



C U Y A M A C A  
· C O L L E G E ·  
—  
L E A R N I N G F O R  
T H E F U T U R E

# CUYAMACA COLLEGE

**May 6, 2011**

**Technology Plan**

**2011-2012**

Instructional Technology Council

Technology Plan Committee:

Connie Elder  
Steve Weinert  
Co-Chairs

Chris Branton  
Tim Buckles  
Tim Pagaard  
Taylor Smith  
Kari Wergeland

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**Summary of 2010 - 2011 Accomplishments**

- Given that this is the last year to spend the three year old state block grant funding technology, we are happy to announce that all essential instructional software has been funded for 2011 – 2012. Indeed, all essential technology needs campus-wide will have been resolved by fall 2011.
- All computers campus-wide were or will be upgraded to a minimum Core 2 processor with 1GB RAM, 1.86 GHz to support Office 2010. These will also be able to support Windows 7 when the District is ready to begin rolling it out. (This process spans into the next academic year as well.)
- The new Music Industry major is fully supported with industry-standard software with the addition of Ableton Live Suite & Auralia.
- 18 training workshops conducted for faculty in Blackboard, ADA compliance in online materials, Sharepoint (webpage creation and editing), iTunes University, instructional video production, emerging technologies, and open lab assistance in all of the above.
- Standardization of computers for smart carts in the older buildings (F, K, M, R) which will simplify image creation and maintenance.
- Established a faculty video production and other web technologies work room in the Learning & Technology Resource Center.
- Consolidated technical support staff in the Learning & Technology Resource Center.

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**Summary of 2010 – 2011 Technology Plan**

This was the final year to spend all remaining funds provided by 3 year old block grants. Once again, the Technology Plan Committee was able to provide solutions satisfying all requests for technology that received a “1” ranking by the Academic Master Plan, a “1” ranking by the Technology Plan Committee and were appropriate for Tech Plan funding (see Appendix B for more information). This was made possible with assistance from the Basic Skills Initiative, the new building funds available for Business/CIS (“E”), Career Technical Education funds (Carl Perkins), and a careful analysis of how replaced computers might continue to serve elsewhere. These alternative funding sources were particularly critical this year as there was no block grant money provided by the State and Cuyamaca College has no budgetary line item for technology. A frugal approach to technology purchases over the last three years provided some carry-over of block grant funds. This year, the college did identify about \$30,000 of general funds to support instructional technology as well.

As has been our tradition, the Technology Plan Committee focuses on Instructional Computing needs. We try to keep computers in use as long as they are able to serve a function in instruction. Once the needs of instruction have been satisfied, we are often able to direct technology to Student Services. With the final surge of spending from the “E” building, 230 decent computers that are still under warranty have become available for dispersal campus-wide.

**New Computers Purchased with E building Funding**

Discipline	Room	Quantity
Computer & Information Science	E 205	32
Computer & Information Science	E 206	32
Computer & Information Science	E 207	32
Computer & Information Science	E 211	32
CADD	F 601	30
Business Office Technology	E 120	32
Graphic Design	E 230	32

**Total: 230**

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**Summary of Planned Dispersal of Newer Computers**

Discipline/Function	Room	Quantity
Classroom smart carts	F, K, M, R classrooms	32
Physics	H building	10 (iMacs)
Child Development	R 119, R 124	10
Learning Lab - CEWT	L 103	6
Automotive	K 130	27
Living Room – student lab	C 219	10
Faculty & Staff Offices	Various	107
Stored for back-up or last minute discoveries	TBD	10
Surplus iMacs	N/A	18

**Total: 230**

The Learning and Technology Resource department has the responsibility of maintaining hardware inventories used in instruction. As a result, the largest monetary requests on the plan are from this department. None of these items were funded this year (ranked “3”) because of expected changes in the next year which may at least 3 classrooms off the inventory. A shuffling of technology once this occurs will produce the necessary upgrades in the remaining classrooms.

The LRC expansion project has financed a faculty work room which will contain both PC and Apple platforms and all necessary software to support audio and video editing. This will be ready for use by the beginning of fall 2011. It will also be used to purchase portable microphones for faculty to use for audio taping lectures which can be easily uploaded into iTunes for students to access via a wide variety of personal devices.

