**Unit Goal Revisions**

**2022-2023**

**Plans for the unit for the second year of the two-year plan (21-23)**

**Name of Program/Department: Math, Engineering, and Physical Sciences - Shelby**

**PERSONNEL REQUESTS:** Below please list any NEW personnel requests. All full-time requests should be listed first followed by any part-time requests. *\*This does not include replacements for current personnel who may leave during the year, because their salary is already included in your budget. \** If you have no personnel requests, you may skip this section.

**Brief Description of Request:**

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| --- | --- | --- |
| **Proposed Job Title** | **Salary Schedule** | **Annual Salary and Benefits**  **(Obtain from HR)** |
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|  |  |  |
|  |  |  |

**Justification to support personnel requests including data:**

**EQUIPMENT REQUESTS:** Below please list *ANY* equipment requests, including replacing old equipment. If you don’t have any equipment requests, you may skip this section. Please number your requests for easier tracking and reference.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **#** | **Location**  **(Campus, Bldg, and Room #)** | **Unit Cost** | **Total Cost** |
| IPevo Document Cameras  (These will replace the old Elmos.) | 6 | Shelby Campus  MSB 124, 125, 126, 127, and two extras that instructors can check out to record lecture videos at home | $349.00 | $2,094.00 |
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|  |  |  |  |  |
|  | | | **GRAND TOTAL:** | **$2,094.00** |

**Justification and data (if applicable) to support equipment request:**

At the advice of IT, I am requesting to replace the Elmo document cameras in MSB 124, 125, 126, and 127. The current Elmos are very old, out of date, and are beginning to require minor repairs from time to time. The wireless Ipevo cameras provide the same functionality and camera quality as the Elmo document cameras, take up less than half the space, and are a fraction of the cost. We can purchase 6 wireless Ipevo cameras for the cost of one Elmo (see the included quote).

**ALL OTHER REQUESTS:** Below please list any additional requests that were not included above. This may include items such as professional memberships, monetary budget requests for department or program activities, accreditation fees, etc.… If you don’t have any of these requests, you may skip this section.

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| --- | --- | --- |
| **Description of Need** | | **Cost** |
|  | |  |
|  | |  |
|  | |  |
|  | |  |
|  | **TOTAL:** |  |

**Justification and data (if applicable) to support the request:**

**PRIORITY PAGE:** Please consider all budget items described above including personnel, equipment, and others then list them below in priority order. The most important and needed request should be listed first, the second most important second, etc.… A full description is not needed, just the title and/or name of the item is sufficient.

|  |  |  |
| --- | --- | --- |
|  | **Section (Personnel, Equipment, Other)** | **Title** |
| **Priority #1** | Equipment | Ipevo Document Cameras |
| **Priority #2** |  |  |
| **Priority #3** |  |  |
| **Priority #4** |  |  |
| **Priority #5** |  |  |