

BUDGET NEEDS ASSESSMENT APPLICATION
Fall 2019

Name of Person Submitting Request:	Kathy Kafela
Program or Service Area:	Transfer and Career Services
Division:	Student Services
Date of Last Program Efficacy:	March 15, 2019
What rating was given?	Continuation
Amount Requested:	10,500
Object Code:	1480
State specifically how this budget will be used:	Salary and benefits for Adjunct Faculty
Strategic Initiatives Addressed:	Promote Student Success
Needs Assessment Resources (includes Object Codes & Strategic Initiatives):	https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php

Note: To facilitate ranking by the committee, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.

One-Time ☐ Ongoing ☒

Does program or service area have an existing budget? Yes ☒ No ☐

Are there alternative funding sources? (*for example, Department, Budget, Perkins, Grants, etc.*)

Yes ☒ No ☐

If yes, what are they: There are no funds currently in the Transfer/Career budget for Adjunct Counselor.

1. Provide a rationale for your request (Give a detailed explanation of why this budget increase is needed.)

This budget increase is needed to hire an adjunct Counselor. Transfer/Career Services plan is to continually work with faculty and other student services to identify potential transfer students through various outreach strategies and databases to promote transfer readiness and culture. With many new initiatives being implemented, from the new state funding formula where transfer is a key element and Guided pathways, these will greatly impact the services we provided. Currently we have 2 counselors who take the lead on all aspects of counseling with emphasis on transfer, Honors Counseling, Career counseling and career assessments. The counselors on staff now schedules are full every day, and limits the opportunity to expand services outside the Transfer/Career Services office. As we work in partnership with the campus community to increase transfer ready students it is going to require that we increase the number of educational plans, increase the number of career assessments given that will assist students with preparing students for career pathways. It is our goal to provide services that will impact the completion and transfer numbers. Transfer would like to make a greater impact on evening students. We currently have evening counseling available twice a week but have very limited other services in the evening or week-end. The adjunct counselor will work to increase the number of transfer students in the evening we provided services by hosting a evening transfer fair, Transfer 101 conference, admission and application workshops, and career workshops (i.e. What can I do with this Major).

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.*)

Demographics – 2017-18 Campus Data		
Demographic Measure	Transfer Center	Campus-wide
Age 19 or Less	14.0%	24%
Age 20 to 24	51.0%	33%
Age 25 to 29	19.0%	19%
Age 30 to 39	9.0%	16%
Age 40 to 49	5.0%	6%
Age 50+	2.0%	4%

This chart from our efficacy report indicates the average age of students that Transfer Center serves is 20 to 24 at 51% which is 18% higher than the campus percent. These numbers indicate that the majority of students transfer serves is between 19-29. The campus demographics reflect that greatest number of students on campus are ages 19 or less. We have work to do in reaching the 19 or less students and 30-49 age group. It is our plan that with this adjunct counselor we could provide more targeted services.

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

Transfer Centers were established to strengthen the transfer function, and to increase the number of California Community College students prepared for transfer to four-year institutions through the coordination of college transfer efforts. SB 121 further established that Transfer centers incorporate the identification, development and implementation of strategies designed to enhance the transfer of low income, disabled and first generation college students. As “Education Code section 51027 requires the governing board of each community college district to recognize transfer as one of its primary missions, and that an emphasis shall be placed on the preparation and transfer of underrepresented students. **The overarching goal is to enhance transfer culture and student awareness of their educational options beyond the community college while increasing the number of students, who apply to transfer** to a four-year institution, especially historically underrepresented students. Over the last two to three years SBVC student population has increase, and in some years 18% more. Due to this increase in students on campus, it has resulted in more students taking transfer level course and needing more transfer service.

4. Indicate any related costs (including any ongoing maintenance or updates) and department/program plans to support those costs.

At this time there are no related cost.

5. What are the consequences of not funding this budget request?

The consequences of not funding this request will be limited expansion of Transfer/Career services to meet the needs of the growing student body.