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**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Friday, December 13, 2024 4:26:20 PM  
**Last Modified:** Friday, December 13, 2024 4:49:41 PM  
**Time Spent:** 00:23:20  
**IP Address:** 72.220.162.179

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Page 1: Please review the following:

**Q1**

Contact Person:

Name **Moriah Gonzalez-Meeks**  
Email Address **moriah.gonzalezmeeks@gcccd.edu**

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**Q2**

Department:

Student Success & Equity: Teaching & Learning/Professional Development

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**Q3**

Title of Request:

Teaching & Learning Center Breakroom

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**Q4**

Location of Request:

Teaching & Learning Center

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**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**

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**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.

TLC Breakroom

1 Microwave \$130

TOSHIBA EM131A5C-SS Countertop Microwave Ovens 1.2 Cu Ft, 12.4" Removable Turntable

[https://www.amazon.com/dp/B076VB5JFQ/ref=sbl\\_dp\\_kitchen-microwaves\\_B000IW9J20\\_0?keywords=MICROWAVE&th=1](https://www.amazon.com/dp/B076VB5JFQ/ref=sbl_dp_kitchen-microwaves_B000IW9J20_0?keywords=MICROWAVE&th=1)

1 Coffee maker/keurig/1 Teapot/electric kettle \$130

Cuisinart CHW-16 12-Cup Programmable Coffeemaker & Hot Water System New Black

[https://www.amazon.com/Cuisinart-CHW-16-12-Cup-Programmable-Coffeemaker/dp/B09GCX353T/ref=sr\\_1\\_4?](https://www.amazon.com/Cuisinart-CHW-16-12-Cup-Programmable-Coffeemaker/dp/B09GCX353T/ref=sr_1_4?)

[crid=3Q92MPCN0SF0J&dib=eyJ2ljojMSJ9.qfq0Bcqa0E6G87YahhdMC8wiqeDPTIu1-RjU1pPqRnIOY9fGFSYAOFFAiySlp-u0VXHtPp1dW6R3rcg92uLHTPz0MHccklrBhwl\\_xBWpneTaFrm3mlW57HonKwpqNL8ZCskUqD-sH0gMfp68\\_HzcxrJaxAWMsMXg7o3pz\\_DCTg0vpgGV4PS4mk6rNLmK\\_vspNXdaVA09XhYPDtdQhyjzWLI\\_U2HEvvUxW7X2gMsEPhc\\_r\\_MWAICZP-yaZbA2giIE7Zsjsn1RF1SJOvrVeXuGR87mbWuC6TwwCe3R9ywFqLw.S3UnGLtTBkT-EvB77Lg4e6kUgaSoUxiW05UpoLxg6Jw&dib\\_tag=se&keywords=coffee%2Bmaker%2Band%2Bhot%2Bwater&qid=1733871235&s=home-garden&sprefix=coffee%2Bmaker%2Band%2Bhot%2Bwater%2Cgarden%2C180&sr=1-4&th=1](https://www.amazon.com/Cuisinart-CHW-16-12-Cup-Programmable-Coffeemaker/dp/B09GCX353T/ref=sr_1_4?crid=3Q92MPCN0SF0J&dib=eyJ2ljojMSJ9.qfq0Bcqa0E6G87YahhdMC8wiqeDPTIu1-RjU1pPqRnIOY9fGFSYAOFFAiySlp-u0VXHtPp1dW6R3rcg92uLHTPz0MHccklrBhwl_xBWpneTaFrm3mlW57HonKwpqNL8ZCskUqD-sH0gMfp68_HzcxrJaxAWMsMXg7o3pz_DCTg0vpgGV4PS4mk6rNLmK_vspNXdaVA09XhYPDtdQhyjzWLI_U2HEvvUxW7X2gMsEPhc_r_MWAICZP-yaZbA2giIE7Zsjsn1RF1SJOvrVeXuGR87mbWuC6TwwCe3R9ywFqLw.S3UnGLtTBkT-EvB77Lg4e6kUgaSoUxiW05UpoLxg6Jw&dib_tag=se&keywords=coffee%2Bmaker%2Band%2Bhot%2Bwater&qid=1733871235&s=home-garden&sprefix=coffee%2Bmaker%2Band%2Bhot%2Bwater%2Cgarden%2C180&sr=1-4&th=1)

1 Refrigerator (full size) \$1000

Upstreman 17.6 Cu.Ft. Double Door Refrigerator in Stainless Steel with Large Capacity Top Freezer, Energy Star

