

# Henry Ford College

## Application for Funding through the Technology Investment Fund

**Project Director:** Adam L. Cloutier

**Date:** 2/29/2016

**Department:** Instructional Technology

**Division:** Teaching & Learning Services

1. Please describe your project. What do you propose to do? Why? Please be as specific as possible.

What: Upgrade classrooms.

Why: To improve the learning environment.

Specifics: See the attached spreadsheet for specific items and cost estimates. See below for descriptions:

- a. E-106: Due to the recent Tech Building renovations, existing classroom equipment (such as a Television) was taken down and stored for future classroom use. The instructors would like the large plasma Television reinstalled in E-106 with a flat mount on the left wall (upon entrance). Cabling will be necessary to tie in the television to the existing equipment.
- b. E-116: As a part of the Classroom Technology Plan, E-116 is a classroom void of any instructional technology. The request from our faculty is to mount a large screen TV on the interior west wall, and have a small instructor media cart to control sound, the TV, and a document camera.
- c. E-132: As a part of the Classroom Technology Plan, E-132 has equipment that is old and out of date. The faculty are requesting that this room be downgraded (contains out-of-date video recording equipment) to a Basic Technology classroom (computer, projector, document camera, and sound).
- d. F-161: As a part of the Classroom Technology Plan, F-161 has technology, but is missing a few components from a standard Tier 3 classroom – namely the Elmo and control units. The faculty are requesting new flexible furniture, a document camera, and a new projector to improve the learning environment and better engage students in a variety of learning modalities.
- e. F-200: As a part of the Classroom Technology Plan, F-200 is another classroom void of instructional technology. Due to the size of the room and the nature of the courses using this room, the faculty are requesting new flexible furniture, and an ENO Polyvision smartboard classroom. This technology and setup will help the instructors to engage students in active learning strategies, and allow the technology to compliment learning.
- f. F-216: As a part of the Classroom Technology Plan, F-216 has instructional technology that is old and in need of an upgrade. Upgrading the projector, document camera, sound, and infrastructure will improve image clarity, improve sound, reduce instructor and staff frustration, and allow the focus to be on teaching and learning and not the technology.
- g. F-217: As a part of the Classroom Technology Plan, F-217 is in desperate need of technology improvements. The projector currently in the room is old and does not project well. The sound also needs to be improved. And the furniture is hard, uncomfortable, and not conducive to active learning strategies. The faculty are requesting new flexible furniture,

and upgraded technology to better engage students with the instructional content and pedagogical approaches.

- h. F-218: As a part of the Classroom Technology Plan, F-218 has instructional technology that is old and in need of an upgrade. Upgrading the projector, document camera, sound, and infrastructure will improve image clarity, improve sound, reduce instructor and staff frustration, and allow the focus to be on teaching and learning and not the technology.
  - i. F-219: As a part of the Classroom Technology Plan, F-219 has instructional technology that is old and in need of an upgrade. Upgrading the projector, document camera, sound, and infrastructure will improve image clarity, improve sound, reduce instructor and staff frustration, and allow the focus to be on teaching and learning and not the technology.
  - j. G-014: As a part of the Classroom Technology Plan, G-014 has 31 computers that are in need of an upgrade. Upgrading this classroom will provide students and instructors with faster computers that will improve pedagogical approaches and increase classroom time.
2. How many unique students will be served each academic year (Fall through Summer) by your project? Provide detail (course lists and enrollments, for example).

The following are Room Use Reports from WebFocus (Winter 2016): These results likely yield duplicative headcounts:

