



Annual Program Review 2012-2013 - INSTRUCTIONAL REPORT

Division - Program

HEALTH EDUCATION

Authorization

After the document is complete, it must be reviewed and submitted to the Program Review Committee by the Division Chair.

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Date Received by Program Review: 11/16/2012

1.0. Trend Analysis

For each program within the division, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures.

Program	Academic Year	FTES Trend	FTEF Trend	WSCH / FTEF Trend	Full-Time % Trend	Fill Rate Trend	Success Rate Trend	Awards Trend
Health Education	2008-2009	204	10	666	69.7%	102.1%	72.6%	40
	2009-2010	229	10	709	81.4%	103.3%	74.9%	34
	2010-2011	192	11	576	72.0%	98.4%	72.9%	32
	2011-2012	187	10	604	55.0%	102.6%	74.5%	38
	% Change	-8.3%	+1.1%	-9.3%	-14.6%	+0.5%	+1.9%	-5.0%
	Four-Year Trend	stable	stable	stable	decreasing	stable	stable	stable

1.1 Describe how these trends have affected student achievement and student learning:

Over the past two years, several full-time faculty have retired with only a single full-time position having been filled. For this reason the full-time % trend has decreased. Thanks to the existing full-time faculty's willingness to increase their workload in combination with the adjunct faculty's willingness to teach health, the student learning and achievement has for the most part remained stable.

1.2 Please explain any other relevant quantitative/qualitative information that affects the evaluation of your program?

While everyone in the Health area has been willing to lend a hand in maintaining student fill and success rates for the time being, we would encourage the College to consider filling at least one more full-time position in upcoming years.

2.0. Student Learning and Curriculum

Course Level

Year	SLOAC Course Count		% of Courses Assessed
2010-2011	6	50.0%	0.0%
2011-2012	6	100.0%	66.7%
% Change		+50.0%	+66.7%
Four-Year Trend		increasing	increasing

Provide the following information on each department and program within the division.

List each program within the division	Active Courses with Identified SLOs		Active Courses Assessed		Course Sections Assessed	
	N / N	%	N / N	%	N / N	%
Health	6	100	6	100	6	100

2.1 Please comment on the percentages above.

The Health division has written SLOs for all of its courses. Currently all 6 courses are active. All 6 courses have been assessed.

2.2 Using the results from your division/departments recent assessment reports, please summarize any pedagogical or curricular changes that have been made as a result of your course assessments.

We have completed, assessed and met with success on our SLOs. We have made modifications to some Health courses (particularly 101/102) as the result of having put into place the new Kinesiology major. This process is still in progress.

2.3 Please list all courses which have been reviewed in the last academic year.
Note: Curriculum Review is required by the Chancellors Office every 6 years.

Two of the six Health courses have been revised recently (Health 101/102).

Degree, Certificate, Program Level

List each degree and certificate, or other program* within the division	AA/AS Degree PLO Identified		AA/AS Degree Assessment Cycles Completed		Certificate PLO Identified		Certificate Assessment Cycles Completed	
	YES	NO	YES	NO	YES	NO	YES	NO
Health courses are stand-alone courses. We have no degrees or certificates								

2.4 Please comment on the percentages above.

We do not run degrees or programs. The Health courses are transferable as electives or are required for graduation.

2.5 Using the results from your division/departments recent assessment reports, please summarize any changes that have been made as a result of your program level assessments. Your summary should include a summation of the results of all degrees, certificates, and other programs which were recently assessed.

Speaking to the courses in our program collectively, we believe they are diverse and varied and meet the needs of students (non-Health Science majors) taking Health. We believe they need no modifications at this time.

2.6 Please list all degree/certificate programs within the division that were reviewed in the last academic year.

None.

2.7 What recent activities, dialogues, discussions, etc. have occurred to promote student learning or improved program/division processes in the last year?

Mark an "X" in front of all that apply.

