

**CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Name of Person Submitting Request:	<b>Mark Williams</b>		
Program or Service Area:	<b>Collision</b>		
Division:	<b>Applied Tech.</b>		
Date of Last Program Efficacy:	<b>2015</b>		
What rating was given?	<b>Expansion</b>		
Current Number of Classified Staff:	FT:0		PT: <b>2</b>
Position Requested:	<b>Lab Assistant 1</b>		
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	1.3, 1.6, 1.9.1,1.9.2,6.1.3 2.5.1, 2.6.6 & 5.2.4		

Replacement                       Growth

If you checked replacement, when was the position vacated? \_\_\_\_\_

1. Provide a rationale for your request. (Explain, in detail, the need for this position.)

The Professional Expert will support special populations and students by providing assistance and a safe working environment in the Collision labs, when the instructors are out of Line-of-Sight. This was suggested by the Advisory Committee for several years to continue a safe working environment. Our program is extremely lab intensive and most of our courses require hands-on tasks, testing, and troubleshooting. One instructor in the lab is not enough to go around and adequately help all the students. With 15 to 25 different projects happening simultaneously, it is difficult to help students troubleshoot and build skills correctly while maintaining a safe classroom environment. In addition, we are expecting to have a solid increase in enrollment. We have previously hired part time lab assistants with alternative funding sources such as Perkins. These funds are becoming harder to secure and more restrictive in their allowed uses. This has strengthened the need for a full time lab assistant in the welding program.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

In the 2015, CTE Two Year Review, page 2  
 Efficacy Team Analysis and Feedback: Meets  
 The Collision, Refinishing and Street Rod Program data shows increases in enrollment since 2009.

- The success rates are 85%, well above the school average at 79%
- The retention rate is 95%, well above the school average at 89%
- Certificates have doubled from 2009-10
- WSCH per FTEF average 444 because of duplicate enrollment

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

The comprehensive Automotive Programs at SBVC provide all students with quality instruction in Automotive Technology. New students are given the opportunity to develop the needed skills to begin their careers in the automotive field, with emphasis on theory and hands-on training. Professional Experts will help training that also enables practicing technicians to improve their skills in the latest technology, laws and regulations in the automotive industry. The Collision and Refinishing Department produced forty-eight (48) Advanced or Basic Certificates in 2013-2016 and four (4) Associate Science Degrees. See attached.

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

With the increase of students per class and a large lab, there are many times when working students are out of Line of Sight and harmful accidents may occur. If Professional Experts are present, then the chances are fewer that we will have accidents.