

CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION
Fall 2019

Name of Person Submitting Request:	Mark Williams		
Program or Service Area:	Collision & Refinishing, Street Rod and Basic Vehicle Restoration		
Division:	Applied Tech.		
Date of Last Program Efficacy:	2019		
What rating was given?	Continuation		
Current Number of Classified Staff:	FT:		2 PT: <input type="checkbox"/>
Position Requested:	Lab Technician/Professional Experts		
Strategic Initiatives Addressed:	2.5.1., 2.5.1.1., 2.5.2 & 2.6.6.		
Needs Assessment Resources (includes Strategic Initiatives):	Increase the number of students with terminal education plans Improve access to technology Promote and increase the number of students in learning communities		

Replacement X ☒

Growth ☐

If you checked replacement, when was the position vacated? ____ Fall 2019 ____

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

The Collision & Refinishing areas are spread out over a large area with students in different areas at the same time. (For example: six students in the spray booth receiving instruction from the instructor and then there would be ten students in the T-118b lab without supervision.)
A lab tech/professional expert oversees their activities and observes their safety practices.
Collision & Refinishing has had two professional experts for many years through Perkins funding and with this, have had zero incident/accidents in the department during that time.

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.*)

These courses and technology will support special populations by providing up-to-date technology that is required by Collision & Refinishing, Street Rod and Interiors industries. The Collision & Refinishing department has doubled in size by adding four classes, Street Rod 010 and Basic Vehicle Restoration 010, Auto Interiors in 2016 and Mechanical for the Collision Specialist in Spring 2020. The existing computerized measuring system was purchased in 2005 and has lived its life span for computer systems.
Two lab techs/professional experts would be sufficient, to keep our 100% clean safety record. The program desires to add \$34,000 to 2000 & 3000 personnel budgets so it can maintain student safety.

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

The following are tasks that are from the 2013 Educational Development Department - Occupational Labor Network for Street Rod, Basic Restoration and Upholstery.

Prime and paint repaired surfaces, using paint spray guns and motorized sanders.
Remove damaged sections of vehicles using metal-cutting guns, air grinders and wrenches, and install replacement parts using wrenches or welding equipment.
Follow supervisors` instructions as to which parts to restore or replace and how much time the job should take. Review damage reports, prepare or review repair cost estimates, and plan work to be performed and body areas to be painted and cover bumpers, windows, and trim with masking tape or pa to protect them from the paint. Fit and weld replacement parts into place, using wrenches and welding equipment, and grind down welds to smooth them, using power grinders and other tools.
Chain or clamp frames and sections to alignment machines that use hydraulic pressure to align damaged components.
Fill small dents that cannot be worked out with plastic or solder.
File, grind, sand and smooth filled or repaired surfaces, using power tools and hand tools.
Remove upholstery, accessories, electrical window-and-seat-operating equipment, and trim to gain access to vehicle bodies and fenders.

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

If the new department is denied this request then students will be at risk at being alone, in the labs/shops environment, with equipment and tools that if not used correctly, could do harm to their person.