X	Curricular development/revisions of courses
X	Curricular development/revision of programs
X	Increased improved SLO/PLOs in a number of courses and programs
x	Other dialog focused on improvements in student learning
x	Documented improvements in student learning
x	Increased/improved SLO/PLOs in a number of courses and programs
x	New degree or certificate development
X	Best Practices Workshops
X	Conference Attendance geared towards maintaining or improving student success
x	Division Retreat in 2011-2012
X	Division or department attendance at Staff Development activity geared towards maintaining or improving student learning
x	Division Meeting Minutes
X	Reorganization

Please comment on the activities, dialogues, and discussions above

Over the past year, the Health division has made certain to assess all of its SLOs. At least one course has undergone a major revision (Health 102). As part of this revision, SLOs were revised for clarity. A best practices workshop and a conference was attended (pertaining to technology) to enhance student success technology by at least one faculty member. Another faculty member serves as the SLO coordinator for the Institution, thus bringing the division important updates and communications as to how to successfully meet our SLOs and PLOs. Due to the development and near-completion of the Kinesiology major, some Health courses have been reorganized and/or revised to serve that program. Most of the objectives we set for ourselves last year have been met or are currently moving through the approval processes.

3.0 Reflection and Action Plans

- 3.1** Based on your data and analysis presented above, as well as on issues or items that you were unable to discuss above, comment on the Strengths and Weaknesses of the Program

Strengths

List the current strengths of your program

1. We offer a diverse health education curriculum for the non-science major
2. We maintain a faculty willing to teach these courses in traditional, hybridized, and online formats
3. We have faculty willing to learn to enhance their courses through online strategies

3.2 Weaknesses

List the current weaknesses of your program

1. We are having difficulty maintaining high standards as far as technological innovation due to lacking computer hardware and software
2. Because of the increased teaching demand (due to retirements), though the willingness to learn is present, the time for learning to implement web-teaching strategies is limited for many in the division
3. Some equipment used in our CPR courses has been broken or become outdated

- 3.3** Using the weaknesses, trends and assessment outcomes as a basis for your comments, please briefly describe any future plans and/or modifications for program/division improvements. Any plans for reorganization should also be included, along with a resource request if applicable.

Plans or Modifications	Anticipated Changes/ Improvements	Link to EMP, Plans, SLOs, PLOs, ILOs
Increase percentage of web-enhancements to traditional sections of Health courses	We should be able to increase this by at least 20% in the upcoming year (see the box below as to how we plan to do this)	EMP 1.3 & 3.5; ILO: 1E, 3C, 4B, 6A, 6D, 7A; PLO: SLO:

Increase division faculty's technology understanding and delivery	One faculty member will be overseeing modifications to all Health courses to make sure they contain adequate, innovative web enhancements that instructors are comfortable implementing in their classrooms. This same person serves on the Distance Ed committee and will verify that hybrid courses and online courses are compliant with the federal and state distance ed guidelines.	EMP: 1.2, 1.3, 3.5
We will request funds for replacement of outdated equipment	Funding will be required to make this change occur	ILO: 3C, 4D, 7D
To become current with SLO assessment cycles and creating links to both assessment timelines and reports	If we become current on our assessments we can continue to change and update courses to follow student trends and needs. This will allow us to better serve our growing population in a more productive manner creating more opportunities, better equipment, facilities and on-site coaches.	This plan is linked to the EMP, SLO's, PLO's and ILO's.

Format Rev. 9.21.12

2012 PROGRAM REVIEW

Section 4 Resource Request

Health Education

*Annual Funding:
Hardware/Software
Conference/Training*

I:HPE-H-1

Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade	X	Computer hardware or Faculty Use
X	Instructional equipment	X	Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment	X	Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

Software must be purchased and upgraded regularly in order for online courses to meet distance ed mandates and EMP 3.5. Some software being requested is used in design of curriculum for all Health courses while other pieces are used to deliver and engage students in course content in online/hybrid courses. Beyond that, still other software is needed to backup projects so as to prevent massive data losses in the event of a computer malfunction. Some software is purchased for a flat fee, while other pieces are subscription-based.

Hardware must be purchased and upgraded to run high-end software. Certain specifications on hardware are mandatory and will be provided should funds become available for hardware. Beyond a computer, hardware such as external hard drives, a microphone, a web-cam, a video camera, a still-camera, and other items and needed to maximize the software utilization. Wide screen monitors are important for eye health when running high-end software requiring simultaneous use of multiple operating windows, which are otherwise so small that they strain eyes.

To maximize faculty's comprehension of (particularly software resources), funds are needed for seminars, conferences or webinars which provide detailed instruction on the use of the software.

Technologically current, functional AED devices are necessary when certifying students in CPR. Mannequins showing wear and tear (cracks) may cause injury in the classroom and should be replaced.

Disposable items like face cloths must be replaced continuously for sanitary reasons.

Amount requested: \$1500 annually for technology and training Jon- I don't know the numbers for Hth 102 equipment, but let's say \$250 annually for computer software (unless you want to ask for more).

