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| **Discipline: Networking** | **Date 1/10/2015** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review.)** | **Add Date   (00/00/0000)** |

**DEFINITION**

Program Review and Planning is the means by which faculty, staff, and/or administrators complete a self-evaluation of an academic discipline, program, or service.  The self-evaluation includes an analysis of both quantitative and qualitative data on how the academic discipline, program, or service is supporting the mission and strategic planning of Palomar College in meeting the educational and career interests of students.  Through the review of and reflection on key program elements, such as program data and student learning outcomes, Program Review and Planning defines the curriculum changes, staffing levels, activities, and/or strategies necessary to continue to improve the academic discipline, program, or service in support of student success.  The Program Review and Planning process also ensures short-term and long-term planning and identification of the resources necessary to implement identified goals and priorities.  (ACCJC Standard I.B3; AB-1725, 10+1)

**Purpose of Program Review and Planning:**

Program Review and Planning for Years 2 and 3 provides a “check-in” on the Year 1 Comprehensive PRP. The PRP documents the vision and planning for a program or discipline. It also provides information for the development of the College’s Strategic Plan goals and annual objectives, documents overarching themes/issues occurring across academic programs and instruction, identifies the needs for resource allocations, and identifies department needs for developing the annual Staffing Plan update.

[**Palomar College Mission**](http://www.palomar.edu/about/goals.aspx)

Our mission is to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. As a comprehensive community college, we support and encourage students who are pursuing transfer-readiness, general education, basic skills, career and technical training, aesthetic and cultural enrichment, and lifelong education. We are committed to helping our students achieve the learning outcomes necessary to contribute as individuals and global citizens living responsibly, effectively, and creatively in an interdependent and ever-changing world.

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| **List everyone who participated in completing this Program Review and Planning Document.**  **N. Rand Green, Aaron Hudson, Enrique Lastrilla, Steve Holt, Mike Bartulis** |

**STEP I. Evaluation of Program & SLOAC Data.** In this section, examine and analyze updated program data, the results of SLOACs, and other factors that could influence your program/discipline’s plans for the current year. Consider trends and any changes in the data as they relate to this year’s analysis.

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| 1. **Analysis of Program Data. Review and comment on any significant changes or noted concerns since last year’s PRP.**   **(For enrollment, WSCH, & FTEF data, use Fall term data only).**   * + Enrollment, Enrollment Load, WSCH, and FTEF (<http://www.palomar.edu/irp/PRP_WSCH_FTEF_Load.xlsx>) **(Use Fall term data only).**   + Course Success and Retention rates (<http://www.palomar.edu/irp/PRP_Success_Retention.xlsx>**). Note, this file is very large and there will be a delay both when you open the file and again when you initiate the first search.**   + Degrees and Certificates (<http://www.palomar.edu/irp/PRP_Degrees_Certs.xlsx>).   The CSNT Discipline continues to grow each year.13-14 was the first year that there was a decline. This is likely due to the smaller 30 unit degree programs as required by the State. Enrollment and WSCH have increased each year with the exception of last year, showing a slight decrease. Last year, there was a decrease in Census Load. This is primarily due to the fact that we had to offer capstone classes with very little enrollment in order to allow students to graduate. While student retention is high in this discipline ( 93.7%), we still struggle to fill capstone courses. In order to see the majority of students progress to the capstone courses, they must have lab time to work on the unique equipment we offer. In order to offer this lab time, we need to replace the classified ISA positions that we have lost. This lack of instructional support staffing in the discipline and department directly impacts student retention and success. Students may only access the resources (hardware and software needed to succeed in this discipline) they require in our CSIT labs. The resources needed are not available in other open computer labs on campus.  The number for degrees and certificates awarded remain strong at 28 awarded last year. More research and marketing is needed to increase the number of degrees and certificates awarded. However, students continually state that they need more dedicated lab time and tutoring. Since we have lost the staffing resources of our Instructional Support Assistants, the students do not have these resources available to them to succeed. |

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| 1. **SLOACs. Using the comprehensive SLOAC reports and faculty discussions as a guide, summarize your planned SLOAC activities for courses and programs for the current academic year. Link to SLOAC resources:** <http://www2.palomar.edu/pages/sloresources/programreview/>   During the 2014-2015 academic year, the CSNT program will assess the following discipline courses: 110, 111, 122, 124, 140, 141, 260 and 261. In addition to assessing course SLOs, we will also continue to assess program student learning outcomes. We will also continue to reach out to industry partners to edit current SLOs, ensuring that the outcomes match with industry needs. |

