SAC RESOURCE ALLOCATION REQUEST										
FY 2017/18										
Department/ Program	Item Description	**Request Type** Technology/Equipment/ Facilities/Personnel/Supplies/Contracted Services/ Conferences/Other non-personnel. (Select from drop down menu in cells below)	How does your request relate to course/program Student Learning Outcomes (SLOs) (Academic Depts)and Service Unit Outcomes (SUOs) (Administrative/Support Depts)	How does your request relate to dept/division goal?	How does your request relate to the Strategic Plan?	Is this a multi-disciplinary or campus wide request? Yes/No- Please explain	Priority 1= Highest	Estimated Cost FY 16/17	POTENTIAL SOURCE OF FUNDS General Fund/ Grants/Other	Action
ABE	Purchase of new HiSET/GED/ABE textbooks	Textbooks	SCE ABE Dept Goal 1	SAC Vision Theme I: We need to replace missing and worn-out textbooks. In addition, new supplemental HSE materials have recently been published that would help student transition and student success.	To transition students to SAC	Yes	13	$ 4,500	ABEG or WIOA	Recommended for Funding
ABE	Purchase new books for library	Books	SCE ABE Dept Goal 2	SAC Vision Theme I: Students need a larger selection to complete their library assignment.	To transition students to SAC	Yes	11	$ 5,500	BSI	Recommended for Funding
ABE	1 faculty member to revise curriculum for Leadership (Part 2)	Curriculum	SCE ABE Dept Goal 1	SAC Vision Theme I: Current curriculum packets are old and outdated. New material will increase transition success into High School or High School Equivalency class.	To transition students to SAC	Yes	16	$ 2,200	ABEG	Recommended for Funding
ABE	5 Privacy screens for IA and teacher monitors	Equipment	SCE ABE Dept Goal 3	SAC Vision Theme II: These are needed for privacy of emails and grades.	To transition students to SAC	Yes	18	$ 450	WIOA	Recommended for Funding
ABE	2 SmartBoards	Equipment	SCE ABE Dept Goal 3	SAC Vision Theme II: A114/HSE and B33 each need new SmartBoards for lessons.	To transition students to SAC	Yes	2	$ 5,200	WIOA	Recommended for Funding Actual cost around $32,000
ABE	1 Document Reader	Equipment	SCE ABE Dept Goal 3	SAC Vision Theme II: A114/HSE room needs a new document reader for lessons.	To transition students to SAC	Yes	5	$ 500	WIOA	Recommended for Funding
ABE	television (with video/cd capabilities) + mount	Equipment	SCE ABE Dept Goal 2	SAC Vision Theme II: B22 needs a television in the classroom.	To transition students to SAC	Yes	6	$ 1,200	BSI	Recommended for Funding
ABE	Testing Vouchers	Curriculum	SCE ABE Dept Goal 1	SAC Vision Theme II: low income B107/HSE students need financial assistance to test.	To transition students to SAC	Yes	8	$ 5,600	ABEG	Recommended for Funding
ABE	2 IA Desk Chairs	Equipment	SCE ABE Dept Goal 2	SAC Vision Theme I: B-33 needs 2 new chairs for IA stations	To transition students to SAC	Yes	14	$ 700	BSI/WIOA	Recommended for Funding
ABE	2 Scantron machines	Equipment	SCE ABE Dept Goal 3	SAC Vision Theme II: B33 and B109 need new scantrons machines.	To transition students to SAC	Yes	3	$ 2,000	WIOA	Recommended for Funding
ABE	Book Club Books	Textbooks	SCE ABE Dept Goal 1	SAC Vision Theme II: New books need to be purchased to continue offering Book Club to SCE students	To transition students to SAC	Yes	4	$ 2,000	BSI	Recommended for Funding
ABE	Bookshelf for Library	Equipment	SCE ABE Dept Goal 3	SAC Vision Theme II: B33 needs new bookshelf for student library	To transition students to SAC	Yes	7	$ 1,000	WIOA	Recommended for Funding

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ASE (High School & GED)	2 FT Classified positions (Instructional Center Specialists)	Personnel	SCE ASE Dept Goal 1 & 3	We requested 3 positions in Oct 13 and were granted one, which was filled. We currently have two fulltime classified position serving over 13,000 students in five rooms, both of which are reassigned to other areas. VTL	To transition students to SAC	Yes	2	$ 75,000	WIOA	Recommended for Funding
ASE (High School & GED)	1 part time tutor coordinator and tutors	Personnel	SCE ASE Dept Goals 1 & 3	The tutoring program is currently being funded by BSI. With the possibility of losing that funding source the department recognizes the need for the tutoring program and its benefit to student success	To transition students to SAC	Yes	3	$ 70,000	WIOA/BSI	Recommended for Funding
