



ANNUAL PROGRAM PLAN & REVIEW (INSTRUCTIONAL) ASGC ADOPTED SPRING 2011

The purpose of this document is to collect information to be used by the college planning bodies IPC (Instruction Planning Council), APC (Administrative Planning Council), SSPC (Student Services Planning Council), Budget Planning Committee, and CPC (College Planning Council) and may be used for Program Improvement and Viability (PIV). Through this process, faculty have the opportunity to review the mission and vision of their department/program. Then, using multiple measures and inquiry, faculty will reflect on and evaluate their work for the purposes of improving student learning and program effectiveness. This reflection will identify steps and resources necessary to work towards the program vision including personnel, professional development, facilities, and equipment. *Faculty should use their judgment in selecting the appropriate level of detail when completing this document.*

The deadline for submission of the Annual Program Plan to the IPC is March 31. Complete this document in consultation with your Dean who will then submit a copy to IPC. Members of the IPC review the document and return their comments to the author for use in the next annual program plan.

Cañada College

Mission Statement

It is the mission of Cañada College to ensure that students from diverse backgrounds have the opportunity to achieve their educational goals by providing quality instruction in general, transfer, career, and basic skills education, and activities that foster students' personal development and academic success. Cañada College places a high priority on supportive faculty/staff/student teaching and learning relationships, responsive support services, and a co-curricular environment that contributes to personal growth and success for students. The College is committed to the students and the community to fulfill this mission.

Vision

Cañada College ensures student success through personalized, flexible, and innovative instruction. The College infuses essential skills and competencies throughout the curriculum and assesses student learning and institutional effectiveness to make continuous improvement. Cañada responds to the changing needs of the people it serves by being involved in and responsive to the community, developing new programs and partnerships and incorporating new technologies and methodologies into its programs and services.



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Document Map:

- 0) Key Findings
- 1) Planning group
- 2) Authors
- 3) Program
- 4) Responses to previous Annual Program Plan & Review (APP&R)
- 5) Curricular Offerings
- 6) Program Level Data
- 7) Action Plan
- 8) Resource Identification



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Note: To complete this form, **SAVE** it on your computer, then send to your Division Dean as an **ATTACHMENT to an e-mail message.**

Department/Program Title: Chemistry

Date submitted: 3/29/2013

0. Key Findings:

- Increased enrollment in General Chemistry I, CHEM 210 and General Chemistry II, CHEM 220
- Decreased enrollment in Organic Chemistry I, CHEM 231 (formerly CHEM 234/237) and in Organic Chemistry II lecture and lab, CHEM 235 and CHEM 238
- Decreased interest in the Honors Organic Chemistry classes
- Low retention rate in hybrid Chemistry for Allied Health Science class, CHEM 410
- Insufficient number of laboratory drawers to assign to all lab sections
- Increased interest in Independent Study, CHEM 695
- Inadequate facilities to conduct CHEM 695
- Erosion in our glassware inventory.

1. Planning Group (include PT& FT faculty, staff, stakeholders)

List of names and positions:

Dr. Lucas Cantin – PT faculty

Dr. Jeanette Medina – FT faculty

Dr. Robert Tricca – FT faculty

Roslind Young – FT staff

Justine Walsh – PT staff

2. Writing Team and Contact Person:

Jeanette Medina, Robert Tricca, Roslind Young, Justine Walsh

3. Program Information

A. Program Personnel

Identify all personnel (faculty, classified, volunteers, and student workers) in the program:

FT Faculty: Jeanette Medina, Robert Tricca

PT Faculty: Mohinder Bhatia, Lucas Cantin, Nicholas DeMello; James Schweppe; Allan Wilcox,

FTE (Year 2012-2013) 8.48 estimated

(Year 2011-2012) 9.8 from the “Program Review Department Data Packet”



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FT Classified: Roslind Young

PT Classified (hrs/wk): Justine Walsh (18 hrs/wk)

Volunteers: None

Student Workers: Dipti Budhdev and Nick Metas-Chapman

B. Program mission and vision

Include the purpose of the program, the ideals the program strives to attain, and whom the program serves. The program mission and vision must align with the college's mission and goals. (200 word limit)

The mission of the chemistry department is to offer rigorous, sufficient and updated course work to support all students in achieving their individual academic goals: Associate degree in Physical Sciences; preparation for transfer to into STEM fields; general education; and personal enrichment are the current exit points.

