Section I: Information on Request

1. **Title of Request:** Replacement Of (25) Training Modules And Various Training Aids For The Refrigeration & Air Conditioning (Rac) Program.

2. **Description of Request:** Training Modules: Requested are the supplies to assemble new modules. Training Aids: Requested are various updated training aids.

3. **Justification for Request:** Health & Safety: Both requests are health and safety issues. Modules are over 20 years old and pose electrical and compressed refrigerant dangers to students. Faculty are willing to assemble new modules, they are asking for supplies only. Training aids are as old as the modules and are a danger to students as well. Both requests also meet Strategic Outcome and Measure #2: Improve student access and success, and operational efficiency by: (UHCC Goal A - Promote Learning & Teaching for Student Success.

Check Boxes if the answer to the question is “Yes”

4. ☒ Does this request meet the College’s Mission Statement?
5. ☐ Does this request meet the University of Hawai‘i’s Mission Statement?
6. ☐ Is this request due to an identified health or safety need?
7. ☒ Is request due to an Implementation Plan objective (Implementation plan that is generated due to Strategic Plan goals)

8. **Program Review Link:** Please type the web link to your most current program review

www.hawaii.edu/offices/cc/arpd/index.php

---

**Estimated Cost of Resources**

Please provide your best projection of the costs of this request including positions, funds (i.e., personnel, operating, and equipment costs), and required space to implement request or activity.

**Positions:** 0.0  **Funds:** $68,000
**Request Details:** Module Supplies: $50,000 for replacement components (condensing units, evaporators, and electrical controls) and $10,000 for supplies (copper tubing, wiring, refrigerant, fiberglass ductboard, and insulation). $60,000 total. Training Aids: $8,000 (various). New modules will be situated in the same area of the facility as the old ones.
Section II: Strategic Plan

Relationship to HCC Strategic Plan
Link: Honolulu Community College Strategic Plan 2010-2015

Each request MUST be tied to a Strategic Goal and Outcome. Many requests will be related on multiple goals and outcomes, in these instances please choose the primary as well as any secondary goals and outcomes that the request meets. Explain the relationship between the request and the goal/outcome as necessary.

1. **Primary Goal:** (UHCC Goal A: Promote Learning & Teaching for Student Success.) The Community Colleges will focus on student success by being learning colleges, providing access to quality programs which are affordable, adaptable, flexible, and responsive to the changing needs of students and their communities. Students are currently at a disadvantage by not having the current technology available to them.

2. 

3. **Secondary Goal:** _____

4. **Secondary Goal:** _____

5. **Secondary Goal:** _____

Quick Document Navigation: Top - Section I - Section II - Section III - Section IV
Section III: Communicating the Request

Program Consultation

1. Programs/Offices that will be impacted by this request include: The Refrigeration & Air Conditioning (RAC) Program.

2. Impacted Program/Office: RAC Program.
   a. Impacted Program/Office Comments: RAC faculty have been diligently repairing modules and aids, however modules and aids are beyond economic repair and quickly becoming unsafe for students.

3. Impacted Program/Office: _____
   a. Impacted Program/Office Comments:

4. Impacted Program/Office: _____
   a. Impacted Program/Office Comments:

Quick Document Navigation: Top - Section I - Section II - Section III - Section IV
Section IV: Administration Review and Comments

NOTE: Save the form using an abbreviated title of the request in this format:
AbbreviateTitleofRequest_BudReqAY12 (example: OfficeFurnReplacement_BudReqAY12.doc).

- Routing -

All requests require review and comment from:
1) Division Chair (if no Division Chair then to #2), 2) Lead Dean(s), 3) VCAA, and 4) VCAS

1. ☒ Reviewed by Division Chair
   a. This is a serious health and safety issue. Fortunately, students have not been injured yet. Breakdowns of modules and aids have greatly and negatively affected student learning.

2. ☒ Reviewed by Program/Division Dean
   a. Recommend funding, units are very old and in need of repair, which has created an unsafe condition for students and staff.

3. ☐ Reviewed by Vice Chancellor of Academic Affairs
   a. VCAA please enter comments on request here

4. ☒ Reviewed by Vice Chancellor for Administrative Affairs
   a. Again, need some sort of equipment replacement cycle, particularly when it comes to equipment that

Quick Document Navigation: Top - Section I - Section II - Section III - Section IV