Breakdown of cost, if applicable.

\$1000 annually for computer software/hardware
\$500 annually for conferences and training

4.2 Funding

	Requires One Time Funding
X	Requires Ongoing Funding
X	Repeat Request
X	Year(s) Requested 2010-2011

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
X	Legal Mandate

Please explain how/why this request meets any of the above criteria.

Per item 4.1:

Some software is purchased for a flat fee, while other pieces are subscription-based. Hardware must be purchased and upgraded to run high-end software.

Wide screen monitors are important for eye health when running high-end software requiring simultaneous use of multiple operating windows, which are otherwise so small that they strain eyes.

Using old or outdated equipment in a CPR/First Aid course may violate the Red Cross guidelines in terms of us issuing their CPR card. Mannequins showing wear and tear (cracks) may cause injury in the classroom and should be replaced.

Disposable items like face cloths must be replaced continuously for sanitary reasons.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Software, hardware and conference requests are needed to meet EMP: 1.2, 1.3, and 3.5 and ILO: 3C, 4A, 4B, 6A, 6D, 7A, 7B, and 7D. They assist also in meeting all existing SLOs for the Health curriculum.

Additionally, providing software for delivering distance ed will also help the Health faculty do its part to bring the Institution into compliance with federal and state distance ed guidelines.

Providing technologically current, functional AED equipment, adequate mannequins and other CPR/First Aid supplies is required in order to be in compliance with the Red Cross's mandates for issuing a CPR card. They also are needed to meet the following: EMP: 1.2, 1.3, 3.5; ILO: 7B, 7C, 7D, and the SLOs specific to Health 102.

4.5 What measurable outcome will result from filling this resource request?

1. Web-enhancing all of the sections of all of the Health division's courses. Additional outcomes will occur (and be noted) in the Kinesiology and Athletics areas of the division, as the technology will be used cross-divisionally to web-enhance the entire division's curriculum. 2. Better student retention may be expected since the delivery methods are in line with innovative learning strategies (many of which are already implemented at the K-12 level). 3. Students ought to make measurable gains in information competency if instructors deliver lessons that include instruction in this area, which would be a result of increased teacher preparedness as far as technology resources.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	
	NON COMPLIANT OR INCOMPLETE	X
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	x
	c) Request not linked to EMP, plan or SLO,PLO or ILO	x
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW

Section 4 Resource Request

**H&PE-
KINESIOLOGY**

Adult Annie Manikin

I:HPE-H-2

Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

Item: 20024: The Little Anne CPR training manikin is a realistic, inexpensive, lightweight, adult CPR trainer that offers all the essential features. It is designed with both the user and instructor in mind. The airway can be opened using head tilt/chin lift and/or jaw thrust techniques. Manikins are economical, includes disposable airways, removable and reusable faces, a "clicker" which confirms correct compression depth and a compression spring for consistent resistance.

Four Pack **Includes** : 4 Manikins, Soft Pack Carry case, 8 Rescue manikin Faces, 8 Little Anne Airways, 24 Rescue Manikin Wipes, and directions for Use.

Amount requested: \$700.00 not including tax or shipping and handling

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
3	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the manikins. Over use of the Adult manikins have caused deterioration of the compression cambers and breathing valves. The current manikins being used are inadequate for classroom demonstrations and/or student participation.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Safety is a main component of the goals of our program and the college. Adequate training is imperative to Health 101 and Health 102 since students are earning CPR certifications. Another rational is student success and if the equipment for this course is unusable their success in life threatening situations lessens. Finally, Health 102 is a course that will count towards the new AA transfer degree starting in the fall.

4.5 What measurable outcome will result from filling this resource request?

New Adult manikins will create a better learning environment for the students and allow for a complete understanding of first aid procedures for CPR and Rescue Breathing.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

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2012 PROGRAM REVIEW**Section 4
Resource Request****HPE-Kinesiology*****Baby Anne Manikin*****I:HPE-3****Mark Type of Request:**

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

The Baby Anne Manikin - 4 pack

Item: 50010

The Baby Anne CPR training manikin meets your need for a low-cost, lifelike infant CPR trainer.

This package of four Baby Anne manikins makes hands-on practice affordable for every student.

Baby Anne is lightweight, portable four pack that weighs under 6 kg. Perfect for hands-on classroom practice, realistic chest compression and rise, inexpensive and easy to maintain airway system (one airway per student), unique foreign body airway obstruction feature and head tilt/chin lift is required to open the airway

Four Pack *includes*: 4 Manikins, Soft Pack carry case, 24 Airways, 40 Foreign Body Practice Objects, and Directions for Use.