- a. E-106:
  - i. ENT-109-01 – 10
  - ii. ENT-105-01 – 8
  - iii. ENT-125-70 – 10
  - iv. PLMB-120-70 – 9
  - v. ENT-113-70 – 10
  - vi. ENT-260-70 – 10
- b. E-116:
  - i. ENT-106-01 – 6
- c. E-132:
  - i. MTT-140-70 – 17
  - ii. MTT-140-71 – 14
- d. F-161:
  - i. THEA-131-01 – 22
  - ii. VTL-235-02 – 10
  - iii. VTL-263-01 – 3
  - iv. VTL-266-01 – 7
  - v. SPC-131-71 – 24
  - vi. SPC-131-75 – 23
  - vii. THEA-131-02 – 25
  - viii. VTL-268-01 – 8
- e. F-200:
  - i. THEA-131-70 – 7
  - ii. THEA-131-03 – 19
  - iii. THEA-273-01 – 10
- f. F-216:
  - i. ART-105-02 – 18
  - ii. ART-115-01 – 14
  - iii. ART-101-02 – 15
  - iv. ART-101-04 – 20
- g. F-217:
  - i. ART-121-04 – 20
  - ii. ART-121-05 – 21
  - iii. ART-121-70 – 8
  - iv. HPE-260-02 – 24
  - v. ART-121-02 – 23
  - vi. ART-122-01 – 12
  - vii. ART-123-70 – 11
  - viii. ART-135-01 – 9
  - ix. ART-224-01 – 18
  - x. ART-226-70 – 5
  - xi. ART-227-70 – 8
  - xii. ART-121-90 – 18
- h. F-218:
  - i. ART-101-01 – 16
  - ii. ART-130-70 – 16
  - iii. ART-102-02 – 20
  - iv. ART-102-71 – 10
- i. F-219:
  - i. INTR-250-01 – 6

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|-----------------------|-----------------------|
| ii. INTR-281-01 – 8   | v. ENG-132-08 – 23    |
| iii. INTR-287-01 – 10 | vi. ENG-132-19 – 24   |
| iv. INTR-131-01 – 12  | vii. ENG-132-38 – 17  |
| v. INTR-181-01 – 27   | viii. ENG-135-71 – 22 |
| vi. INTR-183-70 – 13  | ix. ENG-131-44 – 19   |
| vii. INTR-280-01 – 13 | x. ENG-132-04 – 25    |
| j. G-014              | xi. ENG-132-10 – 25   |
| i. ENG-131-17 – 20    | xii. ENG-132-20 – 25  |
| ii. ENG-131-29 – 21   | xiii. ENG-132-75 – 24 |
| iii. ENG-131-36 – 13  | xiv. JOUR-131-01 – 21 |
| iv. ENG-131-45 – 24   | xv. ENG-132-76 – 22   |

3. Please provide your project's budget. Be as specific as possible. What will be purchased (including model numbers, if appropriate), and what will it cost? Include amounts that are committed from funds other than the Technology Investment Fund, and indicate the source of those other funds. Where will funds for future maintenance needs, consumables, and such come from? Attach any support for your budget (quotes, for example) to this application, and indicate here what is attached. Please rank your needs so that the Technology Investment Committee will have guidance should only partial funding be available to recommend.

- Specifics: See attached sheets.
- Costs: Approximately \$54,239.26
- Future Funds: TLS Furniture or AV equipment funds.
- Ranking: F-217, E-106, F-161, F-200, E-132, G-014, E-116, F-126, F-218, F-219
- Further Ranking: F-217, Furniture for remaining room, electrical for remaining rooms, finally AV and computers.

4. Please describe specifically where items to be purchased will be located or installed. Include room-layout diagrams if appropriate. Indicate the status of any necessary approvals for using the space in which items will be located or installed. Who, specifically, will do the installation? How will purchases be protected?

- Diagrams: See attached
- Approvals: Faculty have already requested these items as a part of the Technology Plan and were expecting them to be completed this academic year.
- Installations:
  - AV: Most will likely follow the College's bid process.
  - Electrical: Simon Electric
  - Furniture: Lincoln Office Solutions
  - Computers: IT Services
  - Data Drops: Enertron
  - Computer Security: Business Machine Security
- Protection:
  - Projectors: BMS mount

- TV: Chief Fusion mount with security lock
- Desktop AV items: secured with a desktop security cable
- Instructor Computers: lockdown cage
- Instructor Computer Monitors: Cable lock

5. How, specifically, will you determine the success or shortcomings of your project?

Successes:

- Successful installation
- Instructor usage
- Instructor feedback

Shortcomings:

