

I. EQUIPMENT

1. Instructional / Student Services Program Maintenance Proposals -APPROVED

Replace Lab Computers in Room 235 (\$49,500) – Business

- These computers will be replaced, and the Dept will begin planning for the impact of the new mega-lab in the former LRC II, scheduled for completion in two years. Dean Kamath and Sr. Dean Li-Bugg will work with faculty on the planning.

Smart Classroom Equipment (\$9,000) – Biology

Brentwood – Biology Equipment (\$6,400) – Biology

Brentwood – Biology Models and Equipment (\$4,000) – Biology, Brentwood

Blackboard Learning System Basic Edition License Fee (\$13,125) – Distance Education

Four Glass Backboards for Side Baskets (\$6,036) – Physical Education & Athletics

Essential Audio Equipment for Dance-Fitness Classes (\$1,908) – Physical Education

Replacement of Weight & Fitness Equipment (\$7,095) – Physical Education

Replacement of Legacy LCD Projectors/Classroom Upgrade (\$2,750) – Media Services

- One LCD projector replacement for room 229

Honors Computer Lab Equipment (\$1,700) – Honors Transfer Program

- This will be bought now and listed on the rotational replacement list

Adobe Software Maintenance Agreement (\$2,891) – Art & Journalism

- Proposal funded in 07-08 by VTEA

JVC RX-D702B (\$1,306) – Music

Mixing Console for Studio B (\$7,199) – Recording Arts

Faculty Development Materials – Books (\$2,875) – English/ESL

Tennis Lobster (\$1,020) – Physical Education

Essential Storage Cabinet for Dance Studio (\$2,598) – Physical Education

CPR Program Mannequins (\$2,733) – Nursing (Allied Health)

Replacement of Sled (\$5,634) - Athletics

Equipment Maintenance and Repairs Budget (\$5,800) - Welding

- The department and Dean Kamath need to develop a plan for identifying and approving which equipment will be repaired and by whom.

Three Projection Screens (\$1,500) – Brentwood Center

Additional Staff Computer Station (\$1,700) – Brentwood Center

Two Overhead Projectors (\$400) – Brentwood Center

One Overhead Projector and Cart (\$400) – Brentwood Center

2. Administrative Program Maintenance Proposals - APPROVED.

Brentwood T-1 Upgrade (\$41,066) – IT, Brentwood Center

Switch Replacement (\$113,697) – IT

- IT must complete its Inventory review and controls work.

IT Training (\$35,000) - IT

- Spending will be approved on a request basis with a “not to exceed” limit.

Server Room Upgrade (\$66,900) – IT, Building and Grounds

- The project needs a staffing plan to monitor operation of Server Room and a clearly identified project lead.

CurricUNIET Software and a Little Hardware (\$30,000) – Office of Instruction

3. Various Proposals – NOT APPROVED at this time with noted issues.

Printer (\$2,706) – Art & Journalism

- Journalism and IT need a technology agreement that includes this printer. Sr. Dean Li-Bugg, Dean Rodriguez and the faculty will work with Adam Jacobs, District IT, for a review and recommendation.

Gateway GM5664 (PC Computer Package) (\$1,387) – Music

- The Music Dept and IT will agree on the specifications for this purchase. Dean Rodriguez and Sr. Dean Li-Bugg will work with the dept to clarify the needs.

Planetarium Laptop, Dell Latitude D620 (\$3,995) – Astronomy

- Dean Rodriguez and Sr. Dean Li-Bugg will work with the dept to clarify the computer specifications and the plan for using and securing the laptop.

Technological Maintenance and Improvement (\$4,951) – English/ESL

- These computers have been purchased but not yet installed. They are to be included in the college staff computer replacement list.

Technology in the Classrooms: Part Four (\$160,000) – Media Services

- This decision will be delayed until January 09. The decision will be based on reviewing the utilization rates in the existing smart classrooms, including the new ones in the library and science. Sr. Deans Livingston and Li-Bugg will take the lead on this with interested faculty.

Blackboard Hosting (\$12,000) – Distance Education

- Sr. Dean Li-Bugg and Clayton Smith will offer me a consensus recommendation.

SCROLL DOWN...to New Program Development decisions.

II. PROGRAM IDEAS

1. Program Improvement and Development Proposals – APPROVED

Student Leadership Program – Student Life Office (\$17,216)

- This proposal addresses an important need to develop student leaders.

LMC Student Ambassador Project – Student Outreach (\$10,410)

This project is being funded for three years with the following conditions:

- The project manager will confirm the necessary number of students and hours to ensure full success of this project.
- The college research/planning group in collaboration with the project manager will develop an evaluation tool for this project to use at the end of each of the three years.