[https://www.amazon.com/Upstreman-Refrigerator-Adjustable-Thermostat-Fingerprint-resistant/dp/B0CZ6N9M5X/ref=sxin\\_16\\_pa\\_sp\\_search\\_thematic\\_ssapa?content-id=amzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353%3Aamzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353&crid=1LETI90Z2TPCM&cv\\_ct\\_cx=stainless%2Bsteel%2Brefrigerator&keywords=stainless%2Bsteel%2Brefrigerator&pd\\_rd\\_i=B0CZ6N9M5X&pd\\_rd\\_r=410ec03c-b45f-47b8-9dce-380455b343cf&pd\\_rd\\_w=FQLt4&pd\\_rd\\_wg=ANAFM&pf\\_rd\\_p=86e26e76-8138-47f9-9d58-a550bcf8f353&pf\\_rd\\_r=VCAS42A0SZDG22RM637R&qid=1733871352&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=refrigerator%2Bstainless%2B%2Cgarden%2C182&sr=1-2-](https://www.amazon.com/Upstreman-Refrigerator-Adjustable-Thermostat-Fingerprint-resistant/dp/B0CZ6N9M5X/ref=sxin_16_pa_sp_search_thematic_ssapa?content-id=amzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353%3Aamzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353&crid=1LETI90Z2TPCM&cv_ct_cx=stainless%2Bsteel%2Brefrigerator&keywords=stainless%2Bsteel%2Brefrigerator&pd_rd_i=B0CZ6N9M5X&pd_rd_r=410ec03c-b45f-47b8-9dce-380455b343cf&pd_rd_w=FQLt4&pd_rd_wg=ANAFM&pf_rd_p=86e26e76-8138-47f9-9d58-a550bcf8f353&pf_rd_r=VCAS42A0SZDG22RM637R&qid=1733871352&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=refrigerator%2Bstainless%2B%2Cgarden%2C182&sr=1-2-6024b2a3-78e4-4fed-8fed-e1613be3bcce-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1)

[6024b2a3-78e4-4fed-8fed-e1613be3bcce-spons&sp\\_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1](https://www.amazon.com/Upstreman-Refrigerator-Adjustable-Thermostat-Fingerprint-resistant/dp/B0CZ6N9M5X/ref=sxin_16_pa_sp_search_thematic_ssapa?content-id=amzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353%3Aamzn1.sym.86e26e76-8138-47f9-9d58-a550bcf8f353&crid=1LETI90Z2TPCM&cv_ct_cx=stainless%2Bsteel%2Brefrigerator&keywords=stainless%2Bsteel%2Brefrigerator&pd_rd_i=B0CZ6N9M5X&pd_rd_r=410ec03c-b45f-47b8-9dce-380455b343cf&pd_rd_w=FQLt4&pd_rd_wg=ANAFM&pf_rd_p=86e26e76-8138-47f9-9d58-a550bcf8f353&pf_rd_r=VCAS42A0SZDG22RM637R&qid=1733871352&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=refrigerator%2Bstainless%2B%2Cgarden%2C182&sr=1-2-6024b2a3-78e4-4fed-8fed-e1613be3bcce-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1)

1 Water cooler/dispenser \$200

Brio Bottom Loading Water Cooler Dispenser for 5 Gallon Bottles - 3 Temperatures with Hot, Room & Cold Spouts

[https://www.amazon.com/Brio-Bottom-Loading-Cooler-Dispenser/dp/B07T6C64BX/ref=sxin\\_16\\_pa\\_sp\\_search\\_thematic\\_ssapa?content-id=amzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade%3Aamzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade&crid=3U0VMZ8MPBAV&cv\\_ct\\_cx=water%2Bcooler%2Bdispenser&keywords=water%2Bcooler%2Bdispenser&pd\\_rd\\_i=B07T6C64BX&pd\\_rd\\_r=73ff3d6f-aac9-43f4-b78f-01a0fe99b0cd&pd\\_rd\\_w=BpTKE&pd\\_rd\\_wg=f8b2E&pf\\_rd\\_p=138b1752-1feb-4f66-9678-fccc5f256ade&pf\\_rd\\_r=3XBY1XN77WEPm95QJ40K&qid=1733871474&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=water%2Bcooler%2Bdispenser%2B%2Cgarden%2C176&sr=1-](https://www.amazon.com/Brio-Bottom-Loading-Cooler-Dispenser/dp/B07T6C64BX/ref=sxin_16_pa_sp_search_thematic_ssapa?content-id=amzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade%3Aamzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade&crid=3U0VMZ8MPBAV&cv_ct_cx=water%2Bcooler%2Bdispenser&keywords=water%2Bcooler%2Bdispenser&pd_rd_i=B07T6C64BX&pd_rd_r=73ff3d6f-aac9-43f4-b78f-01a0fe99b0cd&pd_rd_w=BpTKE&pd_rd_wg=f8b2E&pf_rd_p=138b1752-1feb-4f66-9678-fccc5f256ade&pf_rd_r=3XBY1XN77WEPm95QJ40K&qid=1733871474&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=water%2Bcooler%2Bdispenser%2B%2Cgarden%2C176&sr=1-1-9428117c-b940-4daa-97e9-ad363ada7940-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1)

