

# INSTRUCTIONAL EQUIPMENT REQUEST 2018-2019

Internal Use  
IE #: Fb11-36  
Total \$: \_\_\_\_\_

Requester Name: Ann Hight Division Name: STEM

## SUMMARY INFORMATION

Title of Item: Microanatomy of Liver Lobule

Equipment Location Building: 1850 Room: 1858

### Location Comments:

All models are safely kept in storage cabinets located in the anatomy lab (1858).

## 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:

The anatomy labs do not have a liver lobule model, which depicts the microanatomy. Understanding the functional importance of this anatomical structure is essential for pre-health students. Currently, we use textbook illustrations but this is a challenging structure to teach. The requested model would enhance students' understanding of the liver by visually displaying the important microscopic structures within the liver lobule.

I am requesting two models since our labs are comprised of 6 lab stations and this would allow the two models to rotate through the lab. Moreover, we bring one of the models over to the Biology Learning Center between classes so that students can use the model to study and learn from.

**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:

N/A

## **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*:

While some students have the ability to understand anatomical structures from a two-dimensional illustration, the majority of students would be greatly aided with a hands-on model. Access to multiple learning modes supports LPC's mission of an inclusive learning-centered institution. Moreover, this addition to the anatomy lab supports LPC's planning priority of providing necessary institutional support of curriculum maintenance by expanding the anatomical models used in Human Anatomy.

### **SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW**

**Specify the educational programs this equipment supports:**

Learning anatomy is a vital component and required for the following programs: Allied Health, EMT/Paramedic, Kinesiology, and Athletic Training/Sports Medicine. Moreover, the understanding of the liver is vital since the liver is an essential organ for life.

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

Anatomical models are not included in our Program Review because overall we show good student success in this area. However, individual topics within a course can be improved. Liver microanatomy is a difficult section for students to understand. Since arriving at LPC, I've been appreciative for how well our labs are set up. Moreover, I am thoughtful for requesting resources considering only those that would be most beneficial. The liver lobule models would enhance students understanding of the structure and its related function.

## SECTION 4: TEACHING AND LEARNING

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

Models provide hands-on understanding of the lecture material. This is especially important for Visual Learners. Models often bridge the gap in understanding for students who have a hard time conceptualizing lecture material.

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

The impact would be great in the laboratory portion. The process of students applying what they learned to anatomical structures is an essential element for students learning anatomy. Moreover, anatomy is a field of study that requires identifying structures.

Each academic year, this equipment will impact: 15 # of classes/sections 360 # of students

## SECTION 5: OUTCOMES (SLOs)

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

BIO 7a (Human Anatomy)

Upon completion of BIO 7a, students will be able to identify the structures of the body systems using models, slides, cadavers, and/or visual media.

BIO 50 (Human Anatomy and Physiology)

Upon completion of BIO 50, students will be able to identify the major anatomical structures of the body and describe the basic physiological functions.

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

Using an anatomical model would increase the access to learning about the liver to more students. Without this model, some students will be challenged to learn the liver structure using traditional textbook illustrations.

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

What is the potential life span of the requested equipment?

The company gives a 3-year guarantee against defects. However, anatomical plastic models last a long time. The current set of anatomical plastic models are at least 8 years old and are in great shape. So I expect the model to last a long time, at least 12 plus 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.)

N/A

Models will be stored in existing spaces in 1858 and the BLC.

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.

N/A

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.)

N/A

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

N/A

**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	2 x 296.65	two models
Taxes (9.5%)	56.42	
Shipping or Delivery Charge	0	
Installation Costs *	0	
Miscellaneous Costs:		
Facilities Modifications		
Operator Training		
Maintenance & Repair Training		
Storage		
Other: _____		
Vendor Discount		free shipping
Grand Total:	649.72	

\*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	0.00	
Miscellaneous Costs:	0.00	
Maintenance & Repair Labor	0.00	
Other: _____	0.00	
Annual Operating Costs:	0	

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

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## SECTION 6: TOTAL COST OF OWNERSHIP (contd)

### Part C: Incremental Labor Costs

#### OPERATOR:

Indicate the key operator: Ann Hight

Is this in their current scope of duties? yes

Indicate cost to train key operator (include in Initial Start-up Costs above): none

Indicate amount of time per month key operator will use equipment: 2 weeks/semester

#### MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: Gary Wilkes

Is this in their current scope of duties? yes

Indicate cost to train for maintenance and repairs: none

Indicate amount of time per month maintenance will be required: none

### 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.

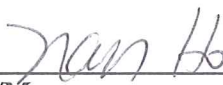
Signatures:

  
Requester

9/4/18  
Date

  
IT Department (if required)

                      
Date

  
Dean/Manager

9-5-18  
Date

  
Vice President

9/21/18  
Date



# LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

# P

Phone: 1-800-932-5000

TAX ID#

FOR REIMBURSEMENT: List payee name & ssn.

**VWR International Inc.**

1310 Goshen Parkway, West Chester, PA 19380 Fax: (610)431-9174

Track #

19-23

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:  
**Gary Wilkes Linda Cross**

STAFF MEMBER  
Ann Hight

DATE WRITTEN  
5-Sep-18

DATE REQUIRED

DEPARTMENT  
Biology

Room: 1856

PRODUCT #

470119-152

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

UNIT

ea

QTY

2

UNIT PRICE

\$ 296.65

EXT PRICE

\$ 593.30

3B Scientific MICROanatomy Liver

Per Quoit # 8030790338 Attached.





## QUOTATION

Quote Number	Valid From	Valid To	Page
8030790338	09/05/2018	10/05/2018	1 of 1
Currency	Sales Representative	Customer Reference	
USD	Daniel Im		


### To Place an Order

**Phone :** 1-800-932-5000  
**Fax :** 1-866-329-2897  
**Web :** www.vwr.com

When placing your order, please include your quotation number and account number to ensure you receive the correct price.

**THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS.**

Quote Prepared For	Contact Phone / Fax / E-Mail
Gary Wilkes	925 424 1331  gwilkes@laspositascollege.edu
Ship To : 80157177	Sold To : 80084039
LAS POSITAS COLLEGE 3033 COLLIER CANYON RD LIVERMORE CA 94551-9797	LAS POSITAS COLLEGE WSCA NASPO SP 04 0430 3033 COLLIER CANYON RD LIVERMORE CA 94551-9797

Row	VWR Catalog Number	Product Description	Qty	UOM	Unit Price	Extended Price
10	470119-152	MODEL MICRO ANATOMY LIVER	2	EA	296.65	593.30
 3B Scientific® MICROanatomy™ Liver Product Link : <a href="https://us.vwr.com/store/catalog/product.jsp?catalog_number=470119-152">https://us.vwr.com/store/catalog/product.jsp?catalog_number=470119-152</a> Shipping Dimensions Weight / Size (L*W*H) per UOM : 1.500 LB / 13.000*8.000*10.000 IN UOM Component Info : EA(1items) Availability : Product Ships Directly from Manufacturer						

**Quote Total : 593.30**

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