



Henry Ford College Technology Investment Fund Project Funding Request

This application form with original signatures must be received by the Chair of the Technology Investment Committee, by the published deadline, usually March 1 for Winter semester, and September 12 for Fall semester. Applications will only be accepted on this form. Applications must include an Executive Summary which will be shared with the Campus Community. **(Attach additional sheets for any section needed.)**

Date of Application:		Project Type: [] New [X] Upgrade/Expansion	
Project Director: Anthony Perry Department/Division: Social Science		How many students will directly benefit from the project? 400 per semester	Total TIF Funds Requested: \$28,076.79
Strategic Planning initiative No. 2059			
Project Name: Lecture Capture Technology Improvements in Social Science Classrooms			
Short Description of the project. Create a lecture capture classroom for the social sciences, specifically thought of for Political Science to allow for recording and disseminating of information to students to improve learning.			
Problem Statement			
Define the problem/idea. <i>(What do you want to do? Why?)</i>		Being able to deliver content that is dynamic and ever changing to students in real time is essential for student learning in the 21st Century. Political Science and the relevancy of using current events creates an environment that is constantly changing and often requires just in time delivery of information to make the lessons relevant to students. Furthermore, the modern students schedule often prevents them from attending class as regularly as faculty would like –thus we are constantly trying to keep the entire class together on learning –especially project-based learning. Even when students only miss one or two class periods, they can fall behind hindering learning substantially. When students miss because of illness, work, or family obligation they not easily able to catch up, even when desire is present. By using lecture capture technology and advanced note taking through electronic white board or star board technology faculty can push this information to the LMS for students who were not present or for re-enforcing learning for those who may have missed a particular lesson. This will help with student success and retention.	
Evidence for Project Validity <i>(What is the current situation?)</i>			
What resources do you have/use now?		Computer with overhead and chalk board.	
Why can't you use your existing resources to do this project?		It does not allow for recording lectures that are live. It does not allow for recording class group work. It does not allow for pushing real-time lectures out to students.	

<p>What evidence do you have that this project will be successful? <i>(Cite specific information.)</i></p> <ul style="list-style-type: none"> • Current research • Examples from other schools or teachers • Letters of support from experts in the field • Your own past experience. 	<p>With the online classes I use Yuja and have students regularly view online lectures as part of their learning environment. Students have taken great advantage of being able to review the material. The online formatted class allows me to share pre-recorded lectures, while the online discussions are used for the dynamic portion of the class. While I do provide the on-campus classes with pre-recorded lectures when applicable –this does not allow for same lessons as the information covered is more than the subset of information that is presented in the pre-recorded lectures. The information in the on campus uses the lecture/discussions to bring in timely materials while online uses emails and written information. The format of on campus would need to be online to strictly use the pre-recorded lecturers. Also, on campus has as group work that is not online, and this is impossible to pre-record. Finally, since the online students like the pre-recorded, they would most likely benefit of seeing the live group work lectures to relate to their discussion and asynchronous learning. Therefore, in select cases I could push on campus lectures to online classes.</p>
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Relevance to Technology Investment Committee Guidelines

(Address only those that apply.)

INNOVATION:	Yes, it is using technology to improve the learning outcome of students. It enables the ability to flip the classroom. So, when there is an extremely useful lecture captured this could be used to deliver to both future on campus classes as well as online classes.
Is the proposal innovative to the field of Instructional Technology?	
Is the proposal innovative to HFC?	While we do have a lecture capture classroom in speech, yet this classroom is designed strictly for capturing the lecture, not the group dynamics. This is unique to the social sciences where we do not have access to this lecture capture technology.
Is the proposal innovative to the specific discipline?	No, this could be used in other social sciences such as Sociology that are often dealing with very timely materials as well as in any subject that has group work that is central to the course learning outcomes.
NEED:	Yes, if we are to adapt our pedagogy to accommodate our students then this is something that would be essential.
Is the proposal essential for the instructional design?	
Does it create new programs or courses with the potential for increased student enrollment?	No
Is it necessary to remain competitive with post-secondary institutions?	Yes, we are in the dark ages. All our classrooms are chalk board, maps from the Soviet era with very little capacity to be innovative.
Does it provide skills that are transferable to the workplace?	Yes, we can use this for student presentations and for learning using distance education even while on campus.
Does it prepare students for transfer to upper-level curriculum?	Only in the sense that they should be better prepared as they can review the lectures to fill in gaps of where they missed or misunderstood lessons.