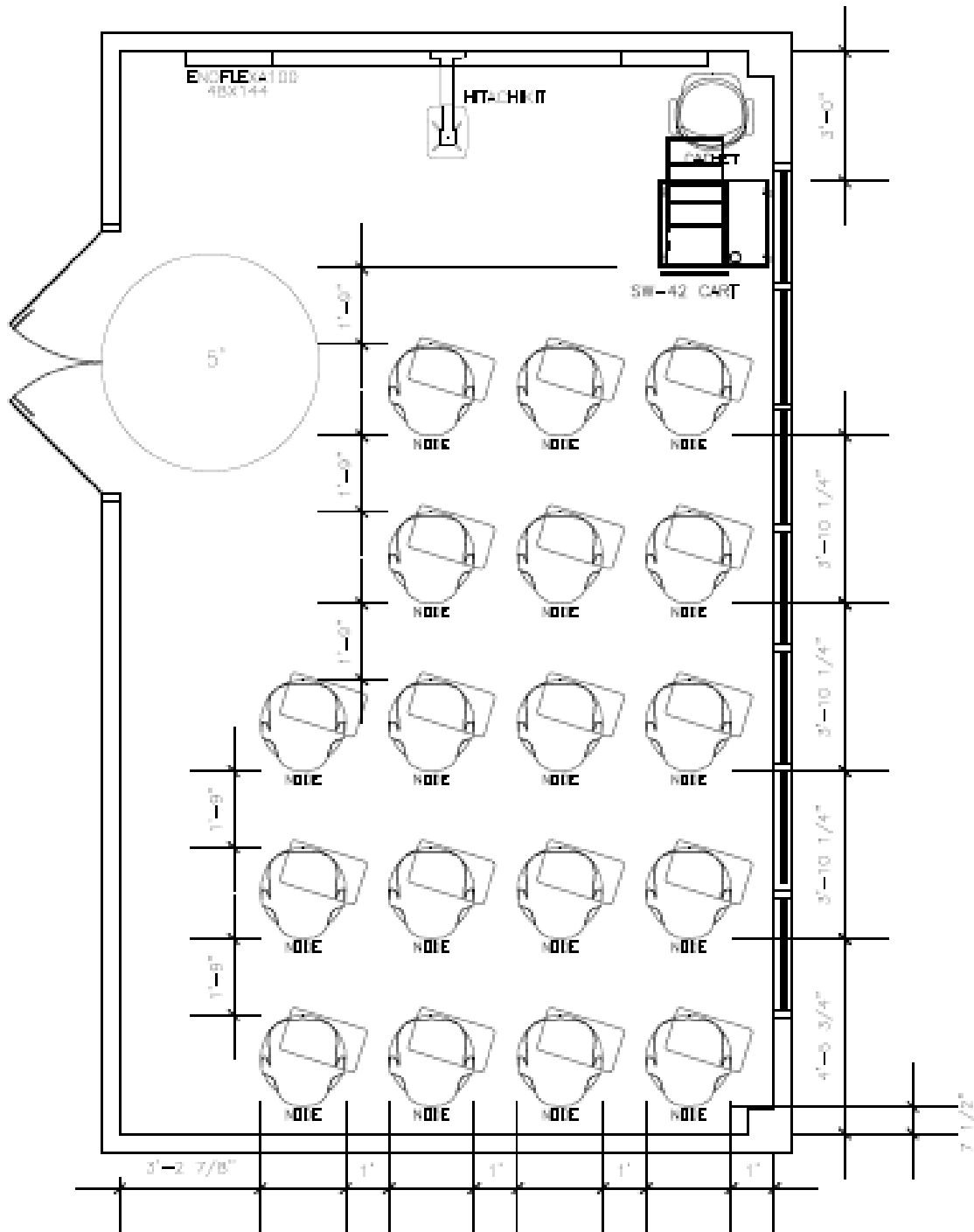
- Overbudget
- Equipment allocated to the wrong account.
- If necessary equipment/parts need to be ordered/installed after rooms are built.

**Please submit this form and any attachments to the chair of the Technology Investment Committee by the date you've been given. If you are submitting this form electronically, please combine any attachments into a single PDF. (This application form may be submitted as a document separate from the attachments.)**

