

INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on September 19, 2011 (FALL) and March 1, 2012 (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: Elizabeth Hopkins					
Division/Unit: Division of Physical Ed, Athletics, Health, & Nutrition and Health Center					
Brief title of request (equipment or materials being requested must be similar, related or part of a system.					
•	nit cost and total cost including tax		Item (s) cost Tax (.0875)	\$ 2,100 \$ 183	
Please include all costs including installation, modification to existing facilities to accommodate new equipment, etc.): Shipping \$				\$ 50	٠. ر
This should come from	n the vendor quote		Facilities Modification	\$ 0	
Attach copy of quote(s), estimate(s) and requisition(s): Other Assistant \$ 27 for IR office			\$ 2,700) . C	
(Must attach quote & requisition; absence of either will delay processing) Total Cost \$		\$ 5,033	3.		
again in 2013 with collecting data aboresults, our institut needs. We can the Physical Education topics include: alcoexercise; mental hissues that studen data enables progallocation decision http://www.acha-n	the American College Health Las Positas students. This reput our students' health behavion can better understand our en use this knowledge to inform, Athletics, Health and Nutritional, tobacco, and other druguealth; and personal safety and ts report compromising their arams to seek out grant fundings. Please see sample survey cha.org/docs/ACHA-NCHAIL	rational survey as viors and perception students' experied re our program prion division and in use; sexual health diviolence. The secademic performing and use valid day (attached and avoices)	sists our institution ons. Using the surences and identify the lanning, both within Student Services. h; weight, nutrition, survey also identifies ance. Having accepta to make resources.	in vey heir healt the Survey and s health ess to this	
Is this in your Program Review? Yes No The results of the 2007 survey were discussed in the Health and Nutrition Program Review. This data assisted our department in understanding the health needs of our students. Within the narrative of our self-study, the need to repeat the survey was identified and a program maintenance request form was submitted.					
Within the Student Health and Wellness Center Program Review, data from the 2007 survey was used to develop an action plan of: increased mental health services, wellness academic outreach calendar of events and weekly tabling for prevention, and educational opportunities					

documented as a measurable objective.

based on the compromising health risks identified in the survey. Conducting another survey is

Please explain?			
he ACHA survey was last completed in 2007. urrent, valid data.	Repetition of the survey will allow use of		
urrent, valid data.			

Upgrade? Yes□

Is it a replacement? Yes

New technology? Yes [

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?

The survey results can be used by faculty in health and related courses to illustrate how a specific health issue affects LPC's students. For example, I have used the 2007 data in my Health 1 classes regarding both students' reported alcohol use and their perceptions of other students' use. Comparing actual behavior to perceptions of alcohol use is an example of a social norms approach to health behavior change. See attachment for example from a class power point.

social norms approach to health behavior change. See attachment for example from a class This data also benefits the Student Health and Wellness Center by the allowing the Center to make resource, staffing, and other decisions in response to documented student needs such as expanding services for specific health needs. Examples of educational events and strategies used by the Health and Wellness Center in response to the 2007 survey include expanding the mental health program, stress management program, fresh fruit tabling, massage therapy, and sexual assault awareness. Another benefit of this data is Associated Students and student clubs can use the results in planning events for students. Utilizing this data assists the Center and others on campus to apply for grants that require documentation.

Impact on Enrollment
Will the equipment impact enrollment, attract or increase the number of students participating in a course
or program?
Repeating the survey and utilizing the data probably will not directly impact enrollment in
specific courses or programs.
Utilizing accurate, current data will allow the Health and Wellness Center and other departments to better address student needs. By continuing to address health-related academic barriers students experience, there could be a positive impact on student retention and success.

Access

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

While the survey does not promote principles of universal design, it does provide self-reported prevalence data about learning-related disabilities. It also provides data about mental illness, which can be another barrier to student success. Also by using a larger sample size than the previous survey, the Office of Institutional Research can look at data for specific groups of students, such as by race/ethnicity.			

