

2016-2017 Program Review **Supplies** Requests

Area	Division	Program	Initiative	Resource Type	Resource Description	Cost Est.	Req in Prev Yrs	Yrs Requested	Priority			
									Prog	VP	Comm	ET
AA	BSS, Vis Arts	BSS, Vis Arts Division	Program Promotional materials and marketing	Supplies	Preparing promotional materials (brochures, announcements, advertisements, etc.)	10,000	Yes	2014, and 2015	1	1		
AA	Sci	Sciences Division	It is possible to marginally increase the number of chemistry lab sections offered with the current laboratory space, if additional supplies are purchased to accommodate the students enrolled in those sections.	Supplies	More glassware must be purchased for student usage to be able to schedule additional chemistry lab sections.	9,500	No		2	2		
AA	Engl/Math	Tutoring Center	Replace four broken white boards	Supplies	Tutoring Services students will have a better environment.	750			4	3		
AA	Sci	Sciences Division	Increase the enrollment caps in Geography and Geology laboratory classes and increase enrollment caps in online offerings.	Supplies	Additional maps, rock samples and other miscellaneous supplies are needed in the Geosciences to accomodate the increased enrollment.		No		3	4		
AA	Engl/Math	Library	Electronic Access to Leisure Reading Materials	Supplies	Overdrive Ebooks would allow Dist Ed students access to popular reading material, and satisfy on-campus users' demands for more popular reading material, which encourages reading.	10,000	Yes	LIBR-1503	5	5		
AA	Sci	Geography/GIS	Improve upon and continue to offer regional field trips that allow students to explore the regional characteristics of the southwestern United States.	Supplies	An annual line in the department budget. These funds are used for lodging, food, and travel expenses.	3,500	Yes	2014 2015	6	6		
AA	HED, Perf Art	Health/Kin, Perf Arts Division	Marketing and Outreach for Division	Supplies	Materials for marketing and outreach of the division	40,000	No		1	7		
AA	BSS, Vis Arts	Sociology	Experiential Learning Opportunities with Field Trips	Supplies	\$ for buses and entrance fees	5,000	Yes	2014, 2015	1	8		
AA	WED	Criminal Justice	Develop a student criminal justice club for the purpose of generating a cohort of student learners involved in both the college and community.	Supplies	Faculty advisor and supplies. Goal 1: Continuously improve educational programs and services to meet student, community, and workforce development needs	1,000	No		4			

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AA	WED	Emergency Medical Technician/Paramedic	Increase the number of non-traditional pathway students enrolled to be more closely aligned with the demographic representation of the college. Marketing of the program to non-traditional pathway students will increase the number of students in the programs and balance the ethnic/gender representation of the class to better reflect the campus community.	Supplies	Outreach materials showcasing non-traditional pathway students functioning in an EMS career; 2x pop-up display posters & 4x light pole banners	500	No		4			
AA	Engl/Math	English/IDS	Design and distribute marketing materials for the English major and literature/creative writing courses	Supplies	Create a brochure for the AA-T in English. Design and print posters for each elective class in such a way that they can be customized each semester.	750	Yes	FY 15	4			
AA	HED, Perf Art	Health Education/Holistic Studies	Purchase instructional material representative to topics covered.	Supplies	Purchase instructional material representative to topics covered.	5,000	Yes	2013-2014 2014-2015	4			
AA	Engl/Math	Library	Media Collection (Hard copy and streaming)	Supplies	Obtain permission to purchase videos using existing library funding streams and augment library budget with funds for both hard copy and streaming media collections based on faculty input and student demand.	20,000	No		4			

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AA	Sci	Sciences Division	This division will continue to cautiously increase the number of sections offered to increase enrollment. We do increase enrollment caps on sections to improve productivity, when possible.	Supplies	One area we have consistently demonstrated ability to grow is in our laboratory classes. We consistently cannot offer enough biology and chemistry lab classes, but to increase the number of sections offered we need additional laboratory space.		No		4			
AA	Engl/Math	Tutoring Center	Replace four broken white boards	Supplies	Tutoring Services students will have a better environment.	750			4			
AA	Engl/Math	Library	Electronic Access to Leisure Reading Materials	Supplies	Overdrive Ebooks would allow Dist Ed students access to popular reading material, and satisfy on-campus users' demands for more popular reading material, which encourages reading.	10,000	Yes	LIBR-1503	5			
AA	Sci	Geography/GIS	Improve upon and continue to offer regional field trips that allow students to explore the regional characteristics of the southwestern United States.	Supplies	An annual line in the department budget. These funds are used for lodging, food, and travel expenses.	3,500	Yes	2014 2015	6			
AA	BSS, Vis Arts	Political Science	Funding for replacement of office technology (printers, ink, etc).	Supplies	Additional funding is needed to replace inefficient/old/broken office equipment such as printers, ink cartridges, computers, etc.	2,000	No					
AA	WED	Emergency Medical Technician/Paramedic	Convert lecture time into lab to increase lab hours to allow for more hands-on training.	Supplies	Additional Instructional Lab technician hours and training supplies	5,000	No		3			
AA	Sci	Environmental Science and Resource Management	Departmental Budget, like many of the sciences, ESRM utilizes hands-on lab activities to enrich student learning.	Supplies	Laboratory equipment that is specifically tailored to perform experiments that students can learn from and then apply to everyday life situations or on-the-job skills/situations.	2,500	Yes	2015	2			
AA	BSS, Vis Arts	Political Science	Funding for replacement of office technology (printers, ink, etc).	Supplies	Additional funding is needed to replace inefficient/old/broken office equipment such as printers, ink cartridges, computers, etc.	2,000	No					