The Technology Plan is now ready for implementation. Departments have been notified of their approved requests and are encouraged to begin the ordering process immediately. This means that the equipment can be installed over the summer and ready for use in fall 2011. A brief summary of the funded computer technology requested by department is presented below. The traditional spreadsheet providing itemized details is attached at the end of this document as Appendix A.

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**Summary of 2011 – 2012 Technology Requests**

**Art:** Nothing requested.

**Athletics:** Nothing Requested

**Automotive Technology:** Nothing requested.

**Business & Professional Studies:** Westlaw and other software to support Paralegal Studies.

**Business and Office Technology:** Nothing requested.

**CADD:** A two year renewal license for Solidworks 3D modeling software.

**Child Development:** Nothing requested

**Communication Arts - ASL:** Nothing requested.

**Communication Arts - ESL:** Nothing requested.

**Communication Arts - English:** Nothing requested.

**Communication Arts - Reading:** Nothing requested.

**Communication Arts - Speech:** Nothing requested.

**Computer & Information Science:** Because of new (“E”) building and CTE funding, most of their equipment needs have been accommodated other sources. This year the Technology Plan was able to fund the software maintenance of the critical Adobe Web Premium package.

**Environmental Health and Safety Management:** EHSM needs a couple of printers and certificate software, all of which can be funded through CTE.

**Exercise Science/Health Education:** Nothing requested.

**Foreign Languages:** Nothing requested.

**Graphic Design:** Like CIS, this department resolved to fund its needs through new building funds.

**History, Social, and Behavioral Sciences:** 5 ipods were requested to facilitate podcasting of lectures; two were funded by the Technology Plan, additional ones were funded by department budget.

**Humanities and Religious Studies:** Nothing requested.

**Instruction/Tutoring:** Nothing requested.

**Learning & Technology Resources/Library:** As stated earlier, this area was not funded this year.

**Learning Resources/Computer Labs:** Nothing requested.

**Mathematics:** The department withdrew all of their requests as they have determined that the sit down lecterns left by CIS in the H building are satisfying their needs.

**Ornamental Horticulture:** IWorks and Microsoft Office are funded by District site-wide licenses and the department financed the MacBook with alternate funding sources.

**Performing Arts:** Ableton Live Suite and Auralia were both funded; filling out all critical software needs for the relatively new Music Industry major.

**Science & Engineering/Astronomy:** Nothing requested.

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**Science & Engineering/Biology:** Nothing requested.

**Science & Engineering/Chemistry:** Nothing requested.

**Science & Engineering/ Earth Sciences:** Nothing requested.

**Science & Engineering/Engineering:** Engineering finally received funding

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Appendix A College Technology Plan Budget - February 02, 2011 2011 - 2012				
Priority	Description	QTY	Price	Ext. Price
<b>Art</b>				
	<i>Nothing Requested</i>			0.00
<b>Subtotal for Project</b>				<b>0.00</b>
<b>Tax</b>				<b>0.00</b>
<b>Total for Project</b>				<b>\$0.00</b>
<b>Athletics</b>				
	<i>Nothing Requested</i>			0.00
<b>Subtotal for Project</b>				<b>\$0.00</b>
<b>Tax</b>				<b>\$0.00</b>
<b>Total for Project</b>				<b>\$0.00</b>
<b>Auto Tech</b>				
	<i>Nothing Requested</i>			0.00
<b>Subtotal for Project</b>				<b>\$0.00</b>
<b>Tax</b>				<b>\$0.00</b>
<b>Total for Project</b>				<b>\$0.00</b>
<b>Business &amp; Professional Studies: Overall Department</b>				
ALT	Paralegal - Westlaw or other Legal subscription database	1	4200	4,200.00
	Trial Director or Summation or similar software	0	2000	0.00
	<i>NOTE: amended by Mary Sessom to total of 4200</i>			
<b>Subtotal for Project</b>				<b>\$4,200.00</b>
<b>Tax</b>				<b>\$325.50</b>
<b>Total for Project</b>				<b>\$4,525.50</b>
<b>Business &amp; Professional Studies: Business Office Technology</b>				
	<i>Nothing Requested</i>			0.00
<b>Subtotal for Project</b>				<b>\$0.00</b>