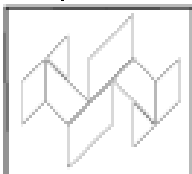








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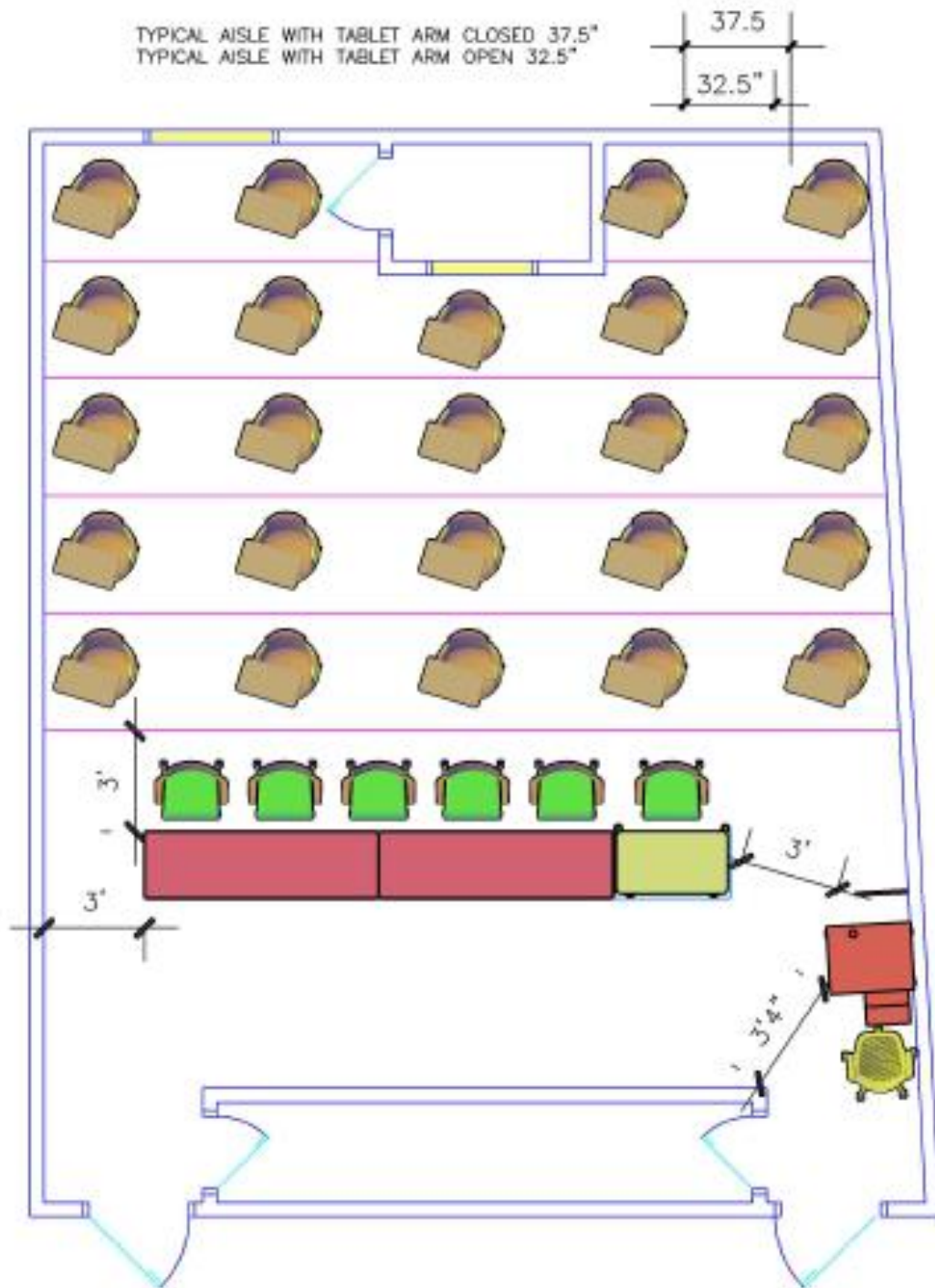


PROJECT:  
**HENRY FORD COLLEGE**

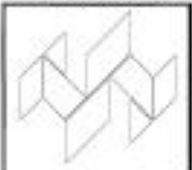
6101 EVERGREEN ROAD  
DEARBORN, MI. 48126  
BUILDING F ROOM 200

PROJECT #:	8416
SCALE:	CUSTOM
DRAWN BY:	FJS
DATE:	12-22-2016
REVISED:	01-07-2016





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PROJECT:  
**HENRY FORD COLLEGE**  
 8101 EVERGREEN ROAD  
 DEARBORN, MI. 48120  
 CLASSROOM F-217 (30 SEATS)

PROJECT #:	8340
SCALE:	CUSTOM
DRAWN BY:	PJS
DATE:	10-06-2016
REVISED:	10-18-2016