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AA	Engl/Math	Learning Resource Center	Repair laminate tops on computer tables. This is a comfort and safety issue for students. Laminate has peeled off the working surface of our computer tables. This creates sharp edges. We have taped over the edges to prevent more peeling. This action has created sticky, uncomfortable work surfaces for students.	Supplies	Repair technician or company to remove or sand down old surface and add new laminate or protective coating.		Yes	2014-15, 2015-16	1			
AA	HED, Perf Art	Theater Arts	Advertisement budget	Supplies	Funding for PR Advertisement Paper, radio, TV, Magazines	10,000	No		2			
AA	BSS, Vis Arts	Psychology	Increase marketing of psychology classes and create a psychology brochure.	Supplies	Brochures printed and distributed in various locations and on-line advertising by the college	2,000	Yes	2015-2016 2014-2015	3			
AA	HED, Perf Art	Health Education/Holistic Studies	Purchase instructional material representative to topics covered.	Supplies	Purchase instructional material representative to topics covered.	5,000	Yes	2013-2014 2014-2015 This initiative has not been funded in the past two years	4			
AA	WED	Business	Marketing of Programs to increase awareness of options for job-ready training as well as transfer degree, requirements, and stackable certificates	Supplies	Professionally printed program posters and degree checklists Pamphlet rack for MCE 3rd floor	1,000	Yes	2015	1			
AA	WED	Criminal Justice	Develop a student criminal justice club for the purpose of generating a cohort of student learners involved in both the college and community.	Supplies	Faculty advisor and supplies. Goal 1: Continuously improve educational programs and services to meet student, community, and workforce development needs	1,000	No		4			

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AA	Engl/Math	English/IDS	Design and distribute marketing materials for the English major and literature/creative writing courses	Supplies	Create a brochure for the AA-T in English. Design and print posters for each elective class in such a way that they can be customized each semester.	750	Yes	FY 15	4			
AA	HED, Perf Art	Health Education/Holistic Studies	Marketing budget for Health	Supplies	Utilization of a marketing budget would allow our department to create marketing supplies to increase the information available to students about our program.	10,000	No		2			
AA	BSS, Vis Arts	International Studies	Since we have not issued any degrees yet, it is not possible to comment on this. In addition, preparing promotional materials will help achieve this goal.	Supplies	Preparing promotional materials (brochures, announcements, advertisements, etc.)	1,500	No		3			
AA	Engl/Math	Library	Media Collection (Hard copy and streaming)	Supplies	Obtain permission to purchase videos using existing library funding streams and augment library budget with funds for both hard copy and streaming media collections based on faculty input and student demand.	20,000	No		4			
AA	Sci	Sciences Division	This division will continue to cautiously increase the number of sections offered to increase enrollment. We do increase enrollment caps on sections to improve productivity, when possible.	Supplies	One area we have consistently demonstrated ability to grow is in our laboratory classes. We consistently cannot offer enough biology and chemistry lab classes, but to increase the number of sections offered we need additional laboratory space.		No		4			

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AA	WED	WED II Division	Well planned, coordinated outreach efforts: targeted, consistent, multi-media, bi-lingual; "non-traditional jobs" focus; education for parents, counselors, community and VC community regarding AS; informational campaign regarding "Skills gap" and need for high tech, high skilled worker	Supplies	Marketing materials; effective outreach plan; events that engage potential students; CD's/video that highlight Applied Sciences; CD/video that informs regarding Skills Gap; well-developed website	10,000	Yes		1			
SA	Stdnt Srv	Transfer Center	Need marketing materials, flyers, brochures	Supplies	Marketing material	5,000	No		3	1		
SA	Stdnt Srv	Transfer Center	Provide more workshops on how to transfer, admissions application counseling services by appointment during evening and classroom presentations	Supplies	Need "How To Transfer to a University" brochure and other marketing materials that are current.	5,000	No		4	1		
SA	Stdnt Srv	Student Connect	To improve the results from SUO1, the Student Connect Center will work with the VCCCD marketing team to create new materials and handouts that have effective directions on how to apply for admissions and go through the MyVCCCD process.	Supplies	Consistent material used across campus with the same instructions. These instructions need to be clearly written in both English and Spanish to explain the admissions process and steps to 3SP.		No		3	2		
SA	Stdnt Srv	EOPS	EOPS will develop a male recruitment/retention program. This initiative is designed to address the ever increasing problem of declining college enrollment of minority males. It will provide motivational activities and workshops with a range of topics such as respect for oneself and others, pride in themselves, building self confidence and esteem, time management, financial literacy, college success, financial aid, study skills, family and culture, etc. Provided services would be grants, bus passes, and school supplies.	Supplies	Workshops and retreat costs. Grants, bus passes, book vouchers and school supplies.	10,000	Yes	2015	2	3		

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SA	Stdnt Srv	Assessment & Matriculation	Create and distribute Prep2Assess Swag to motivate students about assessment, as well as increase visibility of Assessment services campus/community-wide	Supplies	Erases, Pencils, Posters, Stickers with Prep2Assess/Ventura College Logo and Assessment Contact information printed on it	1,000	Yes		2	4		
SA	Stdnt Srv	FYE	Conduct equitable outreach to all high schools with equal representation at each school, to present the same opportunities to each student. Conduct outreach beyond high schools. Recruit new students from community and other sources. Reach out to students of color, and increase their enrollment in college.	Supplies	Marketing material that is produced by FYE to encourage all students to benefit from the program. Student worker/s trained and sent on outreach when only 2 counselors not available due to volume of students serviced.	2,000	Yes	15-16	3	5		
SA	Stdnt Srv	Testing-Center	Implement an Outreach Program	Supplies	Student worker can assist with the implementation of the program and dedicate time to making flyers, updating website and other promotions.	—6,912	No		2			