



INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on October 15, 2010 (FALL) and February 11, 2011 (SPRING)

The Definition of Instructional Equipment can be found in the California Community College's Budget and Accounting Manual. A copy of these definitions is on the PBC webpage at: http://grapevine.laspositascollege.edu/pbc/InstructionalEquipment.php

Name of Requestor: Pj Johnson Ext: 1291

Division/Unit : PEAHW

Brief title of request (equipment or materials being requested must be similar, related or part of a system): Deluxe scrimmage vests

Request amount (unit cost and total cost, including tax and shipping; please include all costs, such as installation, modification to existing facilities to accommodate new equipment, etc...; this information should come from the vendor quote):

Table with 2 columns: Item (s) cost, Amount. Rows include Tax (.0975), Shipping, Installation, Facilities Modification, Other, and Total Cost (\$588.42).

Attach copy of quote(s), estimate(s) and requisition(s). (Must attach quote & requisition; absence of either will delay processing)

Please provide a brief description of the specific equipment or materials requested, including the # of pieces being requested, and what they will be used for (e.g., 10 crayola crayons, sky blue, etc...) in 250 words or less:

80 deluxe scrimmage vests made up of six different colors for the physical education classes and athletic teams

Is this in your Program Review? Yes [checked] No [ ]

Please describe how this request is incorporated into your Program Review:

This was placed in Program Review as part of our Maintenance request. The curricular offerings within the department are heavily reliant on the use of equipment. This includes a wide variety of exercise equipment as well as large numbers of game balls, nets, jerseys and other assorted sports equipment necessary to properly instruct classes. Proper techniques as defined in course outlines cannot be taught without the requisite equipment. Many local club teams, swim teams, soccer teams, gymnastic clubs and basketball leagues utilize our facilities and pay for use of certain equipment such as scrimmage vests. We need to continue to keep up our equipment.

Is it a replacement? Yes [checked] Upgrade? Yes [checked] New technology? Yes [ ]

Please explain?

Vests will be a different brand and style for more durability during class usage throughout the coming years.

Below is the evaluation criteria; please see corresponding Instructional Equipment Rubric at:  
[http://grapevine.laspositascollege.edu/pbc/documents/PBCInstructionalEquipmentRubric\\_2010-11.pdf](http://grapevine.laspositascollege.edu/pbc/documents/PBCInstructionalEquipmentRubric_2010-11.pdf)

**Teaching & Learning/Impact on Enrollment (Total = 10 points for A & B)**

A. How will this item have a positive impact on instruction and/or teaching and learning in the classroom?  
Is this for use by the Instructor or students, or both?

The vest will allow the students to differentiate members of one team from their opponents during class scrimmages. While allowing the instructor to know who's on defense and who's not. They are ideal for teaching and instruction as well as for practices or scrimmages.

**B. How will the equipment impact enrollment, attract, or increase the number of students participating in a course or program?**

Having a variety of colors in scrimmage vests will give a greater number students an opportunity for more class participation instead of lag time that can be created with sharing a certain color vest between one or more groups. Also will allow for more flexibility in dividing the various skill levels during activity and intercollegiate courses making it easier for the instructor to identify.

**Outcomes (Total = 10 points)**

**How does this equipment enable or enhance SLOs? What are the consequences related to learning outcomes if request is not funded?**

SLOs are reinforced allowing for greater student participation by giving the students an opportunity to participate more instead of using time to change and swap a certain color vest between one or more teams. Having different colors and larger quantity should prevent the down time created from swapping vests during class.

Jersey are used in Basketball, soccer, flag football, and Futsal classes they will help to make the learning outcomes in each of these classes achievable and allow instruction for each one of these classes to be smoother as teams will be recognizable and the instructor can split the class into several different learning communities.

**Total Cost of Ownership (Total = 5 points)**

*(This section attempts to identify what the ongoing costs of purchasing this equipment will be to the institution)*

- a) What is the lifespan of the equipment? 5 years? 10 years? 20 years?
- b) Is there sufficient current/planned space available for the storage and use of this equipment? If so, where will it be housed? If not, is there a proposed location and are there any costs associated with installation or modifications to the space?
- c) Are there operating costs and how will they be covered by the department?
- d) What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform maintenance, and what will the estimated costs be?

