

FACULTY NEEDS ASSESSMENT APPLICATION
Fall 2016

Name of Person Submitting Request:		Stacy Meyer
Program or Service Area:		Culinary Arts Program
Division:		Applied Technology, Transportation and Culinary Arts
Date of Last Program Efficacy:		2016
What rating was given?		conditional
# of FT faculty 1	# of Adjuncts 3	Faculty Load (per semester): 4.82
Position Requested:		Manager for Den
Strategic Initiatives Addressed:(See http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf)		1.5,1.6.1,1.6.2,1.8,1.9,1.9.1,1.9.2,1.10,1.10.1, 1.11, 1.12, 2.1, 2.2, 2.5.1, 2.5.1.1, 2.5.1.2, 2.5.2, 2.6.2, 2.6.3, 2.6.3.3, 2.8.2, 2.8.4, 2.8.8, 2.13

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

The Sunroom will be opening the Den in the Spring 2017. The Den is a stand-alone facility and will need a manager in order to write procedures, order coffee and food items, create cleaning charts, manage the money and deposits, scheduling of personnel, meetings, caterings, staff training and collaborate with the Sunroom on food ideas, specials, and budget. The last time the Den was open by the culinary team the work load proved to be too much for one person. With the hiring of this person the Den will run independently of the Sunroom. This will be better for tracking purposes and allowing the Den to make a profit in order to run for years to come. The manager will also need to work with surrounding Star Bucks stores in order to order products for the Den.

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.*)

The EMP and Efficacy talks about re-opening the Den as requested by Henry Hua. The faculty agreed to open the Den if allowed to hire assistance in the way of a manager.

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

The manager needs to have a Serve Safe Certificate as per the San Bernardino Health Code.

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

The Den will open however it will not have the availability needed to be successful. The culinary team cannot come in and open the facility at 7:00am and close the facility at 6:00pm and teach a full load plus overload and department chair duties every day. This position is crucial to the success of the Den.