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To: Planning & Resource Allocation Committee

From: Institutional Equipment Committee

RE: IEC Recommendations for 2023-2024 Equipment Expenses

The Institutional Equipment Committee has completed its assigned task to collect, review, and make recommendations on equipment needs for the 2023-2024 fiscal year. \$250,000 of state funding restricted to equipment purchases was available for the IEC's consideration.

After reviewing submitted requests, which totaled roughly \$237,000, the IEC is recommending approximately \$220,000 in equipment purchases at this time. The remaining ~\$30,000 will be held until mid-Fall semester in case of additional needs and priority will be given to upgrading classroom equipment thereafter to ensure exhaustion of available funds.

The approximately \$17,000 of requests IEC is not recommending be funded consists of file cabinets and furnishings for lobbies and conference rooms. Existing District inventory of those items can be used, so it is not prudent to purchase new items at this time.

Attached is the list of all equipment recommended by the IEC to PRAC. Costs are inclusive of tax, shipping, and related expenses.

Requesting Department	Item	Explanation of need.	Estimated Total Cost
Athletics	Volleyball Serving Machine	Volleyball instruction would be much more efficient and effective with a serving machine. This is very similar to a pitching machine for baseball.	\$ 4,700.00
Athletics	Low Light Laser Therapy (LLLT)	There is very good evidence to support that this modality can help facilitate quicker turnaround time in healing injuries and recovery.	\$ 2,060.00
Athletics	Blood flow restriction machine- Smart Cuffs® 4.0 Clinical Set	BFR has scientifically been proven to assist in decreasing muscular atrophy and aiding student-athletes return to strengthening and play from post-op surgeries.	\$ 1,700.00
Biology	With Leica software and microscopesThis equipment is needed to Computer to capture images	Biology, in particular Bio112B. Needed to teach majors	\$ 3,000.00
Biology - Anatomy	3B skull with 8-part brain	Equity issue: Each table in the lab needs a model, so that all student have a model to study from.	\$ 1,300.00
Biology - Anatomy	Altay female pelvis	Equity issue: Each table in the lab needs a model, so that all student have a model to study from.	\$ 1,100.00

Biology - Anatomy	Altay male pelvis	Equity issue: Each table in the lab needs a model, so that all student have a model to study from.	\$	1,100.00
Biology - Anatomy	Childbirth demonstration Pelvis fetal skull	to be able to visually demonstrate how baby moves through the birthcanal during birth	\$	630.00
Biology - Anatomy	Lumbar vertebrae set (shows variation)	Replacing lost vertebrae	\$	520.00
Biology - Anatomy	Altay half head	needed for wetlab so we don't contaminate current models with cadaver fluids	\$	410.00
Biology - BIOL 110L	Animal cell	Equity issue: currently we don't have enough of these models, so it's not easy for all student in a class have a model to study from.	\$	1,910.00
Biology - BIOL 110L	Plant cell (Equity issue: currently we don't have enough of these models, so it's not easy for all student in a class have a model to study from.	\$	2,344.00

Career Education	<p>A/C Recharge Machine and R-1234yf, filter, and leak detector Robinair 34788NI Recover, Recycle, Recharge Machine - The Robinair machine will recover, recycle, evacuate, leak-test and recharge R-134a with improved 98.5% efficiency. Robinair 1234YF Recover, Recycle, Recharge Machine - The AC1234-6 is a fully automatic ACS machine that comes with an integrated refrigerant identifier that samples the refrigerant in the vehicles' A/C system prior to recovery, is a highly accurate and reliable machine, and can service both standard and hybrid vehicle A/C systems.</p>	<p>Per program faculty, we do not have a functioning air conditioning recovery system at this time. Federal law prohibits you from letting refrigerant gas going into the atmosphere. All technicians working on refrigerant systems must be licensed. It's very difficult for us to teach air conditioning without the proper equipment. Required to bring the District into compliance with the EPA's Significant New Alternatives Policy (SNAP) program and Section 609 of the Clean Air Act. Auto Air Conditioning Equipment and Class needs upgrade to meet the State of California's changing emissions standards. These upgrades will increase Auto enrollment each semester by allowing the COM Program to continue to evacuate, capture and recharge Auto Air Conditioning Systems. As a result of these successes, more employers have requested that we continue utilizing current practices and provide additional trainings and pathways for students and technicians.</p>	\$	14,452.44
Chemistry	Hot Plates	We barely have enough hot plates for a full class if both labs use them	\$	3,650.00
Chemistry	Lab Tape dispenser	So the students can label their glassware without writing on it	\$	316.50
Chemistry	analytical balance	A couple analytical balances are broken and need to be replaced	\$	8,105.00

