

**Chabot-Las Positas Association of Retired Employees
CARE Fund Special Projects Grant Program
2011-2012 Application Form**

Please mail completed form to:
CARE Grants, c/o Sophie Rheinheimer
5933 McAndrew Drive
Oakland, CA 94611

Deadline: September 16, 2011
Award announcement: October 14, 2011

Applicant Information

Name Catherine Suárez
Name of Manager/Supervisor John Ruys
Campus e-mail address csuarez@laspositascollege.edu
Campus phone number (925) 424-1212
(or home phone if no campus phone is available)
Division or Department Arts and Communications

Project Information

Name of project Taking Note of Foreign Languages
Amount of grant funding requested \$1,500 (Maximum \$1,500)
Expected date for completion of project December 2011
Who will be responsible for completion of the project? Coordinator of Department

Description - Brief overview of project plan stating how grant funding will be used:

This grant would help the Foreign Language Department in many ways. We currently do not have a department budget and have actually never had one in the eleven years that I have taught at Las Positas College. Anything purchased for the department is paid for out of our own funds or through the sale of old textbooks and our bottles and cans recycling program.

Assistance from your organization would be used:

- 1) to replace old VHS formats of films that are used in French, Italian and Spanish classes to update the current film collection in compliance with the ADA requirements for proper closed captioning subtitles on all films and videos used in public institutions.
- 2) to purchase several Livescribe Echo Pens to be used during lectures in language classes. These pens facilitate note taking for many students in the DSPS program. Along with the Livescribe Echo pens we would also need to purchase several packs of the subject notebooks, medium black, blue and red refill ink cartridges, Livescribe Universal Premium cases and several Livescribe Universal Pro Charging Cradles.
- 3) to purchase class sets of novels and short stories that are used as ancillary material at all levels of each language learning in French, Italian and Spanish.
- 4) to purchase a cart to transport class sets of books from classroom to classroom.
- 5) to pay a student hourly to compile a list of all the titles of films and books in French, Italian and Spanish so that this information could be part of a central database.

Benefits - Please briefly explain how the project will improve service to the colleges in your area of work responsibility:

- 1) Currently our students do not have a wide range of access to authentic examples of language, culture and history because our film selection is outdated. It is also out of compliance with current ADA regulations. In addition, many of our films are in the VHS format, which is now obsolete. Film is a very important vehicle through which language, grammar, pronunciation, accent, culture, history and sociology are taught in a language class. It is important that our film program be equally accessible to all of our students and that the format of the films match the current technology of the Smart Classrooms.
- 2) Many times students from the DSPS Program need to have a note-taker. The program does not provide this service for them, so it is up to the individual instructor to find a volunteer willing to take his/her notes on special triplicate carbon paper. These volunteers are not compensated by the DSPS Program or by the school. Sometimes there are no volunteers willing to take the notes and it hardly seems fair to appoint a student to do something for which they are never compensated. The Livescribe Echo Pens would resolve this problem and allow the student with the disability to have more control over his/her learning environment.
- 3) In addition to film, novels and short stories are widely used in language classes along with the required textbook as a way to illustrate language, community and grammar in a historical or cultural context. These materials are essential to the success of our language program. Unfortunately, many students cannot afford to purchase them; they can barely purchase the required textbook in many cases. A class set of novels or short stories would resolve this problem. At the current time all language teachers teach in different classrooms across the campus; we do not have a designated hub of language classrooms.
- 4) Moving the class sets of books from classroom to classroom around the campus would be greatly facilitated and much more efficient for instructors and students with the use of a book cart.
- 5) A current and up-to-date database of films and books in French, Italian and Spanish does not exist. Having one would greatly facilitate lesson planning and would allow students more access to information for their language projects.

I agree to provide a one-paragraph outcome report to CARE at the completion of the project.

Applicant's Signature Catherine Suárez Date 09/13/2011
Mgr. / Supervisor's Signature John Ruys Date 9/13/11