

**CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION**  
**Fall 2019**

Name of Person Submitting Request:	Tarif Halabi			
Program or Service Area:	Aeronautics			
Division:	Applied Technology, Trans.& Culinary Arts			
Date of Last Program Efficacy:	<b>Spring 2018 Mini Review</b>			
What rating was given?	<b>Continuance</b>			
Current Number of Classified Staff:	FT:	1	PT:	<b>13</b>
Position Requested:	<b>Lab Technician</b>			
Strategic Initiatives Addressed:	1,2,and 3 Access, Institutional Effectiveness & Resource Management, Student Success, and Technology			
Needs Assessment Resources (includes Strategic Initiatives):	<a href="https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php">https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php</a>			

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 Aeronautics program has expanded its course offering to the evening. The same AMT courses offered during the day are now offered in the evening. Currently it is close to impossible to keep line of site with the students in the lab which is part of the safety standards as indicated by the FAA. The instructors are required to bring their whole class over to set up demos or move or bring equipment into the lab in order to keep them within line of site. The day program has a Lab tech that is able to assist the instructors with equipment, supplies and assisting students. Also, this is a safety issue that must be addressed in that the presence of the Lab tech will aid the Faculty to maintain a safe environment especially with the use of large powerful trainers utilized within the 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.*)

Among our Department Goals stated in our EMP, program expansion is indicated and has been successfully achieved. We have essentially almost tripled our enrollment by duplicating our daytime program to be offered in the evening. Our Morning program has a lab tech to help our Faculty in this heavy lab intensive and heavy equipment operation curriculum. For Safety reasons also, it is a requirement that the instructor maintain continuous line of site to all students performing practical operations, such as maintenance and repair on trainer aircraft. Therefore, another Lab tech is critically needed to support or evening program.

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

As indicated above, FAA safety regulation require a certain number of students per Faculty for instructional as well as Safety reasons, therefore in order to support our expanded evening program,

we must hire a Lab technician just as we have for our morning program in order to support the growth that has already been achieved by tripling our enrollment in our programs.

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

Program safety as well as instructional effectiveness will considerably be reduced causing negative effects on the program growth that has been achieved.