

FACILITIES NEEDS ASSESSMENT APPLICATION

Facilities: Programs should list no more than three facility or renovation items. Identify the area in need of physical renovation, maintenance and/or repair. Requests for additional space should also be listed here. *Requests listed in this category will be forwarded to the Facilities Committee to evaluate through their own processes.* Provide a thorough rationale, **using data to support your request**, in order to help the Facilities Committee with their evaluation. List the approximate cost of your request.

Name of Person Submitting Request:	Diane Hunter
Program or Service Area:	English
Division:	Humanities
Date of Last Program Efficacy:	Spring 2013
What rating was given?	continuation
Strategic Initiatives Addressed:	Student success

Replacement

Growth

1. Renovation Request

LA218 be cleaned, a desk, chairs, and phone be added. The largest department on campus, 48-51 total faculty members, serving over 6,400 students per year has no location in which to house departmental materials and instructional materials, including confidential student final exams that we are legally obligated to keep, literary library, film library for English major students.

Each semester the English Department holds a common final exam for all ENGL 015 students, typically over 800 students per semester as a part of our SLO requirements for this course. The orchestration of such a comprehensive and large process requires a space in which we can create, assemble, and house student exams before and after final exams are taken. As the number of students increases, so does the necessity for a physical space in which faculty can protect student privacy and exam accuracy. In addition, there is no facility currently in which faculty can hold small workshops, discuss with English majors their major focus or educational plans, or counsel English majors about transfer. In addition, there is no current facility in which the department can meet with prospective adjunct faculty or tutors. All of these concerns will continue to grow as does overall enrollment in English classes and the number of students earning the AA English Degree.

Approximate Cost: \$400.00

2. Renovation Request

Approximate Cost:

3. Renovation Request

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Approximate Cost: