

UNIT PLAN “PART D”
Essential Activities

Unit: _____ **Science/Family & Consumer Studies** _____

Prioritized list of unit needs required for program continuance or improvement

1. *Faculty/Classified Support (Secretary, Laboratory Technician and Program Assistant)*
2. *Tutor/Student Assistant*
3. *Equipment Maintenance (microscopes, balances, etc.) and replacement.*
4. *Program Updates (Audio/Visuals/Software)*
5. *Conference Attendance*

Only place expendable request in this field.

Division Prioritization	Description of activity	Estimated Cost	Proposed Funding Source	Justification	Code
2	Conference Attendance	\$9000.00	CTE/Perkins/ Professional Development	Professional Development	HCAA3c 3
1	Tutor/Student Assistant (CH DEV)	\$5000.00	CTE/Perkins	Student Success	HCAA11 a1
1	Tutor/Student Assistants (CUL ARTS)	\$10,000.00	Financial Aid	Student Success	HCAA11 al
1	Tutor/Student Assistants (LIFE SCIENCE)	\$3,000.00	STEM Grant	Student Success	HCAA11 al
3	Audio/Visual Enhancement	\$1,500.00	CDTC Grant/Perkins	Program Integrity	HCAA13 a13

Total Estimated Cost: \$28,500

UNIT PLAN “PART E”
Non-cost Essential Activities

Unit: Child Development/Culinary Arts

List Non-cost Activities:

Assess course and program SLOs

- 1. Alternate courses between evening and day and fall and spring semester**
- 2. Update lecture/lab content for quality programs**
- 3. Develop workshops/trainings as per advisory committee recommendations**
- 4. Develop permit, certificate and degree requirement workshops**
- 5. Create database to track employment of students and provide professional growth opportunities**

Priority	Description of activity	Justification	Code
6	Create database to track employment of students and provide professional growth hour opportunities	Program review requirement and notification of department events	
2	Alternate courses between night and day and fall and spring semesters of odd and even years	Flexibility in offerings	
5	Develop permit, certificate and degree requirement workshops	Provide student with means to obtain credentials for workforce development and employment	
4	Develop workshops/trainings as per advisory committee recommendations	Professional growth and development in field of ECE	
3	Update lecture/lab content for quality programs	Enrichment of courses for a quality program	
1	Assess course and program SLOs	Program Improvement	

UNIT PLAN "PART E" Non-cost Essential Activities

Unit: _____ Science _____

Non-cost activities:

1. Assess course and program SLOs
2. Alternate courses between night and day and fall and spring semesters
3. Update lecture/lab content for quality courses
4. Convert selected lecture courses to online option
5. Develop course Web page

Priority	Description of activity	Justification	Code
4	Convert lecture courses to online option	Increase non-resident enrollment	HCAA14a
2	Alternate courses between night and day and fall and spring semesters of odd and even years	Flexibility in our offerings	HCAA2a
3	Update lecture/lab content for quality courses	Enrichment of courses for a quality program	
1	Assess course and program SLOs	Program Improvement	
5	Develop course Web page	Enrichment of courses for a quality program	

Justification: How does your activity support the college Educational Master Plan?