October 29, 2013

TO: Erika Lacro, Chancellor
Honolulu Community College

SUBJECT: Career & Technical Education Award

Honolulu Community College is awarded $1,725 in 2012-13 Title I Career and Technical Education Carryover funds to support the titled project:

Autolevel $1,725

The award period for the project is from July 1, 2013 to June 30, 2014 and the award number for the project is: HON2012/13(2)-T1-18 and should be referenced on all future correspondence and reports. These funds must be expended and goods received by June 30, 2014. A completion report is due on October 10, 2014.

Please call Dominic (Nic) Estrella at 956-3865 if you have questions.

Sincerely,

Peter Quigley
Assoc. Vice President for Academic Affairs

Cc: B. Furuto, VCAS
R. Uyeno, VCAA, CTE Dean
D. Inafuku, FA
L. Tshuhako, FA
S. Robinson, Dir. of Academic Programs
1. College: Honolulu Community College

2. (Descriptive) Strategy Title: Autolevel

3. Proposer’s Name: Norman Takeya  E-Mail: ntakeya@hawaii.edu

4. Proposal Period:  July 1, 2013 through June 30, 2014
   Is this proposal a part of a multiple-year strategy? No
   If this is a multiple-year strategy, for what year is this proposal requesting funding?

5. Brief Statement of identified problem area and reason for selection:
   a) Provide relevant program and/or college data to support the need to address this problem.
   b) Describe alignment of problem to one or more Perkins Core Indicators, and as appropriate, goals from the UHCC Strategic Plan, Achieving the Dream, and/or other UHCC projects. (See pg. 2 of Instructions)
   c) Include narrative that is supported by data. Be brief and succinct.

Current surveying positions in construction and engineering companies demand the use of Laser technologies. Traditional surveying instruments have a high learning curve. This, along with the high cost of the equipment, limits non-traditional students access to the technology. The construction industry is currently dependent on in-house training in surveying and the use of the equipment. The younger generation does not have the opportunity to learn the art of surveying. The College of Engineering has not taught surveying in the last 10 years. Honolulu Community College is now the sole provider of surveying instruction on Oahu. The local surveyors association predicts a shortage of qualified surveyors in the next 2 years.

This proposal opens accessibility to equipment that with proper training, can be a tremendous asset to the traditional as well as the non-traditional students. By developing learning units for Auto Levels, students from many diverse backgrounds will be able to receive a high quality, up-to-date curriculum designed to meet industry needs. In addition, the skills to be taught will be the integration of academic concepts with technical competencies, providing the connection from conceptual to contextual learning. The skills taught will offer the requisite aptitudes for job placement, advancement, security, and portability in fields such as construction and engineering.

The courses and/or units and lessons developed may also be used in apprenticeship training. They may also be used as and developed for non-credit career and technical education programs for adults to upgrade skills or to prepare unskilled or displaced workers
for the workforce as the skills taught are of direct value in the construction industry.

Existing faculty will be trained and a train the trainer workshop will be conducted to prepare faculty to deliver courses and/or lessons.

Our proposed project aligns with core Perkins indicators as follows:

1P1 – Students will be learning current instrumentation. Auto levels are currently use in the construction industry.

4P1 – Skills attained will enable the student to obtain a high skill, high wage placement in the construction industry. According to a O*net current hourly wage for a surveying technician is $19.07 per hour and projected growth nationwide is 10% to 19%.

5P1 5P2 – The instrument will allow more non-traditional participation in the industry as well as in non-traditional programs. This is mainly due to the low learning curve of the newer instrumentation relative to other related instruments.

These new devices can connect with GPS and have WIFI capabilities not found in older instruments.

An Occupational Employment Statistics Survey indicated employment of CAD operators is expected to grow by 10%-19% percent between 2008 and 2018, which is average for all occupations.