Amount requested: \$400.00 not including tax or shipping and handling

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
4	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the manikins. Over use of the Baby Anne manikins has caused deterioration to the compression cambers and breathing valves. The current manikins being used for infant CPR are inadequate for classroom demonstrations and/or student participation.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Safety is a main component of the goals of our program and the college. Adequate training is imperative to Health 101 and Health 102 since students are earning CPR certifications. Knowing the difference between adult, youth and baby CPR is vital to this course and program. Also student success is extremely important and if the equipment for this course is unusable their success lessens. Finally, Health 102 is a course that will count towards the new AA transfer degree starting in the fall and this would ensure our students knowledge before transferring to another institution.

4.5 What measurable outcome will result from filling this resource request?

New Baby manikins will create a better learning environment for the students and allow for a complete understanding of first aid procedures for CPR and Rescue Breathing.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

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2012 PROGRAM REVIEW**Section 4
Resource Request**

Health Education <i>Little Junior Manikin</i>	I:HPE-4
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Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.**The Little Junior Manikin 4 Pack****Item: 180022**

The Little Junior CPR training manikin has been developed to provide a low-cost alternative for effective child CPR training without compromising realism. The airway can be opened using head tilt/chin lift and/or jaw thrust techniques. The little Junior comes with a compression "clicker" provides audible confirmation of adequate compression depth, is economical, has disposable airways for quick and easy cleanup and has removable, reusable faces.

Four Pack *includes*: 4 Manikins, Soft Pack carry case, 8 Junior Faces, 8 Junior Airways, 24 Manikin Wipes, and directions for use.

Amount requested: \$600.00 not including tax or shipping and handling

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
4	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the manikins. Over use of the Junior manikins have caused deterioration to the compression cambers and breathing valves. The current manikins being used are inadequate for classroom demonstrations and/or student participation.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Safety is a main component to our program and the college. Adequate training is imperative to Health 101 and Health 102 since students are earning CPR certifications. Knowing the difference between adult and youth CPR is vital. Also student success is extremely important and if the equipment for this course is unusable their success lessens. Finally, Health 102 is a course that will count towards the new AA transfer degree starting in the fall and this would ensure our students knowledge before transferring to another institution.

4.5 What measurable outcome will result from filling this resource request?

New Junior manikins will create a better learning environment for the students and allow for a complete understanding of first aid procedures for CPR and Rescue Breathing.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

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2012 PROGRAM REVIEW**Section 4
Resource Request****HEALTH EDUCATION***Monark Ball Bearing Cases***I:HPE.H-5****Mark Type of Request:**

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

12 Monark 817 E Stationary bikes. – Ball Bearing Cases for the pedals

Amount requested: \$1200.00 not including Tax and S/H

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
5	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

The Monark bikes are 15 years old and have been used continuously since the fitness center opened. Pedals are missing and the bearings are stripped due to overuse and “fixing” of gears and pedals. The new bearings would prevent unnecessary injury to student or staff.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

This request addresses the need to replace the ball bearing cases on the Monark 817E stationary bikes. The bikes are all 15 years old. The manufacturing company is no longer making parts for this style bike. The cost to fix them will only increase as parts get harder to find. Please note that there will be a need to plan on replacing the 10 bikes with new models in the near future.

"Manufacturers agree that the average life span for cardio equipment is approximately three to five years." Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not break down because of over use.

4.5 What measurable outcome will result from filling this resource request?

Students and staff will have reliable and safe machines to learn proper fitness techniques.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

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2012 PROGRAM REVIEW**Section 4
Resource Request****HEALTH EDUCATION***Automated External
Defibrillator***I:HPE-6****Mark Type of Request:**

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

HeartStart HS1 Defibrillator – Clear, confident voice instructions that provide easy-to-follow directions, and preconfigured scenarios, make training students easier. The defibrillator is equipped with a nylon carrying case, one set of reusable adult training pads, and one external manikin adapter strip used with standard manikins.

Amount requested: \$400.00 not including tax

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
3	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the AED. Over use of the Trainer AED has caused the AED Trainer not to function correctly. The AED is now limited in its functions and creates a disadvantage in instructional situations.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Safety is a main component of the goals of our program and the college. Adequate training is imperative to Health 101 and Health 102 since students are earning CPR certifications. Finally, Health 102 is a course that will count towards the new AA transfer degree starting in the fall making it very important that students have proper training before transferring.