Chemistry	Centigram Balance	The centigram balances are stained and beginning to become inconsistent	\$	738.72
Chemistry	Spartan Software License	Good software for modeling and helping students see bonds and movement in molecules	\$	9,600.00
Chemistry	Spectrum Tube Power Supply	More are needed to ease the setup for Atomic Spectrum labs	\$	510.00
Chemistry	Milligram Balances	The milligram balances are deteriorating and need to be replaced	\$	3,553.80
Communication	Canon EOS 80D Dslr Cameras with 18-135mm Lens video creator kit	This equipment is needed to support the Communication department's film production capabilities.	\$	6,000.00
Communication Department	Vanguard VEO3T=264CPS Travel Tripods with VEO PH-38S Pan Head & Monopod (Carbon Fiber.	This equipment is needed to support the Communication department's film production capabilities.	\$	2,649.95
Fine Arts	Peter Puggger Pug Mill	Price has been quoted by our standard clay/equipment supplier in Richmond. This Pug Mill will assist in recycling clay for all Ceramics and Life Sculpture classes and will replace a pugmill that is at least 25 years old and is not longer working sufficiently and is too obsolete to repair. HIGH PRIORITY	\$	9,579.92
Fine Arts	Canon imagePROGRAF PRO-1000 17" Professional Photographic Inkjet Printer	Printing is an important component of the Digital Photography course. The printers in the digital lab no longer work and are outdated. They need to be replaced. Printing is an essential element of learning photography. B&H usually gives COM a discount.	\$	2,595.84

Fine Arts	MakerBot Replicator MP07825EU	Marco Hyman revved up our use of the fabrication equipment last fall when he taught with great success. The only weakness was the one 3d printer which was very slow and required him and the students to be present long evenings and weekends. One more (newer) would make a huge difference in being able to complete projects. Marco will return in fall 2024 and would support student success with this piece of additional equipment. As I did last fall, I would work with him and the students.	\$	2,280.00
Fine Arts	#70 crucible silicon carbide bildge shape	our crucibles are worn and risk failing. Failing means molten metal leaking out of the crucible	\$	1,155.40
Fine Arts	Ikan helia 150W Bi-Color Led Fresnel Light/ Impact Folding wheeled Light Base black /chrome plated 8.5. 25 Ft ext cord	Updated moveable dimmable and color temp correcting lighting for still life and model setups for 214 and 301	\$	1,657.44
Fine Arts	Figurative Plaster Kit: Venus de'Medici Item #63 - Patina: Flat white. Set of 4: David Facial Featuers #150 - Patina: Flat white	Ordered online and shipping from MA, so tax might need to be tabulated later. Used for academic drawing and painting the female figure in the absence of a live model.	\$	1,139.69
Fine Arts	Canon EOS Rebel T7 Bundle - Camera+ 18-55m lens and accessories	Many students are unable to take the class because they do not have a camera. This camera would be used to loan to students. Could also be used for shooting COM Sporting events	\$	1,080.32
Fine Arts	Canon 75-300 4-5.6 telephoto lens BUNDLE with tripod & Background support + backdrop	for students to borrow. This gives students the opportunity to explore shooting with a telephoto lens and learn more possibilities of using different focal lengths. Will also be great for shooting COM Sporting Events	\$	548.69

Fine Arts	Electric potter's wheels to replace worn or broken wheels	Price has been quoted by our standard clay/equipment supplier in Richmond. They offer the lowest price with delivery. The potter's wheels are heavily used and every year a few need to be replaced due to wear and tear. If we replace 2 every year, that means the whole class set gets replaced every 13 years, which is about the lifetime of a heavily used wheel.	\$	4,584.39
Fine Arts	Fred Flexible Skeleton with Pelvic Stand	For proportion and anatomical reference when teaching figure.	\$	789.00
Fine Arts	Fred Flexible Skeleton with Pelvic Stand	For proportion and anatomical reference when teaching figure. Additional use as still life reference.	\$	789.00
Fine Arts	Softbox Lighting Kit	Photo students could greatly benefit from using lighting kits to understand how to control the effects of light on their subject and add to their learning experience in the digital photography classes. Can be shared with drawing instructors.	\$	628.14
Fine Arts	Plaster Reference Cast: Venus de'Medici Item #63 - Patina: Flat white	Ordered online and shipping from MA, so tax might need to be tabulated later. Used for academic drawing and painting the female figure in the absence of a live model.	\$	950.00