ASE (High School & GED)	Training funds for classified staff, adjunct faculty, and full time faculty for professional development and	Personnel	SCE ASE Dept Goals 1 , 2 & 4	VT I, II, III improve accuracy of attendance and grading; improve teamwork; 10 hours per IA and 3 hrs per semester for meetings	To transition students to SAC	Yes	5	$ 25,000	WIOA	Need to see plan. We will fund conferences on an individual basis
ASE (High School & GED)	Revision of curriculum in the HSENG-076 Novel course and development of the new math pathway	Curriculum	SCE ASE Dept Goals 2 & 5	Vision Themes I and III	To transition students to SAC	Yes	6	$ 6,000	WIOA	Recommended for Funding
ASE (High School & GED)	MyOpen Math software	Technology/Software	SCE ASE Dept Goal 4	The new math curriculum is being redesigned to meet the needs of students by incorporating software into the courses. The students will need access to licenses for the software.	To transition students to SAC	Yes	7	$ 5,000	WIOA/BSI	Recommended for Funding
ASE (High School & GED)	20 iPads and cart for B-107	Technology	SCE ASE Dept Goal 4	B-109 has been effectively using the iPads on loan to us for the BSI group lessons. The iPads are going back to the original department. Vision Themes II	To transition students to SAC	Yes	8	$ 15,559	WIOA/BSI	Recommended for Funding
ASE (High School & GED)	Document Cameras and Smartboard B-21	Technology	SCE ASE Dept Goal 4	B-21 needs a more effective was to present lessons and provide information to the students. Vision Themes II	To transition students to SAC	Yes	9	$ 4,700	WIOA/BSI	Recommended for Funding - Actual cost around $15,000
ASE (High School & GED)	3 TVs and mounts for B-33, B-21, and A-113	Technology	SCE ASE Dept Goal 4	These rooms need a more effective way to present lessons and provide information to the students. Vision Themes II	To transition students to SAC	Yes	10	$ 36,000	WIOA/BSI	Please submit plan
ASE (High School & GED)	Mobile science lab kit, LED Aquarium kit, hanging file display for B-110. Lesson supplies and materials for all	Supplies	SCE ASE Dept Goal 2	Vision Themes I, II and III	To transition students to SAC	Yes	12	$ 5,000	WIOA/BSI	Recommended for Funding

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ASE (High School & GED)	2 printers for B-110 and B-107	Equipment	SCE ASE Dept Goal 1	Vision Theme I	To transition students to SAC	Yes	14	$ 3,000	WIOA	Recommended for Funding
ASE (High School & GED)	65 chairs for F-101	Furniture	SCE ASE Dept Goal 1	Vision Theme I	To transition students to SAC	Yes	15	$ 4,800	WIOA	Recommended for Funding
ASE (High School & GED)	Textbooks and materials for potential new site	Textbooks	SCE ASE Dept Goals 2 & 5	Vision Theme I, II, III	To transition students to SAC	Yes	16	$ 20,000	WIOA/BSI/AEBG	Recommended for Funding
CASAS/EL Civics	4 Scanners	Equipment	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	1	$ 8,000	WIOA	Recommended for Funded
CASAS/EL Civics	IA Meetings and Training	Other non-personnel	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	4	$ 3,000	WIOA	Recommended for Funded
CASAS/EL Civic	CASAS Summer Institute Conference (3 staff)	Conferences	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	5	$ 3,000	WIOA	Conferences will be funded on a individual basis
CASAS/EL Civic	Supplies - Ink and toner	Supplies	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	6	$ 1,000	WIOA	Recommended for Funded
CASAS/EL Civics	Storage Boxes	Supplies	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	7	$ 300	WIOA	Recommended for Funded
CASAS/EL Civics	Supplies - Paper, Pencils, Office Supplies to test students	Supplies	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	8	$ 8,000	WIOA	Recommended for Funded
CASAS/EL Civics	Mileage	Conferences	To continuously improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with out student population	To transition students to SAC	Yes	9	$ 500	WIOA	Recommended for Funded
Substantial Disabilities	Instructional materials, materials, field trip activities	Supplies - instructional/non instructional	Provide instruction to students	Meeting the intellectual needs of the college mission statement with our population	To transition students to SAC	Yes	1	$ 7,000	WIOA	Recommended for Funding

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Substantial Disabilities	Dept meetings, curriculum development and training	Personnel	To continually improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with our population	To transition students to SAC	Yes	2	$ 4,000	WIOA	Recommended for Funding