The vision of the chemistry department is to provide a variety of educational opportunities for students to acquire discipline specific fundamental background and laboratory skills necessary to be successful in chemistry and chemistry related fields. The use of analytical laboratory instrumentation; and individual and group projects are integral part of the chemistry curriculum. The chemistry department faculty and staff keep abreast of changes and advances in the field. The chemistry department continuously assesses its effectiveness and incorporates new techniques and methodologies in response to changes in students' needs.

C. Expected Program Student Learning Outcomes

Tool: **TracDAT folders in the SLOAC sharepoint.** Click on the link below to access your folder and log in with your complete smccd e-mail account, ex:smithj@smccd.edu and password <http://sharepoint.smccd.edu/SiteDirectory/CANSLOAC>

List expected Program Student Learning Outcomes (PSLOs) (minimum of 3) and assessment tools for each.

1. Students completing this program will be able to use the scientific method and appreciate its importance to the development of scientific thought.
Assessment tool: Question(s) on the final exam in Chemistry 210, 220 and 235
2. Students completing this program will demonstrate the ability to document and communicate their work effectively.



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- Assessment tool: Signature Assignment laboratory report in CHEM 210, 220 and 235
3. Students completing this program will demonstrate critical thinking and the ability to analyze physical systems in terms of scientific concepts.
Assessment tool: Signature Assignment “Qualitative Organic Unknown Analysis and Identification” in CHEM 238.

4. Response to Previous Annual Program Plan & Review

Tool: <http://sharepoint.smccd.edu/SiteDirectory/canio/ipc>

(log in with your complete smccd e-mail account, ex: smithj@smccd.edu and password)

List any recommendations for the program and your responses to these recommendations based on previous Annual Program Plan and/or CTE Professional Accreditation report.

Guideline: Original documents can be linked or attached, as needed.

Please note the the Chemistry Department submitted a comprehensive Program Planning report as part of the Physical Sciences Program in 2012.

The 2011 Chemistry Department Annual Program Plan Feedback contained only minor recommendations.

1. Include a timeline for the Department’s needs and goals.
2. Identify professional development resources.
3. Suggest a plan or solution for the facilities needs.

Responses to these recommendations as well as the status to the three year action plan from the previous annual report are included in sections 7 and 8 of this document.

4. Curricular Offerings (*current state of curriculum and SLOAC*)

Course Prefix	Course Number	Course Title	Date of last revision	SLO Cycle completed *
CHEM	112	Chemistry in Action	4/29/08	No
CHEM	192	Elementary Chemistry	3/23/10	Yes
CHEM	210	General Chemistry I	3/14/11	Yes
CHEM	220	General Chemistry II	3/14/11	Yes
CHEM	234	Organic Chemistry I	2/09/10	Yes
CHEM	235	Organic Chemistry II	12/08/09	Yes
CHEM	237	Organic Chemistry Laboratory I	2/09/10	Yes



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CHEM	238	Organic Chemistry Laboratory II	2/15/11	Yes
CHEM	410	Chemistry for Health Sciences	12/10/10	Yes
CHEM	680H	Honors Colloquium in Chemistry	1/31/09	Yes
CHEM	695	Independent Research Study	contract	Yes
CHMT	310	Introduction to Chemical Laboratory Technology	2/09/10	No
CHMT	340	Introduction to Chemical Laboratory Instrumentation	5/05/09	Yes

CHEM 112 has not been offered since 2008. CHEM 112 was deleted from the list of the Chemistry Department SLOs.

CHMT 310 and CHMT 340 are the two courses specific to the Chemical Laboratory Technology program which have not been offered since 2010 due to low enrollment. Both CHMT 310 and CHMT 340 are listed as inactive in trackdat. We intend to bank these three courses.

All curriculum and SLOAC updates must be completed when planning documents are due.

SLOAC = Student Learning Outcomes Assessment Cycle

Tools: **TracDAT folders in SLOAC** sharepoint <http://sharepoint.smccd.edu/SiteDirectory/CANSLOAC>

Curriculum Committee <http://sharepoint.smccd.edu/SiteDirectory/cancurriculum/>

A. Attach the following TracDat and Curriculum data in the appendix:

- List courses, SLOs, assessment plans, and results and action plans (attach report from [TracDAT folders in SLOAC sharepoint](#)).
Report attached in the appendix
- List courses with COR's over 6 years old (attach documents from [Curriculum Committee](#))
None

B. Identify Patterns of Curriculum Offerings

Guidelines: What is the planning group's 2-year curriculum cycle of course offerings by certificates and degrees? What is the ideal curriculum cycle? Discuss any issues.