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| 1. **Other Relevant Data and Information.** 2. **Review other data and/or information that you included in last year’s assessment of your program (see Step II.C). (Examples of other data and factors include, but are not limited to: external accreditation requirements, State and Federal legislation, four-year institution directions, technology, equipment, budget, professional development opportunities). Describe other data and/or information that you have considered as part of the assessment of your program. If there is additional information you are using to assess your program this year, also describe that information here.**   We have tracked students receiving industry certification by the Testout! Corporation. Over 95% of students who complete our fundamentals courses and desire to be certified are sucessfully earning industry certification in the areas of Networking and Hardware and OS fundamentals. That is an outstanding success rate for very difficult exams. Students are walking away with a certification at the end of class for their portfolios.   1. **Given this updated information, how are your current and future students impacted by your program and planning activities? Note: Analysis of data is based on both quantitative (e.g., numbers, rates, estimates, results from classroom surveys) and qualitative (e.g., advisory group minutes, observations, changes in legislation, focus groups, expert opinion) information.**   Certifications equal employment. We are awarding outstanding industry certification and seeing the results. We have many students share that they are getting employed before they are even finishing programs. |

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| 1. **Labor Market Data. For Career/Technical disciplines only, review and comment on any significant changes or concerns since last year’s PRP. (See Step II.D). This data is be found on the CA Employment Development website at** [**http://www.labormarketinfo.edd.ca.gov/**](http://www.labormarketinfo.edd.ca.gov/)**. Go here and search on Labor Market Information for Educators and Trainers (http://www.labormarketinfo.edd.ca.gov/Content.asp?pageid=112). Click on summary data profile on right side of page to search by occupation. (Check other reliable industry or government sources on Labor Market Data websites that support findings and are relevant to Region Ten – San Diego/Imperial Counties. Include job projections and trends that may influence major curriculum revisions.)**   Growth in the industry could possibly fuel large growth in enrollment in the Networking Discipline. We must start targeted marketing to increase enrollment. We need to expand our program in areas that are related to popular and in demand areas of Computer Networking, such as Network and Information Security, Virtualization, Cloud Computing, and VOIP. In order to expand in this area that industry is asking for, we need an additional faculty member in the CSNT discipline who is an expert in these areas.  According to the September 2014 STEM Newsletter published by the Palomar STEM Center, Computing Jobs are projected to be 71% of the STEM growth in jobs through 2018. Networking and Computer Support make up 28%!  Projected Growth in Applicable Industry Sectors for the San Diego Region  Information Security Analysts 40.2%  Telecommunications Line Installers and Repairers 22.2%  Network Systems Administrators 17%  Network Architects 23.6%  Network Support Specialists 10.4%  Computer User Support Specialists 25.2%  Information Systems Managers 22.2% |

**STEP II. Progress on Previous Year’s Goals and Plans** (See ”Step III - Updated Goals and Plans” in your completed 2013-14 PRP at <http://www.palomar.edu/irp/PRPCollection.htm>).

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| **Discuss/Summarize progress on last year’s goals. Include**   1. **the impact on resources allocated and utilized;** 2. **any new developments or concerns that are affecting the program;** 3. **any new goals for the program; and** 4. **other information you would like to share.**   The Cisco Academy received an equipment refresh and additions. Students are now able to complete all labs and do so more efficiently and there is more equipment available for use. This has increased the certification passing rates for students attempting the CCNA certification exams. All students reporting that they attempted the CCNA exam, passed the exam.  Other resources allocated in 2014 are currently in the process of being purchased and implemented. More time is needed to accurately analyze the impact on students for these resources. However, many of the resources allocated were for continual maintanance of the programs. For example, the money allocated for the cable and cable ends is being used on an on-going basis to replace equipment used by students during lab work.  The Academy Membership for Cisco is ongoing and required to deliver the curriculum.  The VMware workstation licenses is in process of being purchased and installed. This will allow students to emulate a better Computer Network environment for lab work and will allow students to complete all labs in the curriculum.  Funding was requested for travel and training. It was not granted. The CSNT discipline has many areas which change rapidly. Most courses require re-certification every 3 years to be qualified to instruct in the field.  - The CSNT discipline requested an additional faculty member in this area. It was not granted. Specifically, in the areas of Network Virtualization, Wireless Technologies, Cloud Computing, Voice and Data Cabling, Home Automation, and Security. These fields are in VERY HIGH demand by industry. The CSNT program desires but has not been able to create new programs in these areas of expertise. Reviewing the LMI data, Network and Information Security employment is expected to grow at an astonishing 40.2%! Currently, we do not have programs in these areas. The CSNT discipline needs a faculty member who specializes in security, virtualization, and cloud computing. CSNT as a whole is a very large field of expertise. Currently, one full-time faculty member is not enough to keep current in this large and expanding field! The ratio for full-time to part-time instructors in this discipline does not meet state guidelines. Although faculty have been requested, we have not been able to hire additional faculty. We will request an additional faculty member for this area this year and EVERY year until one is granted. We will show data to support the need of a minimum of 1 additional faculty member. |