Substantial Disabilities	2 Elmo's	Supplies - instructional	To continually improve Student Learning Outcomes (SLOs)	Meeting the intellectual needs of the college mission statement with our population	To transition students to SAC	Yes	3	$ 3,000	WIOA	Recommended for Funding
Custodial	Electric Carrier Vehicle	Equipment	To move supplies and equipment safely around the CEC campus.	Keep CEC campus safe.	Keep CEC campus safe.	No	1	$ 14,000	Not specified	Recommended for Funding
Custodial	PowerWasher CPS 40005 VHR	Equipment	To be used for cleaning concrete.	Provides a clean and safe learning environment.	Provides a clean and safe learning environment.	No	1	$ 1,481	Not specified	Recommended for Funding
Custodial	Upholstery Extractor	Equipment	Helps to keep campus equipment clean.	Provides a clean and safe learning environment.	Provides a clean and safe learning environment.	No	1	$ 1,000	Not specified	Recommended for Funding
Custodial	Windsor Presto 3 Mini Extractor #573525	Equipment	Helps to keep campus equipment clean.	Provides a clean and safe learning environment.	Provides a clean and safe learning environment.	No	1	$ 500	Not specified	Recommended for Funding
Custodial	Windsor Double Dry Hand Tool #583725	Equipment	Helps to keep campus equipment clean.	Provides a clean and safe learning environment.	Provides a clean and safe learning environment.	No	1	$ 500	Not specified	Recommended for Funding
Custodial	Windsor Sensor 12"Vacuum #574471	Equipment	Helps to keep campus equipment clean.	Provides a clean and safe learning environment.	Provides a clean and safe learning environment.	No	1	$ 1,300	Not specified	Recommended for Funding
SCE ESL	Part-time coordinator for specialty classes and to lead ESL specialty class curriculum development projects in summer 2017.	Curriculum	Specialty courses provide students with specialized instruction to be proficient in speaking, listening, reading, and writing skills leading to better SLO attainment and passing rates in core ESL classes.	Providing specialty course faculty with the support needed for effective instruction will enable students to maximize their learning and time spent as well as to earn enhanced funded certificates. FTE will increase with better aligned course objectives and student learning outcomes.	Specialty courses can help increase student course and program completion rates. In addition, students will have higher level skills that can enhance their workplace skills leading to better career opportunities.	Campus wide: Specialty courses are offered at different sites.	1	$ 13,100	Not specified	Recommended for Funding
SCE ESL	Specialty course project: A new lower level pronunciation course to include a new course outline, certificate pathway, and new curriculum development packet with curriculum writers.	Curriculum	This new Pronunciation course will provide lower level students access to a pronunciation curriculum to learn and demonstrate basic understanding of American English. This new course will help accelerate their learning in their core ESL courses.	This new lower level pronunciation course will address student equity needs and assist the department to fulfill its mission to develop and deliver curricula to prepare students of all levels for academic and workforce success.	Student Equity funding is needed. This course will help students complete the ESL Program and in doing so be effective in the workplace or to transition to noncredit CTE, a degree, or certificate program.	The course will be available to Beginning ESL 1, 2 level students.	1	$ 6,000	Not specified	Recommended for Funding

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SCE ESL	VESL project: ESL topics course for CTE (noncredit) language support to include a new course outline and new curriculum development packet with curriculum writers	Curriculum	Students in the noncredit CTE program that need to learn more English will benefit from this class. The course will allow students to practice their listening, speaking, reading, and writing skills in the context of workplace situations and technology.	The ESL Program goal is to provide instruction to students to increase their proficiency in the listening, speaking, reading, writing, and critical thinking skills necessary to be successful as they transition to other programs such as CTE, vocational, and academic programs as well as community based organizations.	By collaborating with noncredit CTE, the ESL Program will provide their students with integrated language instruction and work with workplace competencies including technology proficiency. By supporting these students, they will acquire better skills for the workplace.	Multi-disciplinary: CTE and ESL will be collaborating.	1	$ 6,000	Not specified	Recommended for Funding