The complete chemistry offering cycle includes one year of general chemistry and one year of organic chemistry. This complete cycle is taken by students majoring in Biology and Physical Sciences. A large number of returning students holding a BS or even Master degrees take these courses to complete Professional School preparation requirements (Pre-Dental, Pre-Medicine, Pre-Pharmacy, Pre-Veterinary, and Pre-Optometry).

The ideal chemistry cycle is as follows:

Semester	Course
Fall of first year	General Chemistry I – CHEM 210



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Spring of first year	General Chemistry II – CHEM 220
Fall of second year	Organic Chemistry lecture and lab I – CHEM 231*
Spring of second year	Organic Chemistry lecture and lab II – CHEM 235/238

*CHEM 231 replaced CHEM 234/237 in the Fall of 2011

We have sufficient enrollment to offer the general chemistry sequence every semester. Currently we can only offer organic chemistry I in the Fall semester and organic chemistry II in the Spring semester. We do lose a few students due to this limitation.

6. Program Level Data

A. Data Packets and Analysis from the Office of Planning, Research & Student Success and any other relevant data.

Tool: http://www.canadacollege.edu/inside/research/programreview/info_packet/info_packet.html

Guidelines: The data is prepared by the Office of Planning, Research & Student Success and is to be attached to this document. Include the following:

- Describe trends in the measured parameters.
- Reflect and analyze causes of trends.

Average enrollment per section

	2008/2009	2009/2010	2010/2011	2011/2012
Cañada	23.0	25.5	26.4	24.7
*Chemistry	20.5	21.1	25.1	24.7

*All Chemistry classes have a laboratory component. There is a maximum laboratory enrollment restriction of 30 students due to safety regulations. The other Colleges in the District have lower maximum enrollment caps.

The above data shows that the average enrollment per section continuously increased from Fall 2008 to Spring 2011. Enrollment decreased slightly in the academic year 2011 to 2012 which might be a result of lower enrollment in Organic Chemistry. We also experience class scheduling conflicts that cannot be alleviated when we can only offer one section of the class per semester.

Chemistry Department Efficiency

	2008/2009	2009/2010	2010/2011	2011/2012
WSCH	2890	4417	4626	5050
FTE	5.5	8	7.6	9.8



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The Weekly Student Contact Hours have increased by 43% in the last three years. The Full Time Equivalent increased comparatively. Load data is shown below.

Load

	2008/2009	2009/2010	2010/2011	2011/2012
Cañada	557	604	602	537
Chemistry	529	552	609	517

Despite the enrollment limitation of 30 students per laboratory section and the decreased enrollment observed in some sections, the Chemistry Department has maintained a Load comparable to the College's Load. This is probably due to some general chemistry sections being offered as double lecture sections with a 60 student enrollment. The lecture section must be split into two laboratory sections.

Success rate

	2008/2009	2009/2010	2010/2011	2011/2012
Cañada	86%	84%	84%	84%
Chemistry	85%	86%	83%	84%

Success Rate

	2008/2009	2009/2010	2010/2011	2011/2012
Cañada	71%	70%	69%	70%
Chemistry	78%	78%	78%	78%

The Department's successful rate is comparable to that of the College and has been maintained for the last three years. The success rate of the Department is greater than the success rate of the College and has been maintained for the last three years. All faculty offer continuous academic assistance to the students in the form of office hours, study groups, study sessions, extra practice problems, etc.

B. Analyze evidence of Program performance. Explain how other information may impact Program (examples are business and employment needs, new technology, new transfer requirements)

Tool: **TracDAT folders in SLOAC sharepoint** <http://sharepoint.smccd.edu/SiteDirectory/CANSLOAC>

Guidelines:

- Explain how the assessment plan for Program Student Learning Outcomes (listed on #3c) measures quality and success of each Program.



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- Summarize assessment results of Program Student Learning Outcomes.
- Describe and summarize other data that reveals Program performance.
- Explain how changes in community needs, technology, and transfer requirements could affect the Program.

Specific examples of SLOs, PLOs and Program performance can be obtained from the 28 pages SLOAC report in the appendix. In general, the results from course level SLOs have guided changes in teaching methodology to improve student success.

Program performance metrics analysis can be found in section 6A. of this report.

Low enrollment in Organic Chemistry might be due to a curriculum modification effective in Fall of 2012. This class is now offered as a five unit course that includes three hours of lecture and six hours of laboratory per week. Prior the Fall 2012, the class was offered as separate lecture and laboratory components. Students could take the individual components at different campuses or in different semesters. This is not currently the case.

