quote using the "Upload" button below.

laptop-estimate.png (131.7KB)

Page 4: Grant Funding Source

Q24

Respondent skipped this question

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

Page 5: Evaluation Plan

Q25

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

Monitoring the number of checkouts per semester. We will also monitor student and employee evaluation of the service to see if it is still effective. We can also evaluate the student completion and success rates for students that use the laptops to see if they are improving both areas.

Page 6: Type of Request

Q26

No

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

Page 7: Off-Cycle Requests Only

Q27

Respondent skipped this question

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.

Page 8: Technology Request Process

Q28

Respondent skipped this question

How can the Technology Request process be improved for next year?

Page 9: Ready to Submit

Q29

Yes

Are you ready to submit your technology request?