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			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>CADD Technology</b>				
1	SOLIDWORKS "3D SOLID MODELING" - Annual Renewal	45 seats		2,420.00
			<b>Subtotal for Project</b>	<b>\$2,420.00</b>
			<b>Tax</b>	<b>\$187.55</b>
			<b>Total for Project</b>	<b>\$2,607.55</b>
<b>Campus Wide Instructional Support</b>				
3	Projector bulbs (all departments)	1	\$3,000.00	3,000.00
			<b>Subtotal for Project</b>	<b>\$3,000.00</b>
			<b>Tax</b>	<b>\$232.50</b>
			<b>Total for Project</b>	<b>\$3,232.50</b>
<b>Child Development</b>				
	<i>Nothing Requested</i>			
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Communication Arts: ASL</b>				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Communication Arts: ESL</b>				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>

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Communication Arts: English				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
Communication Arts: Reading				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
Communication Arts: Speech				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
Computer Information Systems and Technology/CIS				
NBF	<i>Personal Computers</i>	2	1,000.00	2,000.00
NBF	<i>Servers</i>	2	1,500.00	3,000.00
NBF	<i>Wireless Access Point</i>	2	500.00	1,000.00
NBF	<i>Portable server/router rack</i>	2	500.00	1,000.00
NBF	<i>Cabling Material</i>	1	500.00	500.00
NBF	<i>Switch/router</i>	2	700.00	1,400.00
NBF	<i>Fiber upload link</i>	2	400.00	800.00
ALT	<i>Cisco consumable materials</i>	1	500.00	500.00
ALT	<i>PC tool kits</i>	10	10.00	100.00
ALT	<i>Fluke 12B digital multimeters</i>	3	157.00	471.00
ALT	<i>Wireless video camera</i>	1	350.00	350.00
ALT	<i>Lynda.com subscriptions</i>	5	300.00	1,500.00
ALT	<i>Camtasia/SnagIT software maintenance</i>	9	24.00	216.00
1	<i>Adobe Web Premium software maintenance</i>	39	369.00	14,391.00
ALT	<i>Adobe Professional software maintenance</i>	9	19.00	171.00
ALT	<i>MSDNAA software subscription</i>	1	399.00	399.00
ALT	<i>VMWare workstation software maintenance</i>	6	25.00	150.00

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ALT	CISCO Netlabs	2	450.00	900.00
ALT	CISCO Academy fee	1	400.00	400.00
			<b>Subtotal for Project</b>	<b>\$29,248.00</b>
			<b>Tax</b>	<b>\$2,266.72</b>
			<b>Total for Project</b>	<b>\$31,514.72</b>
<b>Environmental Tech/ Environmental Management &amp; Occupational Safety and Health</b>				
	<b>F-724</b>			
4	B/W Printer (only if current printer fails)	1	200.00	200.00
4	Color Printer (only if current printer fails)	1	250.00	250.00
	<b>F-724</b>			
4	Certificate Software	1	100.00	100.00
	<b>**NOTE: department withdrew preceding requests</b>			
	<b>F-724</b>			
N/R	Ergonomic chair, office use & classroom demo	1	500.00	500.00
			<b>Subtotal for Project</b>	<b>\$1,050.00</b>
			<b>Tax</b>	<b>\$81.38</b>
			<b>Total for Project</b>	<b>\$1,131.38</b>
<b>Exercise Science/Health Education</b>				
	<i>Nothing Requested</i>			
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Foreign Languages/Spanish, French, &amp; Aramaic</b>				
	<i>Nothing Requested</i>			
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Graphic Design</b>				



