



**INSTRUCTIONAL EQUIPMENT REQUEST**

**Due in Dean/Unit Head's Office on September 19, 2011 (FALL) and March 1, 2011 (SPRING)**

The Definition of Instructional Equipment can be found in the California Community College's Budget and Accounting Manual. A copy of these definitions is on the PBC webpage:  
<http://grapevine/pbc/InstructionalEquipment.php>

Name of Requestor:

Division/Unit :

Brief title of request (equipment or materials being requested must be similar, related or part of a system.

**Request amount** (unit cost and total cost including tax and shipping.

Please include all costs including installation, modification to existing facilities to accomodate new equipment, etc.):

This should come from the vendor quote

Item (s) cost	\$ <u>5,987.80</u>
Tax (.00975)	\$ <u>0</u>
Shipping	\$ <u>FREE</u>
Installation	\$ <u>0</u>
Facilities Modification	\$ <u>0</u>
Other	\$ <u>0</u>
Total Cost	\$ <u>5,987.80</u>

**Attach copy of quote(s), estimate(s) and requisition(s):**

(Must attach quote & requisition; absence of either will delay processing)

**Brief description of specific equipment or materials requested and what they will be used for: (include the # pieces being requested; i.e.: 10 crayola crayons, sky blue, etc. in 250 words or less)**

Request for consideration: Nikon D7000 HD Digital SLR camera & 18-105mm lenses (four) capable of capturing both still digital photos and HD digital video. These D7000's will replace and upgrade broken video cameras and outdated still cameras used by students for assignments and for classroom instruction.

Is this in your Program Review? Yes  No

The need for upgrading department cameras to the new "Hybrid" style was stated in the Photography program review. The upgrade and replacement is needed to have current equipment for students to work with for assignments. The instructors need to have access to these cameras for classroom instruction.

Is it a replacement? Yes

Upgrade? Yes

New technology? Yes

Please explain?

The Nikon D7000's will serve as both replacements and upgrades for video and still digital cameras in use within the Photography Program. These cameras will be replacing broken Canon ZR digital camcorders used in the video classes for instruction and assignments. The D7000 cameras will be an upgrade to the old Nikon D-70's currently used for digital photography classes. The old Nikon cameras have limited features and no video capabilities, not to mention they are showing their age.

The old D-70's has 6.1 vs. D7000's 16.2 megapixel images. The D7000 also has excellent HD video recording, while the D-70 has no video features.

Following is the evaluation criteria; please see corresponding Instructional Equipment Rubric.

***Instructional and Service Impact***

How will this item have a positive impact on instruction and/or teaching and learning in the classroom? Is this for use by the instructor or students, or both?

This camera upgrade will give the instructors the ability to teach the students on up-to-date cameras that are consistent with industry-standard professional equipment. The students will have the ability to use these cameras not just in class, but to check-out for completion of assignments and building portfolios. The equipment will be used by both students and instructors, but mostly students.

***Impact on Enrollment***

**Will the equipment impact enrollment, attract or increase the number of students participating in a course or program?**

I know that the continued improvement of available equipment for students to use will help to grow enrollments and retain current students until transfer-ready.

The students show a keen interest in the equipment and software available for classes. On many occasions the students have indicated that access to current equipment that is relevant to the fields of Photography and Video is an important consideration in the decision to take classes and pursue a course of study within the program. Students often ask on the first day of class what kind of equipment and or software will they be able use. Many students do not have the means to purchase even modest HD DSLR cameras, so it is important that they have the option to use the equipment available within the program. Access is especially important to students pursuing a career in Photography and needing skills using professional equipment.

### Access

How does this item promote the principles of universal design, by providing opportunities for under-represented populations & accommodate students with diverse learning styles?

These cameras have options to be mounted on camera stabilizers such as tripods, monopods and DSLR video rigs that aid with the operation and handling for anybody. We have all three types of stabilizers already within our program's equipment supply. These cameras have large LCD screens on their back for viewing, they can be also be plugged into t.v. monitors to aid individuals with vision deficiencies and for general ease of seeing while photographing and demonstrating in class.

The hybrid type of digital cameras offer under-represented people access to technology that is user-friendly and the technical capability for telling unique stories while building skills that are necessary for those students entering professional Photography or related fields.

**Outcomes**

**How will this equipment enable or enhance SLOs? What are the consequences related to learning outcomes if request is not funded?**

This equipment will help enable the program to achieve SLO's that are being upgraded to include use of hybrid still/video equipment. If the request is not funded, the goal to enable the students to achieve a level of experience with this type of equipment will be delayed.

*Total Cost of Ownership (This is an attempt to identify what the ongoing costs of purchasing this equipment will be to the institution)*

- a) What is the lifespan of the equipment? 5 years? 10 years? 20 years?
- b) Is there sufficient current/planned space available for the storage and use of this equipment? If so, where will it be housed? If not, is there a proposed location and are there any costs associated with installation or modifications to the space?
- c) Are there operating costs and how will they be covered by the department?
- d) What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform maintenance, and what will the estimated costs be?

The lifespan of equipment will probably be in the five year range much like the last batch of digital cameras purchased. No continued cost of ownership unless broken and repaired. The Photography Program has room to securely store this equipment.

*Visibility/Profile within Community*

Is this a "flagship" item that will bring recognition/notoriety to the College or raise the stature of the program? Will it attract students and/or enhance the image of the College in the community because of its rare, one-of-a-kind status?

While not rare items, having these cameras available for use shows that our program is responsive to the needs of our students and able to teach relevant skills they will need in professional Photography and related fields.



**Commitment to Sustainability**

How does this equipment exceed basic sustainability goals and encourage renewable resources at the College? Is the design/operation of this item in keeping with the College's commitment to sustainable practices?

These cameras are digital and have rechargeable batteries. Being able to capture both still and video make purchase and ownership of these cameras cost effective. They are basically two cameras in one body, making them economical and in terms of recycling less to be processed at the end of their equipment life cycle.

Empty box for additional sustainability details.

**Health, Safety & Security**

Does this equipment address any health, safety & security concerns? If so, please explain below.

Empty box for health, safety & security concerns.

**Signatures (required)**

(If requesting computer-related equipment/software, LPC IT Department Review is required.)

Requested by *Diana Johnson* Dean/ Unit Head \_\_\_\_\_ IT Department Signature \_\_\_\_\_  
Vice President *Janice Phee* *3/27/12*  
LPC VP Business/President \_\_\_\_\_ LPC Business Office Use (Account Number) \_\_\_\_\_





# Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

**Phone:** 800-947-8003  
212-239-7503

**Fax:** 800-858-5517  
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Prices Are Valid Until:

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LIVERMORE, CA 94551

Bill Phone: (925)424-1285  
Fax Phone: (925)443-0742 Ext.:FAX

(925)424-1285

Date	Customer Code	Terms	Salesperson	Ship Via
03/01/12	28127560	N/A	266	UPS GROUND 5-7 DAYS
Qty Ord	Item Description	SKU# Catalog#	Item Price	Amount
4	NIKON D-7000 DIGI SLR CAM w/18-105 DX-VR LNS/REG <i>This Item Has Free Shipping To The Continental USA.</i>  <i>This price may change at the time of order per vendor restriction</i>	NID700018105 25474	1,496.95	5,987.80
PLEASE NOTE: ----- Certain items may be enforced by vendor to sell at the vendor-imposed price posted at the time of order.				
<b>Payment Type -</b> NO PAYMENT TYPE SELECTED			<b>- Amount</b>	
			<b>Sub-Total:</b>	5,987.80
			<b>Shipping:</b>	0.00
			<b>Total:</b>	5,987.80

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