

CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION
Fall 2017

Name of Person Submitting Request:	Amy Avelar			
Program or Service Area:	Chemistry Department			
Division:	Science			
Date of Last Program Efficacy:	Spring 2016			
What rating was given?	Continuation			
Current Number of Classified Staff:	FT:	2	PT:	0
Position Requested:	PT (1/2) lab tech with benefits			
Strategic Initiatives Addressed:	Access, Student Success, Campus Climate Strategic Directions + Goals			

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.)

We are asking for a 1/2 time evening and weekends chemistry laboratory technician position with benefits to cover evenings and Saturday labs. Our evening and Saturday sections have grown such that we offer more nearly one third of our laboratories in the evening, and on Saturday.

The District Chemical Safety Plan recommends that no one person work alone in a laboratory setting. Currently, we have only two lab technicians who work mornings, afternoons and some evenings to ensure some overlap and therefore not work alone. There is no overlap in the evenings and there is no coverage on Saturdays despite labs occurring. The requested half-time employee could provide overlap in the evening as well as coverage on Saturdays. This 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. Our full-time faculty load has stabilized at just under 14 FTEF per semester. 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 seven course, laboratory science sequence from CHEM 101 to CHEM 213 as the most appropriate offerings. We currently offer 56 labs per week. This increases the preparation time required to prepare the laboratories by the lab tech.

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 efficiency and productivity for the Chemistry program remains acceptable for a laboratory science program. (WSCH/FTEF = 406 for 2016-2017 academic year.) The trend indicated in the Chemistry 2016 efficacy document (from 2011 page 15) regarding the need for chemistry preparation has not changed reflects an increased demand for our intensive laboratory courses. The growth in the number of sections offered with lab is reflected in the document as well (page 28). In addition, there is the curricular addition of Chemistry 105 to support the allied health field. All of these variables have increased the pressure for additional sections to be

offered in the evenings and Saturdays.

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

Currently, we have only two lab technicians who do their best to overlap for the purposes of lab prep. There are times in both morning and evening where there is no overlap. There is no coverage on Saturdays. Having a half-time employee would allow solution preparation and hazardous chemical handling to occur with at least two persons in the prep area during the evenings. 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. The lab tech would also be available on Saturdays when labs are in session.

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

We may be out of compliance with the chemical safety guidelines and hope there are no accidents. There will continue to be no coverage on Saturday.