Low retention in CHEM 410 might be due to insufficient Mathematics preparation. We are in conversation with the Math Department to adopt their self-paced online Math preparation course recommended to students enrolling in the Medical Assisting Program

C. Other Considerations

7. Action Plan

Include details of planning as a result of reflection, analysis and interpretation of data.

Guidelines:

- Describe data and assessment results for Program Student Learning Outcomes. Analyze and reflect on assessment results for Program Student Learning Outcomes and other measures of Program performance.
- Analyze and reflect on other evidence described in previous sections. Identify the next steps, including any planned changes to curriculum or pedagogy.
- Identify questions that will serve as a focus of inquiry for next year.
 - > Determine the assessments; set the timeline for tabulating the data and analyzing results.
 - > Describe what you expect to learn from the assessment efforts.



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Taken from Annual Program Plan 2011:

1. Robert Tricca and Jeanette Medina will explore available possibilities to create a modular set of courses on chemical instrumentation in the year 2011-2012.
Status:
Insufficient number of interested students in the Chemical Laboratory Technology Program made this an impractical task. Instead, we incorporated several pieces of instrumentation throughout the chemistry curriculum.
2. Robert Tricca and Jeanette Medina will explore the implications of a name change for the Chemical Laboratory Technology in the year 2011-2012.
Status:
Not pursued for the same reason given in 1. Above.
3. Robert Tricca and Jeanette Medina will establish collaboration with the Workforce Development Department to set up summer internships (CHEM 672) in the year 2011-2012.
Status:
Conversations took place but the Workforce Development Department was unable to locate internships for the Chemical Laboratory Technology students. We are not pursuing this possibility at the time. Instead, Bob Tricca has been in contact with local industry to create independent study projects on campus.
4. Jeanette Medina will research available chemistry general education classes and the associated laboratory experiments in the year 2011-2012.
Status:
There is minimal student interest in taking a general education class in chemistry. We are also limited by lab space. A science general education class with lab is not feasible at the time.
5. Robert Tricca and Jeanette Medina will spend time on each of the existing chemical instrumentation pieces to determine appropriate laboratory experiments for general chemistry, organic chemistry and appropriate long-term research projects for independent study research students during the remaining of the current evaluation period (2011-2013).
Status:
Completed and operational.
6. Jeanette Medina will contact the Math Department to explore the possibility of creating a one-credit Math supplement for Chemistry in the year 2011-2012. Insufficient math preparation has been identified as a possible cause of low success rate.
Status:
Ongoing



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7. Robert Tricca, Roslind Young and Jeanette Medina in collaboration with all adjunct faculty will work on an adequate laboratory room maintenance and safety management plan to assure a safe learning environment with adequate support for students and faculty during the remaining of the current evaluation period (2011-2013).

Status:

Completed and ongoing. The safety management plan is reviewed periodically. A safety quiz was developed and it is taken by all students registered in any chemistry laboratory during the first three weeks of each seester.

8. The Department will strengthen and enhance the collaboration with middle schools and high schools already started (remaining of the evaluation period- 2011-2013).

Status:

Ongoing. Every January, a group of students from Woodside High School come for a three hour campus visit/chemistry activity. Starting in Summer 2012, we offer a Summer STEM Institute to High School students on campus.

9. A justification for a 48% Physical Sciences Laboratory Technician was submitted in Spring 2011 and Spring 2012.

Status:

Lab Technician hired.

2013-2016 goals:

- Rewrite and update laboratory experiments to minimize expenses and improve safety (ongoing through the three year period).
- Develop a supplemental Math for CHEM 410 (Fall 2013-Spring 2014).
- Desing a study to determine the causes of low enrollment in Organic Chemistry (Fall 2013-Spring 2014).
- Continue to seek opportunities for industry partnerships and independent study on campus (ongoing through the three year period).
- Periodically re-evaluate the Department's safety maintenance and management plan (yearly).
- Determine the appropriatness of the hybrid delivery format for laboratory courses (Fall 2013-Fall 2014).
- Create a chemical instrumentation training and maintenance schedule (ongoing through the three year period).
- Continue to implement, assess and reflect on SLOs and PLOs as a mean to determine program performance (see timelien in table below).
- Implement program modifications as the result of SLOs and PLOs reflection (see timeline in table below).



