



**COMPREHENSIVE PROGRAM REVIEW GUIDELINES:
 ADMINISTRATIVE SERVICES**

V. SUMMARY OF RESOURCES NEEDED TO REACH GOALS

5. 1 Describe Resources Requested

Discuss the resources needed to proposed goals and action steps and describe the expected outcomes for program improvement. Specifically, describe the potential outcomes of receiving these resources and the programmatic impact if the requested resources cannot be granted. (Resources include personnel, supplies, equipment, facilities, staff development, institutional research support etc.)

In the matrices below, itemize the resources and briefly describe the expected outcomes.

Positions Requested	Expected Outcomes if Granted	Expected Impact if Not Granted
<p>1. Part-time Office Assistant II (15 hours a week) Annual cost: \$13, 500 [currently we have a temp OA II @ 10 hrs. week until June 2015)</p> <p>Note: Historically, we have expended approx. \$12,000 on student assistants. We have not founded sufficiently dependable and skilled student assistant to replace our student assistant for the last several years. (She is currently working as an OA II until June 2015.)</p>	<p>Must have staffing continuity in for web posting, data entry, and document preparation, and distribution.</p>	<p>Insufficient support for a variety of PRIE projects</p>
<p>2. \$6000 annual (approx..) for research assistant via IC (this is an annual cost for several years, primarily to support accreditation data needs</p>	<p>2, Continue to have the capacity to meet College and accreditation research and planning support needs</p>	<p>3. The research and planning agendas would need to be substantially limited</p>

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For Non-personnel Requests:

Resources Requested	Expected Outcomes if Granted	Expected Impact if Not Granted
<p>Replacement computers for PRIE office (Note: Replace only 2 monitors; this is replacement only, not expansion.) Items:</p> <ul style="list-style-type: none"> I. 5 DELL Desktop CPU's @\$1,400= \$7,000 II. 2 17" DELL laptops at \$1,400= \$2,400 III. One MacBook @\$3,650 IV. 2 27" monitors + \$,1700 <p>Total Cost: \$14,750 approx.</p>	<p>We are having computer and platform-related problems related to the age of the computers/software capability.</p> <p>We are entirely dependent on having current technology.</p>	<p>All computers are now out of warranty. PRIE are all "power" users which must accommodate latest versions of a variety of specialized software, ranging from statistical software to desktop layout software. ALL workers in the office need large-capacity storage and memory</p>