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**COMPLETE**

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

**Q1 Technology Plan Year** **2020-2021**

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**Q2 Title of Request**

Laptops for Math Tutoring

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**Q3 Location of Request**

STEM Center

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**Q4 Department**

Learning Assistance/Tutoring

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**Q5 Contact Person**

Name	Mary Graham
Email Address	Mary.graham@gcccd.edu

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**Q6 Description** Please provide a brief description of the technology/software or technology project and its core goal(s).

Many of the math courses are using online textbooks and materials, so the only way for the students to seek tutoring assistance with their work is to have access to a laptop -- and many don't have their own.

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Page 2: Proposal Justification

**Q7** 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.

**Basic Skills Acceleration**

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**Q8** How does the request support the above priorities?

The students' problem set are only available electronically. They need to have access to a computer in order to show their work to a tutor and to ask questions about it. Many of the students do not have their own laptops. The tutoring laptops allow students to quickly pull up their work while remaining in the tutoring area where the sessions may be readily overseen by the Tutoring Center Specialist. We have been using computers from the library and this has worked out very well, but the library needs them for student use.

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**Q9** Who would this impact? Please select all that apply.      **Students**

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**Q10** What is the number of students or employees impacted per semester?

500

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

Make it possible for them to have their electronic textbook and online assignments available to discuss with the tutors. Without the laptops, tutoring is basically impossible.

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

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**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?

AB 705: This is the dominant assignment methodology for the transfer-level math classes.

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**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.

Tutees will have to take and print screen shots screen shots to show the tutors.

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**Q15** What is your preferred time for implementation?

Fall 2020.

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**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.

Once math went to electronic assignments, the laptops became a necessity for tutoring.

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**Q17** How critical is this need in terms of supporting curriculum and services?      **5**

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**Q18** Please attach any supporting data/documentation using the "Upload" button below.

**Respondent skipped this question**

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

\$2889.12

**Q22** Funding Source:

**General Fund**

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

**US\_QUOTE\_3000049549822.1.pdf (59KB)**

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Page 4: Grant Funding Source

**Q24** Please specify the grant that will fund the technology you are requesting.

**Respondent skipped this question**

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Page 5: Evaluation Plan

**Q25** Evaluationi. How do you plan to evaluate the technology after implementation?

We will track usage and satisfaction.

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Page 6: Type of Request

**Q26** Is this an Off-Cycle Request (e.g., not part of the annual planning/program review process)?

**No**

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Page 7: Off-Cycle Requests Only

**Q27** 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.

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**Respondent skipped this question**

Page 8: Ready to Submit

**Q28** Are you ready to submit your technology request?

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**Yes**