De Anza College

IPBT Instructional Equipment List

Department/Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APRU attachment – Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructions: On an annual basis an instructional equipment list needs to be devised. Here are the items you do not have to list: computers, furniture requests that are normally on a College refresh schedule (already existing in classrooms, offices, conference rooms etc); no office supplies or items normally covered by the department’s “operational” budget/”b” budget.

Items that should be listed are: over $100 each

The items should provide programmatic support and student learning.

Justifications must be identified and briefly described with a one line statement. How does this item link to the program or college mission? How does it promote student learning?

Sample Below:

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Justification | Justification statement | Estimated Cost |
| New program – Moon Travel  computer for space time-space travel analysis | Job Trend assessment- 50,000 jobs predicted by 2020 | All Core Competencies and the Value of Innovation | 20 stations: 5,500 ea– computer  1,800 – software package to support all stations  Est: 120,000 will confirm if granted |
| Infrastructure need to support new program | Support computer for new computer and projector | Critical thinking, Innovation | Need an architect create a cost estimate to convert Room G50  Est: ?? Help please |
|  |  |  |  |

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Sample Below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Justification:**  \_\_ New program support \_\_  \_\_ End of Life Expected, year \_\_\_\_\_  Assessment Data:  \_\_ 3SP  \_\_ Equity  \_\_ SLO/PLO/AUO  Program Refresh  \_\_ Advisory Board, Job Trends  \_\_ Title V, Title IX, ADA mandates  \_\_ Technology Advancements  Distance Learning | **Justification Statement**  One line to explain each checked justification  Or state how the mission of your program and the mission of the college link to this item  http://www.deanza.edu/about/missionandvalues.html | **Estimated Cost**  Item, plus shipping, plus tax |
| SAMPLE: Prioritized order | Justification: | Justification Statement | Estimated Cost |
|  |  |  |  |
| HIPOD - special tripod for Ipad to film players on field | \_\_ New program support \_\_  \_XX\_ End of Life Expected, year: ’17  Assessment Data:  \_\_ 3SP  \_\_ Equity  \_\_XX SLO/PLO/AUO  Program Refresh  \_\_ Advisory Board, Job Trends  \_\_ Title V, Title IX, ADA mandates  \_XX\_ Technology Advancements  \_\_ Distance Learning | Innovation  Support student critical thinking when filming their actions on the soccer field.  Using technology to increase student’s ability to self assess. | $2000  ($300 shipping and Handling  $150 tax) |
| Aluminum bleachers – spectators and visiting teams: baseball and softball programs | \_\_ New program support  \_XX\_End of Life Expected, year: ’’20  Assessment Data:  \_\_ 3SP  \_\_ Equity  XX SLO/PLO/AUO  Program Refresh  \_\_ Advisory Board, Job Trends  \_\_ Title V, Title IX, ADA mandates  \_\_ Technology Advancements  \_\_Distance Learning | Provide and environment for students to develop intellect, character and their physical capacity | 3 sets: $4500 each  ($500, shipping, $450 tax)  $16,000 total |
|  |  |  |  |
|  |  |  |  |