Outcomes

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

outcomes if request is not funded:			
The survey does not directly relate to any of the SLOs that are currently assessed by the Health and Nutrition department. Health topics from the survey have been used in SLOs by the Health Center to assess students.			
The survey does provide our institution with data on impediments to students' academic success.			
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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?
Ę	Who will perform maintenance, and what will the estimated costs be? a) The lifespan of the data's currency is about 5 years.
	b) There are no storage needs for the survey.
ľ	c) After paying for the survey, there are not any continuing operating costs.
	d) There is no regular servicing or upkeep required.
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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?
The survey is not a "flagship" item. Instead it is required to provide professional excellence to our students in various programs on campus by making decisions based on valid data. In turn, it will assist the Health Center in continuing to excel in providing useful and effective health services to our students.

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?

However, the Office of Institutional Research recommends using the paper survey format administered in classes for the survey results to be more valid. The purchase in general does not address sustainability practices.	s
Health, Safety & Security	
Does this equipment address any health, safety & security concerns? If so, please explain below. Yes, the survey identifies the most common health risks and behaviors affecting students and	3]
provides a needs assessment for specific health and safety issues on campus.	

Signatures (<u>required</u>)		
(If requesting computer-related equipment/software, LPC IT E	\sim	IT Department Signature
Requested by Elizabeth Hopkins Dean/ Unit Hea		Vice President July Yolle
LPC VP Business/President	LPC Business Office Use (Accoun	nt Number)

Attachments for ACHA Survey Instructional Equipment Request

ACHA Survey Costs Spreadsheet ACHA Participation and Processing Fees Chart Sample Survey Power point example

ACHA Survey Costs

	Total Cost \$ 5,033.75	Total Cost	
	\$ 50.00		Shipping for return of surveys
	\$ 183.75	0.0875x\$2,100.00	Tax for survey cost
IR Office will need assistance with logistics of administering the survey in classes (estimated 80 hours) and detailed data analysis beyond executive report provided by ACHA (estimated 100 hours). IR Office recommends salary of \$15.00 per hour.	\$ 2,700.00	180 hours at \$15.00	Assistant pay
	Subtotal \$ 2,100.00	Subtotal	
	\$ 300.00	1 at \$300.00	Reports Package
	\$ 1,000.00	2,000 survey at \$0.50 each	Survey Processing/Scanning Fee
Institutional Research (IR) Office recommends using paper surveys 800.00 and sample size of 2,000 students for valid results.	\$ 800.00	2,000 surveys at \$0.40 each	Paper Survey Scan Forms
Explanation	Cost		



Instructions:

The following questions ask about various aspects of your health.

To answer the questions, fill in the oval that corresponds to your response.

Select only one response unless instructed otherwise.

Use a No. 2 pencil or blue or black ink pen only. Do not use pens with ink that soaks through the paper. CORRECT: ◆ INCORRECT: ◆ X • •

This survey is completely voluntary. You may choose not to participate or not to answer any specific question. You may skip any question you are not comfortable in answering.

Please make no marks of any kind on the survey which could identify you individually.

Composite data will then be shared with your campus for use in health promotion activities.

Thank you for taking the time and thought to complete this survey. We appreciate your participation!



