Henry Ford College
Technology Investment Fund
Project Funding Request

This application form with original signatures must be received by the Chair of the Technology Investment Committee, by the published deadline, usually March 1 for Winter semester, and September 12 for Fall semester. Applications will only be accepted on this form. Applications must include an Executive Summary which will be shared with the Campus Community. *(Attach additional sheets for any section needed.)*

Date of Application:	Project Type: [ ] New	[X] Upgrade/Expansion
Project Director: Anthony Perry **Department/Division:** Social Science	**How many students will *directly* benefit from the project?** 400 per semester	**Total TIF Funds Requested:** $27,601.79
Strategic Planning initiative No. 2059		
Project Name: Lecture Capture Technology Improvements in Social Science Classrooms		
Short Description of the project. Create a lecture capture classroom for the social sciences, specifically thought of for Political Science to allow for recording and disseminating of information to students to improve learning.		

Problem Statement	
Define the problem/idea. *(What do you want to do? Why?)*	Being able to deliver content that is dynamic and ever changing to students in real time is essential for student learning in the 21st Century. Political Science and the relevancy of using current events creates an environment that is constantly changing and often requires just in time delivery of information to make the lessons relevant to students. Furthermore, the modern students schedule often prevents them from attending class as regularly as faculty would like –thus we are constantly trying to keep the entire class together on learning –especially project-based learning. Even when students only miss one or two class periods, they can fall behind hindering learning substantially. When students miss because of illness, work, or family obligation they not easily able to catch up, even when desire is present. By using lecture capture technology and advanced note taking through electronic white board or star board technology faculty can push this information to the LMS for students who were not present or for re-enforcing learning for those who may have missed a particular lesson. This will help with student success and retention.

Evidence for Project Validity	
(What is the current situation?)	
What resources do you have/use now?	Computer with overhead and chalk board.
Why can't you use your existing resources to do this project?	It does not allow for recording lectures that are live. It does not allow for recording class group work. It does not allow for pushing real-time lectures out to students.

| What evidence do you have that this project will be successful? *(Cite specific information.)* **Current research** **Examples from other schools or teachers** **Letters of support from experts in the field** **Your own past experience.** | With the online classes I use Yuja and have students regularly view online lectures as part of their learning environment. Students have taken great advantage of being able to review the material. The online formatted class allows me to share pre-recorded lectures, while the online discussions are used for the dynamic portion of the class. While I do provide the on-campus classes with pre-recorded lectures when applicable –this does not allow for same lessons as the information covered is more than the subset of information that is presented in the pre-recorded lectures. The information in the on campus uses the lecture/discussions to bring in timely materials while online uses emails and written information. The format of on campus would need to be online to strictly use the pre-recorded lecturers. Also, on campus has as group work that is not online, and this is impossible to pre-record. Finally, since the online students like the pre-recorded, they would most likely benefit of seeing the live group work lectures to relate to their discussion and asynchronous learning. Therefore, in select cases I could push on campus lectures to online classes. |

Relevance to Technology Investment Committee Guidelines	
(Address only those that apply.)	
INNOVATION: **Is the proposal innovative to the field of Instructional Technology?**	Yes, it is using technology to improve the learning outcome of students. It enables the ability to flip the classroom. So, when there is an extremely useful lecture captured this could be used to deliver to both future on campus classes as well as online classes.
Is the proposal innovative to HFC?	While we do have a lecture capture classroom in speech, yet this classroom is designed strictly for capturing the lecture, not the group dynamics. This is unique to the social sciences where we do not have access to this lecture capture technology.
Is the proposal innovative to the specific discipline?	No, this could be used in other social sciences such as Sociology that are often dealing with very timely materials as well as in any subject that has group work that is central to the course learning outcomes.
NEED: **Is the proposal essential for the instructional design?**	Yes, if we are to adapt our pedagogy to accommodate our students then this is something that would be essential.
Does it create new programs or courses with the potential for increased student enrollment?	No
Is it necessary to remain competitive with post-secondary institutions?	Yes, we are in the dark ages. All our classrooms are chalk board, maps from the Soviet era with very little capacity to be innovative.
Does it provide skills that are transferable to the workplace?	Yes, we can use this for student presentations and for learning using distance education even while on campus.
Does it prepare students for transfer to upper-level curriculum?	Only in the sense that they should be better prepared as they can review the lectures to fill in gaps of where they missed or misunderstood lessons.