SCE ESL	VESL project: New curricula for VESL 1, 2 specialty courses to introduce and improve job-related language skills and job preparation and to include new curriculum development packets and materials with curriculum writers	Curriculum	New VESL course curriculum is needed to provide the materials, assessments, and lessons to deliver new course descriptions, objectives, and outcomes for various occupations. The project will address revised and new SLOs for current and future careers.	Demand for VESL instruction has been increasing with additional locations and interest from noncredit CTE, degree and vocational certificate programs. Additional and revised VESL courses are part of the School of Continuing Education mission which is " . . . to prepare students to transition to college, improve language and workforce skills . . . . "	Workforce Development and Student Achievement are important SAC Vision Themes for SCE. Thus, the new VESL curricula will provide students with the language skills needed for specific purposes to increase their employment rates and acquire workplace competencies.	Campus wide: VESL courses are offered at different sites.	1	$ 12,000	Not specified	Recommended for Funding
SCE ESL	Curriculum Redesign (Protosyllabus): Many faculty and hours of research and development are needed for this long-term, multi-year project. $50,000 was designated for the first year and work has started with the Academic ESL courses offered at	Curriculum	The new curriculum will incorporate state and federal initiatives so all ESL courses and certificates will be improved. The goals are to have higher rates of SLO attainment, student persistence and completion rates. These goals will in turn increase FTE as state initiatives such as the Common Assessment and CCRS are incorporated into the revisions.	Work has started with the multi-year curriculum redesign and continued work will take place beyond Fall 2017. The effort will involve many hours of full-time and part-time faculty facilitated by a coordinator hired to work on this effort in Fall 2016. All curriculum changes will be approved by the ESL Department and the number one goal of the department is to provide innovative and current instruction so students can succeed at school, work, and home.	Curriculum design is identified in the SAC Vision Theme I (Student Achievement)	Campus wide: ESL courses are offered at all sites.	1	$ 23,000	Not specified	Recommended for Funding

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SCE ESL	Ongoing EL Civics lessons and assessments will need to be revised for the 2017-2018 academic year. New Civic Objectives and Additional Assessment Plans (COAAPs) implementation may require revised and new lessons for all	Curriculum	EL Civics lessons allow students to practice their listening, speaking, reading, writing, and critical thinking skills in life skills instruction. The assessments that follow are used as part of multiple measures for grading and course completion.	ESL instruction provides opportunities for students to increase their proficiency skills in listening, speaking, reading, writing, and critical thinking as they transition to other programs such as ABE, ASE, CTE, academic and vocational programs. EL Civics lessons also provide instruction by student interest such as for the workplace, higher education, or for identifying community resources.	Curriculum is identified in the SAC Vision Theme 1 (Student Achievement).	Campus wide: EL Civics lessons are done at all sites.	1	$ 16,000	Not specified	Recommended for Funding
SCE ESL	Instructional supplies are needed throughout the program to operate each fiscal year.	Instructional Supplies	Student Learning Outcomes are assessable when faculty and staff have adequate instructional supplies to provide a warm, learning environment in which students can reach their goals at all sites.	An important student equity need is to provide adequate equipment in ESL classrooms. Student Equity is part of SAC Mission Statement, SAC SCE Mission Statement, and SAC Vision Themes.	Student Equity is identified in the SAC Vision Theme I (Student Achievement).	Campus wide: ESL courses are offered at all sites.	1	$ 10,000	Not specified	Recommended for Funding
