Student Technology Fee Committee

Members in attendance: *CIO Ron Solomon (RS) – Chair, IT Project Manager John Warren (JW) – Co-Chair, Dean of Students Dr. Donavan Johnson (DJ), Director of Student Life Tommy Morris (TM), Asst Director of Student Life Jolanda Taylor (JT), SGA President Cassidy Guidry (CG), SGA VP Raeleonne Owens (RO), Secretary Gabrielle Shows (GS), SGA Tatyanna Jones (TJ), Ardendale Site Administrator Van Guarino (VG)*

Approval of minutes: JW asked for approval of the meeting minutes for July 2022. RO called for a motion to approve the minutes. CG seconded the motion to approve the minutes.

Open Issues Discussed:

- RO asked about an email issue with getting emails from CG's personal Gmail account to her sgavp BRCC email account, it was noted and decided it would be looked at after the STC meeting had concluded. RO asked about the intermittent wireless issue around the college. JW explained that he had just recently became aware of it and notified our data center team so they could begin to investigate the issue and he would update the STC once an update was given to he and Ron.

New Business:

- RS gave an update on the current budget for the STC and that it currently stands at $1, 080, 333.71.

- JW introduced Van Guarino to the STC and began discussing the first request from VG and his sites for 11 new AIO Dell PCs to upgrade the computer library/lab at the Automotive Training Center (ATC) at the Ardendale site. VG explained that his site numbers are growing and the computer library usage has increased as a place for not only students to study but to complete homework assignments and do additional training. The current PCs were from another location and have met the end of life (EOL) timeframe that technology has. JW asked if there were any questions. RO asked how many were being requested. JW answered with 11 new PCs. RS asked about the specs for those PCs. JW answered they are the latest Intel i5 processor, 16GB of RAM, 512 M.2 SSD with touchscreen and that these models are in current production around the college and are very nice PCs and our Desktop Support Manager, Brandon McCarroll, had approved the specs.

    The vote to approve/disapprove the 11 AIO PCs to upgrade the ATC Library/Lab for a total of $16,444.78 is below:

    - Cassidy Guidry – Approve
    - Raeleonne Owens– Approve
    - Gabrielle Shows – Approve
    - Tatyanna Jones – Approve

- JW asked Van to take the lead on the SP/2 request he had for the STC. Van explained that the SP/2 is for training students on safety and how to control pollution will working in the automotive repair industry and that the lift safety is fairly new to the training and highly needed as lift problems happen up to 3-5 times a week and with a

large vehicle suspended over your head while working it's extremely important to understand the safety that's needed to operate those lifts. RO asked for the length of the contract/subscription. JW explained that an approval from the committee would be a two year commitment and it would be paid annually. VG explained that Industry Based Certifications (IBCs) are something that really helps students get jobs in the field and this training leads to IBCs for the students. DJ asked that VG explain further to the STC about what IBCs are how they help students. VG explained that IBCs were a huge benefit to students working in the field as it gives shop owners confidence to hire the students and they've not only received the proper training but also passed a certification exam to prove their knowledge.

The vote to approve/disapprove the SP/2 annual subscription for the next two years at $1,272.00 per year is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- JW asked Van to begin explaining his final request for the Mitchell 1 subscription. VG explained that the Mitchell 1 subscription is extrememly beneficial to all students in both the automotive and diesel repair programs and it's used for just about every diagnosis from electrical diagrams to cars to how much torque is needed to tighten lug nuts on your tires from older vehicles to current year model cars. It also provides estimating software to let technicians know how long a typical repair will take and most shops have this or something similar to this type of software. VG explained this is the most important thing they use in the shop on a day to day basis and it's a showcase on anything the technician wants to know about a

car. RS asked if this is the software that's always been paid for by the STC and we're coming off the two year commitment for a revote on it again. VG confirmed that was indeed the case. RO asked if this is a simulation type of software. VG explained that it's not and for every day diagnosis and repair with examples for how to tight to tighten lug nuts on wheels, how to change brake pads, what kind of wires go to the alternator, etc.

The vote to approve/disapprove the Mitchell 1 annual subscription for the next two years at $3,586.38 per year is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- JW explained the next item for vote was for a request that actually came pre Covid from the ALC and it was for 10 TI-84 Plus calculators for students to use while in the ALC for math tutoring. RS clarified that these are for checkout purposes and the calculators stay in the ALC, JW confirmed.