Relevance to Technology Investment Committee Guidelines (continued)	
(Address only those that apply.)	
Does it keep the course or program current in the related technology?	Yes
NATURE OF PROPOSAL: **Is the proposal a component of curricular revision?**	Yes, it can allow for on campuses classes to more easily flip the classroom and share information with online versions of the same classes.
Is it the next logical step in the evolution of the course/curriculum?	Yes, this should be a standard with our student body as there are so many non-traditional students and this should accommodate their needs.
Will it help attract students to HFC?	Not certain if it will attract, but it should not turn them off as many of our classroom technologies tend to turn students off because we cannot accommodate these technologies.
Will it support HFC community outreach/public relations activities?	No
Will it support student retention activities at HFC?	Yes, see description above.
Will it become an integral part of the course, program or curriculum?	Yes, this should become standard to allow for increased student retention and learning.

Resources	
Where will the project hardware be installed?	Room K-011
Who will do the job? • **List the personnel** • **List their duties**	...ormation Technology Services - ...dio visual: maintenance and setup of mechanical and electronic media equipment. ...dware, software, cabling, etc.: setup, installation, and maintenance
Who will use the hardware?	Faculty will use the equipment to develop/present classroom lectures while students will have the opportunity to view online lectures as part of their learning environment.
Who will conduct any necessary project-hardware training?	Training is not required, but is provided through Academic Services/eLearning.
Who will handle any spring and summer semester duties related to hardware installation?	Information Technology Services

Do you have commitment from your administration for personnel support? *(Be* **specific***, include documentation.)*	Yes, this project is approved by Dr. Nealon
Is release time required to complete this project? **If yes, has it been approved at this time by your Associate Dean?**	**[ ] Yes [X] No** **[ ] Yes [ ] No**	*TIF does not fund release time. If you are requesting release it must be approved by the appropriate administrators pri proposal submission.*

Evaluation *(How will you know if it worked?)*	
How will you demonstrate to the college that this was an effective use of funds? *(How will you evaluate the goals listed as Expected Outcomes?)*	Evaluate student learning and retention in the classes that use this technology and survey students to establish their opinions of the technology in their classroom.
How will you determine the success or shortcomings of the project?	The success will come with the use, availability and the students' analysis above. This analysis above will help determine if there are shortcomings. Similarly, making sure that technology is user friendly and is able to deliver the content in a way that is useful for students.
Budget **(You must also include an itemized budget statement.)**	
What do you need to complete this project? *(Be specific about equipment, software, and training.)*	1 - Maxell Projector = $719.05 1 - Cable & Hardware = $1,202.37 1 - Atlas Sound Amp & Speakers = $951.22 1 - Kramer Controller = $414.45 1 - Kramer Wall Plate = $220.00 1 - Kramer Switch = $762.75 1 - Da-Lite Screen & Mount = $682.83 1 - Lumens Ladibug = $506.25 2 - 70" LCD with Cart @ $2,681.10 = $5,362.20 3 - Shure Mic & Mixer @ $530.10 = $1,590.30 1 - Middle Atlantic Equipment Rack = $2,452.46 2 - Sony Camera w/Epiphan @ $3,129.23 = $6,258.46 1 - Installation Labor = $2,080.00 1 – Computer = $1170.45 1 – HP Envy Touchscreen Laptop = $1,229.00 Electrical = $2000
What is the TOTAL COST? *(You must attach an itemized cost analysis with this proposal.)*	$27,601.79
How recent is your quote?	Less than 30 days
Are changes to the college infrastructure necessary to support this project?	**[ ] Yes [X] No** *If "yes" provide an explanation from the Directors of Data & Voice and Buildings & Grounds, and from the Administrator in charge of the affected room(s).*
What other monetary commitments exist? *(Department/Division/ External) Please be specific; include documentation wherever possible.*	None
If other sources of funding are not available, why? • **Doesn't have the support?** • **Not viewed as feasible?** • **Not a priority?**	Not viewed as feasible, TIF fund will cover the project completely.