Fine Arts	37" 12 Sheet Capacity, Self-Sharpener, Dual Guide Bar, Automatic Clamp, German Engineered Paper Cutter	To precisely cut large multiple sheets of paper.	\$	313.83
Fine Arts	Plaster Reference Cast: David Full Size Detail #150 - Patina: Flat white	Still life materials for drawing and painting references in absence of a model.	\$	249.69
Fine Arts	Plaster Reference Cast: Venus de'Medici Item #63 - Patina: Flat white	Ordered online and shipping from MA, so tax might need to be tabulated later. Used for academic drawing and painting the female figure in the absence of a live model.	\$	900.00
Fine Arts	Spectrum Taboret	taborets for students materials while drawing/ painting	\$	1,820.04
Fine Arts	Collegiate easels	Collegiate easels to replace broken ones	\$	1,231.46
Fine Arts	Spectrum Taboret	painting taborets to replace broken ones	\$	623.98

Fine Arts Department	1836 Tabletop Etching Press	There are only 4 presses in the Print Studio, 2 small, 1 medium, and 1 large. The med press is used by advanced students doing etchings, the large press is only for large format prints (done by advanced students) which leaves only 2 small presses for the Print I students who make up the bulk of the class. The wait time for using these 2 presses can be long if the class is full. Having a small tabletop press in the 312 classroom on the countertop would help enormously! And the 2D Fundamentals class could use it as well.	\$	5,000.00
KIN/Athletics	Beach Volleyball Ref Stands	Referees are now required for conference matches and post season. We don't currently have any referee stands, which are required for matches.	\$	4,320.00
KIN/Athletics	Veo Camera for Soccer/Water Polo	The camera is needed to capture games, both home and away, for video analysis. Camera needs an elevated tripod that is sold along with the camera system.	\$	1,800.00
KIN/Athletics	Volleyball Blocking stand	For teaching volleyball, it is important to have coaches/students be able to be elevated in order to simulate blockers or hitters without always having to have someone there to jump and block/hit.	\$	2,500.00
KIN/Athletics	KBA Whiteboard for basketball	Having a magnetic, rolling whiteboard with diagrams of the court already printed allows for the coaches to teach the game in a much more efficient and effective manner.	\$	2,250.00
KIN/Athletics	Ruckus Internet Switch for the gymnasium	IT has stated that for us to have the synergy camera system for games that we upgrade the internet switch in the IT closet in the gymnasium.	\$	1,325.00
KIN/Athletics	New Audio Rack equipment and Bluetooth audio player in the gymnasium	The current system is damaged and needs to be replaced. We also need a solution to the problem so this doesn't happen again. The gymnasium is used by several classes and outside users. Most users need access to the audio for events and activities. The various users often will make adjustments to the audio that damage the system, blow out the amp/speakers, or other issues.	\$	4,500.00
KIN/Athletics	Pitching Machine with ball feeder	This allows for more efficient and safe use of personnel (coaches/students). This provides an opportunity for a hitting station in practice to be self loaded so another person isn't needed to feed the balls one at a time.	\$	2,800.00
KIN/Athletics	Synergy Camera Set-up/installation	The synergy camera system for volleyball and basketball requires some set up of infrastructure	\$	5,000.00