The vote to approve/disapprove the purchase of 10 TI-84 Plus calculators at $1,199.90 is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- JW brought up the next item for vote which is adding electric for the projector screen in the Blackbox to finalize that project for fully class and STC use in the area. JW explained that the extra needed electric was

needed due to having to move the projector screen to the opposite planned wall because of a doorway being in the way once the screen is lowered. RO asked if there was anything we could do to improve the look in the room with regards to the sound dampening material currently used on the walls. JW explained that he could bring in his AV vendor and look at updating the walls in the room to improve the looks while also maintaining the overall need to sound dampen the room for its classroom purposes.

The vote to approve/disapprove the purchase of adding electric in the Blackbox for the projector screen for $500.00 is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- JW explained that the next request was to add electric in two locations around the college. The first was for electric to be added behind the new Visix display for the student messaging system for the Governors building south entry. JW explained that this allows for students to see the messaging system as they walk into the building from that entrance and leave the building.

The vote to approve/disapprove the purchase of adding electric in the Governors building for the new Visix messaging display for $300.00 is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- JW brought up the need for additional 20 Microsoft Surface Studio pens/styluses around the college at various sites. JW explained that this semester with the influx of new instructors and students in the space that the pens used on these devices were being misplaced or taken and that replacements were needed with a plan in place for various departments to let their faculty check them out for the semester and return them back after. RO agreed that a checkout process was needed for the departments that will be loaning these out to faculty. JW noted that we did get some less expensive pens to try out from our AV vendor GoMedia at no cost but they did not provide the full functionality of the actual MS Studio pens/styluses.

  The vote to approve/disapprove the purchase of 20 Microsoft Studio Pens/Styluses for $1,138.60 is below:

    o Cassidy Guidry – Approve
    o Raeleonne Owens– Approve
    o Gabrielle Shows – Approve
    o Tatyanna Jones – Approve

- JW brought up the Recital Hall av upgrade project and the need to purchase the podium PC for that area. Currently that area is waiting for the PC to come in to complete it. The Dell AIO PC is the same spec'd PC as the AIOs that were just approved for the ATC library/lab space earlier in the meeting. JW explained that the Dell AIOs were being used now because the MS studio's that were previously used are no longer in production with no date given on any newer models. These AIO's also allow for us to take the displays off the podiums and attach them to articulating arms giving faculty extra podium space.

The vote to approve/disapprove the purchase of a Dell AIO
PC for the instructor podium in the Recital Hall for
$1,492.26 is below:

- o Cassidy Guidry – Approve
- o Raeleonne Owens– Approve
- o Gabrielle Shows – Approve
- o Tatyanna Jones – Approve

- RO asked for two new iPads to be purchased for the use to
  check-in for events that the SGA holds. She explained that
  it had been denied in the past. RS asked if they currently
  had iPads for that purpose and RO said they did not. RS
  said we would get quotes to turn in to the SGA for
  purchase. JW asked if only a minimum of two were needed.
  RO, CG and JT believed that two were enough for most
  events.

- JW explained to CG that he has an ID card reader for the
  Xerox copier to bring over to Frazier and that would happen
  the following week. CG acknowledged that and brought up
  that students at Acadian were having issues with WiFi as
  well. RS asked JW to make sure that the Data Center team
  know this issue is extending to Acadian as well.

- TM asked if the Bear Bucks print credits were still
  activating for current students and explained that students
  were stopping by saying they did not receive their
  semesters worth of free print credits. JW explained that
  they were and that if students were having those problems
  that they needed to notify the IT Help Desk and our Help
  Desk manager, Sylvia Manolov, would resolve that issue for
  them.

- GS asked noted that they've used the Cybertouch interactive
  wall for an event and asked if there were any plans to add
  speakers to the atrium area to extend the sound for others

participating in events to be able to hear. JW explained that there has been technology purchased and he expects to have that addressed by the end of the month but no later than Thanksgiving. JW also explained that there would be additional monitors added to the sitting booths above the tables so individuals sitting there would be able to view the material being shown on the video wall as well as hear with the additional speakers being added.

- GS also brought up that the additional projector board in Cypress 208 is not currently functioning. JW said he would have his desktop support team to investigate the issue and he would report back.

