



FOOTHILL COLLEGE
Basic Skills +
Student Equity

**Basic Skills and/or Student Equity
Funding Request Summary**

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|------------------------|-------------------|-----------------------|-----------------------------------|
| Date Submitted: | 10/15/15 | Funding Year: | 2014-2015 |
| Division: | Adaptive Learning | Division Dean: | Denise Swett. VP Student Services |

Requested Amount: \$15,000

Are funds are being requested from Basic Skills _____ or Student Equity XXX
If both, indicate the percentage of funding from each source.

Note: Responses for the complete application should be limited to about 2 pages.

- 1) Please provide a summary of the request and details on how this request will directly serve the college's basic skills and/or equity goals.

The Disability Resource Center (DRC) and Veterans Resource Center (VRC) are designed to help students with disabilities and Veterans. In the 2014-2015 year we work with about 1386 students in these underserved population areas. As the number of student requests for DRC services increase we strive to provide more accessibility to these underserved populations.

In order to improve services and student equity we are requesting the following:

- 40 SmartPens with Pouches - \$5,400
 - The Computer Access Center (CAC) lab is housed within the DRC and currently provides quarterly equipment lending opportunities for students with disabilities and Veterans. The demand for this assistive device exceeds our current supply of 60 in circulation. We would like to continue to offer ALL qualified students the opportunity to use this device.
- 4 Software copies (PC version) Dragon Dictation - \$850
 - The CAC lab in collaboration with the Testing Centers (FH Main Campus & Middlefield) offer students with disabilities and Veterans the accommodation to speech to text through Dragon Dictation software. Each computer will need their own license so by providing this software each site will have one copy with CAC lab obtaining two licenses.
- 20 Noise Reduction Headsets with Mic - \$1000

- The CAC lab has access to over 50 computers and laptops. The purchase of these items will help students use speech to text with the built –in microphone feature and the head sets with noise reduction to allow students to complete their coursework with minimum distractions.
- 35 @ \$150 each Veterans Book Voucher \$5,250
 - The VRC would like to offer book vouchers to all Veterans to help pay for books and supplies. This additional financial opportunity through book vouchers will allow Veterans with adequate resources to purchase their school supplies and books needed for their coursework.
- ScanSnap Devices 5 @ \$500, \$2,500
 - The DRC/CAC lab in collaboration with The Learning Center (TLC), two Testing Centers (Foothill main campus & Middelfield) sites, and VRC would like a scanning device for their respective areas. The purchase of these devices will allow students with disabilities and Veterans in collaboration with the TLC and Testing Centers to scan documents into easy accessible formats to help students with their accommodations, coursework, receive Veteran benefits, and accommodated testing.

2) Please provide a timeline for implementation and a schedule of planned activities.

All activities will be implemented in Fall 2015 quarter.

3) Please describe plans for sustaining the request (if possible) without basic skills or equity funding.

- The smartpens and headsets will be continuously reused each quarter through our equipment loan system. Students will be held responsible for lost, unreturned, broken, or stolen items.
- The book vouchers will be depleted each quarter and continuous support of the book vouchers will be provided through community relationships (Los Altos Rotary Club & American Legion) and other Foothill programs.
- The Dragon software will be used until further upgrades can be funded.
- ScanSnap devices will be used throughout the quarters and the software will be upgraded automatically by the ETS team.

4) Indicate the metric(s) that should be used to measure success of the activity, e.g. next term or course persistence, course success, degrees completed, faculty learning outcomes, etc.

- The smartpens will be included into the quarterly equipment loan process and student usage in the equipment loan program will provide a metric of success. All smartpens are loaned out each quarter and continuous demand for this device is increasing.
- The headsets, dragon software, and ScanSnap devices are needed to support accommodations of students with disabilities and Veterans, but there is no clear impact of these purchases.
- The book vouchers will be measured in student requests through the completion of online request form and using the funds for their books.

5) Number directly impacted: 350 per quarter students or _____ faculty / staff members.