Relevance to Technology Investment Committee Guidelines (continued)

(Address only those that apply.)

Does it keep the course or program current in the related technology?	Yes
NATURE OF PROPOSAL:	Yes, it can allow for on campuses classes to more easily flip the classroom and share information with online versions of the same classes.
Is the proposal a component of curricular revision?	
Is it the next logical step in the evolution of the course/curriculum?	Yes, this should be a standard with our student body as there are so many non-traditional students and this should accommodate their needs.
Will it help attract students to HFC?	Not certain if it will attract, but it should not turn them off as many of our classroom technologies tend to turn students off because we cannot accommodate these technologies.
Will it support HFC community outreach/public relations activities?	No
Will it support student retention activities at HFC?	Yes, see description above.
Will it become an integral part of the course, program or curriculum?	Yes, this should become standard to allow for increased student retention and learning.

Resources

Where will the project hardware be installed?	Room K-011
Who will do the job? <ul style="list-style-type: none"> • List the personnel • List their duties 	Information Technology Services - audio visual: maintenance and setup of mechanical and electronic media equipment. hardware, software, cabling, etc.: setup, installation, and maintenance
Who will use the hardware?	Faculty will use the equipment to develop/present classroom lectures while students will have the opportunity to view online lectures as part of their learning environment.
Who will conduct any necessary project-hardware training?	Training is not required, but is provided through Academic Services/eLearning.

Who will handle any spring and summer semester duties related to hardware installation?	Information Technology Services	
Do you have commitment from your administration for personnel support? (Be specific, include documentation.)	Yes, this project is approved by Dr. Nealon	
Is release time required to complete this project? If yes, has it been approved at this time by your Associate Dean?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	<i>TIF does not fund release time. If you are requesting release time, it must be approved by the appropriate administrators prior to proposal submission.</i>

Evaluation <i>(How will you know if it worked?)</i>	
How will you demonstrate to the college that this was an effective use of funds? <i>(How will you evaluate the goals listed as Expected Outcomes?)</i>	Evaluate student learning and retention in the classes that use this technology and survey students to establish their opinions of the technology in their classroom.
How will you determine the success or shortcomings of the project?	The success will come with the use, availability and the students' analysis above. This analysis above will help determine if there are shortcomings. Similarly, making sure that technology is user friendly and is able to deliver the content in a way that is useful for students.
Budget (You must also include an itemized budget statement.)	
What do you need to complete this project? <i>(Be specific about equipment, software, and training.)</i>	1 - Maxell Projector = \$719.05 1 - Cable & Hardware = \$1,202.37 1 - Atlas Sound Amp & Speakers = \$951.22 1 - Kramer Controller = \$414.45 1 - Kramer Wall Plate = \$220.00 1 - Kramer Switch = \$762.75 1 - Da-Lite Screen & Mount = \$682.83 1 - Lumens Ladibug = \$506.25 2 - 70" LCD with Cart @ \$2,681.10 = \$5,362.20 3 - Shure Mic & Mixer @ \$530.10 = \$1,590.30 1 - Middle Atlantic Equipment Rack = \$2,452.46 2 - Sony Camera w/Epiphan @ \$3,129.23 = \$6,258.46 1 - Installation Labor = \$2,080.00 1 - Computer = \$1170.45 1 - HP Envy Touchscreen Laptop = \$1,229.00 Electrical = \$2000 Security Computer & Monitor Adjust Lockdown = \$35.00 Security Laptop Lockdown Device \$220.00/Parts \$30.00/Labor = \$250.00 Lockdown Device for Document Camera \$165.00/Parts \$25.00/Labor = \$190.00
What is the TOTAL COST? <i>(You must attach an itemized cost analysis with this proposal.)</i>	\$28,076.79
How recent is your quote?	Less than 30 days
Are changes to the college infrastructure necessary to support this project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If "yes" provide an explanation from the Directors of Data & Voice and Buildings & Grounds, and from the Administrator in charge of the affected room(s).</i>
What other monetary commitments exist? <i>(Department/Division/ External) Please be specific; include documentation wherever possible.</i>	None
If other sources of funding are not available, why?	Not viewed as feasible, TIF fund will cover the project completely.

<ul style="list-style-type: none"> • Doesn't have the support? • Not viewed as feasible? • Not a priority? • Other? 	
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Strategic Plan

Include with your application a document that indicates the ways in which your project addresses the goals and objectives of the Henry Ford Community College Strategic Plan. Also, indicate how your project addresses your Division or Department plan. Be as specific as possible.