Next Meeting: 2nd week of December

JW called for a motion to adjourn the meeting. CG motioned to adjourn and RO seconded.

MEETING OPENED: 2:05 p.m.

MEETING ADJOURNED: 3:07 p.m.

RECORDER: John Warren

Phone:	1.888.912.3151
Fax:	1.601.399.5077
Online:	www.howardcomputers.com

Howard Computers
P.O. Box 1588
Laurel, MS 39441

HOWARD™
TECHNOLOGY SOLUTIONS

Online Quotation

Quote No:	AP2 1243885.00	**Quote Date:**	October 14, 2022
Customer Name:	John Warren	**Phone Number:**	2252168271
Company Name:	Baton Rouge Community College	**Fax Number:**	
Quote Name:	Texas Instrument Calculators		

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type: 1:	**Accessories** TI 84 Plus Graphics Calculator **MPN:** 84PL/TBL/1L1/A Contract(s): NASPO Admin MNWNC-114 NASPO - Louisiana 4400002524	10	**$118.00**	**$1,180.00**

Sub-Total:	**$1,180.00**
Shipping & Handling :	**Included**
Taxes:	**Tax Exempt**
Total for Item 1:	**$1,180.00**

This quote will expire November 13, 2022.
To expedite your order, please include your quote number with your Purchase Order.

Total for all pre-configured items

Sub-Total:	**$1,180.00**
Shipping & Handling :	**Included**
Taxes:	**Tax Exempt**
Total:	**$1,180.00**

Notes:

States or any other country of new or higher tariff(s) or of any other similar tax, fee or charge.

If Purchaser fails to pay any invoice in full within the time quoted herein, Howard may, without notice, accelerate the due date of all outstanding invoices and require that all outstanding invoices, including any interest thereon, be immediately due and payable in full.

Howard's product warranties and return policies and related information, which are available at https://www.howardcomputers.com/support/warranties.cfm and https://www.howardcomputers.com/support/returnpolicy.cfm, are fully adopted and incorporated herein by reference. These may also be obtained by calling 1-888-912-3151 or emailing webmaster@howardcomputers.com.

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS SET FORTH OR INCORPORATED HEREIN; HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS.

A Snap-on Company

Mitchell1

MITCHELL1
25029 NETWORK PLACE
CHICAGO, IL 60673-1250
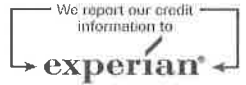
INVOICE

FED ID #: 33-0734307

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We report our credit information to
→ **experian** ←

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

INVOICE NUMBER	DATE	BILL TO ACCOUNT NO.	CORP NO.	PAGE
28100383	08-30-22	1042299		1

PURCHASE ORDER NUMBER	TERMS	SHIP TO ACCOUNT NO.	SHIP VIA	
	PROFORMA	1042298		

QTY	PRODUCT	DESCRIPTION	UNIT PRICE		AMOUNT
		QUOTE GOOD FOR 60 DAYS THANK YOU FOR YOUR ORDER.			
1	SKPDOMSTMKPC	SHOPKEY PRODEMAND ONLY SCHOOL TEAMWORKS PLUS	1517.00		1517.00
1	SKTTMTRPST	SK TRACTOR TRAILER/MTR PLUS COMBO SCHOOL SUB	2088.00		2088.00
			SUB TOTAL		3605.00
			SALES TAX		0.00
			SHIPPING		0.00

THANK YOU
Please Pay This Amount

3605.00

....

For Payments Only:

MITCHELL1
25029 NETWORK PLACE
CHICAGO, IL 60673-1250

Please remove at perforation and return with your payment. Thank you.

INVOICE

SORRY, WE CANNOT ACCEPT POST-DATED CHECK

SEE OTHER SIDE FOR ADDRESS TO SEND:
CORRESPONDENCE/ADDRESS/SUBSCRIPTION CHANGES

604216   T1495

INVOICE NO.	DATE	TERMS	PURCHASE ORDER NO.	INVOICE AMT	AMT
28100383	08-30-22	PROFORMA		3605.00	

BILL TO ACCOUNT NO. - 1042299

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S/P2®

225 E Robinson St., Suite 570
Orlando, FL 32801

Phone: 888.241.8332
Fax: 866.267.7606
sp2.org

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 - Collision Repair and Refinish	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

