

# #24

**COMPLETE**

**Collector:** Live Link (Web Link)  
**Started:** Monday, February 10, 2020 4:21:54 PM  
**Last Modified:** Monday, February 10, 2020 4:32:57 PM  
**Time Spent:** 00:11:03  
**IP Address:** 160.227.129.181

---

Page 1: Supplies, Equipment, Furniture, and Other Request Form

**Q1 Contact Person:**

Name	<b>Christianne Penunuri</b>
Email Address	<b>christianne.penunuri@gcccd.edu</b>

---

**Q2 Department:**

College & Community Relations

---

**Q3 Title of Request:**

Student-Centered Communication Tool (i.e. digital, stand-alone signage)

---

**Q4 Location of Request:**

Student Center (upstairs and downstairs)

---

**Q5 Type of Request:**

**Equipment**

---

**Q6 Description of Request:** Please provide a description of the supplies, equipment, furniture or other request. When making your request, please be as specific as possible and include information such as make, model, manufacturer, color, quantity, etc.

Building upon our campus culture of creating and hanging flyers around campus, I would like to suggest we invest in a digital, stand-alone board that will focus on promoting campus events, programs, and services to students.

---

**Q7 Estimated Cost:**

\$3000

---

**Q8 Please attach quote, if available**

**Digital signage.png (177.8KB)**

---

**Q9 Total Cost of Ownership:** Can this request be maintained with existing funding sources? If not, please explain your plan to maintain this request. Example: potential yearly service agreements, warranties, and replacement costs.

One time purchase.

---

**Q10 Justification of Request:** Please select the applicable criteria and provide the details how the criteria relate to your request.

**Impact on student success and access,**

Provided details::

This will enable currently designed posters/flyers to be displayed in digital format. It will minimize the need to print as many and post throughout the student center.

---

**Q11 Program Goal:** Please identify the program goal(s) this request would help your program achieve and provide a brief explanation of how it would do so.

Build an internal communication strategy to educate faculty, staff, administration, and students of key Cuyamaca College messages, talking points, values, and brand elements.

---