4.5 What measurable outcome will result from filling this resource request?

Having the new HeartStream Trainer HS1 Defibrillator will allow students to be better equipped to handle life threatening situations and ensure a better learning environment so students fully understand first aid procedures for CPR and Rescue Breathing.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

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2012 PROGRAM REVIEW**Section 4
Resource Request****HEALTH EDUCATION*****Spinner Bike*****I:HPE.H-7****Mark Type of Request:**

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.**Star Trac – Spinner NXT Bike Features**

- Sleek steel frame design with zinc dip coating for superior rust prevention.
- Handlebars and seat settings provide vertical and for/aft user adjustment for optimal bike fit.
- Dual oversized easy access water bottle holders integrated into the handlebar design.
- Patent pending taper fit bottom bracket and pedal system for increased strength and reliability.
- Superior biomechanics with a bottom bracket Q factor of 158mm.
- 38 lb (17.2 kg) perimeter weighted flywheel for a smooth and realistic riding experience.
- Powerful chain drive system delivers an authentic riding feel.
- Custom dual-sided SPD pedals featuring a larger pedal body and both SPD and toe cage design.
- Smooth control resistance knob with direct pressure emergency stop.
- Front mounted wheels for easy transport and movement.
- Non-rusting urethane/over-molded leveling feet, for easy leveling adjustment.
- High impact urethane rear stretch guard and step guards to prevent damage to frame from cleated cycling shoes.
- Accommodates riders 4'10" (147.3cm) to 6'10" (208.3cm) with a maximum recommended weight capacity of 350 lbs (158.8 kg).

Specifications

- Model Number: 7170
- Overall Dimensions: 54" l x 21" w x 40" h (134 x 53.3 x 102 cm)
- Overall Weight: 133 lbs (60.3 kg)
- Flywheel Weight: 38 lbs (17.2 kg)
- Color: Silver frame, black/silver shrouding, black flywheel

Amount requested: \$1300.00 not including Tax and S/H

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
2	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the need to replace one of the Spin bikes that was stolen two years ago from the fitness center.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Spinning is one of our most popular classes allowing 24 to enroll but we have been limited to 23 since the bike was stolen two years ago. Also, this class is currently part of the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with enough equipment to fulfill our class room obligations.

4.5 What measurable outcome will result from filling this resource request?

We would be able to have a complete spin class with 24 students.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	e) Request not adequately described or incomplete	
	f) Request not linked to assessments or assessments not completed	
	g) Request not linked to EMP, plan or SLO,PLO or ILO	
	h) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW

Section 4 Resource Request

Mark Type of Request:

HEALTH EDUCATION <i>Stairmaster</i>	I:HPE.H-8
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	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

Star Trac E-ST Stepper Features

- Pre-wired for E Series PVS entertainment system.
- Soft Trac® pedals provide ultimate shock-absorbing comfort throughout the entire workout
- Integrated iPod® connector and USB power port provides convenient charging of iPod® and other media devices. (Optional)
- Multiple motivational and muscle-specific workout programs allow users to energize their workout, whether it's climbing the Empire State Building, with Famous Steps™ or toning with the Glute Sculptor program.
- Supportive Handrails including an Aero Bar that runs over the display for comfortable hand placement at every angle.
- Star Trac's popular adjustable personal fans creates a more rewarding workout

Specifications

- Overall Dimensions: 43" l x 27" w x 70.25" h (110 x 69 x 178.4 cm)
- Overall Weight: 175 lbs (79.5 kg)
- User Weight Capacity: 350 lbs (159 kg)
- Pedal Size: 11.5" l x 6.5" w, open ended (29.21 x 16.51 cm)
- Distance Between Pedals: 3.5" (8.9 cm)
- Step Range of Motion: 14" (36 cm), independent stepping action
- Electrical: Self-contained power supply, no external power needed. AC adapter is available for an upgrade.
- Certification: UL/CSA, CE, FCC, or CISPR
- Colors: Frame: Silver Shrouds: Slate Gray Accents: Black
- Resistance: 20 levels of intensity
- HR Monitoring: Polar® Telemetry and Contact Heart Rate System
- Display: Intuitive, tactile response keypad with LED technology
- Readouts: 16-character message window; Dedicated: Time, floors climbed, heart rate, course profile, resistance level, motivational track display; Scrolling: Calories, calories/hour, watts, distance, speed, METs
- Programs: 8 programs including Famous Steps, Quick Start, Glute Sculptor, Thigh Toner, Fat Burner, Multi-Stage Fitness Test, Dynamic Heart Rate Control,® Constant Heart Rate Control