**STEP III. Resources Requested for FY 2014-15:** Now that you have completed Steps I and II, Step III requires you to identify all additional resources you will need to achieve goals, plans and strategies for Step II. First, identify all resource needs in each budget category. You may have up to five (5) requests per budget category. Provide a meaningful rationale for each request and how it links to your Goals, Plans, and Strategies. Resource requests to simply replace budget cuts from previous years will not be considered. Negotiated items should not be included in any resources requested. PLEASE NOTE THAT ALL FUNDING ALLOCATED BY IPC IS ONE-TIME AND MUST BE SPENT WITHIN THE DEFINED TIMELINE. Requests that support more than one discipline should be included on the “Academic Department Resource Requests” PRP form only. [*Click here for examples of each budget category.*](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

Prioritize within each category and then prioritize across categories in Step IV.

\*Refer to Strategic Plan 2016 Objectives at http://www.palomar.edu/strategicplanning/StrategicPlan2016-Year2.pdf

**Budget category a. Equipment (acct 600010 and per unit cost is >$500). Enter requests on lines below. Click here for examples of equipment:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **a1.** |  |  |  |  |  |  |
| **a2.** |  |  |  |  |  |  |
| **a3.** |  |  |  |  |  |  |
| **a4.** |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |

**Budget category b. Technology (acct 600010, examples: computers, data projectors, document readers). Enter requests on lines below. Click here for examples of technology:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
| --- | --- | --- | --- | --- | --- | --- |
| **b1.** | **General Classroom Equipment Needs**  **PC 3 labs@33 computers for each lab, 99 Computer Total** | **600010** | **1-4** | **4.2** | **Out of warranty / technology refresh per current levels, computers are not serving the virtual lab environment as needed. Replacement (phase-out) 3 labs per year, specifcally MD 215, 219, and 220. High end computers are needed in these three labs to ensure that we can run multiple version of past and present operating client and server operating systems.**  **In order to remain a premeire training center for North San Diego as stated in our discipline goal, we must have updated equipment.** | **$158,400** |
| **b2.** | **Linux Degree Equipment Needs** | **600010** | **1-4** | **4.2** | **Tools used to efficiently and properly teach the Linux Networking Curricula. Because we did not have this equipment to keep up with the changes in Linux, the Linux Advanced courses had to be cancelled this past year.Overo Wireless pack (embedded Linux system)**  **Part #: KIT0032**  **USB Cable (mini-B to standard-A)**  **5V US Power Adapter**  **USB Cable (mini-B to mini-A)**  **Overo™ Fire COM**  **Palo35**  **LG 3.5 inch LCD touch screen**  **In order to continue to be a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment.** | **$4,250** |
| **b3.** | **Wiring Infrastructure for rooms MD215 and 220** | **600010** | **1-4** | **4.2** | **Cannot run all labs in Microsoft, Cisco, and Linux due to the conflicts on the Palomar Network. New wiring needs to be dropped to all computers in two rooms to make similar to MD 219. This request includes the wiring drops for 70 stations, Additional NICs and two additional servers for serving up the lab curriculum. Also to include two, 48 ports switchs so that the computers in the lab can commnicate with each other. This will allow an autonomous system to complete the Networking labs in all ares of the discipline without having conflicts with the Palomar Networking Infrastructure. Currently labs are being skipped because students are not able to segregate themselves from the Palomar network**  **In order to become a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment.We need to be able to run ALL labs in the curriculum required by vendors such as Cisco, Microsoft, and Linux.** | **$40,000** |
| **b4.** | **Faculty Laptop** | **600010** | **1-4** | **3.3** | **The CSNT full-time instructor is in need of a replacement laptop to work more efficiently. This instructor is contantly visiting with industry partners, 4 year colleges, and training centers. An updated laptop is a necessity.**  **To continue to meet with industry partners, give presentations, attend training sessions and conferences to stay on top of the educational needs of the students progressing to industry, this resource is needed.** | **$2,000** |
| **b5.** |  |  |  |  |  |  |