SCE ESL	Three new tenure-track teaching faculty are needed to increase the part-time to full-time faculty ratio currently at 5.8%. Starting 2017, we will be down to 4.2%.	Personnel	The ESL Department cannot accomplish its mission without additional full-time tenure track teaching faculty. Faculty in the classroom implement, assess, and revise the student learning outcomes for the courses they teach or coordinate. This connection is vital to an effective curriculum that has to meet the needs of students.	The ESL department full-time faculty ratio is 5.8% to 94.2% part-time. The ESL Department has had a goal for 20 years indicating the need for more tenured faculty. To address state and federal initiatives, fulfill grant requirements, increase FTE production, and to complete curriculum revisions additional tenured faculty are needed beyond the current level.	Additional faculty is identified in the SAC Vision Theme I (Student Achievement).	Campus wide: ESL courses are offered at all sites.	1	$ 375,000	Not specified	1 tenure-track position approved
SCE ESL	Part-time faculty are involved in the ESL Department Committee and other subcommittees as needed as in previous years. All specific involvement hours are approved by the dean and consideration for the Affordable Care Act.	Personnel	The part-time faculty involved with departmental issues and action plans are instructors. In this capacity, they are able to take an active role when student learning outcomes are discussed, revised, or created to help increase student success rates across levels.	To accomplish required state, federal initiatives, grant requirements and accreditation requests, their help is needed. Their involvement are requested by the department and approved by the dean. Because most classes are taught by part-time faculty, their input and participation in activities such as the ESL Department meetings and subcommittee work are vital. These activities are listed in the ESL Department goals.	Part-time faculty are identified in the SAC Vision Theme I (Student Achievement).	Campus wide: ESL courses are offered at all sites.	1	$ 7,000	Not specified	Recommended for Funding

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SCE ESL	CASAS writing test graders.	Personnel	Student learning outcomes are further practiced through CASAS assessments.	CASAS assessment protocols are rapidly changing and new requirements may be required.	Assessment support is identified in the SAC Vision Theme I (Student Achievement).	Campus wide: CASAS tests are administered in ESL classes.	2	$ 4,000	Not specified	Recommended for Funding
SCE ESL	Conferences	Professional Development	Student Learning Outcomes are part of every course and faculty training is necessary to provide innovative instructional strategies and new resources for best practices to maximize student learning and help students reach their goals.	One of the ESL Department goals is to provide professional development that emphasizes learner-centered instruction, College and Career Readiness Standards, and critical thinking skills while encouraging integrated ongoing personalized professional development.	Professional Development is identified in the SAC Vision Theme I (Student Achievement).	Campus wide: ESL courses will be affected throughout the district.	1	$ 30,000	Not specified	Conferences will be approved on a case by case basis
SCE ESL	Faculty trainer for new Academic ESL track training in 2017.	Professional Development	Faculty teaching Academic ESL track courses at SAC AEC will need training to review the new curriculum, SLOs, materials, and assessments for the four levels.	Providing Academic ESL course faculty with the support needed for effective instruction will enable students to maximize their learning and time spent as well as to earn enhanced funded certificates. FTE will increase with better aligned course objectives and student learning outcomes.	Academic ESL courses Specialty courses can help increase student course and program completion rates. In addition, students will have higher level skills that can enhance their workplace skills leading to better career opportunities.	Campus wide: Academic ESL courses are offered at SAC AEC.	1	10 extension days (July-August 2017)	Not specified	5 days approved 17/18 on top of the 10 days approved for June 16/17