American College Health Association

National College Health Assessment

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1.	Health, Health Education and Safety 1. How would you describe your general health? © Excellent © Very good © Good © Fair © Poor © Don't know	
	2. Have you received information on the following topics from your college or university? (Please mark the appropriate column for each question to the right) No Yes	3. Are you interested in receiving information on the following topics from your college or university?
	Alcohol and other drug use Cold/Flu/Sore throat Depression/Anxiety Eating disorders Grief and loss How to help others in distress Injury prevention Nutrition Physical activity Pregnancy prevention Problem use of Internet/computer games Relationship difficulties Sexual assault/Relationship violence prevention Sexually transmitted disease/infection (STD/I) prevention Sleep difficulties Stress reduction Suicide prevention Tobacco use Violence prevention	
4.	4. Within the last 12 months, how often did you: (Please mark the appropriate column for each row) N/A, did not do this activity within the Wear a seatbelt when you rode in a car? Wear a helmet when you rode a bicycle?	Always Most of the time Sometimes Rarely Never last 12 months
5.	Wear a helmet when you rode a motorcycle? Wear a helmet when you were inline skating? 5. Within the last 12 months: (Please mark the appropriate column for each row) Were you in a physical fight? Were you physically assaulted (do not include sexual assault)? Were you verbally threatened? Were you sexually touched without your consent?	Yes No
	Was sexual penetration attempted (vaginal, anal, oral) without your consent? Were you sexually penetrated (vaginal, anal, oral) without your consent? Were you a victim of stalking (e.g., waiting for you outside your classroom, residence, or office; repeated emails/phone calls)?	

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Other illegal drugs

6. Within the last 12 months, have you been in an intimate (coupled/partnered) relationship that	was: Yes
(Please mark the appropriate column for each row)	No
Emotionally abusive? (e.g., called derogatory names, yelled at, ridiculed)	٥٥
Physically abusive? (e.g., kicked, slapped, punched)	O O
Sexually abusive? (e.g., forced to have sex when you didn't want it, forced to perform	
or have an unwanted sexual act performed on you)	00

	1.0000000000000000000000000000000000000					
7. How safe	e do you feel:					Very safe Somewhat safe
(Please r	mark the appro	priate column f	or each row)			Somewhat unsafe Not safe at all
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Alcohol, Tobacco, and Drugs 3-5 days 6-9 days 8. Within the last 30 days, on how many days 10-19 days 1-2 days did you use: 20-29 days Have used, but not in last 30 days (Please mark the appropriate Used daily Never used column for each row) 0000000 Cigarettes 00000000 Tobacco from a water pipe (hookah) Cigars, little cigars, clove cigarettes 0000000 Smokeless tobacco 0000000 Alcohol (beer, wine, liquor) 0000000 Marijuana (pot, weed, hashish, hash oil) 0000000 Cocaine (crack, rock, freebase) 00000000 0000000 Methamphetamine (crystal meth, ice, crank) 0000000 Other amphetamines (diet pills, bennies) 0000000 Sedatives (downers, ludes) 00000000 Hallucinogens (LSD, PCP) 00000000 Anabolic steroids (Testosterone) 0000000 Opiates (heroin, smack) Inhalants (glue, solvents, gas) 0000000 0000000 MDMA (Ecstasy) 0000000 Other club drugs (GHB, Ketamine, Rohypnol)



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Within the last 30 days the typical student at				3-5 days 1-2 days	10-19 day	4 5 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4
(State your best estimathe appropriate column		Have used, I	out not in last 3 Never		20-29 Use	days d daily
Cigarettes Tobacco from a water of Cigars, little cigars, classing Smokeless tobacco Alcohol (beer, wine, licoharijuana (pot, weed, locaine (crack, rock, for Methamphetamine (cryother amphetamines (Sedatives (downers, luballucinogens (LSD, Panabolic steroids (Testopiates (heroin, smacinhalants (glue, solver MDMA (Ecstasy)	pipe (hookah) ove cigarettes puor) nashish, hash oil) reebase) vstal meth, ice, crank) diet pills, bennies) ides) CP) tosterone)					
One drink of alcohol is of liquor straight or in a 10. The last time you "partied"/socialized ho many drinks of alcoho did you have? (If you o not drink alcohol, plea enter 00. If less than 1 enter 01, 02, 03, etc.)	D 11. The last "partied how mai did N 2 2 not drink alc not drinl enter 00		H 12 0 0 0 0 U 0 0 0	a 4 oz. glass How many di alcohol do ye the typical s at your schothe last time "partied"/soc (If you think student at you does not drir please enter than 10, ente 03, etc.)	rinks of ou think tudent ol had he/she sialized? the typical our school nk alcohol,	a shot D
13. Over the last two wee ○ N/A, don't drink ○ None ○ 1 time	○ 3 times	ou nad five or mo 5 times 6 times 7 times	Control of alcomes of alcomes of alcomes of the second of] f	
				11 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (
14. Within the last 30 day (Please mark the appr column for each row) Drive after drinking ar Drive after drinking fire	opriate			· N)		A second
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Rarely Sometimes