Library	Outdoor Book Return	We need to replace the outdoor book return at IVC. Our current book return is damaging books.	\$	4,199.00
Library	Book Pickup Lockers	In preparation for the coming LRC, we are asking for equipment now to ready ourselves. Lockers would allow students to pick up library and/or basic needs items outside of regular operating hours.	\$	27,000.00
Library	Occupancy Counter	We will not have gate sensors at our LRC doors, so we would like to remove the current gates in Fusselman, add this occupancy counter, and start experimenting in preparation for the LRC. The library has used 3M gates to track occupancy. These gates are no longer under service contract and will not be physically compatible with the new LRC layout. SenSource is cheaper and provides a cloud based system to monitor peak and non-peak foot traffic times and record facility usage necessary for ACRL, CCCCCO, and IPEDS annual data surveys. It also provides forecasting to optimize staffing and events.	\$	2,685.00
Library	Self-Checkout System	We anticipate needing self-checkout machines at LRC exits, since students will be able to use Library materials throughout the building. Self-checkout machines afford privacy for students to check out sensitive materials. Purchasing a self-checkout for Fusselman Hall will allow us to test equipment and location to ensure accurate decisions for equipment in the new LRC.	\$	6,000.00
Microbiology	Agarose gel illuminator	Molecular biology techniques such as agarose gel imaging are foundational for students studying biology. COM currently has no gel imagers, limiting the ability to teach this technique in the laboratory setting. This gel imager will be used frequently by students in BIOL 240 and could also be available for use in BIOL 112A/B/C and BIOL 110L.	\$	979.90
Microbiology	Microincinerator	Microincinerators are a critical part of laboratory safety when working with BSL2 microorganisms. Students are currently sharing a small number of microincinerators. A larger set will allow better efficiency and safety in the lab.	\$	7,447.35

Performing Arts, Drama	HP ENVY x360 2-in-1 Laptop 13-bf0747nr, 13.3", touch screen, Windows 11 Home, Intel® Core™ i5, 8GB RAM, 512GB SSD, UHD	Erin is in need of a laptop for her department and classroom use.	\$	800.00
Performing Arts, Drama	HP Laptop - 15t-dw400	We are in need of a laptop for stage management and classroom use.	\$	600.00
Performing Arts, Drama	Samsung - Galaxy Tab A8 10.5" 128GB (Latest Model) - Wi-Fi - Pink Gold	We are requesting this tablet for front-of-house needs.	\$	400.00
Performing Arts, Music	Baritone Saxophone	The department has a pair of decrepit student instruments that do not work well even after being serviced. As the baritone saxophone is a expensive instrument, most clarinet and sax players do not own one, and cannot afford to buy one (equity issue). Rental choices are generally very poor and provide instruments worse that the ones we own. At this time, I have two students who would like to learn to play the baritone saxophone in the Symphonic Wind Ensemble but cannot do so due to a lack of instrument.	\$	6,907.00
Performing Arts, Music	Bb Clarinet	The Music Department currently owns only very old student Bb clarinets, better suited to 5th graders first learning to play than college level students. The department owns a decent A clarinet and we should be able to supply a student with both options. Good instruments are expensive and put them out of the financial reach of all but the wealthiest of students. The College of Marin should be a place where talented students should be able to learn, practice on and perform on instruments that will allow them to sound their best.	\$	4,371.00

Performing Arts, Music	Alto Saxophone	The Music Department does not own a single alto saxophone. We need to have at least one decent alto sax to be able to facilitate a player who cannot afford their own and needs something better than a rank student horn, the likes of which can be rented in Marin. Student equity.	\$	3,067.00
Performing Arts, Music	Vibraphone	Current vibraphone recently broke; because of the age of the instrument, repair is impossible; requesting a new instrument that is critical to the success of the Jazz Band, among other ensembles.	\$	6,800.00
Performing Arts,- Drama	Masking Curtains	These are needed in the JDT to replace existing curtains	\$	800.00
Performing Arts- Drama	ETC 14 degree lenses	These are needed in the JDT to replace existing lenses.	\$	900.00
Performing Arts- Drama	ETC 70 degree lenses	These are needed in the JDT to replace existing lenses.	\$	1,400.00
Performing Arts- Drama	IMAC	This is needed for video editing software.	\$	3,000.00
Physical Sciences	Maximus Energy brand Gamma Lite gamma ray detector.	For demonstrating radioactivity in every day items such as bananas. Can be used by all physics classes.	\$	1,400.00
Physical Sciences	Projector	Instructors request a Projector which has higher resolution (4K?) and is brighter for showing detailed physics diagrams, animations, and videos. Will benefit all physics and engineering classes which meet in rooms 109 or 115.	\$	7,700.00
			\$	219,218.49