SCE ESL	Class sets of books are needed for faculty and students to use in the class. Classroom books help support instruction that students need to progress in the program and to explore pathways available to them.	Supplies (instructional)	Student Learning Outcomes are assessable when faculty and staff have adequate instructional resources to provide a learning environment in which students can reach their goals at all sites.	An important student equity need is to provide adequate instructional resources in ESL classrooms. Student Equity is part of SAC Mission Statement, SAC SCE Mission Statement, and SAC Vision Themes.	Student Equity and the SAC Vision Theme I (Student Achievement) are identified.	Campus wide: ESL courses are offered at all sites.	2	$ 30,000	Not specified	Recommended for Funding
SCE ESL	Replace nonfunctioning technology needed to maintain instruction including the replacement of interactive whiteboards and projection systems.	Technology	Student Learning Outcomes are assessable when instruction is delivered in an environment that includes working technology at all sites.	The ESL Department goal number 4 includes ensuring adequate instructional resources for all sites.	Use of Technology is identified in the SAC Vision Theme II goal.	Campus wide: ESL courses are offered at all sites.	1	$ 6,000	Not specified	Recommended for Funding

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SCE ESL	Technology in ESL classrooms need to be upgraded and upgrades include sound system, speakers, interactive projection systems, and classroom computers. In addition to ESL classrooms, replace defective, inoperable technology in the	Technology	Student Learning Outcomes are assessable when instruction is delivered in an environment that includes technology at all sites and for technology to be accessible by students.	The ESL Department goal 4 includes ensuring adequate instructional resources for all sites. A plan is to upgrade at least 3 ESL designated classrooms per academic year if gradual implementation is required.	Use of Technology is identified in the SAC Vision Theme II.	Campus wide: ESL courses are offered at all sites.	2	$ 423,000	Not specified	Partially funded - $100,000 based upon submitted prioritization
Technology	Technology Facilitator - Curriculum and ITS Liaison (4 hrs per week for 2 semesters)	Personnel	To provide technology information to faculty to meet students needs	It will meet the technology needs of the college mission statement to meet the needs of our diverse population.	To transition students to SAC	Yes	1	$ 3,500	WIOA	Recommended for Funding
Technology	Technology Workshop Trainers (2 trainers for 15 hrs for 2 semesters)	Personnel	To provide technology information to faculty to meet students needs	It will meet the technology needs of the college mission statement to meet the needs of our diverse population.	To transition students to SAC	Yes	2	$ 1,500	WIOA	Recommended for Funding
Technology	Web Site Trainer & Resource Center Support (4 hrs per week for 2 semesters)	Personnel	To provide technology information to faculty to meet students needs	It will meet the technology needs of the college mission statement to meet the needs of our diverse population.	To transition students to SAC	Yes	3	$ 3,500	WIOA	Recommended for Funding
Technology	Curriculum Training & Resource Center Support (4 hrs per week for 2 semesters)	Personnel	To provide technology information to faculty to meet students needs	It will meet the technology needs of the college mission statement to meet the needs of our diverse population.	To transition students to SAC	Yes	4	$ 3,500	WIOA	Recommended for Funding
SCE Counseling	(1) Full Time Counselor	Personnel- Faculty position to implement new comprehensive SSSP services	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement.	Goal 1 (b): Seek funding to replace lost counseling hours due to faculty death/loss, in order to better meet students' critical service needs	Design the most efficient pathways to completion that are possible for students (engaging the elements of course design, assessment, condensed classes, educational planning, scheduling, and support services necessary for success).	No	1	$ 100,000	Not specified	Recommended for funding

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SCE Counseling	Professional Conferences	Participate in Professional conferences	Provide faculty with ongoing staff development opportunities to upadate and	Provide ongoing faculty development opportunities	Cultivate a culture of innovation to enhance student success	No	4	$ 30,000	Not specified	Evaluated on individual basis