2. Program Improvement and Development Proposals – REQUIRING MODIFICATION OR NOT APPROVED

Online Counseling – Counseling (~~\$54,960~~) (\$TBA)

- The cost of developing of a detailed service/business plan for a pilot online counseling program is **APPROVED**. Also approved are the costs related to implementation and evaluation of the pilot and the development of a detailed plan for expansion. The costs and project leads for these efforts will be decided among the Counseling Dept and Student Services managers under Sr. Dean Newman's lead. The plans should include:
 - Review of best practices of online counseling
 - Evaluation of other online counseling programs already in existence
 - The necessary training component for online counselors
 - A schedule of activities and time table for accomplishing a full implementation
 - Projection of the number of students who would be served and number of hours needed
 - What software platform would best serve this project (particularly regarding the need for full confidentiality of services)
 - An evaluation component

Transfer Math Student Success Project – Math Department (\$8,300)

- The SGC and I recognize the value and success of existing learning communities to the college. I want to meet with the faculty project leader, Sr. Dean Livingston, Dean Rodriguez and representatives of IDEA to consider how these efforts might affect student success rates by ethnicity.

Developing Opportunities of Change – Institutional Development for Equity and Access (IDEA) (\$34,768)

Brown Bag Workshop Series

- The funding (**highly likely to be APPROVED**) for this will be channeled through the Professional Development conversations being led by Ruth Goodin et al. The plan for coordination should be developed by Ms. Goodin and the project lead.

The 200 Hours Project

While this proposal addresses important student needs, several concerns should be addresses prior to funding being considered.

- I want to see a broader student services endorsement and a more detailed budget plan.
- The appropriateness of paying students for their involvement seems to be based on the question of whether this project focused on community service or student leadership – this has to be addressed
- How will the project attract/recruit students to participate?
- Are there measurable outcomes of this activity?
- Who will provide leadership for administering this proposal? Perhaps a pilot project should be developed to test these activities, particularly for The 200 Hours Project.

Computer Lab BRT 10 – Brentwood Center (\$71,885)

- This decision will be delayed until mid-fall for possible December-January implement. While I agree with the SGC that there is the need for additional lab space at the Brentwood Center given its past and projected growth, I am concerned that IT does not currently have the capacity to install and maintain an additional lab. In preparation for the mid-semester decision, Sr. Dean Li-Bugg, Dean Rodriguez, and Coordinator Kishi will agree on the following:
- How to provide consistent internet access for all computer stations at the Brentwood Center – the T-1 problem
- The actual costs and activities to support implementation of this project (such as staffing, and pay for print plans)
- A proposed annual class/room schedule should be developed for this new lab

Mentoring, Encouraging and Evaluating Online Faculty and Classes – Distance Education Committee (\$12,070)

The College recognizes the value and need for online courses and acknowledged the success of the “pioneer” faculty in developing and implementing online courses. However, the college continues to make decisions in Online/Distance Education without a master plan. The Academic Senate President and the College President are charged with this planning discussion. In the meantime, for this proposal to be considered, the following must be addressed: Who will provide the training

- What should be the compensated activities
- How faculty will be trained to teach online courses
- What the deliverables of the training program should be
- Once the Council receives and reviews this plan, then funding can be considered for this project.

SCROLL DOWN...to Classified Staffing decisions

III. CLASSIFIED STAFF

1. APPROVED - Classified Staffing Proposals

Transcript Audit Specialist – Admissions and Records

- This is in support of our efforts to increase degree and certificate completion rates.

Athletic Trainer – Athletics

We will extend the Athletic Trainer position from 10 months to 11 months to meet program needs.

CTE Coordinator – Office of Instruction

Admissions & Records Assistant – Brentwood Center

Funding of this full-time position is supported by the past and projected growth at the Brentwood Center.

2. NOT APPROVED - Classified Staffing Proposals

Student Services & Instructional Support Coordinator – Student Life

Sr. Dean Newman is charged with evaluating the needs of both Student Outreach and Student Life that have led to separating and requesting two distinct positions. Both departments need to work together to determine their respective departmental needs for this position in terms of assignments and work hours. Once the two departments have agreed upon their respective needs, they should resubmit individual proposals for staffing if additional FTE is needed in each department.

Information Office Assistant – Student Outreach and Information Services

We recognize the need for staffing the new entrance to the college at the Library. Sr. Dean Newman and Lt. Skeen will lead this. Once the new quad is opened, they will test different staffing patterns and submit a permanent staffing plan based on that experience.

Tech Media Center Coordinator/Astronomy Paraprofessional & Physical/Engineering Lab Coordinator – Physical Sciences

The Physical Sciences Department is asked to develop one full-time position that, when added to the existing full-time Science Lab Tech II position, will provide support to all the Physical Science programs. At a later date, the department should readdress the staffing configuration to determine if additional staffing is required. Dean Rodriguez and the staff and faculty of the Physical Science Dept are charged with this work.