If your proposal is Non-Instructional (Library Services, Learning Lab, Counseling, Placement Services), please skip this section and complete the information in the Non-Instructional section.

Instructional Proposals

Complete this section if this is an Instructional Proposal, directly impacting student teaching and learning.

Expected Outcomes

(Project Objectives)

What is your current teaching method? How will this project fit into your current plan?	<p>Lecture/Discussion/Group Work mix with on campus classes. Online classes rely on pre-recorded lectures that do not benefit from changes in events that impact lessons.</p> <p>This project will allow for flipping classroom activities, accommodating students and allow for using technology including real-time events data more easily with students. Pre-recorded lectures only allow for static historical data, while lecture capture allows for more timely delivery of information that can be used with online classes as well.</p>
How will this improve student learning? (List specific goals.)	<p><i>As a result of this project students will:</i></p> <p>Students can review lectures and activities to re-enforce learning. Students who miss class can catch up with the rest of class by reviewing the sessions they have missed.</p>

Instructional Proposals (continued)

State how the project addresses the Seven Principles of Good Practice in Undergraduate Education. <i>(Address only the relevant criteria.)</i>	
Supports student-faculty contact	Not applicable.
Supports cooperation among students	Will allow students to catch up on group work and feel that they are not outside the loop if they miss a class period.

Supports active learning	Supports the group learning in class.
Supports prompt feedback	Not applicable.
Supports time on task	Allows students to be caught up when they return to class.
Supports high expectations	Excuses of missing specific lessons is not applicable as students can review. Also, if students need to fill in gaps in learning, then they can review portions of information covered in class and follow-up with questions.
Supports diverse talents and ways of learning	Supports visual and auditory learners – while does not enhance those who are book learners.

SIGNATURES:

 3/6/20
  3/2/20
  3/6/2020
 **Project Director Date *Associate Dean/Department Head Date *Dean Date

 3/6/20
  3/3/2020
  3/3/2020
 *Vice President Date **Director of Building & Grounds Date **Director of Data & Voice Date

* For notification purposes only
 ** For project feasibility

Non-Instructional Proposals

Complete this section if this is a Non-Instructional Proposal, related to college areas that serve and support student instructional progress. (Non-Instructional areas include Library Services, the Learning Lab, Counseling, and Placement Services.)

Expected Outcomes <i>(Project Objectives)</i>	
What will this project accomplish that you can't accomplish now?	NA
How does the project enrich or support the learning, teaching, or communication technology needs of students? (List specific examples.)	NA

SIGNATURES:

**Project Director

Date

*Associate Dean/Department Head

Date

*Dean

Date

*Vice President

Date

**Director of Building & Grounds

Date

**Director of Data & Voice

Date

* For notification purposes only

** For project feasibility



Henry Ford College

Technology Investment Fund Project Funding Request

Executive Summary

DATE OF APPLICATION	PROJECT TYPE
2/28/2020	<input type="checkbox"/> New <input checked="" type="checkbox"/> Upgrade/Expansion
NAME OF PROJECT DIRECTOR OR PRESENTER	SCHOOL/DEPARTMENT/DIVISION
Anthony Perry	Social Sciences
COST OF PROPOSED PROJECT	NUMBER OF STUDENTS SERVED ANNUALLY
\$28,076.79	1200
SUMMARY	
<p>This project will allow for an enhanced classroom allowing instructors to easily record lectures, stream live lectures and to share information for in class lectures and for those viewing online. This will foster higher retention as students with diverse schedules who may miss class or have changing schedules and diverse responsibilities will be better able to keep up and/or catchup with lessons that they otherwise would not. Using technology to enhance student learning and to improve retention of students is the ultimate goal of this request.</p> <p>(Attach additional sheets if needed.)</p>	



Quotation

DATE 2/18/2020

P.O. Box 260
 Waterville, OH 43566
 Phone (866) 529-1477 Fax (866) 714-4513

Quotation For:
Henry Ford College
 Room K-011

Quotation valid until: 3/19/2020
 Prepared by: GZ

Comments or Special Instructions: 50% Deposit REQUIRED for all Projects
 All electrical requirements, responsibility of customer