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	<b>Campus Classrooms</b>			
3	Da-Lite Projector Screen	3	170.00	510.00
3	Smart Cart Lectern (Media Director & Pixies)	3	3,921.00	11,763.00
3	Document Cameras	3	512.00	1,536.00
3	Ceiling Speakers	3	240.00	720.00
			<b>Subtotal for Project</b>	<b>\$24,579.00</b>
			<b>Tax (included above)</b>	<b>\$1,904.87</b>
			<b>Total for Project</b>	<b>\$26,483.87</b>
<b>Learning Resources/ Computer labs</b>				
	<i>Nothing Requested</i>			
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Mathematics</b>				
	<b>(H-113, 128, 133, 134, 139)</b>			
4	Masters Lecturn w/o cut out HD/4 gang Pixie Pro cut/out/ID Model 55251HDQ5; Repeat MOD: Indigo & Dark Gray, Pixie Pro 4 Gang Cutout	1	3,247.86	3,247.86
4	Keyboard Tray Adjustable (80023) Model 95506	1	158.46	158.46
4	Power Strip 7 Outlet Surge Protection Model 99024	1	27.36	27.36
4	<i>Rack Mount Cantilever Shelf 2RU Black Model 97504B</i>	1	35.34	35.34
4	FPM Monitor Arm - Light Monitor 4-13.5 lbs Black Model 195512	1	270.18	270.18
4	Masters Lecturn w/o cut out HD/4 gang Pixie Pro cut/out/ID Model 55251HDQ5; Repeat MOD: Indigo & Dark Gray, Pixie Pro 4 Gang Cutout	4	3,247.86	12,991.44
4	Keyboard Tray Adjustable (80023) Model 95506	4	158.46	633.84
4	Power Strip 7 Outlet Surge Protection Model 99024	4	27.36	109.44
4	<i>Rack Mount Cantilever Shelf 2RU Black Model 97504B</i>	4	35.34	141.36
4	FPM Monitor Arm - Light Monitor 4-13.5 lbs Black Model 195512	4	270.18	1,080.72
	<b>**NOTE: department withdrew preceding requests</b>			
	<b>Note: 5 items requested, 1 funded</b>			
			<b>Subtotal for Project</b>	<b>\$18,696.00</b>

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				<b>Tax</b>	<b>\$1,448.94</b>
				<b>Total for Project</b>	<b>\$20,144.94</b>
<b>Ornamental Horticulture</b>					
		<b>M-100 &amp; M-105, M-111</b>			
ALT	MacBook Pro- 15 inch		2	1,849.00	3,698.00
N/R	iWorks		2	41.00	82.00
N/R	Microsoft Office		2	141.00	282.00
				<b>Subtotal for Project</b>	<b>\$4,062.00</b>
				<b>Tax</b>	<b>\$314.81</b>
				<b>Total for Project</b>	<b>\$4,376.81</b>
<b>Performing Arts</b>					
		<b>Music B-209</b>			
1	Ableton Live Suite academic pricing		30	374.25	11,227.50
1	Auralia		30	50.00	1,500.00
				<b>Subtotal for Project</b>	<b>\$12,727.50</b>
				<b>Tax</b>	<b>\$986.38</b>
				<b>Total for Project</b>	<b>\$13,713.88</b>
<b>Science &amp; Engineering / Biology</b>					
	<i>Nothing Requested</i>				
				<b>Subtotal for Project</b>	<b>\$0.00</b>
				<b>Tax</b>	<b>\$0.00</b>
				<b>Total for Project</b>	<b>\$0.00</b>
<b>Science &amp; Engineering / Earth Sciences</b>					
	<i>Nothing Requested</i>				
				<b>Subtotal for Project</b>	<b>\$0.00</b>
				<b>Tax</b>	<b>\$0.00</b>
				<b>Total for Project</b>	<b>\$0.00</b>
<b>Science &amp; Engineering/ Engineering</b>					

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	<b>Computer Equipment &amp; Hardware</b>			
	<b>F 301</b>			
ALT	3-D printer from Makerbot	1	950.00	950.00
ALT	Stress-strain tester and associated computer equipment	1	1,047.00	1,047.00
1	Truss set and associated sensors	1	229.00	229.00
			<b>Subtotal for Project</b>	<b>\$2,226.00</b>
			<b>Tax</b>	<b>\$172.52</b>
			<b>Total for Project</b>	<b>\$2,398.52</b>
<b>Science &amp; Engineering/ Chemistry</b>				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Science &amp; Engineering/Oceanography</b>				
	<i>Nothing Requested</i>			
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>TLC/Faculty Support</b>				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Faculty Workrooms</b>				
	<i>Nothing Requested</i>			
				0.00
			<b>Subtotal for Project</b>	<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
			<b>Total for Project</b>	<b>\$0.00</b>
<b>Faculty Computers</b>				

