

#18

COMPLETE

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Page 1: Please review the following:

Q1

Contact Person:

Name	Ignacio Castaneda Garcia
Email Address	ignacio.garcia@gcccd.edu

Q2

Department:

Automotive and Electronics

Q3

Title of Request:

Desks and Chairs

Q4

Location of Request:

K Building Classrooms

Q5

Type of Request (Select one):

Equipment: Tangible property with a purchase price of at least \$200 and a useful life of more than one year. Technology related items such as hotspots, computers, tablets should be requested through the College Technology Committee

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.

All of the classrooms in the K buildings need to have the desk and chairs updated. They are old and worn down. They do not match the rest of the campus. Some classroom have nonmatching tables and chairs.

Q7

Estimated Cost:

Need help with cost estimate.

Q8

Respondent skipped this question

Please attach quote, if available

Q9

Respondent skipped this question

Total Cost of Ownership: Your requested item may incur ongoing expenses. What are the ongoing expenses associated with your request? If there are ongoing expenses, please detail how you plan to support these costs with your existing budget by completing the text boxes below.

Q10

Impact on student success and access,

Justification of Request: The justification of the request is a key area to focus on. The ROC encourages you to strengthen your request by providing a robust rationale detailing all relevant criteria. When writing the rationale, keep in mind that those reviewing the justification may not be familiar with your department and needs. Providing detailed information and context can help clarify the need for your request. Please select the applicable criteria(s) and provide the details of how the criteria(s) relate to your request.

Equity and Antiracism,

Provided details::

Students should have access to chairs and tables that are matching the rest of the campus.

Q11

Program Goal: Please identify the program goal(s), as stated in your current annual or comprehensive program review, that this request would help your program achieve. Provide a brief explanation of how it would do so.

Modernize Department Facilities
