

CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION
Fall 2019

Name of Person Submitting Request:	Lorrie Burnham			
Program or Service Area:	Biology			
Division:	Science			
Date of Last Program Efficacy:	Spring 2017			
What rating was given?	Continuation			
Current Number of Classified Staff:	FT:	3	PT:	1
Position Requested:	Part-time Biology Lab Technician			
Strategic Initiatives Addressed:	Goal 1, Access Strategic Directions + Goals Goal 2, Student Success			

Replacement Growth x

If you checked replacement, when was the position vacated?

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

Currently the full-time lab tech works morning and afternoons so our evening and weekend needs are not covered. A 0.5 position lab technician for Biology is needed to cover the evening and Saturday lab preparations. The Biology department has three programs and three full-time lab techs. The Biology lab technician position is responsible for more than 20 sections and multiple lab preps each week. Lab preparation has many work demands as the support must be for 5 different courses (Bio 100, 109, 205, 206, and 207); each course with many sections, each section taught by different instructors with lab activities that vary per section. Compounding the problem are the recent increases in lab sections and late start offerings. Because in many instances different and multiple course lab sections are taught in one lab, the lab preparation requires constant monitoring, setting, retooling, and/or resetting of lab activities. Moreover, lab technicians must also monitor equipment, troubleshoot labs, gather purchasing data needs, etc. The workload for the full-time lab technician position in Biology has increased dramatically.

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 number of lab sections served by our lab technicians has grown over the last 5 years (EMP). This is reflected in the overall numbers of students served by the department (EMP). The 2017 Program Efficacy document, Student Success p. 8 and Planning p. 19 illustrates the high demand for many biology courses. The department is committed to expand articulation agreements to increase enrollment of high school students into science (EMP p. 2), thus possibly increasing more the number of students and number of laboratory courses supported by the Biology lab technician.

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

Strict job descriptions and the CSEA contract limit the amount of crossover of duties that various lab technicians can perform. We cannot have a microbiology lab tech deal with general biology and majors biology situations. This restricts the flexibility of the lab techs and demands the need of separate lab techs in each area.

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

- Reduce student success in the Biology courses. Risk lowering student success rates in already stressful courses.
- High turnover in adjunct faculty teaching evenings. Evening and weekend labs and instructors encounter difficulties and lack of support for their activities. There is literally no one to help or cover for any difficulties arising during these time periods.
- Increase inadequacy and ineffectiveness in laboratory activities.