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
GZ					Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
1	Maxell Projector	719.05		719.05
1	Cable & Hardware	1,202.37		1,202.37
1	Atlas Sound Amp & Speakers	951.22		951.22
1	Kramer Controler	414.45		414.45
1	Kramer Wall Plate	220.00		220.00
1	Kramer Switch	762.75		762.75
1	Da-Lite Screen & Mount	682.83		682.83
1	Lumens Ladibug	506.25		506.25
1 a	70" LCD with Cart	2,681.10		2,681.10
3	Shure Mic & Mixer	530.10		1,590.30
1	Middle Atlantic Equipment Rack	2,452.46		2,452.46
2	Sony Camera w/Epiphan	3,129.23		6,258.46
1	Installation Labor	2,080.00		2,080.00

5,362.20

SUBTOTAL	\$ 20,521.24
TAX RATE	0.00%
SALES TAX	-
OTHER	-
TOTAL	\$ 20,521.24

THANK YOU FOR YOUR BUSINESS!

\$ 23,202.34



34900 Plymouth Rd.
Livonia, MI 48150

Phone: (734) 838-9700
Fax: (734) 838-9767
<http://www.cantoncomputers.com>

Quote

239893

2/17/2020 12:00AM

Expires: 3/2/2020

Station: 11

Account: 14326 Code: 14326

By:

W: 313 845-9769 F: 313 845-9802

Page 1

Terms: NET30

Dave Saba

Bill To:

Ship To:

Joe Zitnik
HFC - D&V / Accounts Payable
5101 EVERGREEN RD (B7427/B7428)
DEARBORN, MI 48128

Joe Zitnik
HFC - D&V / Accounts Payable
5101 EVERGREEN RD (B7427/B7428)

DEARBORN, MI 48128

SKU	Description	Quantity	Price	Discount	Total	T
PACKAGE	PACKAGE -----	1.00	999.00	0.00	999.00	N
BX80684I79700K	CPU-INT 1151 I7-9700K	1.00				Y
BXTS15A	FAN-CPU INT INTEL 1151 9TH GEN	1.00				Y
H310MPROVDHP	MB-SK1151 MSI H310M PRO-VDH PLUS	1.00				Y
8GBDDR42133	MEM-DDR4 8GB 2400	1.00				Y
SSD7CS900-240-RB	HD-SSD 240GB PNY	1.00				Y
MKNSSDBRKT2535	HD-AD SSD ADAPTER BRACKET	1.00				Y
DVD-IHAS124-14	OD-DVDRW SATA 24X LITEON	1.00				Y
CM-CMP-350-PS5	CS-MID CMASTER ELITE 350 500W	1.00				Y
LBC	LB-SYSTEM ASSEMBLY (CORPORATE)	1.00				N
WIN10PRO64	SW-MS WINDOWS 10 PRO 64	1.00				Y
3J200001	KB-MS WIRED 600 DESKTOP W/M	1.00				Y
SUBTOTAL					999.00	N
ET.2216B.0D0	MN-LED 22" ACER DVI/VGA	1.00	145.95	0.00	145.95	N
3J200001	KB-MS WIRED 600 DESKTOP W/M	1.00	25.50	0.00	25.50	N

SubTotal: 1,170.45
Exempt: 0.00
TOTAL: 1,170.45

Canton Computers, Inc. would like to thank you for asking us for a quote. We are sure you will find our prices, quality and service to meet your expectations. Should you have any further questions regarding this quote or our company you may reach us at the following numbers:

Hours of operation: Mon - Fri 10am to 7pm | Sat 10am to 4pm | Sun 12pm to 4pm

Voice 734-838-9700 Fax 734-838-9767
General Sales & Service <1>



34900 Plymouth Rd.
Livonia, MI 48150

Phone: (734) 838-9700
Fax: (734) 838-9767
<http://www.cantoncomputers.com>

Quote

239894

2/17/2020 10:56AM

Expires: 3/2/2020

Station: 11

Account: 14326 Code: 14326

By:

W: 313 845-9769 F: 313 845-9802

Page 1

Terms: NET30

Dave Saba

Bill To:

Joe Zitnik
HFC - D&V / Accounts Payable
5101 EVERGREEN RD (B7427/B7428)
DEARBORN, MI 48128

Ship To:

Joe Zitnik
HFC - D&V / Accounts Payable
5101 EVERGREEN RD (B6858/B6859)
DEARBORN, MI 48128

SKU	Description	Quantity	Price	Discount	Total	T
SPECIALORDER	SO-SPECIAL ORDER ITEM	1.00	1229.00	0.00	1229.00	N