• Other?	

Strategic Plan

Include with your application a document that indicates the ways in which your project addresses the goals and objectives of the Henry Ford Community College Strategic Plan. Also, indicate how your project addresses your Division or Department plan. Be as specific as possible.

If your proposal is Non-Instructional (Library Services, Learning Lab, Counseling, Placement Services), please skip this section and complete the information in the Non-Instructional section.

Instructional Proposals
Complete this section if this is an Instructional Proposal, directly impacting student teaching and learning.

Expected Outcomes	
(Project Objectives)	
What is your current teaching method? How will this project fit into your current plan?	Lecture/Discussion/Group Work mix with on campus classes. Online classes rely on pre-recorded lectures that do not benefit from changes in events that impact lessons.
	This project will allow for flipping classroom activities, accommodating students and allow for using technology including real-time events data more easily with students. Pre-recorded lectures only allow for static historical data, while lecture capture allows for more timely delivery of information that can be sued with online classes as well.
How will this improve student learning? *(List specific goals.)*	*As a result of this project students will:*
	Students can review lectures and activities to re-enforce learning. Students who miss class can catch up with the rest of class by reviewing the sessions they have missed.

Instructional Proposals (continued)

State how the project addresses the Seven Principles of Good Practice in Undergraduate Education.	
(Address only the relevant criteria.)	
Supports student-faculty contact	Not applicable.
Supports cooperation among students	Will allow students to catch up on group work and feel that they are not outside the loop if they miss a class period.
Supports active learning	Supports the group learning in class.
Supports prompt feedback	Not applicable.

Supports time on task	Allows students to be caught up when they return to class.
Supports high expectations	Excuses of missing specific lessons is not applicable as students can review. Also, if students need to fill in gaps in learning, then they can review portions of information covered in class and follow-up with questions.
Supports diverse talents and ways of learning	Supports visual and auditory learners -- while does not enhance those who are book learners.

SIGNATURES:

_____   _____   _____
**Project Director   Date   *Associate Dean/Department Head   Date   *Dean   Date

_____   _____   _____
*Vice President   Date   **Director of Building & Grounds   Date   **Director of Data & Voice   Date

* For notification purposes only
** For project feasibility

Non-Instructional Proposals

Complete this section if this is a Non-Instructional Proposal, related to college areas that serve and support student instructional progress. (Non-Instructional areas include Library Services, the Learning Lab, Counseling, and Placement Services.)

Expected Outcomes	
(Project Objectives)	
What will this project accomplish that you can't accomplish now?	This project will allow for an enhanced classroom allowing instructors to easily record lectures, stream live lectures and to share information for in class lectures and for those viewing online.
How does the project enrich or support the learning, teaching, or communication technology needs of students? *(List specific examples.)*	*As a result of this project, service to students will be improved through:*

SIGNATURES:

_____		
**Project Director Date	*Associate Dean/Department Head Date	*Dean Date

_____		
*Vice President Date	**Director of Building & Grounds Date	**Director of Data & Voice Date

* For notification purposes only
* * For project feasibility

Henry Ford College

Technology Investment Fund
Project Funding Request

Executive Summary

DATE OF APPLICATION	PROJECT TYPE	
2/28/2020	G New	**X Upgrade/Expansion**
NAME OF PROJECT DIRECTOR OR PRESENTER	**SCHOOL/DEPARTMENT/DIVISION**	
Anthony Perry	Social Sciences	
COST OF PROPOSED PROJECT	**NUMBER OF STUDENTS SERVED ANNUALLY**	
$27,601.79	1200	

SUMMARY
This project will allow for an enhanced classroom allowing instructors to easily record lectures, stream live lectures and to share information for in class lectures and for those viewing online. This will foster higher retention as students with diverse schedules who may miss class or have changing schedules and diverse responsibilities will be better able to keep up and/or catchup with lessons that they otherwise would not. Using technology to enhance student learning and to improve retention of students is the ultimate goal of this request. (Attach additional sheets if needed.)