6. Brief Strategy Description: (Typically no more than one or two paragraphs)
• Answer the question: What do you want to do based on information provided in item #5 above?
• If this strategy is a continuation of a current strategy, indicate rationale for continuance. Strategies will not be considered for continued funding unless supporting data and rationale demonstrate impact effectiveness.
• Include supporting data i.e. effectiveness measures. Data on student needs, student impact (number served last year and anticipated number to be served in current year), and effectiveness must be provided below.
• Evidence of industry support.
• Include a short description on all proposed personnel to be paid for by these funds. The description should include:
  o the position(s) FTE,
  o if the hire will be regular or casual,
  o the position’s/positions’ classification(s) (e.g., counselor, lecturer, APT, etc.),
  o the position’s/positions’ job duties and how the duties will benefit the project,
  o the intended number of months of funding for each position. Please take into consideration the recruitment time for new hires.
• Itemize supplies valued at more than $500 and have a shelf life of 1 year or longer.
• Itemize equipment, whose description is an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds $5,000.
• For travel, provide a breakdown the estimated cost including airfare, lodging, per diem, conference fees, and ground transportation. Include the conference name, description, location, and dates. If possible, include the conference flyer and/or agenda.
• For services, if the name of the specific vendor is known, please include that information. Also include a breakdown of service cost (cost per day, hour, etc.)
• For software, include the type of software package, the estimated costs and how the software will enhance the project.

1. Currently I am borrowing instruments from contractor acquaintances. The new instruments will be integrated into our current course.
2. Develop or modify short units or lessons in the use of the new instrumentation.

7. Calendar of Planned Activities: (add or delete rows as appropriate)
   In chronological order, briefly describe the procedures/activities planned to achieve stated goal(s) or outcome(s)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Month(s) the Activity will take place</th>
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<tbody>
<tr>
<td>Unit or Lesson Planning</td>
<td>9/13 – 12/13</td>
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<tr>
<td>Purchase Auto Levels</td>
<td>10/13</td>
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</tbody>
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8. Effectiveness Measures: (Refer to the identified problem – item #5, and describe the anticipated quantitative outcomes expected from the implementation of the strategy. Where appropriate, indicate the effectiveness measures that will be reported after year one, year two, etc.) State the effectiveness measures clearly and in assessable terms. The outcomes stated here must be addressed later in the completion report. Confer with your IR office to ensure the appropriateness of the measurement of outcomes.

   Anticipated outcomes:
   1. Development or modification of lessons or units.

      For the course, unit-learning objectives will be created such that upon completion of the training, students will be able to demonstrate that they can use the instrument to industry standards. 75% of the students will score 80% or more on assessments based on the unit learning objectives in the use of the autolevels.

9. Budget Summary: For system projects, the budget must include a breakdown of costs by campus along with a total system budget. (Double-click to access Excel Worksheet).
<table>
<thead>
<tr>
<th>Personnel (List all positions separately)</th>
<th>Budget</th>
<th>Category</th>
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<td>Personnel Subtotal</td>
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<td>Fringe Benefits (List per position)</td>
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<td>Rentals</td>
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<tr>
<td>Other</td>
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<tr>
<td>Instruments 4 Ea AutoLevel Package @ 411.95 Ea = tax</td>
<td>1725.45</td>
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<td>TOTAL COSTS</td>
<td>$</td>
<td>1,725</td>
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Fringe Benefit Rates (as of) 7/15/11
Faculty/Staff 40.25%
Casual Hire/Overload 2.17%
Student 0.52%
10. **Certifications:**
I certify that this proposal, budget, and certifications are accurate and complete and that this project will be conducted in accordance to Perkins policies and Federal, State, and University regulations and requirements.

I also certify that I have consulted with the appropriate Institutional Research, Business Office and Human Resources Office personnel and that they have reviewed all budgets and resource commitments and have found that they comply with Perkins, Federal, State, and University requirements and policies.

Proposer’s Signature: ____________________________ Date: 9/13/13

Print name: Norman Takeya