- Make all checks payable to S/P2
- Please include your account number in the memo portion of your check
- Be sure to mail payment to our updated address
- If any of your information is incorrect, please correct this form or contact us at: info@sp2.org or 888.241.8332

S/P2®

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 - Automotive Service	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

- Make all checks payable to S/P2
- Please include your account number in the memo portion of your check
- Be sure to mail payment to our updated address
- If any of your information is incorrect, please correct this form or contact us at: info@sp2.org or 888.241.8332

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 Heavy-Duty & Diesel Technology	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

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Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

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Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

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- Please include your account number in the memo portion of your check
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S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	Automotive Lift Institute - Lifting It Right: School Edition	1 Year Subscription	$ 225.00	$ 225.00
			Total	$ 225.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

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Amount Due:	$ 225.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

- Make all checks payable to S/P2
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- Be sure to mail payment to our updated address
- If any of your information is incorrect, please correct this form or contact us at: info@sp2.org or 888.241.8332

Funds Request

Department Information	
Department Requesting Funds:	Date:
Representative:	Title:
Email:	Phone Number:
Signature: (Department's director or dean, site manager, or respective Vice Chancellor)	Description/Justification of request:

Goals and Objectives
Student Technology Fee Program Goal: To provide students with access to, and training in, information technology and discipline-specific equipment that represents the current state of the art technology for that discipline.
Which objective would this advance?
☐ Objective 1.1: To provide public access computers with current software as well as network connectivity.
☐ Objective 1.2: To provide the BRCC student body with access to state-of-the-art software and hardware, including classroom technologies which support student learning.
☐ Objective 1.3: To increase access to the campus network and internet resources via wireless internet and other innovative access options.
☐ Objective 1.4: To ensure that instructional laboratories and open laboratories are equipped with the most current equipment appropriate to teaching and learning in the various disciplines of the College.
☐ Objective 2.1: To enhance student learning by providing support programs in order to optimize the use of multi-media and other instructional technologies.
☐ Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)

Beneficiaries of funds:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			

Office Use Only		
☐ Approved ☐ Partially Approved ☐ Not Approved	Total Amount Approved:	Rating:
Stipulations:		
Signatures of Quorum:		

- **Please attach a detailed cost breakdown and any other relevant information that is relevant. Academic Departments must include a letter of support from their Dean. Student Services or Administrative Departments must include a letter of support from their Department Head.**
- **If funding is for a recurring item, funding can be provided for up to two years. Afterward, the requestor must reapply for future funding consideration.**
- **If the cost for a recurring item increases after the first payment, this approval allows for subsequent payments to be made at the increased rate as long as funding is available.**
- **Submit all request fund from to student_tech@mybrcc.edu by the 1st of October, December, February, May, or July.**

Baton Rouge Community College
Student Technology Fee Committee

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CE
CAJUN
ELECTRIC

1500 Government St
Baton Rouge, LA 70802

Estimate

Date	**8/23/2022**
Estimate #	Black Box

Bill To:

Baton Rouge Community College
Attn: Purchasing
201 Community College Dr.
Baton Rouge, Louisiana 70806
United States

Jobsite Location

Magnolia Building

			Rep	Adam

ITEM	QTY	DESCRIPTION	TOTAL
		Black Box Theater	
Electrical	1	Wire and install surface mounted receptacle above screen and paint conduit and boxes black	500.00

This estimate is only valid for 15 days, based on the current supply and delivery fluctuations.

Subtotal	$500.00
Sales Tax (0.0%)	$0.00
Total	**$500.00**

CE

CAJUN
ELECTRIC

1500 Government St
Baton Rouge, LA 70802

Estimate

Date	**8/23/2022**
Estimate #	Gov 139

Bill To:

Baton Rouge Community College
Attn: Purchasing
201 Community College Dr.
Baton Rouge, Louisiana 70806
United States

Jobsite Location

BRCC WESTWIDE CAMPUS
25250 Tenant Road
Plaquemine, LA 70764
225-687-5500

Rep

ITEM	QTY	DESCRIPTION	TOTAL
		Governors 139	
		Scope: Wire and install two receptacles on center of room over white board and one to the right next to the camera	
Electrical	2	Wire and install receptacle	500.00

This estimate is only valid for 15 days, based on the current supply and delivery fluctuations.