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2013-2016 program performance action plan

Date	Action	Analysis	Outcome	Result
Spring 2013	Pilot Signature Assignments in Chem 210, 220 and 238	Collect data to modify the signature assignment as appropriate	Assess the appropriateness of the signature assignments to evaluate PLOs	
Fall 2013	Modify signature assignments, if needed		Implement signature assignments	Evaluate PLOs
Fall 2013-Spring 2016			Implement signature assignments	Evaluate PLOs
Fall 2013	Discuss SLO results from 2012-2013	Determine which SLOs should be re-evaluated or if pedagogy must be changed		
Fall 2013- Spring 2016			Evaluate student performance by updated SLOs or modified teaching methods	Evaluate Department performance by course
Fall 2013	Create metrics to assess hybrid courses performance compared to regular courses			
Fall 2013-Spring 2014		Collect data on hybrid courses performance		
Fall 2014			Determine appropriateness of hybrid courses in chemistry	Make modifications of hybrid courses as needed



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8. Resource Identification

A. Faculty and Staff hiring requests

Guidelines:

- Explain clearly and with supporting data showing how hiring requests will serve Department/Division/College needs.
- Include information from the most recent Comprehensive Program Review or Annual Program Plan, whichever was last year's document.

The request for a Physical Sciences Laboratory Technician (48%) was granted in Spring 2012. No additional fulltime Faculty or Staff currently required.

B. Professional Development needs

Guidelines:

- List faculty and staff professional development activities.
- Describe faculty and staff professional development plans for next year.
- Explain how professional development activities improved student learning outcomes.

Faculty and staff attend conferences and training to keep current in the discipline. Professional Development activities improve student learning outcomes by allowing faculty and staff to introduce discipline specific concepts and skills utilizing updated pedagogy and methodology that has proven to be successful. In addition, independent study research opportunities are being offered to interested students.

Plans for next year:

1. Two Year College Chemistry Consortium Fall conference – September 2013 (Web based possible)
This is a forum for chemistry educators to enhance student learning via professional development.
2. American Chemical Society Western Regional Meeting – October 2013 in San Jose
This is the most authoritative chemistry professional organization. This meeting offers different professional and educational tracks, equipment and publications exhibits, opportunity for networking.
3. Laboratory Safety Institute Webinars,
http://labsafetystore.org/shop/category_PC02/Webinars.html?shop_param=cid%3D%26 – Flex Day activity
To keep abreast of changes in chemical waste management and disposal.
4. Online teaching conference - <http://onlineteachingconference.org/TopNav/Presentations.html>
June 2013. We are moving to offer hybrid courses. We need training in how to do that successfully for chemistry laboratories.
5. National Council on Undergraduate Research, CUR, annual conference – April 2014



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This is the conference that initiated research in the Department. It is important to keep the network contacts.

C. Classroom & Instructional Equipment requests

Guidelines:

- List classroom & instructional equipment requested, including item description, suggested vendor, number of items, and total cost.
- Explain how it will serve Department/Program/Division/College needs.
- List the requests (item description, suggested vendor, number of items, and total cost).
- List special facilities and equipment that you currently use and require.

We request an increase of 10% to the current annual stockroom budget to cover increased expenses of larger general chemistry classes and glassware broken by students.

2013 Chemistry Program review equipment request

Item	Why requested	Vendor	Cost each	Qty	Total cost
Burets	With the increased class offerings we need to outfit 2 labs completely with burets.	Fisher Scientific 03-700-12B	103.95	72	7484.60
Analytical Balance	The move to smaller scale chemistry experiments has led to the need of more precise measurements needed to get applicable results. It is a must for research projects as well	Fisher Scientific S94790B	2074.60	2	4149.20
Bunsen Burners	To replace aging hazardous and malfunctioning Bunsen burners with fully adjustable burners.	Carolina 706709	26.00	35	910.00
Nitrogen Tank w/ Regulator	Needed for ongoing student independent research projects.	Airgas	550	1	550
pH meters	Needed for accurate measurements in several chemistry classes.	Fisher Scientific 01-917-158	650	32	20800
Software updates for instrumentatio	We are running several different instruments on different operating	Perkin Elmer	800.00	3	3000



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	systems; This would allow us to replace ailing computers no longer supported by IT and improve use.	LX10887 UVWINLAB TCWS0000	1400 800.00		
Desktop computers for new software	Replace ailing computers which have tendency to quit while students are analyzing time sensitive samples on our instrumentation.	Computerland Silicon Valley Quote #623567	See attached quote	3	4677.22
HPLC software	To get access to donated HPLC	Perkin Elmer	\$5,000	1	5,000

D. Office of Planning, Research & Student Success requests

Guidelines:

- List data requests for the Office of Planning, Research & Student Success.
- Explain how the requests will serve the Department/Program/Division/College needs.