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Most of the time

Yes

Yes No

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No

N/A, don't drink

Always

Never

N/A, don't drink

15. During the last 12 months, when you

Avoid drinking games

Use a designated driver

when drinking alcohol?

Choose not to drink alcohol

Eat before and/or during drinking

Pace your drinks to 1 or fewer per hour

"partied"/socialized, how often did you:

(Please mark the appropriate column for each row)
Alternate non-alcoholic with alcoholic beverages

Determine, in advance, not to exceed a set number of drinks

Stay with the same group of friends the entire time you were drinking

16. Within the last 12 months, have you experienced any of the following

prescription drugs that were not prescribed to you?

Erectile dysfunction drugs (e.g., Viagra, Cialis, Levitra)

Antidepressants (e.g., Celexa, Lexapro, Prozac, Wellbutrin, Zoloft)

(Please mark the appropriate column for each row)

Pain killers (e.g., OxyContin, Vicodin, Codeine)

Sedatives (e.g., Xanax, Valium)

Stimulants (e.g., Ritalin, Adderall)

Have a friend let you know when you have had enough

Keep track of how many drinks you were having

Stick with only one kind of alcohol when drinking

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Sex Behavior and Contraception

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25. Within the last 12 months, have you or your

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	Within the last 12 months, have treated by a professional for any		n psychotherapy th medication
	(Please mark the appropriate col		No
		Anorexia Anxiety	
		Attention Deficit and Hyperactivity Disorder (ADHD) Bipolar Disorder Bulimia	00000 00000 00000
		Depression Insomnia	00000
		Other sleep disorder Obsessive Compulsive Disorder (OCD) Panic attacks Phobia	00000 00000 00000
		Schizophrenia Substance abuse or addiction (alcohol or other drugs) Other addiction (e.g., gambling, internet, sexual)	0000 0000 00000
		Other mental health condition	0000
			ingestre (4) galling agenty (1)
າ		with dantaccian? / I No Selection Vac	
32.	Have you ever been diagnosed v	vith depression? O No S Yes	
	Within the last 12 months, have	any of the following been traumatic or very difficult for you to	163
		eany of the following been traumatic or very difficult for you to lumn for each row) Academics	No Č
	Within the last 12 months, have	eany of the following been traumatic or very difficult for you to lumn for each row)	No ()
	Within the last 12 months, have	e any of the following been traumatic or very difficult for you to lumn for each row) Academics Career-related issue Death of a family member or friend Family problems Intimate relationships Other social relationships	No ()
	Within the last 12 months, have	e any of the following been traumatic or very difficult for you to lumn for each row) Academics Career-related issue Death of a family member or friend Family problems Intimate relationships Other social relationships Finances Health problem of a family member or partner Personal appearance	No () () () () () () () () () (
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37. Within the last 12 months, how would you rate the overall level of stress you have experienced? No stress Less than average stress More than average stress Tremendous stress Physical Health 38. Within the last 30 days, did you do any of the following? (Please mark the appropriate column for each row) Exercise to lose weight Vonit or take laxatives to lose weight Take diet pills to lose weight 39. Have you: (Please mark the appropriate column for each row) Had a dental exam and cleaning in the last 12 months? (Males) Performed testilicular self exam in the last 30 days? (Females) Performed breast self exam in the last 30 days? (Females) Performed breast self exam in the last 30 days? (Females) Had a routine gyrecological exam in the last 30 days? (Females) Had a routine gyrecological exam in the last 30 days? (Females) Had a routine gyrecological exam in the last 30 days? (Please mark the appropriate column for each row) 40. Have you received the following vaccinations (shots)? (Please mark the appropriate column for each row) No Hepatitis B Human Papiliomavirus/HPV (cervical cancer vaccine) Influenza (the flu) in the last 12 months (shot or nasal mist) Meningcococal disease (meningococcal meningilis)	35.	Have you ever received psychological or mental health services from your current college/university's Counseling or Health Service?	that w	vas really bothing help from a	ering you, wou	personal proble ald you conside professional?
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SERIAL#