Subtotal	$500.00
Sales Tax (0.0%)	$0.00
Total	**$500.00**

Estimate

Date	**8/23/2022**
Estimate #	Display

Bill To:

Baton Rouge Community College
Attn: Purchasing
201 Community College Dr.
Baton Rouge, Louisiana 70806
United States

Jobsite Location

BRCC Main Campus
Governor's Building

			Rep	Adam

ITEM	QTY	DESCRIPTION	TOTAL
		Display in South Entry :	
		Scope of work: Add power and Data	
Electrical	1	Wire and install receptacle	300.00

This estimate is only valid for 15 days, based on the current supply and delivery fluctuations.

Subtotal	$300.00
Sales Tax (0.0%)	$0.00
Total	**$300.00**

Baton Rouge Community College
Student Technology Fee Committee

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Email:	Phone Number:	
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Beneficiaries of funds:		

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Impact on college priorities:			

Office Use Only		
☐ Approved ☐ Partially Approved ☐ Not Approved	Total Amount Approved:	Rating:
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201 Community College Drive
Baton Rouge, LA 70806
225. 216. 8000
www.mybrcc.edu

September 27, 2022

Dear Student Technology Fee Committee:

This letter confirms my support for the initiatives below that would support the transportation students at BRCC's Automotive Training Center (ATC).

1. **Upgrade library Computers**
These computers are used by all auto, diesel, and auto body students plus the occasional BRCC Student that needs a quiet place to study or complete class assignments. These computers were repurposed from the recruiting motorhome but have reached an age that they can no longer be updated. The BRCC IT Department has recommended these units be replaced.

2. **SP2 Subscription**
SP2 is the Safety and Pollution certification that begins all auto, diesel, and auto body classes. It also offers a lift certification that students must pass before using the lifts. The certifications count as IBCs for BRCC. The lift certification may be offered to industry partners in the future.

3. **Mitchell 1**
Mitchell 1 is a yearly subscription that allows students in the auto and diesel programs access to repair steps, wiring diagrams and torque specifications. This provides students assistance with completing Automotive Service Excellence (ASE) Tasks and offers a real-world experience along with a certification.

Please consider supporting these initiatives through the Student Technology Fee.

Thank you for your time, and please do not hesitate to contact me by phone at (225) 216-8087 or by e-mail at tysonb@mybrcc.edu, if you have any further questions.

Sincerely,

Dr. Brandy M. Tyson-Polk
Interim Assistant Vice Chancellor for
Academic and Workforce Development
Baton Rouge Community College

Baton Rouge Community College
Student Technology Fee Committee

Funds Request

Department Information	
Department Requesting Funds:	Date:
Representative:	Title:
Email:	Phone Number:
Signature: (Department's director or dean, site manager, or respective Vice Chancellor)	Description/Justification of request:

Goals and Objectives
Student Technology Fee Program Goal: To provide students with access to, and training in, information technology and discipline-specific equipment that represents the current state of the art technology for that discipline.
Which objective would this advance?
☐ Objective 1.1: To provide public access computers with current software as well as network connectivity.
☐ Objective 1.2: To provide the BRCC student body with access to state-of-the-art software and hardware, including classroom technologies which support student learning.
☐ Objective 1.3: To increase access to the campus network and internet resources via wireless internet and other innovative access options.
☐ Objective 1.4: To ensure that instructional laboratories and open laboratories are equipped with the most current equipment appropriate to teaching and learning in the various disciplines of the College.
☐ Objective 2.1: To enhance student learning by providing support programs in order to optimize the use of multi-media and other instructional technologies.
☐ Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)

Beneficiaries of funds:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			

Office Use Only		
☐ Approved ☐ Partially Approved ☐ Not Approved	Total Amount Approved:	Rating:
Stipulations:		
Signatures of Quorum:		

- **Please attach a detailed cost breakdown and any other relevant information that is relevant. Academic Departments must include a letter of support from their Dean. Student Services or Administrative Departments must include a letter of support from their Department Head.**
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- **Submit all request fund from to student_tech@mybrcc.edu by the 1st of October, December, February, May, or July.**

Baton Rouge Community College
Student Technology Fee Committee

Funds Request

Department Information		
Department Requesting Funds: Automotive		Date: 9/6/2022
Representative: Van Guarino		Title: Site Administrator
Email: guarinov@mybrcc.edu		Phone Number: 225-216-8338
Signature: *Van Suarino* (Department's director or dean, site manager, or respective Vice Chancellor)		Description/Justification of request: Renew auto and diesel repair information provided by Mitchell 1

