## SAC RESOURCE ALLOCATION REQUEST FORM FY 2018/19

### Directions:
- * Enter items that have been included in your 2018/19 approved or revised program review that require additional funding.
- * Sort request by division/department priority. Prioritize by numerical value, # 1 being highest priority of need.
- * Dean/Director submits an electronic copy of this request along with supporting evidence to the SAC Budget office with a copy to area VP.
- * All Resources Allocation Requests need to be submitted no later than Friday, December 18, 2017.

### Student Equity Funding Requirements

#### SAC MISSION STATEMENT
Santa Ana College inspires, transforms, and empowers a diverse community of learners.

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### General Priorities

1. A&R, FA, Counseling
2. Health & Safety of the Learning and Working Environment
3. Instruction, Online Instruction and Course Management
4. Instruction, Online Instruction and Course Management
5. SAC Strategic Plan
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9. SAC Strategic Plan

### Other

- **Other
  - Conferences
  - Contracted Services (Non-instructional)
  - Supplies (Non Instructional)
  - Software/licenses/fees (Non-Instructional)
  - Personnel/(Non-Instructional)
  - Office-Other Equipment
  - Facilities
  - Contracted Services (instructional)
  - Software/Licenses/fees (Instructional)
  - Classroom Technology/Equipment
  - Campus Technology/Equipment
  - Student Life Services Projects
  - Library

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### Rational for Unfunded Items:

1. Low priority item
2. Insufficient funding
3. Insufficient information provided
4. Outside scope of Educational Master Plan
5. Does not meet budget priorities
6. Not related to SAC Strategic Plan
7. Not related to Program Review

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### *Student Equity Funding Requirements*

#### How does your request relate to your/program/student learning outcomes (SLOs)/ (Academic/Departments), and service level outcomes (SLOs/Other)?

**How does your request relate to student learning outcomes?**

- How does your request relate to the Strategic Plan?
- Is this a multi-disciplinary or campus wide request?
- **Yes/No**
- Please explain.

#### Estimated Cost FY 18/19

- **Estimated Cost FY 18/19**

#### Item Funded?

- **Item Funded?**

#### GL Account will be added during the funding period

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**Division:** President’s Office

**Submit by:** Linda Rose/M.Utsuki/J. Steffens

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<td>How does your request relate to department/division goal?</td>
<td>How does your request relate to the Strategic Plan?</td>
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<td>Electronic Media Specialist</td>
<td>Personnel (Non-instructional)</td>
<td>As SAC continues to work on Guided Pathways, the website structure will completely change. This position will work with District 72 and key personnel to create and update content as needed, train staff on manuscript pages, keep approved of all materials up-to-date so that SAC remains relevant and current to the demands of potential students.</td>
<td>The SAC website is the college's biggest marketing tool. Having a current, responsive site is essential to maintaining SAC's brand. All marketing materials currently in use will be updated on the website.</td>
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<td>Business Systems Analyst</td>
<td>Personnel</td>
<td>Improved delivery of services requires skill in analysis at the intersection of business and technology. Improving service delivery requires the on-boarding of new technology resources as well as adjustments to standard operating procedures. This position will provide support for evaluation, testing, communication and analysis of business operations in the context of new and available technology.</td>
<td>Provides technology infrastructure that promotes effective instruction and student success.</td>
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<td>Project Management / Strategic Technology</td>
<td>Testing Software</td>
<td>Software fees (Non-instructional)</td>
<td>Students will have equal access to critical information on one of their primary channels of communication. Improving delivery of services requires information to be available to students in minimal amount. Testing is one of the primary communication channels used by students and over 90% of all messages received are read. This technology will ensure equal access to information at critical moments during matriculation.</td>
<td>Provides technology infrastructure that promotes effective instruction and student success.</td>
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<td>Project Management / Strategic Technology</td>
<td>Social Lion</td>
<td>Conference</td>
<td>Improved delivery of services and delivery of strategic initiatives requires staying current on the state of technology. Social Lion is the primary vendor for most of the technology infrastructure on this campus. It is imperative that this department remain up to date on the latest products and services from this vendor as well as best practices for delivery of services.</td>
<td>Provides technology infrastructure that promotes effective instruction and student success.</td>
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<td>Chief Information Systems Officers Association (CISOA) Conference</td>
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<td>Improved delivery of services and delivery of strategic initiatives requires staying current on the state of technology. This conference is focused on streamlining business processes and enhancing student success through technology integration in the California Community College System.</td>
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Note: RARS listed above includes all funding sources.