Develop a method to identify Chemistry majors to collect relevant information on Program SLOs/signature assignments to make improvements to our Program as needed.

E. Facilities requests

Guidelines:

- List facilities requests.
- Explain how the requests will serve the Department/Program/Division/College needs.

1. The Department is in desperate need of additional laboratory drawers to accommodate all the students we are serving and to be able to offer more lab sections. There is no real room for expansion inside the existing laboratories. We will check with the Facilities Department to determine if there is any other location in building 18, third floor that can be utilized for this purpose. (Spring 2013)
2. The bolted shelving in room 18-316 needs to be removed to make room for independent research. The area students currently use is narrow and unsafe. Facilities will be contacted to request a quote. The quote will be sent to Dean Stringer. (Spring 2013)



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3. Bench space with utilities in 18-316 is required for independent study research. The existing work area is very limited preventing widespread use; possibilities for expansion; or working in more than one project at the time. Facilities will be contacted to request a quote. The quote will be sent to Dean Stringer. (Spring 2013)



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Appendix I

SLO report

The SLO report does not copy well from the trackdat site. I will include it as a separate email attachment.

Thank you



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Appendix II

Quote from ComputerLand Silicon Valley

-----Original Message-----

From: Young, Roslind

Sent: Thursday, March 21, 2013 2:23 PM

To: Medina, Jeanette

Subject: FW: ComputerLand Silicon Valley -- QUOTATION [quote623567-21-Mar-2013-2]

Quote for the 3 desktops

-----Original Message-----

From: kkrishan@cland.com [<mailto:kkrishan@cland.com>]

Sent: Thursday, March 21, 2013 12:29 PM

To: Young, Roslind

Subject: ComputerLand Silicon Valley -- QUOTATION [quote623567-21-Mar-2013-2]

E-mail Sender: sinkewitsch@smccd.edu

E-mail Recipient: youngros lind@smccd.edu

COMPUTERLAND SILICON VALLEY

Attn.: Kevel Krishan

482 West San Carlos, San Jose, CA 95110

E-mail: kkrishan@cland.com

DATE: 21-Mar-2013 12:27:37 PM

QUOTATION NUMBER: quote623567-21-Mar-2013-2 QUOT. APPROVED: --- APPROVED BY: --- QUOTATION

NOTE/TITLE: Quote for Roz. Roz this is the basic model with smaller display.

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Note that quotations are removed from this site after 90 days.

REQUESTOR:

Michael Sinkewitsch, Canada College (FCCC)

SHIP-TO:

SMCCD

1700 W. Hillsdale Blvd.

San Mateo, CA 94402



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ITEMS:

1. Hewlett Packard P/N:XW475A8#ABA [LCD Display Panel] \$228.00/unit [Qty:3] \$684.00 --HP ZR2240w 21.5-in. LED - Backlit IPS Monitor --*Taxed?YES *E-Wst?\$4.00/item
2. Hewlett Packard P/N:C1D80UT#ABA [Small Form Factor (SFF) Desktop Computers] \$999.00/unit [Qty:3] \$2,997.00 --HP Z220 Workstation SFF Basic with with i5 and Intel Graphics with 8GB memory, CPU ONLY --*Taxed?YES *E-Wst?NO
3. Hewlett Packard P/N:U1G54E [HP Care Pack Services] \$63.20/unit [Qty:3] \$189.60 --[Ref. p/n C1D80UT#ABA] HP 4YR NBD Onsite Support WS HW - -*Taxed?NO *E-Wst?NO
4. Hewlett Packard P/N:WS093AT [Add-Ons] \$148.00/unit [Qty:3] \$444.00 --[Ref. p/n C1D80UT#ABA] Quadro 600 Graphic Card - 1GB GDDR3 SDRAM - PCI Express 2.0 x16 -SmartBuy --*Taxed?YES *E-Wst?NO

Sub-total: \$4,314.60

Sales Tax (San Mateo 94402, 8.500%): \$350.62 E-waste Tax: \$12.00 Shipping & Handling: \$0.00

TOTAL: \$4,677.22

ALL RETURNS ARE SUBJECT TO 15% RESTOCKING FEE.

[zu:176317-855742-A409588]