HP Envy with 17.3" Touchscreen, Core i7 8550U, 12gb ram, 1tb HD, 128GB SSD, Windows 10 Home, Nvidia GeForce MX150 Video Card, 1 Year Warranty (17AE120NR)

SubTotal: 1,229.00
Exempt: 0.00
TOTAL: 1,229.00

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Voice 734-838-9700 Fax 734-838-9767
General Sales & Service <1>

Multimedia and LCD Data Projector Installations
Order Checklist

9300.00

✓	Item Description	Recommended Product	Recommended Vendor	Contact	Estimated Unit Cost
	REQ 1: Electrical Work: Upgrade electrical service in the following Room(s): <specify building and room number(s)>. New equipment to be installed includes: <list all items included in the project; e.g., Ceiling-mounted LCD Data Projector, DVD/VCR Player, Document Camera, Computer and Monitor, Powered Speaker(s), etc. >.		Bid	Reuben Brukley	\$ 2500/Room
	REQ 2: Data Drop(s) for Computer, Printer, etc.		Grit Technologies	Joe Zitnik	\$ 200/Prop
	REQ 3: Lockdown Devices for Computer.	Computer Lockdown, parts Computer Lockdown, labor	Business Machine Security	Rick Hatala	\$ 220/parts \$ 30/labor
	Lockdown Devices for Document Camera.	Doc Cam Lockdown, parts Doc Cam Lockdown, labor			\$ 165/parts \$ 25/labor
	REQ 4: Instructor's Desk for Computer, Monitor, Document Camera, etc.	Steelcase Custom Configuration	Lincoln Office Solutions	Fred Steiner	\$ 1,500.00
	REQ 5: Computer and Monitor	per IT Services specs	Bid	Joe Zitnik	\$ 1,200.00
	REQ 6: AV Equipment and Installation:				
	Projector, Hitachi, 3700 ANSI Lumen, XGA 1024 x 768, 20,000:1	Hitachi CP-EX3551WN			\$ 675.00
	Replacement Lamp with Filter for Hitachi CP-EX3551WN Projector	Hitachi Model DT02081			\$ 150.00
	60" LCD Full HD TV, Commercial Grade	Sharp Model PN-LE601			\$ 1,200.00
	75" LED Display, Commercial Grade, 3-Year Warranty, (3) HDMI Inputs Minimum	Samsung Model QE75N			\$ 2,200.00
	Lumens Ladibug Document Camera, Portable, Full HD 1080P, HDMI, SD Card	Lumens Model DC-170			\$ 550.00
	Da-Lite Model C Screen with CSR, Square Format, 8x8, Matte White	Da-Lite Part 79862			\$ 530.00
	Da-Lite Floating Mounting Bracket for Model C Screen, 1 Pair	Da-Lite Part 77027			\$ 75.00
	Atlas Sound 100W Amplifier, pole mount	Atlas Sound Model PA1001G			\$ 350.00
	Atlas Sound 5.25" surface mount speakers, 1 Pair	Atlas Sound Model SM52T-WH			\$ 325.00
	Atlas Sound, 4 Coaxial in-ceiling speakers, 1 Pair	Atlas Sound Model FAP42T			\$ 199.00
	Kramer Room Controller, 6 Button	Kramer Model RC-76R			\$ 350.00
	Kramer Matrix Switch	Kramer Model VS-62H			\$ 680.00
	Kramer Custom Double Gang Wall Plate, Stainless Steel, Etched Lables	Custom		Joe Zitnik	\$ 150.00
	BMS Locking LCD Projector Mount, small 12.0"W x 13.5"D	Business Machine Security (BMS) Model LCD LOC II	Bid		\$ 200.00
	BMS Ceiling Plate and Extension Column for above LCD Projector Mount (for rooms without a drop ceiling)	BMS			\$ 50.00
	BMS Tilting TV Mount Lockdown	BMS Model FPM-T-MED			\$ 220.00
	Kensington ClickSafe Master Leyed Lock (for Lumens DC170 Ladibug Doc Cam)	Kensington Model K64663US			\$ 50.00
	Universal Cable Lock (plates & cable locks for desktop equipment)	WattBox Power Strip, 10-outlet			\$ 75.00
	Cables - HDMI				\$ 100.00
	Cables - Data				\$ 300.00
	Cables - XLR Speaker Wires				\$ 50.00
	Cables - Desktop				\$ 50.00
	Miscellaneous Installation Material				\$ 200/Room
	Installation Labor				\$ 600/Room

