

Prioritized Requests

Instructional Equipment & Library Materials (IELM) Committee

March 15, 2019

The IELM Committee met on March 13 and reviewed the IELM requests that were extracted from the APRs and CPRs. The below table is our preliminary ranking; it does not reflect approved funds. *(More notes at the end)*

Dept/Unit	Request	Cost	1	2	3	4	Total
KASH	Fitness Center/Weight Room Equipment	\$100,000.00	2.33	3.17	3.25	3.17	11.92
Welding	Band saw	\$5,000.00	2.17	3.17	2.92	3.33	11.59
Cosmetology	Milady cosmetology haircutting curriculum system	\$5,000.00	1.00	3.00	3.79	3.57	11.36
Cosmetology	System to record student hours and operations	\$8,000.00	1.79	2.50	2.93	3.79	11.01
Welding	3 weld machines	\$15,000.00	1.83	2.75	3.08	3.25	10.91
Cosmetology	Text books and cosmetology related materials	\$1,000.00	2.29	2.57	3.00	3.00	10.86
KASH	Speakers for the stadium	\$5,000.00	1.67	3.00	2.83	3.00	10.50
Welcome Center	Data tracking software in the Welcome Center	\$2,000.00	1.67	2.83	3.00	3.00	10.50
KASH	Reel Winders for Pool Covers	\$12,394.68	2.17	3.00	2.33	2.83	10.33
Art	.7 cubic foot Electric kiln-Skutt KM 1027	\$2,400.00	1.00	2.67	2.90	3.50	10.07
Art	Furniture kit for 23" round electric kiln	\$400.00	1.00	2.67	2.90	3.50	10.07
Enrollment Services	Center for Education and Employment Law	\$500.00	2.00	2.75	2.25	2.75	9.75
Library	Books, periodicals, databases, media	\$400,000.00	1.00	2.92	3.00	2.83	9.75
Dance	Floor boards for tap dancing	\$2,500.00	2.00	2.00	2.67	2.67	9.34
Library	New furniture	\$100,000.00	2.08	2.17	2.75	2.00	9.00
Art	Skutt KMT-1627-3PK – Low fire, Oval kiln	\$8,315.00	1.17	2.17	2.67	2.83	8.84
Chemistry	Computer "Pack," Software and Cart	\$27,130.00	1.00	2.25	2.92	2.67	8.84
Engineering	3 point bending addition for instron machine	\$2,500.00	1.00	2.00	3.00	2.83	8.83
KASH	Lifeguard Shirts / Parkas	\$276.97	2.83	2.17	1.83	2.00	8.83
Art	Potterbot 3D Printer #7 and accessories	\$5,614.00	1.00	2.00	2.70	2.70	8.40

Dept/Unit	Request	Cost	1	2	3	4	Total
Machine Tech.	MasterCam CAD/CAM software	\$3,000.00	1.00	2.17	2.33	2.67	8.17
Art	qty of 6 sculpture stands	\$1,350.00	1.14	1.86	2.79	2.29	8.08
Chemistry	Spartan Student (Wavefunction, Inc.) — 2 licenses	\$1,200.00	1.17	2.08	2.17	2.17	7.59
Machine Tech.	New programmable heat treat furnace	\$15,000.00	1.17	2.00	2.17	2.25	7.59
Machine Tech.	SolidWorks Subscription	\$4,000.00	1.17	1.92	2.25	2.17	7.51
Cosmetology	Modern salon magazine, Styling books	\$1,000.00	1.00	2.14	2.21	2.07	7.42
Graphic Arts	Textbooks, magazines, DVDs	\$1,000.00	1.00	2.00	2.30	2.00	7.30
Library	New furniture	\$100,000.00	1.17	1.83	2.25	1.92	7.17
Media	Update recording software – Logic Pro x5	\$2,000.00	1.00	1.83	2.17	2.00	7.00
Dance	Video/films- Dance documentaries	\$600.00	1.00	2.00	2.36	1.64	7.00
Japanese	Five textbooks per course	\$200.00	1.00	1.64	2.14	1.86	6.64
Media	Texts, subscriptions	\$400.00	1.00	1.83	1.92	1.75	6.50
KASH	New video scoreboard	\$120,000.00	1.00	1.67	1.83	1.83	6.33
KASH	Update sound system	\$400,000.00	1.00	1.67	1.67	1.83	6.17
Library	New staff chairs	\$30,000.00	2.25	1.67	1.00	1.17	6.09
Engineering	Textbooks	\$700.00	1.00	1.79	1.64	1.36	5.79
Ethnic Studies	Periodical subscriptions	\$200.00	1.00	1.43	1.79	1.50	5.72
Cosmetology	Desk and file cabinets	\$20,000.00	1.00	2.00	1.00	1.25	5.25
Graphic Arts	Replace old color printer and computers.	\$6,000.00	1.00	1.00	1.00	1.00	4.00
ESOL	Namecoach	?	-	-	-	-	-
ESOL	TESOL Quaterly, TESOL Journal	?	-	-	-	-	-
Japanese	Textbooks	?	-	-	-	-	-
Theater Arts	Lighting equipment, etc.	?	-	-	-	-	-
Total:		\$1,409,680.65					

Rating Rubric:

1. Health, safety, legal
2. Urgency of need
3. Impact on students
4. Viability of program

Ratings: 1 (low) — 4 (high)

Notes:

- Requests with no associated costs were not ranked.
- Requests without justifications were rated based on the collective knowledge of the committee.
- Depending on available funds, some allocations might be lower than the requested amounts.
- The amount of available IELM funds has not been finalized since some of the 2017-18 funds were not spent.

Next Steps:

- Week of March 18:
 - The IELM Committee co-chairs will work with the Business Office to finalize the amount of funding available; reach out to department chairs and unit managers to clarify some requests and obtain the missing costs.
 - The committee will finalize the prioritized list and forward it to the College President for approval.
- Week of March 25:
 - The co-chairs will request from the Business Office that the allocated funds be loaded in the appropriate budgets; inform department chairs and unit managers of their approved allocation.
 - Deans and the Business Office will be asked to assist department chairs and unit managers with the purchasing process.
- Per VPBAS Derek Pinto, May 9 is the deadline for purchasing.