SCE Counseling	Online Orientation/Technology Curriculum/Digital Television Display	Development of an Online Orientation for all incoming SCE students. Implementation of SSSP service area.	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement.	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement	Cultivate a culture of innovation to enhance student success throughout the entire college environment, including course	No	5	$ 8,000	Not specified	Recommended for funding
SCE Counseling	Digital Counselor Manual	Enhance and support counseling faculty with a resource guide to implement SSSP services	Orient new students to essential college procedures, academic support services in order to provide students with the information and tools needed to be successful in college	To provide ongoing and update information and faculty development opportunities to adjunct counselors	Enhance cooperative efforts between credit and non-credit to encourage success in workforce preparation, transfer and basic skills.	No	6	$ 1,000	Not specified	Recommended for funding
SCE Counseling	Digital/ Hard Copy Transition to College Student Guide updated materials and printing	Enhance student transition guide for students in SCE ESL ABE,HSS/GED and Technology programs	Orient new students to essential college procedures, academic support services in order to provide students with the information and tools needed to be successful in college	To provide students with access to SAC programs and services	Cultivate a culture of innovation to enhance student success throughout the entire college environment, including course, program, certificate/degree-level; student services and operational support.	No	7	$ 1,000	Not specified	Recommended for funding
SCE Counseling	Technology- 30 Laptops for multiple sites with mobile charging cart	Development of an Online Orientation for all incoming SCE students. Implementation of SSSP service area.	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement.	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement.	Design the most efficient pathways to completion that are possible for students (engaging the elements of course design, assessment, condensed classes, educational planning, scheduling, and support services necessary for success).	No	8	$ 75,000	Not specified	Recommended for funding
SCE Counseling	Digital 46" Display for Counseling area	Provide on-going information for students waiting to see counselors	Orient new students to essential college procedures, academic support services in order to provide students with the information and tools needed to be successful in college	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement information.	Design the most efficient pathways to completion that are possible for students (engaging the elements of course design, assessment, condensed classes, educational planning, scheduling, and support services necessary for success).	No	9	$ 2,500	Not specified	Recommended for funding

Department/ Program	Item Description	Request Type Technology/Equipment/ Facilities/Personnel/Supplies/Contracted Services/ Conferences/Other non-personnel. (Select from drop down menu in cells below)	How does your request relate to course/program Student Learning Outcomes (SLOs) (Academic Depts)and Service Unit Outcomes (SUOs) (Administrative/Support Depts)	How does your request relate to dept/division goal?	How does your request relate to the Strategic Plan?	Is this a multi-disciplinary or campus wide request? Yes/No- Please explain	Priority 1= Highest	Estimated Cost FY 16/17	POTENTIAL SOURCE OF FUNDS General Fund/ Grants/Other	Action
SCE Counseling	Easels/Display Tools	Supplies to promote and create awareness during on-site and community events	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement information.	Provide student with access to orientation, advisement and educational planning gear to transition and or job enhancement information.	Design the most efficient pathways to completion that are possible for students (engaging the elements of course design, assessment, condensed classes, educational planning, scheduling, and support services necessary for success).	No	10	$ 500	Not specified	Recommended for funding