- Standard Features: Personal cooling fan, Soft Trac® pedals, Aero Bar over display, dedicated heart rate display, FitLinxx® certified
- Warranty: 2-year warranty on parts, 1-year warranty on labor; Wear items—1- year parts and labor; Headphone jack, iPod connector, and USB port – 90 day parts, no labor (USA and Canada only)* (Light Commercial warranty for all non-dues paying facilities 3 years parts/labor)

Amount requested: \$3000.00 not including Tax and S/H

4.2 Funding

x	Requires One Time Funding
	Requires Ongoing Funding
x	Repeat Request
5	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

x	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the Stairmaster 4000pt (18-20 years old). Due to over use the Stairmaster has fallen apart to the point of no repair. Tape is holding the broken panels in place which makes it difficult for students to work out properly.



4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

The Stairmaster is 18-20 years old and barely functional. Having a new Stairmaster would greatly contribute to our goals of fitness and cardiovascular endurance. In our area safety is a big concern considering students and staff could get injured if equipment is not maintained or unfit for use. "Manufacturers agree that the average life span for cardio equipment is approximately three to five years" Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not break down because of over use.

4.5 What measurable outcome will result from filling this resource request?

Students and staff will have reliable and safe machines to learn proper fitness techniques and training.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	i) Request not adequately described or incomplete	
	j) Request not linked to assessments or assessments not completed	
	k) Request not linked to EMP, plan or SLO,PLO or ILO	
	l) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW

Section 4 Resource Request

HEALTH EDUCATION

Star Bike

I:HPE-9

Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

Star Trac E-UB Upright Bike

Features

- Star Trac's Popular Personal Fan creates a more rewarding workout
- Dynamic Heart Rate Control® adjusts intensity level based on the user's heart rate for interval training
- User-Friendly Console features cup and accessory holder, reading rack
- Inline Skate-Style Pedal Straps allow for easier customized adjustment and a more secure hold
- All Aluminum Frame is an approachable design that is corrosion-resistant
- Easy-Up Seat Adjust for simple position changes

Specifications

- Model Number: 8000
- Overall Dimensions: 48" x 25" x 58" (121.9 x 63.5 x 147.3 cm)
- Overall Weight: 92 lbs (41.4 kg)
- User Weight: 350 lbs (159 kg)
- Frame: Custom aluminum frame
- Pedals/Cranks: One-piece crank with sealed bearings, extra long 13" pedal straps with "inline skate" clip system
- Electrical: Self-contained power supply, no external power needed.
- Certification: UL/CSA
- Colors: Silver frame with slate gray shrouds and black accents
- Resistance levels: 1-20
- HR Monitoring: Polar® Telemetry and Contact Heart Rate System with Dynamic Heart Rate Control®
- Read Outs: Time, RPM, heart rate, calories, cal/hour, watts, distance, speed, METs level, graphic profile, ¼-mile motivational track display
- Programs: 11 programs including two heart rate control programs, two watts control programs and fitness test (Modified Astrand-Rhyming Test)

Amount requested: \$2700.00 not including Tax and S/H

4.2 Funding

x	Requires One Time Funding
	Requires Ongoing Funding
x	Repeat Request
5	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

x	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the Lifestyle Fitness using 12 year old stationary bikes. Due to the over use of the bikes there are parts of this machine that are no longer fixable. Duct tape is used to hold the back together.

**4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.**

The stationary bikes are 12 years old and are barely functional. Having new bikes would greatly contribute to our goals of fitness and cardiovascular endurance. In our area safety is a big concern considering students and staff could get injured if equipment is not maintained or unfit for use. "Manufacturers agree that the average life span for cardio equipment is approximately three to five years" Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not break down because of over use.

4.5 What measurable outcome will result from filling this resource request?

Students and staff will have reliable and safe machines to learn proper fitness techniques and training.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	m) Request not adequately described or incomplete	
	n) Request not linked to assessments or assessments not completed	
	o) Request not linked to EMP, plan or SLO,PLO or ILO	
	p) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW

Section 4 Resource Request

HEALTH EDUCATION

Total Body Trainer

I:HPE-10

Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

E-TBT Total Body Trainer Features

- Integrated iPod® connector and USB power port provides convenient charging of iPod® and other media devices. (Optional)
- Pre-wired for E-Series PVS entertainment system.
- Soft Trac® pedals provide ultimate shock-absorbing comfort throughout the entire workout.
- User-friendly console features a large message window, motivational track, 8 user-specific workout programs, personal fan, and multiple cup and accessory holder.
- Efficient footprint and approachable, stable platform with minimal step-up height for easy access from all angles.
- Star Trac's popular adjustable personal fans create a more rewarding workout.

