CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION

Name of Person Submitting Request:	**John Stanskas**			
Program or Service Area:	**Chemistry**			
Division:	**Science**			
Date of Last Program Efficacy:	**2011**			
What rating was given?	**Continuation**			
Current number of Classified Staff:	FT:	1	PT:	**1**
Position Requested	**Convert ½ time evening lab tech to full time**			
Strategic Initiatives Addressed:	Access, Student Success, Campus Climate			

1. Provide a rationale for your request.

We are asking that the current ½ time evening chemistry laboratory technician position become a full-time laboratory technician for the department to cover afternoons, peak time for lab offerings, and evenings. Our evening sections have grown such that we offer more than one third of our laboratories in the evening.

The District Chemical Safety Plan recommends that no one person work alone in a laboratory setting. Currently, we have only one lab technician working by herself most of the time in the lab prep area. The full-time employee works during the day and the current part-time employee works in the evening with little overlap. Converting the half-time employee to full time, overlapping during the afternoon, would allow solution preparation and hazardous chemical handling to occur with at least two persons in the prep area during the afternoons. The preparation of laboratory consumables could then be organized such that the most hazardous substances were only prepared or used during those hours when an overlap in schedules exists.

Since the creation of the EMP one-sheet, our full-time faculty load has stabilized between 10 and 11 FTEF per semester and our efficiency has increased to approximately 500. The request to reduce FTES generation led the department to determine that cutting back on lecture-only, GE applicable physical science courses and concentrating our efforts on the six course, laboratory science sequence from Chem101 to Chem213 as the most appropriate offerings. We currently offer 35-45 labs per week, but with the increase in efficiency, every lab has more students. This increases the preparation time required to present the laboratories for the lab tech.

2. Indicate how the content of the latest Program Efficacy Report and/or most current EIS data support this request. How is the request tied to program planning? *(reference the page number(s) where the information can be found on Program Efficacy).*

The efficiency and productivity for the Chemistry program remains high, especially for a laboratory science program. (WSCH/FTEF = 523 for 2011-2012 academic year.) The trend indicated in the Chemistry 2011 efficacy document (page 15) regarding the need for chemistry preparation has not changed reflects an increased demand for our intensive laboratory courses.

In addition, the curricular re-design of the Biology program's Anatomy & Physiology sequence has incorporated a new Chem101 prerequisite to the A&P sequence (Biol250) effective this year. This has increased the pressure for additional Chem101 sections and preparation as Chem101 is now the entry-level to the allied health sequences including Nursing.

3. Indicate if there is additional information you wish the committee to consider *(for example: regulatory information, compliance, alternative or ongoing funding sources, updated efficiency and/or student success data or planning etc).*

The OSHA recommends that no one person work alone in a laboratory setting. The citation and link are below:

http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10107

(q) Working alone: Avoid working alone in a building; do not work alone in a laboratory if the procedures being conducted are hazardous (28)

In addition, the American Chemical Society recommends:

Excerpt from "Prudent Practices in the Laboratory: Handling and Management of Chemical Hazards", Updated Version

2.C.2 Working Alone in the Laboratory

It is not prudent to work alone in a laboratory. The American Chemical Society states that one should, "[n]ever work alone in the laboratory" (ACS, 2003). In Alaimo (2001) it states that "[w]ork should be absolutely forbidden unless there are at least two people present". The OSHA Laboratory Standard states "Avoid working alone in a building; do not work alone in a laboratory if the procedures being conducted are hazardous." Accidents are unexpected by definition, and if a person is working alone when one occurs, his or her ability to respond appropriately could be severely impaired, which could result in personal injury or death and catastrophic facility damage. Thus it is imperative that, whenever working in the laboratory, others are actively aware of your activities.

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4. What are the consequences of not filling this position?

We will remain out of compliance with the chemical safety guidelines and hope there are no accidents.