CTE	Part-Time Faculty Coordinator - 25 hours	Personnel	Provides support to faculty in meeting the goals & needs of the CTE program & students.	Develop career pathways by expanding student transition program efforts & curricular alignment between noncredit & credit. Develop career pathways by expanding student transition program efforts & curricular alignment between noncredit & credit. Integrate basic/technical skills with employability & workplace competencies to address workforce needs. Integrate student learning outcomes in program planning/review.	Develop CTE certificates to meet student needs. Develop class schedules to increase program pathway completion rates. Ensure that faculty & staff have access to student success-centered professional development. Enhance student success as determined by student learning outcomes.	No	1	$ 75,000	Not specified	Recommended for funding
CTE	New Certificate Curriculum	Supplies/Technology	To enhance student success in the workforce & meet employer needs.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Develop career pathways by expanding student transition program efforts & curricular alignment between noncredit & credit.	Develop CTE certificates to meet student needs. Develop & enhance CTE programs to support regional workforce needs as the primary local source of skilled labor.	No	3	$ 16,000	Not specified	Recommended for funding
CTE	90 chairs	Equipment	To provide professional instruction that meets the goals & needs of the CTE program & students. Promotes student success.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Provide update technology or equipment in our classrooms that promotes effective instruction & student success.	Increase noncredit course completion in CTE.	No	5	$ 9,000	Not specified	Recommended for funding
CTE	2 Ergonomic Office Chairs	Equipment	To provide equipment necessary to conduct daily coordinator duties & responsibilities.	Provide a safe & healthy work environment.	Develop career pathways by expanding student transition program efforts & curricular alignment between noncredit & credit.	No	6	$ 1,000	Not specified	Recommended for funding

Department/ Program	Item Description	Request Type Technology/Equipment/ Facilities/Personnel/Supplie s/Contracted Services/ Conferences/Other non-personnel. (Select from drop down menu in cells below)	How does your request relate to course/program Student Learning Outcomes (SLOs) (Academic Depts)and Service Unit Outcomes (SUOs) (Administrative/Support Depts)	How does your request relate to dept/division goal?	How does your request relate to the Strategic Plan?	Is this a multi-disciplinary or campus wide request? Yes/No- Please explain	Priority 1= Highest	Estimated Cost FY 16/17	POTENTIAL SOURCE OF FUNDS General Fund/ Grants/Other	Action
CTE	Computers monitors, & work stations for classroom E-109	Equipment/Technology	Provide students with the computer & technical skills needed in today's workforce through high quality & innovative instruction. Promotes students success.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Provide update technology or equipment in our classrooms that promotes effective instruction & student success.	Increase noncredit course completion in CTE.	No	7	$ 40,000	Not specified	Recommended for funding
CTE	120 books for the Orientation to Computers course	Supplies	Necessary for students to learn the class material, meet the learning outcomes, & successfully complete the course.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Integrate student learning outcomes into program planning/review.	Increase noncredit course completion in CTE. Enhance student success as determined by student learning outcomes.	No	9	$ 8,000	Not specified	Recommended for funding
CTE	Renovate classroom E-106 & E-107	Facilities/Equipment/Technolo gy	Provide students with the computer & technical skills needed in today's workforce through high quality & innovative instruction. Promotes students success.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Provide updated technology in the classrooms that promotes effective instruction & student success.	Update hardware & software standards & replacement criteria. Increase noncredit course completion in CTE.	No	11	$ 50,000	Not specified	Recommended for funding
CTE	Spectrum Freedom One eLift Lectern with Rack	Equipment/Technology	To provide equipment necessary to conduct instruction.	In order to comply with state-mandates on student achievement & completion of CDCP certificates. Provide updated technology in the classrooms that promotes effective instruction & student success.	Update hardware & software standards & replacement criteria.	Yes	13	$ 9,000	Not specified	Recommended for funding