Impediments to Academic Performance

(Please select the most serious outcome for each item below)

Significant disruption in thesis, dissertation, research, or practicum work

Received an incomplete or dropped the course

Received a lower grade in the course

Received a lower grade on an exam or important project

I have experienced this issue but my academics have not been affected

This did not happen to me/not applicable

45.	Within the last 12 months, have any of the following affected your academic performance?	
	Alcohol use	000000
	Allergies	000000
	Anxiety	000000
	Assault (physical)	000000
	Assault (sexual)	000000
	Attention Deficit and Hyperactivity Disorder (ADHD)	000000
	Cold/Flu/Sore throat	000000
	Concern for a troubled friend or family member	000000
	Chronic health problem or serious illness (e.g., diabetes, asthma, cancer)	000000
	Chronic pain	000000
	Death of a friend or family member	000000
	Depression <u>Since</u> Since	00000
	Discrimination (e.g., homophobia, racism, sexism)	000000
	Drug use	000000
	Eating disorder/problem	000000
	Finances	000000
	Gambling	000000
	Homesickness	000000
	Injury (fracture, sprain, strain, cut)	000000
	Internet use/computer games	000000
	Learning disability	000000
	Participation in extracurricular activities (e.g., campus clubs, organizations, athletics)	000000
	Pregnancy (yours or your partner's)	000000
	Relationship difficulties	000000
	Roommate difficulties	000000
	Sexually transmitted disease/infection (STD/I)	000000
	Sinus infection/Ear infection/Bronchitis/Strep throat	000000
	Sleep difficulties	000000
	Stress	000000
	Work	000000
	Other (please specify)	000000

Demographic Characteristics

46.	How old are you?	Years	49.	our height id inches? ⊳	Ft.	Inch	What is your weight in pounds?	VI PO	ounds
47.	What is your gender?	00			0	(D) (D)			000
	○ Female	(D) (D)				(D)(D)			000
	○ Male	(2) (2)			(2)	(2)		(2)	2 (2)
	○ Transgender	33			(3)	(3)		(3)	33
		(4) (4)			(4)			(4)	(A) (A)
48.	What is your sexual	⑤ ⑤			(5)	(E)		(5)	(5) (5)
and desired the second	orientation?	66			(<u>6</u>)	(6)		(6)	(6)
	○ Heterosexual	(D) (D)			(7)	(Z)		(7	000
	Gay/Lesbian	(B) (B)			(8)	(3)		(8)	(3) (3)
	○ Bisexual	99			(9)	9		(9)	(D) (D)
Primiriposabili authoritino	○ Unsure	woman and an in Controlled							

