

INSTRUCTIONAL EQUIPMENT REQUEST

2018-2019

Internal Use
IE #: Fall-15
Total \$: _____

Requester Name: Peter Kuo

Division Name: Graphic Design & Digital Media

SUMMARY INFORMATION

Title of Item: Equipment for New Classroom

Equipment Location Building: 700

Room: 714

Location Comments:

714 is a new classroom shared by Graphic Design and Photography.

SECTION 1: EQUIPMENT DESCRIPTION

The equipment is: ☐ A Replacement ☐ An Upgrade ☒ New Equipment/Technology

Describe the specific equipment requested and how it will be used to replace, upgrade or provide new technology to LPC from what is currently in place:

Wacom Cintiq 22HD Pen Display DTK2200 (10)

Requesting purchase of additional Cintiq displays for 714. The new room is larger and able to house more machines and the tentative plan is to move the existing displays to this room. These additional displays will allow us to connect all machines in the room and also to replace displays from previous requests that was missing in shipping.

Epson Perfection V600 Photo Scanner (1)

New classroom will require a flatbed scanner for graphic design work.

Epson SureColor P5000 Standard Edition 17" Wide-Format Inkjet Printer (2)

Replacement for Epson Stylus Pro 4800 and 4880 currently in use. The old printers are showing signs of wear and tear. Having additional printers will also allow us to have photo printing capabilities in both classrooms 713 and 714

LPC - RECEIVED

SEP 28 2018

ADMINISTRATIVE SERVICES

SECTION 1: EQUIPMENT DESCRIPTION (contd)

If applicable, describe the legal requirement, mandate, or safety concern for purchase of this equipment, making specific reference to the legal requirement or regulation:

NA

SECTION 2: LPC MISSION STATEMENT AND LPC PLANNING PRIORITIES

LPC MISSION STATEMENT:

LPC is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC PLANNING PRIORITIES:

- ❖ Accreditation: Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Curriculum: Provide necessary institutional support for curriculum development and maintenance.
- ❖ Tutoring Services: Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Professional Development: Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Specify how the equipment supports *LPC's Mission Statement and Planning Priorities*:

This equipment will be used for classes that are part of CTE and will better support student success in this program.

SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

Graphic Design & Digital Media

If this equipment is included in your Program Review, please include the exact wording. If equipment is not included, explain why:

The equipment is NOT included in the program review. At the time of the last review we did not anticipate having availability to a new classroom this quickly and did not plan how to set up the two classrooms to best work with both graphic design and photography program.

For the printers, they have been in service for several years but had not shown signs of wear and tear until last semester.

SECTION 4: TEACHING AND LEARNING

Describe in detail the impact this equipment will have on teaching:

Cintiq Tablets - The equipment will allow instructors to teach additional capabilities of the software programs (Photoshop, Illustrator, etc) that are dependent on this type of hardware.

Scanner - Scanning original images to digitize content that's valuable to demonstrate to students.

Printing - Being able to print in house allows teaching of color profiles and calibration that's not possible out of house.

Describe in detail the impact this equipment will have on learning:

Students will be much better equipped to apply traditional drawing and painting skills into the computer, as well as learn the nuances of the digital equivalent. Additionally, the hardware is often used in film editing and Photography's videography students may find it useful. Students will also learn how to digitize content (film negatives, original illustrations, textures and patterns) and how to output color accurate prints.

Each academic year, this equipment will impact: 10 # of classes/sections 250 # of students

SECTION 5: OUTCOMES (SLOs)

Using your documented SLOs, specify how the equipment will enable student learning outcomes to be achieved.

For multiple SLOs, specifically in Photoshop and Illustrator classes, the equipment will enable students to work with the program in a much more intuitive manner. For instance, there are tools in Illustrator and in Photoshop that are designed to work like a natural media brush. Without the equipment, students have to try to learn the tools while using a conventional mouse. This typically does not yield good results, since a mouse is a poor substitute for a brush when trying to write or draw. Additionally, the mouse does not offer the additional capabilities of being able to send pressure and tilt information to the computer programs.

What are the consequences related to learning outcomes if request is not funded?

Wacom - Not critical. The department already has a set of working display tablets as well as regular tablets. For some impacted classes, some students will be able to provide their own equipment.

Printers - Essential. Existing printers are showing signs of wear and tear and might not work for too much longer.

Scanner - Essential. New classroom will need to be outfitted with scanning capabilities.

SECTION 6: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)

What is the potential life span of the requested equipment?

All requested hardware should function for many years.

