#29

COMPLETE

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Page 1: For Annual Planning/Program Review Requests

Q1 Technology Plan Year   **2018-2019**

Q2 Title of Request

Computers for front staff

Q3 Location of Request

A-201

Q4 Discipline

Counseling

Q5 Department

Counseling

Q6 Contact Person

Name	**Raad Jerjis**
Email Address	**raad.jerjis@gcccd.edu**

Q7 DescriptionPlease provide a brief description of the technology/software or technology project and its core goal(s).

The department is requesting 3 new computers for the front staff to better assist students and the department.

Page 2: Proposal Justification

Q8 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.

Organizational Health

Q9 How does the request support the above priorities?

This will optimize college practices and procedures to advance the departments priorities for assisting students.

Q10 Who would this impact? Please select all that apply.

Students,

Employees,

College

Q11 How would this impact the above group(s)?

Upgraded hardware will allow for student to be helped in a more effective manner by employees and improving college goals.

Q12 Does the technology support a state-wide initiative or is it a legal mandate or in support of a legal mandate?

No

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?

Respondent skipped this question

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.

The computers may not be able to have access to new software which will be required to help students.

Q15 What is the number of students impacted per semester if the technology/software is not implemented, upgraded or renewed?

8000

Q16 What is your preferred time for implementation?

As soon as possible

Q17 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.

In our observations with new technology and ways to help students, it is obvious that the computers we have are not able to support the new software. This causes long lines when waiting to be assisted by the front staff.

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?

Hardware

Q20 Is the request for new or an upgrade to existing technology?

Upgrade (replacing outdated technology)

Q21 Estimated or known total initial cost of request: This includes hardware and software maintenance, licences, taxes, fees, shipping, storage, etc.

$6,000

Q22 Funding Source:

General Fund

Q23 Please attach quote using the "Upload" button below.

Respondent skipped this question

Q24 Evaluationi. How do you plan to evaluate the technology after implementation?

Reviewing the effectiveness and quality of service students are receiving.

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Q25 Are you ready to submit your technology request?

Yes