51.	What is your year in school?	al constitution of the con	60.	How many hours a v	veek do you work for p	pay?
	1st year undergraduate			O 0 hours	○ 30–39 hours	Localitation
	○ 2nd year undergraduate			O 1–9 hours	O 40 hours	***************************************
	○ 3rd year undergraduate			○ 10-19 hours	○ More than 40 h	ours
	4th year undergraduate			○ 20–29 hours		***
	5th year or more undergraduate			C 20 20 110410		
	Graduate or professional		61.	How many hours a v	veek do you <mark>voluntee</mark> r	?
			•	O 0 hours	○ 30–39 hours	
	Not seeking a degree			O 1–9 hours	○ 40 hours	
	O Other				40 floursMore than 40 f	101110
	What is your sound broad status 2			○ 10–19 hours	O More man 40 r	iours
52.	What is your enrollment status?			○ 20–29 hours		
	○ Full-time ○ Part-time ○ Other	and				
			62.		y source of health insu	rance?
53.	Have you transferred to this college or			My college/universes	sity sponsored plan	
	university within the last 12 months?			O My parents' plan		
	○ No ○ Yes			Another plan		and the second s
				I don't have health	n insurance	000
54.	How do you usually describe yourself?			☐ Lam not sure if Lh	nave health insurance	
	(Mark all that apply)					
	○ White		63.	What is your approx	imate cumulative grad	e average?
	Black or African American			O A NOB		O N/A
	Hispanic or Latino/a					
	Asian or Pacific Islander		64.		onths, have you partic	-
	American Indian, Alaskan Native, or Native Hawaiian				athletics at any of the	William Andrews
	Biracial or Multiracial			following levels?		
	O Other			(Please mark the ap	nronriate	Yes
	- Comer			column for each rov		No
E E	Are you an international student?				-,	ŏŏ
55.				Varsity		551
	○ No ○ Yes			Club sports		
				Intramurals		00
56.	What is your relationship status?					-
	O Not in a relationship		65.	Do you have any of	the following?	I de la companya de l
	O In a relationship but not living together			-	_	Yes
	☐ In a relationship and living together			(Please mark the ap		No
				column for each rov		
57.	What is your marital status?			Attention Deficit and	d Hyperactivity	
	☐ Single ☐ Divorced			Disorder (ADHD)		00
	Married/Partnered Ofther			Chronic illness (e.g.	, cancer, diabetes,	divid
	○ Separated			auto-immune disorc	lers)	00
				Deafness/Hearing Id		00
58.	Where do you currently live?			Learning disability		00
	Campus residence hall			Mobility/Dexterity di	isability	00
	Fraternity or sorority house	-		Partial sightedness/		55
	Other college/university housing			Psychiatric conditio		55
	Parent/guardian's home			Speech or language		55
	~			Other disability	, wijti wei	55
	Other off-campus housing			Onici disability		
	○ Other		ee.	Are you currently o	r have you been a men	her of the
EΩ	Are you a member of a social fraternity or sorgition		JJ.		d Services (Active Duty	
5 9 .	Are you a member of a social fraternity or sorority?					,, 1 10301 VC,
	(e.g., National Interfraternity Conference, National			or National Guard)?		and the same of th
	Panhellenic Conference, National Pan-Hellenic			O No		and the state of t
	Council, National Association of Latino Fraternal				eployed to an area of haz	
	Organizations)	100			ot deployed to an area o)f
	○ No ○ Yes			hazardous duty		and the same of th
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10.00				HANK YOU FOR C	OMPLETING THIS S	OUNT
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	PLEASE DO NO	WRIT	E IN	THIS AREA		

SERIAL#

Reported use vs. perceived use of alcohol among LPC students in 2007

Never used alcohol during the past 30 days

•	Perception of typical use
31.4%	5.4%

American College Health Association. American College Health Association-National College Health Assessment: Las Positas College Executive Summary Spring 2007. Baltimore: American College Health Association; 2007.

Within class discussion, ask students to guess (before showing percentages) what percentage of students reported not using alcohol in the last 30 days. Typically students respond with percentages close to the Perception of Typical Use instead of the Reported Use. After looking at all three slides, discuss social norms, attitudes, and beliefs about alcohol use by US college students.

Reported use vs. perceived use of alcohol among LPC students in 2007

Used one or more days in the past 30 days

	Perception of typical use
51.0%	58.1%

American College Health Association. American College Health Association-National College Health Assessment: Las Positas College Executive Summary Spring 2007. Baltimore: American College Health Association; 2007.

