TECHNOLOGY NEEDS ASSESSMENT APPLICATION

Technology: Programs should list the technology needed to provide ongoing service or instruction, and an approximate cost of the request. Requests for one-time programmatic equipment should be listed in the appropriate category above. *Technology that is listed in this category will be forwarded toCampus TechnologyServices to evaluate through their own processes.*

Name of Person Submitting Request:	**Ailsa Aguilar-Kitibutr, Psy. D.**
Program or Service Area:	**Counseling Department**
Division:	**Counseling and Matriculation, Student Services**
Date of Last Program Efficacy:	**Spring 2012**
What rating was given?	**Continuation**
Amount Requested:	**$24,588. 36 for laptop computers and $1,985.39 for Notebook Security Cart**
Strategic Initiatives Addressed:	**Access, Campus Climate, Student Success; Technological Advancement**

Replacement ☐   Growth x☐

1. What technology equipment are you requesting?

The Counseling Department is requesting 30 laptop computers and a notebook security cart for group advising purposes. The computers will be housed in the Group Advising Room within the Counseling Center for the purpose of increasing the efficiency of educational planning services. This request is prompted by the Student Success Act, the law enacted in 2012, which mandates that each student must have an initial and comprehensive education plans. Other imperatives are the online orientation, assessment, counseling and academic advising, follow-up services for at-risk students, and other developmental follow-up services. Moreover, SBVC's funding by 2015-16 is predicated on the 60 % allocation based on the mandated counseling services.

In 2012-13 academic year, the Counseling Department rendered counseling services to 21,991 students. Spanning July 1 through October 25 this semester, 8940 students were afforded services. The sheer volume of students who need to be provided an education plan gives the snapshot of how beneficial laptop computers can bring into the group advising service component. Seeing that the Student Success Act is mandating educational plans both abbreviated and comprehensive and basing a large percentage of the college's funding on educational plan development, it is critical that the department devises a concrete and realistic strategy for meeting this directive. Consequently, the Counseling Department is in the process of implementing comprehensive educational planning groups, whereby, students will be inputting the courses recommended by the counselor on Web Advisor via laptop computers after career counseling, academic advising, and other services. This strategy will allow counselors to develop and approve more education plans than they would be able though individual appointments. Additionally, co-developing the education plan with the students will engender a more active role on behalf of the student. With the students' understanding of the required curriculum for their academic goals, the Counseling Department is facilitating and fostering student independence, well-thought out choices as well as critical analysis, and overall empowerment for college success. Furthermore, it is not only during education planning and group advising that the computers are to be used because of the other mandated counseling services cited earlier. While the Counseling Department can use laptops available in the Orientation Room, the

equipment are mainly used by the Assessment Center for their students. Contrastively, if awarded the request, the Counseling Department will be able to conduct several group sessions during the day at the Center's Group Advising Room. All these reasons point to the importance of the availability of technology to aid in service delivery. The use of technology is markedly underscored because of the existing disproportionate ratio between counselors to students. This year, the counselor to student ratio is 1: 2375. Despite the addition of two new counselors last September, the status quo is still far flung from the 1:900 counselor-student ratio recommended by the Statewide Academic Senate (Program Efficacy Reports 2012, 2008 and Efficacy Evaluation and Recommendations, 2012; Senate Minutes, April, 2010).

2. Indicate how the content of the latest Program Efficacy Report and current EMP 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 Program Efficacy Report outlines the future directions on the Department's use of technology so that more students can benefit from counseling services. Correspondingly, the number of student contacts and highly utilized services detailed in the EMP are a strong evidence for this request.

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

The mandates of SB 1456 underscore the task ahead for SBVC to be in compliance of the focus areas defined by the Student Success Task Force Recommendations in order to receive full funding of the 60% allocation based on student services.

4. Evaluation of initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (for example Department Budget or Perkins)

The installation of laptop computers will be coursed through the Office of Campus Technology Services. Upgrades to the system may not be needed within the foreseeable future since the computers will be used mainly to access the Web Advisor. Web Advisor is directly maintained by the District for its enhancements.

5. What are the consequences of not funding this equipment?

If the counseling needs of our general population will not be met, we will not be in full compliance of the Student Success Act and the College's funding will severely suffer. Furthermore, academic success is associated with receiving counseling. Counseling services are a key component to achieving course retention, completion, and persistence until the students' attainment of degrees or certificates. Without the laptop computers simultaneous group advising sessions within the Student Services building will be hampered and will severely reduce the group advising service component of the Counseling Center. Presently, only the Business 100 building will be made available at certain times for group advising. This location is not within the proximate distance to the Student Services Building and does not allow for a one-stop-shop service delivery arrangement from the Department. Consequently, we may lose students in the process. Conversely, via the students' access to laptops, several group advising sessions can occur making possible the accommodation of far more students. Reliance on using other classrooms with computers is at best unpredictable for these may not be available every time group advising sessions are scheduled. Also, other counseling services such as academic advising and workshops requiring the use of computers will be negatively impacted.