If new storage is needed what are the storage requirements, location requirements, and costs associated with the new equipment: (NOTE: Specific storage costs should be detailed in the “Part A: Initial Start-up Costs” section below.)

No new storage will be required.

If this equipment replaces old equipment but the old equipment will not be retired, are there on-going storage requirements, location requirements, and costs associated with the old equipment? If so, provide details.

Printers - Old equipment will be have a planned retirement. We currently have a stock of consumables and supplies for printer inks that we hope the printer will be able to exhaust before retiring the printer itself.

What will be required to maintain the equipment, such as regular servicing or upkeep? (Specific on-going costs should be detailed in the “Part B: On-Going Annual Operating Costs” sections below as applicable.)

Printers - Printers will have consumable parts (toner, paper, etc), but should not require additional maintenance and service. students will be charged for usage of printers and the fees will be used to maintain and provide supplies for the printers.

Explain how this equipment meets or exceeds basic sustainability efforts and/or provides renewable resources to the college:

SECTION 6: TOTAL COST OF OWNERSHIP (contd)**Part A: Initial Start-up Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	22,394.44	
Taxes (9.5%)	2,127.47	
Shipping or Delivery Charge	0.00	
Installation Costs *	0.00	IT will help install
Miscellaneous Costs:		
Facilities Modifications	0.00	
Operator Training	0.00	
Maintenance & Repair Training	0.00	
Storage	0.00	
Other: _____		
Vendor Discount	0.00	tablet has edu discount. printer has rebate?
Grand Total: \$ 24,521.91		

*For items requiring installation, requesters are required to check with District Purchasing (Victoria Lamica) regarding District policies.

Part B: On-Going Annual Operating Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	0.00	
Estimated Parts Replacement Per Year	0.00	
Outside Standardization or Calibration Costs	0.00	
Storage Costs	0.00	
New Supply Costs	1,000.00	Paper, ink
Miscellaneous Costs:	0.00	
Maintenance & Repair Labor	0.00	
Other: _____	0.00	
Annual Operating Costs:		

Indicate the source of funding for on-going annual operating costs:

Students will pay for supplies and consumables through purchase of GDDM print cards

SECTION 6: TOTAL COST OF OWNERSHIP (contd)

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Peter Kuo

Is this in their current scope of duties? Yes

Indicate cost to train key operator (include in Initial Start-up Costs above): Zero

Indicate amount of time per month key operator will use equipment: Many

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: Peter Kuo

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: Zero

Indicate amount of time per month maintenance will be required: one

APPROVALS

Funded requesters will be expected to respond to a brief RAC feedback survey by a requested deadline. Requests for computer-related equipment and printers must be reviewed by the LPC IT Department.

Signatures:


Requester

9-12-18
Date

IT Department (if required)

Date


Dean/Manager

7/21/18
Date


Vice President

9/27/18
Date





YOM KIPPUR CLOSING

Tue Sept 18 through Wed Sep 19.

See Schedule Details

MY CART

Move All to Wish List

Remove All

Email

Print



Epson SureColor P5000 Standard Edition 17" Wide-Format Inkjet Printer

B&H #EPSCP5000SE • MFR #SCP5000SE

Free Standard Shipping



Accessories

SquareTrade Protection Plan:

- ☐ 2-Year Protection Plan \$89.99
☐ 3-Year Protection Plan \$149.99

MORE INFORMATION

In Stock
Ready to Ship

2

\$1,795.00
\$400.00 Mail-In Rebate

ESTIMATE SHIPPING & TAX ⓘ

☐ NYC Pickup (2 locations)

UNITED STATES

Enter Zip Code

Save for Later Remove

Item Total: \$3,590.00



Epson Perfection V600 Photo Scanner

B&H #EPPV600 • MFR #B11B198011

Free Expedited Shipping



Accessories

SquareTrade Protection Plan:

- ☐ 2-Year Protection Plan \$17.00
☐ 3-Year Protection Plan \$28.00

MORE INFORMATION

In Stock
Ready to Ship

1

\$189.99

Subtotal: \$3,779.99
Shipping Calculate Above
Sales Tax \$0.00
Total \$3,779.99



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or

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Express Checkout

Contact information

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Shipping address

First name

Last name

Company (optional)

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Apartment, suite, etc. (optional)

City

Country
United States

State
California

ZIP code

Phone

☐ Save this information for next time

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10



Wacom Cintiq 22HD Pen Display
DTK2200

\$16,999.50

Discount

Apply

Subtotal

\$16,999.50

Shipping

—

Taxes

\$1,614.95

Total

USD

\$18,614.45