Planning and Budget Council Summary Sheet

Part I. General Information

Unit, Department or Program: WCC ETC Introduction to Culinary Arts- Win CC

Type of request:
- Health and safety
- Program improvement Advanced techno
- New program
- Facilities, R&M
- Other

Resources requested:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment Color Laser Printer</td>
<td>$1000.00</td>
</tr>
<tr>
<td>Operating Other 1</td>
<td>Other 2</td>
</tr>
</tbody>
</table>

Alignment with Strategic Plan: 5.4, 5.5 (i.e., Action Outcomes 2.1, 4.3)

Total $1000.00

Part II. Narrative - Description and Rationale

Why is this request important? (what are the most important reasons for this request)

The reason for this request is to maintain and upgrade the existing standards of faculty and staff functionality of the program by providing color-printed documents for student hand-outs. The existing printer is outdated.

Descriptive Summary of the Request

Color-laser printer for faculty and staff to produce color printed documents for student hand-outs

Rationale for Request

The ICA unit will benefit from the purchase of a new color laser printer by producing color printed documents for student hand-outs.