[1-9428117c-b940-4daa-97e9-ad363ada7940-spons&sp\\_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1](https://www.amazon.com/Brio-Bottom-Loading-Cooler-Dispenser/dp/B07T6C64BX/ref=sxin_16_pa_sp_search_thematic_ssapa?content-id=amzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade%3Aamzn1.sym.138b1752-1feb-4f66-9678-fccc5f256ade&crid=3U0VMZ8MPBAV&cv_ct_cx=water%2Bcooler%2Bdispenser&keywords=water%2Bcooler%2Bdispenser&pd_rd_i=B07T6C64BX&pd_rd_r=73ff3d6f-aac9-43f4-b78f-01a0fe99b0cd&pd_rd_w=BpTKE&pd_rd_wg=f8b2E&pf_rd_p=138b1752-1feb-4f66-9678-fccc5f256ade&pf_rd_r=3XBY1XN77WEPm95QJ40K&qid=1733871474&s=home-garden&sbo=RZvfv%2F%2FHxDF%2BO5021pAnSA%3D%3D&sprefix=water%2Bcooler%2Bdispenser%2B%2Cgarden%2C176&sr=1-1-9428117c-b940-4daa-97e9-ad363ada7940-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9zZWYy2hfdGhlfWF0aWM&th=1)

**Q7**

Estimated Cost:

\$1460 total

**Q8**

Please attach quote, if available

**TLC%20Breakroom%20-%20%241460%20total.pdf (69.1KB)**

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**Q9**

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.

Initial Cost of Item	<b>1460.00</b>
Service Agreements/Warranties	<b>0</b>
Maintenance	<b>0</b>
Upgrades	<b>0</b>
Impacts to Staffing	<b>0</b>
Replacement Costs	<b>0</b>
Other	<b>0</b>
<b>Total</b>	<b>1460.00</b>
Amount available in department budget to support this request	<b>0</b>
Remaining requested amount	<b>1460.00</b>

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**Q10**

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.

**Health and safety,**

**Critical need,**

**Program expansion,**

**Impact on student success and access,**

**Innovation,**

**Equity and Antiracism,**

Provided details::

The requested equipment is critical for the establishment of the new Teaching and Learning Center (TLC). According to the 2019 Accreditation Institutional Self-Evaluation Report (ISER), Cuyamaca College planned to have a Teaching and Learning Center by 2021. Although we missed this deadline due pandemic-related delays, the Teaching and Learning team's goal is to have the center ready before the next Accreditation site visit. As outlined in the ISER, the purpose of the TLC is to "Integrate professional development efforts to support the implementation of innovative, student-centered practices." The TLC will serve as the College's hub for professional development and employee retention, integrating college-wide to advance instructional and non-instructional practices, and making the college more student and employee-centered. Training will focus on inclusive, equity minded, and antiracist practices, including training focused equity-minded hiring and on increasing student success and eliminating access, retention, and equity gaps. The TLC will provide innovative training, resources, and support for faculty, classified professionals, administrators, and hourly and student workers. The TLC will create a centralized repository for student-centered professional development, benefiting practitioners across the campus, including faculty, staff, and administrators. Furthermore, the TLC will host professional development activities and THRIVE events aimed at fostering a healthy environment for students, faculty, staff, and administrators. These events will be open to all employees and students, promoting a sense of community and well-being across the college.

**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.

We do not have access to the 2023-2024 Student Success & Equity program review goals so we used the 2024-2025 goals developed by the Teaching & Learning Committee. Teaching & Learning is a sub-area under Student Success & Equity and does not have a separate program review.

Teaching & Learning Committee 2024-25 Goals

GOAL 1: Develop a Teaching & Learning Center Website & Physical Space

GOAL 4: Advocate to increase resources for Teaching & Learning and Professional Development to advance the College's strategic goals

Goal 1 & 4 are related. The committee and T&L Coordinators have been working with President Robinson to identify a workable space for the physical Teaching and Learning Center (TLC) and the equipment requested is necessary to outfit the space so it can be a welcoming, employee-focused space and a hub where all employees can locate resources and access professional learning.

GOAL 2: Develop and implement the THRIVE program

GOAL 3: Support campus efforts to build a sustainable, healthy culture and work environment to promote the hiring and retention of diverse employees.

Goal 2 & 3 are related. One of the primary goals of THRIVE is to improve employee retention, with an emphasis on employees from historically marginalized groups. Creating an employee-centered space where folks can build community, get access to help and resources, and grow as professionals will contribute to the health, wellness, and ultimately to the retention of Cuyamaca's employees. THRIVE has been conducting a series of workshops and trainings on wellness and addressing burnout in an effort to improve employee retention, health, and satisfaction.

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