Specifications

- OVERALL DIMENSIONS: 76" l x 30" w x 71.5" h (193 x 76.2 x 181.6cm)
- STEP-UP HEIGHT: 7" (17.8 cm)
- USER WEIGHT CAPACITY: 350 lbs (159 kg)
- PEDAL SIZE: 17.5" l x 8" w (45 x 20 cm), open ended
- DISTANCE BETWEEN PEDALS: 2.25" (5.72 cm)
- OVERALL WEIGHT: 365 lbs (165.9 kg)
- ELECTRICAL: Self-contained power supply, no external power needed. AC adapter is available for an upgrade
- CERTIFICATION: UL/CSA, CE, FCC, or CISPR
- COLORS FRAME: Star Trac Silver, Shrouds: Slate Gray, Accents: Black
- RESISTANCE: 20 levels of intensity
- HR MONITORING: Polar® Telemetry and Contact Heart Rate System
- DISPLAY: Intuitive, tactile response keypad with LED technology
- READOUTS: 16-character message window; Dedicated: Time, RPM, heart rate, course profile, resistance level, 1/4-mile motivational track; Scrolling: Calories, calories/hour, watts, distance, speed, METs Display; Scrolling: Calories, calories/hour, watts, distance, speed, METs
- PROGRAMS: 8 programs including Quick Start, Dynamic Heart Rate Control,® Constant Heart Rate Control
- STANDARD FEATURES: Personal cooling fans, Soft Trac® pedals, dedicated heart rate display, and FitLinxx® certified.

- ENTERTAINMENT: Integrated iPod® connector and USB power port (optional); Pre-wired for E Series PVS entertainment system
- WARRANTY: 2-year warranty on parts, 1-year warranty on labor; Wear items—1- year parts and labor; Headphone jack, iPod connector, and USB port – 90 day parts, no labor (USA and Canada only)* (Light Commercial warranty for all non dues paying facilities 3 years parts/labor). Consumer home use warranty increases parts coverage to 10 years.

Amount requested: \$5500.00 not including Tax and S/H

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
5	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the Lifestyle Fitness TR9000 (15 year old Cross Trainer). Due to the over use of the Cross Trainer there are parts of this machine that are no longer fixable.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

The Cross Trainer is 15 years old and barely functional. Having a new Cross Trainer would greatly contribute to our goals of fitness and cardiovascular endurance. In our area safety is a big concern considering students and staff could get injured if equipment is not maintained or unfit for use. "Manufacturers agree that the average life span for cardio equipment is approximately three to five years" Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not break down because of over use.

4.5 What measurable outcome will result from filling this resource request?

Students and staff will have reliable and safe machines to learn proper fitness techniques and training.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	q) Request not adequately described or incomplete	
	r) Request not linked to assessments or assessments not completed	
	s) Request not linked to EMP, plan or SLO,PLO or ILO	
	t) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW

Section 4 Resource Request

HEALTH EDUCATION

Treadmill

I:HPE-11

Mark Type of Request:

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
x	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

S-TR Treadmill Features

- Integrated iPod® connector and USB power port provides convenient charging of iPod® and other media devices. (Optional)
- Pre-wired for E-Series PVS entertainment system.
- Innovative Aero Bar™ handle provides multiple alternative hold points around the display.
- Centered dual-adjustable personal fans create a more rewarding workout.
- Soft Trac® triple cell cushioning system provides maximum shock absorption.