Goals and Objectives
Student Technology Fee Program Goal: To provide students with access to, and training in, information technology and discipline-specific equipment that represents the current state of the art technology for that discipline.
Which objective would this advance?
☐Objective 1.1: To provide public access computers with current software as well as network connectivity.
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☐Objective 1.4: To ensure that instructional laboratories and open laboratories are equipped with the most current equipment appropriate to teaching and learning in the various disciplines of the College.
☐Objective 2.1: To enhance student learning by providing support programs in order to optimize the use of multi-media and other instructional technologies.
☐Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)
Beneficiaries of funds: all automotive and diesel students

Initial Cost: 3586.38	Recurring Costs: 3586.38	Other Sources of Funds:	Duration of Funds (end date): one year subscription
Impact on college priorities:			

Office Use Only		
☐Approved ☐Partially Approved ☐Not Approved	Total Amount Approved:	Rating:
Stipulations:		
Signatures of Quorum:		

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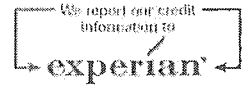
A Snap-on Company

Mitchell1

MITCHELL1
25029 NETWORK PLACE
CHICAGO, IL 60673-1250

INVOICE

FED ID #: 33-0734307

| B I L L | BATON ROUGE COMMUNITY COLLEGE
PURCHASING DEPT
201 COMMUNITY COLLEGE DR
BATON ROUGE LA 70806 | S H I P | BATON ROUGE COMMUNITY COLLEGE
VAN GUARINO
2115 N LOBDELL BLVD
BATON ROUGE LA 70806 |

We report our credit
information to
→ experian ←

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

INVOICE NUMBER	DATE	BILL TO ACCOUNT NO.	CORP NO.	PAGE
26747944	11-15-21	1042299		1

PURCHASE ORDER NUMBER	TERMS	SHIP TO ACCOUNT NO.	SHIP VIA	
	PROFORMA	1042298		

QTY	PRODUCT	DESCRIPTION	UNIT PRICE		AMOUNT
		QUOTE GOOD FOR 60 DAYS. THANK YOU FOR YOUR ORDER.			
1	SKPDOMSTMKPC	SHOPKEY PRODEMAND ONLY SCHOOL TEAMWORKS PLUS	1498.38		1498.38
1	SKTTMTRPST	SK TRACTOR TRAILER/MTR PLUS COMBO SCHOOL SUB	2088.00		2088.00

SUB TOTAL		3586.38
SALES TAX		0.00
SHIPPING		0.00

THANK YOU
Please Pay This Amount

3586.38

··

For Payments Only:

Please remove at perforation and return with your payment. Thank you.

INVOICE

SORRY, WE CANNOT ACCEPT POST-DATED CHECK

SEE OTHER SIDE FOR ADDRESS TO SEND:
CORRESPONDENCE/ADDRESS/SUBSCRIPTION CHANGES

604216   T1495

INVOICE NO.	DATE	TERMS	PURCHASE ORDER NO.	INVOICE AMT	AMT
26747944	11-15-21	PROFORMA		3586.38	

BILL TO ACCOUNT NO. - 1042299

SHIP TO ACCOUNT NO. - 1042298

| B I L L T O | | BATON ROUGE COMMUNITY COLLEGE
PURCHASING DEPT
201 COMMUNITY COLLEGE DR
BATON ROUGE LA 70806 | S H I P T O | | BATON ROUGE COMMUNITY COLLEGE
VAN GUARINO
2115 N LOBDELL BLVD
BATON ROUGE LA 70806 |

ll...lll...l.l.l.ll....ll.l.l.l

State Contract #4400022153

Proposal To:

BRCC

For:

Microsoft Studio Styluses

September 27, 2022

ROOM 1

SCOPE

20 Microsoft Surface Stylus. Box sale.

SYSTEM A

IMAGE	QTY	DESCRIPTION	PRICE	PRICE EXT
	1	1139421 AV Kit 2 $1510.67	$1,138.60	$1,138.60
	20	Microsoft EYU-00009 Microsoft Surface Pen Platinum Model 1776	$56.93	$1,138.60

Equipment prices include any required accessories. Labor prices include design, engineering, installation and programming.