- a) 5 plus
- b) storage will be in the equipment room
- c) no operating cost
- d) equipment will be maintained by the two Physical Education/Athletic Assistants

**Health and Safety (Total = 2 points)**

**Explain if this equipment responds to a security or health and safety need for faculty and students:**

Student will be able to keep on the same vest during the class time so there is no need to swap sweat soaked vest. Vest will be washed after each class for safety reasons.

**Visibility/Profile within Community (Total = 1 point)**

**Is this a “flagship” item that will bring recognition/notoriety to the College or raise the stature of the program? Will it attract students and/or enhance the image of the College in the community because of its rare, one-of-a-kind status?**

This is a standard practice knowing who is on each team and make them visible to one another and anyone watching game, class or event is standard and will enhance the image that learning is important.

**Commitment to Sustainability (Total = 1 point)**

If the equipment exceeds basic sustainability goals or provides renewable resources to the College, provide specific details:

Breathable and ply able materials are used to create this product.

**Access (Total = 1 point)**

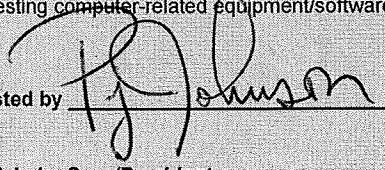
Provide evidence that the requested equipment is consistent with universal design\* and will ensure access above and beyond standard capability.

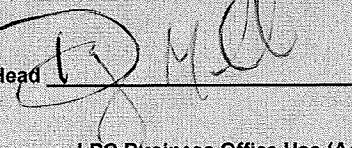
stand design for jersey and colors.

*\*Universal design is an approach that addresses and redresses the primary barrier to making expert learners of all students. Some examples include: light switches with large flat panels rather than small toggle switches; buttons and other controls that can be distinguished by touch; bright and appropriate lighting, particularly task lighting; auditory output redundant with information on visual displays; visual output redundant with information in auditory output; contrast controls on visual output; use of meaningful icons with text labels; clear lines of sight to reduce dependence on sound; volume controls on auditory output; speed controls on auditory output; choice of language on speech output. Items incorporating the principles of universal design feature: equitable use; flexibility in use; simple and intuitive; perceptible information; tolerance for error; low physical effort; and size and space for approach and use. (Wikipedia)*

**Signatures (required)**

(If requesting computer-related equipment/software, LPC IT Department Review is **required**.)

Requested by 

Dean/  
Unit Head 

IT Department Signature  
Vice President 

LPC VP Admin. Svcs/President \_\_\_\_\_

LPC-Business Office Use (Account Number) \_\_\_\_\_

**From:** <custserv@sportsendeavors.com>  
**To:** "PJ Johnson" <pjohnson@laspositascollege.edu>  
**Date:** 1/13/2011 3:05 PM  
**Subject:** Email ID: E2E3D2F4D8C49 Re: Price quote

*IER done*

*SCRIMMAGE VESTS*

Good Afternoon,

Thanks for your email.

I used your Goal Club number 4168688 for the quote on this order. The training vests are \$4.67 each. So the merchandise total would be \$560.40. These items are coming from the vendor, so it will take 7-10 business days for standard shipping. The shipping charge would be \$28.02.

You can also upgrade the shipping to the 3-5 business days for \$37.55, or the 2-4 business days for \$50.44. I hope this was a help to you.

We sincerely appreciate your business and don't hesitate to let us know if we can be of further assistance.

Sincerely,  
Aleasha C  
Soccer.com Customer Service  
www.soccer.com  
800.950.1994

----- Original Message Text Below -----

**From:** PJ Johnson <pjohnson@laspositascollege.edu>  
**Sent:** 2011/01/13 17:56:49  
**To:** custserv@sportsendeavors.com  
**Subject:** Price quote

Hello there!

I would like to receive a quote on some Kwik Goal Scrimmage vests item number 19A11 from your online catalogue in the following colors. Our school district customer number is 4168688. Our customer number for the Las Positas College is 9250218.

**COLORS:**  
Yellow qty 20  
Lime qty 20  
Royal qty 10  
Light Blue 10  
Pink 10  
Orange 10

Total of 80 vests

All adult sizes

Thank you for your time!

PJ Johnson  
Las Positas College  
Physical Education/Athletic Assistant  
925-424-1291