Specifications

- OVERALL DIMENSIONS: 85" l x 34" w x 60" h (215 x 86 x 153cm)
- RUNNING SURFACE: 60" l x 20" w (152 x 51 cm)
- OVERALL WEIGHT: 400 lbs (181 kg)
- STEP-UP HEIGHT: 9.5" (24 cm)
- USER WEIGHT CAPACITY: 500 lbs (227 kg)
- FRAME: Custom aluminum uniframe
- MOTOR DRIVE: 5 HP AC
- ELECTRICAL: 110 volt
- CERTIFICATION: UL/CSA, CE, FCC, or CISPR
- SUSPENSION: Soft Trac® triple cell neoprene rubber, Deck System: Reversible 1" (2.5 cm) composite fiberboard, waxing not required
- ROLLERS: 3.5" (9 cm) sealed bearings
- COLORS: Frame: Star Trac Silver, Shrouds: Slate Gray, Accents: Black
- INCLINERANGE: 0 to 15% in 0.5% increments
- SPEEDRANGE: 0.5 to 15mph** (0.8 to 24 km/h**) in 0.1 mph (0.1 km/h) increments
- HR MONITORING: Polar® Telemetry and Contact Heart Rate System
- DISPLAY: Intuitive, tactile response keypad with LED technology
- READOUTS: 20-character message window; Dedicated: Speed and incline, time elapsed, calories, distance, course profile, heart rate; Scrolling: Time remaining, vertical distance traveled, laps completed, pace (min/mile or km), calories/hour, 1/4-mile motivational track
- PROGRAMS: 12 programs including Dynamic Heart Rate Control®, Constant Heart Control, Fitness Test (Modified Balke Ware), Firefighter Test (Modified Gerkin Protocol), ARMY Protocol, USMC Protocol, USAF Protocol and NAVY Protocol
- STANDARD FEATURES: Personal cooling fans, wrap-around Aero Bar, dedicated heart rate display, safety lockout control, FitLinxx® certified.

- ENTERTAINMENT: Integrated iPod® connector and USB power port (optional) Pre-wired for E-Series entertainment system.
- WARRANTY: Motor & MCB—5-year parts and labor; Other parts—2-year parts, 1-year labor; Wear items—1-year parts and labor; Headphone jack, iPod connector, and USB port – 90 day parts, no labor (USA and Canada only)** (Light Commercial warranty for all non dues paying facilities 3 years parts/labor). Consumer home use warranty increases parts coverage to 10 years.

Amount requested: \$4900.00 not including Tax and S/H

4.2 Funding

x	Requires One Time Funding
	Requires Ongoing Funding
x	Repeat Request
5	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

x	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria. Zzzz

This request addresses the safety of our student body and staff who use the Lifestyle Fitness treadmills. Due to the over use of the treadmills, parts of this machine are no longer fixable. Also, the amount of students who use treadmills is large and being down one treadmill is a big loss for the fitness center.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

The treadmill is 20 years old and has fallen apart. Having a new treadmill would greatly contribute to our goals of fitness and cardiovascular endurance. In our area safety is a big concern considering students and staff could get injured if equipment is not maintained or unfit for use. "Manufacturers agree that the average life span for cardio equipment is approximately three to five years" Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not break down because of over use.

4.5 What measurable outcome will result from filling this resource request?

Students and staff will have reliable and safe machines to learn proper fitness techniques and training.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	u) Request not adequately described or incomplete	
	v) Request not linked to assessments or assessments not completed	
	w) Request not linked to EMP, plan or SLO,PLO or ILO	
	x) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.

2012 PROGRAM REVIEW**Section 4
Resource Request****HEALTH EDUCATION***Volleyball Upright***I:HPE-12****Mark Type of Request:**

	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

4 Volleyball Upright (Pin Stop Height) Part #DE11/ 3 nets/ 1 crank

Virtually indestructible, the DE11 is the world's most popular and widely used volleyball upright . It is the lightest and strongest steel upright available. The manual pin-lock system allows 22 net height settings between 6' and 8' (55lbs)

Amount requested: \$3000.00 not including tax or S/H

4.2 Funding

X	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
2	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

This request addresses the safety of our student body and staff who use the volleyball courts in VG 101. We are presently using uprights for the PE classes that are at least 30-35 years old. Preventing injury from falling posts or pinching of the fingers when setting up the nets (Liability)

- 4.4** Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

The volleyball standards are 30-35 years old. New standards would greatly contribute to our goals of fitness and the development of team sports. Safety is a big concern considering students and staff could get injured if equipment is old and not easy to adjust or set-up. "Manufacturers agree that the average life span for cardio equipment is approximately three to five years" Fitness Magazine Feb. 08. Also, this equipment will be used for the Kinesiology transfer degree. Volleyball is part of the units earned to receive this degree. We would like to be competitive with the surrounding colleges who offer this degree with nice equipment that does not fall apart because of over use.

- 4.5** What measurable outcome will result from filling this resource request?

This request will allow for more students to enroll in this course and will allow the instructor to incorporate more competitive "game like" situations.

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	X
	NON COMPLIANT OR INCOMPLETE	
	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.