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COMPLETE

**Collector:** Live Link (Web Link)  
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**IP Address:** 160.227.129.189

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Page 1: Supplies, Equipment, Furniture, and Other Request Form

**Q1 Contact Person:**

Name	Pat Newman
Email Address	pat.newman@gcccd.edu

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**Q2 Department:**

Surveying

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**Q3 Title of Request:**

Survey Supply Budget increase request

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**Q4 Location of Request:**

Surveying program

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**Q5 Type of Request:**

Supplies

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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.

This request is for an increase in the Surveying supply budget #1456601. Current budget is \$100.00, and we are requesting to increase it to \$1,000.00.

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**Q7 Estimated Cost:**

1000.00

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**Q8 Please attach quote, if available**

Respondent skipped this question

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**Q9 Total Cost of Ownership:** Can this request be maintained with existing funding sources? If not, please explain your plan to maintain this request. Example: potential yearly service agreements, warranties, and replacement costs.

No. There is only \$100 in the budget.

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**Q10 Justification of Request:** Please select the applicable criteria and provide the details how the criteria relate to your request.

**Health and safety,**

**Equipment replacement,**

**Critical need,**

**Program expansion,**

**Impact on student success and access,**

Provided details::

Surveying has been in Business & Professional Studies for 1.5 years now. When they were moved to B&PS, a supply budget of only \$100 came with it, and perhaps the rest stayed with CADD. This is woefully inadequate and we are requesting an increase. This won't even pay for a toner cartridge for the printer, let alone necessary student supplies like tape measures, plumb bobs, tripods, or carbon rods. This semester enrollments have increased and we don't have enough of the latter items for each student. This program has always survived through donations from the local chapter of the California Land Surveyors Association for consumable items like toner and paper. The program has received over \$100,000 of surveying equipment donations from local businesses. The college needs to help sustain this program. It can't continue to survive through outside sources only.

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**Q11 Program Goal:** Please identify the program goal(s) this request would help your program achieve and provide a brief explanation of how it would do so.

Goal #1 was to provide training on the current equipment and technology in the field. The resource request was to increase the Surveying supply budget so we can purchase classroom supplies.

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