Reported use vs. perceived use of alcohol among LPC students in 2007 Used Daily in the past 30 days

1	Perception of typical use	
2.4%	36.5%	

American College Health Association. American College Health Association-National College Health Assessment: Las Positas College Executive Summary Spring 2007. Baltimore: American College Health Association; 2007. #R

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

JK KEIMBURSEMEN I: List payee name & ssn.				
UGGESTED VENDOR American College Health Association AME OF STAFF MEMBER DATE WRITTEN DATE REQUIRED DIVISION/ DEPARTMENT For inventory purposes include room # where Date Written 20_4 pr. 12 20_4 pr. 12 DE/Health M/ellness	m # where	FOR OFFICE USE ONLY RETURN COPY of REQUISITION TO Mary Hardiss	USE ONLY	Ö
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merican College Health Association Las Positas College			\$	1
362 Mellon Road, Suite 180 C/O William Eddy or PJ Johnson			\$	t
lanover, MD 21076 PE Complex, Building 2500			↔	ı
el: (410) 859-1500 3000 Campus Hill Drive				
Livermore, CA 94551-7623				
(925) 424-1282 / 1291			↔	ı
<u>comments:</u>	Subtotal			
American College Health Association (ACHA) Survey	Tax	\$ 0.0875	↔	183.75
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riginal invoices and receipts must be attached for payment. Include current taxes unless incorporated in price.		TOTAL COST	\$ 5,	5,033.75
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	"LYBLE	J3/26/12		
Supervisor/ Coordinator/ Director	President			

Participation and Processing Fees

WEB-BASED SURVEY

	ACHA Institutional Member	ACHA Non-Institutional Member
Survey Participation Fee (per student contact)	\$0.43 ea	\$0.86 ea
Survey price includes:		
Initial survey contacts/email invitations		
Up to 3 student follow up contacts ^a		
Processing all survey submissions		
Institutional Data File in SPSS		
Institutional Data Report ^b		
Institutional Executive Summary ^c		
Reference Group Data Report ^d		
Reference Group Executive Summary ^d		
Additional Reminder(s) to Non-responders	\$125	\$250
Additional Report Package(s) ^e	\$300	\$500
Extra Custom Questions	Contact ACHA-NCHA program office for quote	

PAPER-BASED SURVEY

	ACHA Institutional Member	ACHA Non-Institutional Member
Paper Survey Scan Forms	\$0.40 ea	\$0.75 ea
Survey Processing/Scanning Fee	\$0.50 ea	\$0.90 ea
Reports Package (5 products) Institutional Data File in SPSS Institutional Data Report ^b Institutional Executive Summary ^c Reference Group Data Report ^d Reference Group Executive Summary ^d	\$300	\$500
Additional Report Package(s) ^e	\$300	\$500
Extra Custom Questions	No charge - see User's Manual at www.acha-ncha.org	

^a Choice of 3 reminders to non-responders **OR** 2 reminders to non-responders plus a thank you email sent to all participants.

^e Additional Report Package(s) including responses from only subset(s) of your sample (e.g. undergrads, transfer students, international students) or subsets of the Reference Group by campus demographics (e.g. 2-year/4-year, public/private, size) may be requested for an additional fee. Note that one report package is already included in the web participation fee.



^b Institutional Data Report: An institutionally specific data report containing the frequency distribution of each survey question for all subjects combined and for male and female subjects separately.

^c Institutional Executive Summary: Institutional summary of selected salient variables including the computed variables estimated blood alcohol concentration (BAC), body mass index (BMI), and recommended Physical Activity Guidelines.

^d Reference Group Data Report and Reference Group Executive Summary: These reports contain aggregate data from all participating schools that used a random sampling technique or surveyed all students in their population (census). The format is identical to the Institutional Data Report and Institutional Executive Summary.