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	<i>Nothing Requested</i>			0.00
		<b>Subtotal for Project</b>		<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
		<b>Total for Project</b>		<b>\$0.00</b>
<b>Support Staff Computers</b>				
	<i>Nothing Requested</i>			0.00
		<b>Subtotal for Project</b>		<b>\$0.00</b>
			<b>Tax</b>	<b>\$0.00</b>
		<b>Total for Project</b>		<b>\$0.00</b>
		<b>Sub-total</b>	<b>Tax</b>	<b>Total</b>
<b>TOTAL OF ALL #1 PRIORITIES</b>		<b>\$30,365.50</b>	<b>\$2,353.33</b>	<b>\$32,718.83</b>
<b>TOTAL OF ALL #2 PRIORITIES</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF ALL #3 PRIORITIES</b>		<b>\$25,926.00</b>	<b>\$2,009.27</b>	<b>\$27,935.27</b>
<b>TOTAL OF ALL #4 PRIORITIES</b>		<b>\$19,246.00</b>	<b>\$1,491.57</b>	<b>\$20,737.57</b>
<b>TOTAL OF "N/R" ITEMS</b>		<b>\$8,352.00</b>	<b>\$647.28</b>	<b>\$8,999.28</b>
<b>TOTAL OF New Building ITEMS</b>		<b>\$26,300.75</b>	<b>\$2,038.31</b>	<b>\$28,339.06</b>
<b>TOTAL OF Recycled ITEMS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF ITEMS Purchased or Completed</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF ITEMS Not Applicable</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF ITEMS Not Categorized</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF ITEMS Requiring Alternate Funding</b>		<b>\$14,836.00</b>	<b>\$1,149.79</b>	<b>\$15,985.79</b>
<b>GRAND TOTAL</b>		<b>\$125,026.25</b>	<b>\$9,689.53</b>	<b>\$134,715.78</b>

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**Appendix B**

**Technology Plan Proposal Evaluation Process**

The Technology Plan Committee begins meeting in October, at which time members are assigned disciplines for which they are responsible to represent during committee discussions. The members are expected to meet with their discipline(s) and become very familiar with the needs, available resources, and vision of that instructional area. It is at this time that the technology plan is developed for inclusion in the department's annual Academic Master Plan.

Meanwhile, the Academic Master Plan Committee (AMP) is hard at work reviewing all instructional plans and ranking activities on a scale of 1 – 4. By Professional Development Week in January, the Technology Plan Committee (TPC) has enough information from the AMP to begin its analysis of campus-wide technology needs. The TPC compiles the technology plans and coordinates its review of them with the concurrent and pertinent rankings of the AMP. The discipline liaison presents each department's plan, a discussion ensues and priority rankings on a 1 – 4 scale result.

**Criteria and Ranking Categories**

The criteria and ranking categories are given below.

Criteria – Technology proposals should:

1. Support curricular goals
2. Demonstrate faculty willingness/readiness to implement
3. Be part of a phased-in project already in progress
4. Assist multiple departments
5. Support long-term institutional goals through the use of current and emerging technologies
6. Be cost effective
7. Demonstrate a critical need for state-of-the-art technology

Ranking Categories:

1. Strongest recommendation
2. Highly recommended
3. Recommended
4. Not recommended

**Allowable Tech Plan Items**

Technology Plan requests are generally funded from block grants, which include Instructional Equipment, Library Material, and Technology funds. These funds are for equipment, related infrastructure and installation

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necessary for the delivery and preparation of instruction or direct assistance to students. Equipment means tangible district property of a more or less permanent nature that cannot be easily lost, stolen or destroyed, but which replaces, modernizes or expands an existing instructional program. Furniture such as tables, desk, and chairs will be considered at the time of initial installation only. Subsequent requests for upgrades or replacement must be routed through the regular Academic Master Plan budget process. Software which is an integral and necessary component for the use of specific instructional equipment may be included in block grant fund requests. Requests for upgrades and replacements of faculty office computers will also be considered. Items such as flash drives, CDs, videos, etc., are considered supply items, and must be purchased from department supply funds.

**Trends for Technology Use**

While reduced budgets in the near future present serious funding challenges, the overall trend at Cuyamaca College continues to be one of increased reliance on instructional technology. Each year brings updates to “smart” classrooms, internet-based assignments, and the more courses offered in either a blended or online format. The expanded use of technology is an essential trend in education. In a period of limited resources it is paramount that we rely on careful planning to get the maximum return on our technology investment.