**Budget category c. Supplies (acct 400010 and per unit cost is <$500). Enter requests on lines below. Click here for examples of supplies:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **c1.** | **Supplies** | **40010** | **1-4** | **4.2** | **Various supplies needed for wiring labs, such as termination ends, tools, Network Interae Cards. Computer parts for instructional purposes. To include computer hardware used for instructional labs and demos such as computer cases, processors, fans, harddrives, cables, video cards, mouse, and keyboards**  **In order to become a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment. We need to be able to run ALL labs in the curriculum required by vendors such as Cisco, Microsoft, and Linux.** | **$5,000** |
| **c2.** |  |  |  |  |  |  |
| **c3.** |  |  |  |  |  |  |
| **c4.** |  |  |  |  |  |  |
| **c5.** |  |  |  |  |  |  |

**Budget category d. Operating Expenses (acct 500010; examples: printing, maintenance agreements, software license) Enter requests on lines below. Click here for examples of operating expense:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already partially funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
| --- | --- | --- | --- | --- | --- | --- |
| **d1.** | **Cisco Academy Fee** | **500010** | **1-4** | **4.2** | **Must stay current each year with the Cisco Academy Fee in order to deliver content and be associated with the Cisco Academy.** | **$500** |
| **d2.** |  |  |  |  |  |  |
| **d3.** |  |  |  |  |  |  |
| **d4.** |  |  |  |  |  |  |
| **d5.** |  |  |  |  |  |  |

**Budget category e. Travel Expenses for Faculty (acct 500010: faculty travel only)**

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits if applicable)** |
| --- | --- | --- | --- | --- | --- | --- |
| **e1.** | **Travel to Conferences including CompTia, Cisco, and Testout** | **500010** | **1-4** | **3.3** | **Important training for one full-time faculty member to attend the Testout! annual, week-long training sessions in Utah. Cisco Academy update conference and training, as well as the CompTia partner conference.**  **To continue to meet with industry partners, give presentations, attend training sessions and conferences to stay on top of the educational needs of the students progressing to industry, this resource is needed.** | **$2,000** |
| **e2.** |  |  |  |  |  |  |
| **e3.** |  |  |  |  |  |  |
| **e4.** |  |  |  |  |  |  |
| **e5.** |  |  |  |  |  |  |

**Budget category f. Short-term hourly (temporary and student worker). Enter requests on lines below.**

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits if applicable)** |
| --- | --- | --- | --- | --- | --- | --- |
| **f1.** | **Student Workers** | **230010** | **1-4** | **3.1** | **We need student workers to maintain and secure the labs. 60 hours per week for this discipline alone.**  **In order to continue to be a premeire training center for North San Diego as stated in our dscipline goal, we must increase staffing.** | **$23,040** |
| **f2.** |  |  |  |  |  |  |
| **f3.** |  |  |  |  |  |  |
| **f4.** |  |  |  |  |  |  |
| **f5.** |  |  |  |  |  |  |

**STEP IV. Prioritize Resource Requests.** Now that you have completed Step III, prioritize all of your resource requests as one group; not prioritized within each budget category. This means you could have your #1 priority in technology, your #2 priority in short-term hourly, and your #3 priority in equipment, etc. If you actually have five (5) requests in each of the six (6) budget categories, you would end up with 30 prioritized requests**. IPC will not consider requests that are not prioritized.** Note that all funding allocated by IPC is one-time and must be spent within the defined timeline.