2 of 3

Version 1.0 September 27, 2022

Go Media, LLC

Confidential Proposal

ACCEPTANCE

ACCEPTANCE

PAYMENT SCHEDULE
Net 30

EQUIPMENT TOTAL	$1,138.60
SHIPPING TOTAL	$0.00
INSTALLATION	$0.00
SUBTOTAL	$1,138.60
TOTAL SALES TAX	$0.00
PROJECT TOTAL	$1,138.60

TERMS

I accept this proposal and hereby authorize Go Media, LLC to proceed with the installation of the included systems at the facilities of BRCC constructing at , as described in the totality of this document. I further authorize Go Media, LLC to be granted the facility access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to Go Media, LLC. In keeping with the Terms of Payment listed above. It has been made clear to me that there exist no understandings regarding this project with any relevant party unless and until BRCC and Go Media, LLC agree to such additional or alternate understandings in writing. Project cost and pricing are dependent upon a continual flow of work without interruption or delays imposed by BRCC or their staff, construction, other building trades or any other party, and additional costs may be incurred by BRCC from Go Media, LLC. If such delays result in additional costs that are not covered by the pricing in this proposal. I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being signed by BRCC and Go Media, LLC. This proposal is valid only if accepted in writing and/or Purchase Order issued by BRCC.

ACCEPTANCE

BRCC

SIGNED	DATE
PRINT NAME	TITLE

GO MEDIA, LLC

SIGNED	DATE
PRINT NAME	TITLE

Equipment prices include any required accessories. Labor prices include design, engineering, installation and programming.

3 of 3

Version 1.0 September 27, 2022

Baton Rouge Community College
Student Technology Fee Committee

Funds Request

Department Information	
Department Requesting Funds:	Date:
Representative:	Title:
Email:	Phone Number:
Signature: (Department's director or dean, site manager, or respective Vice Chancellor)	Description/Justification of request:

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Beneficiaries of funds:

Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			

Office Use Only		
☐ Approved ☐ Partially Approved ☐ Not Approved	Total Amount Approved:	Rating:
Stipulations:		
Signatures of Quorum:		

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Funds Request

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Beneficiaries of funds:

Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			

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Funds Request

Department Information		
Department Requesting Funds: Automotive		Date: 9/9/2022
Representative: Van Guarino		Title: Site Administrator
Email: guarinov@mybrcc.edu		Phone Number: 225-216-8338
Signature: *Van Guarino* (Department's director or dean, site manager, or respective Vice Chancellor)		Description/Justification of request: Safety, Pollution and Lift Certification for Auto, Diesel and Autobody Students

Goals and Objectives
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☐ Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)
Beneficiaries of funds: Automotive, Diesel and Autobody Students

Initial Cost: 1272.00	Recurring Costs: 1272.00	Other Sources of Funds: 0	Duration of Funds (end date): one year subscription
Impact on college priorities:			

Office Use Only		
☐ Approved ☐ Partially Approved ☐ Not Approved	Total Amount Approved:	Rating:
Stipulations:		
Signatures of Quorum:		

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S/P2

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	Automotive Lift Institute - Lifting It Right: School Edition	1 Year Subscription	$ 225.00	$ 225.00
			Total	$ 225.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

- -

Amount Due:	$ 225.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

- Make all checks payable to S/P2
- Please include your account number in the memo portion of your check
- Be sure to mail payment to our updated address
- If any of your information is incorrect, please correct this form or contact us at: info@sp2.org or 888.241.8332

S/P2

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 - Collision Repair and Refinish	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

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S/P2

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 Heavy-Duty & Diesel Technology	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
Baton Rouge Community College
2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

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S/P2

S/P2 Renewal

Bill To:
Van Guarino
Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Date	Item	Quantity	Amount	Balance
9/1/2022	S/P2 - Automotive Service	1 Year Subscription	$ 349.00	$ 349.00
			Total	$ 349.00

Thank you for using S/P2

Please submit the form below if mailing your payment so we can correctly identify your account.

Amount Due:	$ 349.00
Bill Date:	September 1, 2022
Due Date:	September 8, 2022
Account #:	77905650

Your Current Information:

Van Guarino
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2115 North Lobdell
Baton Rouge, LA 70806

S/P2
225 E Robinson St., Suite 570
Orlando, FL 32801

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- Be sure to mail payment to our updated address
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