| **Priority Number for all Resource Requests in Step III** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, benefits, etc.)** |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** | **Faculty Laptop** | **600010** | **1-4** | **3.3** | **The CSNT full-time instructor is in need of a replacement laptop to work more efficiently. This instructor is contantly visiting with industry partners, 4 year colleges, and training centers. An updated laptop is a necessity.**  **To continue to meet with industry partners, give presentations, attend training sessions and conferences to stay on top of the educational needs of the students progressing to industry, this resource is needed.** | **$2,000** |
| **2.** | **Wiring Infrastructure for rooms MD215 and 220** | **600010** | **1-4** | **4.2** | **Cannot run all labs in Microsoft, Cisco, and Linux due to the conflicts on the Palomar Network. New wiring needs to be dropped to all computers in two rooms to make similar to MD 219. This request includes the wiring drops for 70 stations, Additional NICs and two additional servers for serving up the lab curriculum. Also to include two, 48 ports switchs so that the computers in the lab can commnicate with each other. This will allow an autonomous system to complete the Networking labs in all ares of the discipline without having conflicts with the Palomar Networking Infrastructure. Currently labs are being skipped because students are not able to segregate themselves from the Palomar network.**  **In order to become a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment. We need to be able to run ALL labs in the curriculum required by vendors such as Cisco, Microsoft, and Linux.** | **$40,000** |
| **3.** | **Travel to Conferences and training including CompTia, Cisco, and Testout** | **500010** | **1-4** | **3.3** | **Important training for one full time faculty member to attend the Testout! annual, week-long training sessions in Utah. Cisco Academy update conference and training, as well as the CompTia partner conference.**  **To continue to meet with industry partners, give presentations, attend training sessions and conferences to stay on top of the educational needs of the students progressing to industry, this resource is needed.** | **$2,000** |
| **4.** | **Supplies** | **40010** | **1-4** | **4.2** | **Various supplies needed for wiring labs, such as termination ends, tools, Network Interface Cards. Computer parts for instructional purposes. To include computer hardware used for instructional labs and demos such as computer cases, processors, fans, harddrives, cables, video cards, mouse, and keyboards**  **In order to become a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment.We need to be able to run ALL labs in the curriculum required by vendors such as Cisco, Microsoft, and Linux.** | **$3,000** |
| **5.** | **General Classroom Equipment Needs**  **PC 3 labs@33 computers for each lab, 99 Computer Tota** | **600010** | **1-4** | **4.2** | **Out of warranty / technology refresh per current levels, computers are not serving the virtual lab environment as needed. Replacement (phase-out) 3 labs per year, specifcally MD 215, 219, and 220. High end computers are needed in these three labs to ensure that we can run multiple version of past and present operating client and server operating systems.**  **In order to remain a premeire training center for North San Diego as stated in our discipline goal, we must have updated equipment.** | **$158,400** |
| **6.** | **Linux Degree Equipment Needs** | **600010** | **1-4** | **4.2** | **Tools used to efficiently and properly teach the Linux Networking Curricula. Because we did not have this equipment to keep up with the changes in Linux, the Linux Advanced courses had to be cancelled this past year.Overo Wireless pack (embedded Linux system)**  **Part #: KIT0032**  **USB Cable (mini-B to standard-A)**  **5V US Power Adapter**  **USB Cable (mini-B to mini-A)**  **Overo™ Fire COM**  **Palo35**  **LG 3.5 inch LCD touch screen**  **In order to continue to be a premeire training center for North San Diego as stated in our dscipline goal, we must have updated equipment.** | **$4,250** |
| **7.** | **Student Workers** | **230010** | **1-4** | **3.1** | **We need student workers to maintain and secure the labs. 60 hours per week for this discipline alone.**  **In order to continue to be a premeire training center for North San Diego as stated in our dscipline goal, we must increased staffing.**  **Note: this is a low priority item IF we are able to finally replace out Instructional Support Assistant. If not, we need additonal student worker hours and the priority is higher. We need student workers to maintain and secure the labs. 60 hours per week for this discipline alone.** | **$23,040** |
| **8.** | **Cisco Academy Membership Fee** | **500010** | **1-4** | **4.2** | **Must stay current each year with the Cisco Academy Fee in order to deliver content and be associated with the Cisco Academy.** | **$500** |
| **9.** |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |
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| **29.** |  |  |  |  |  |  |
| **30.** |  |  |  |  |  |  |

**STEP V. Contract Position Requests.** Prioritize all contract positions you feel are needed to achieve goals, plans and strategies identified in Step II. Include all requests for Classified, CAST, and Administrator positions that either replace a vacancy due to retirements, resignations, lateral transfers, etc., or any new positions. You may request up to ten (10) positions and they must be prioritized to be considered by IPC. Please note that only these position requests will be prioritized by IPC when developing the annual Staffing Plan for Instruction.   (Do not include faculty positions.)

| **Priority Number for Contract Position Requests** | **Position Title/Category**  **Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide a detailed rationale for the each position. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If position is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits)** |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** | **Instructional Support Assistant 3** |  | **1** | **3.1** | **This discipline is highly technical and in need of very skilled employees to plan, implement, maintain, and continually upgrade the lab environment and to assist students with their studies. All of the courses in this discipline have very complex lab environments that are continually changing per class session and differ between class sections. Nowhere else on campus can a student find the reqources needed to complete their studies. The CSNT labs have specific and dedicated software and equipment that are not found in any other lab on campus. In addition, there are no tutors available in these areas anywhere on campus. Hiring this position with greatly increase the student success and retention rates as well as increase the number of certificates and degrees awarded.** | **$82,661** |
| **2.** |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**