

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

Name of Person Submitting Request:	<b>Tarif Halabi</b>			
Program or Service Area:	<b>Electricity/Electronics</b>			
Division:	<b>Applied Technology, Transportation, and Culinary Arts</b>			
Date of Last Program Efficacy:	<b>Spring 2019 mini Review</b>			
What rating was given?	<b>Continuation</b>			
Current Number of Classified Staff:	FT:	0	PT:	<b>0</b>
Position Requested:	<b>Laboratory Assistant</b>			
Strategic Initiatives Addressed: <a href="#">Strategic Directions + Goals</a>	1,2,and 3 Access, Institutional Effectiveness & Resource Management, Student Success, and Technology			

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 Electricity/Electronics Department requests one full-time classified laboratory assistant – a Laboratory Assistant Specialist – for several reasons. First, Electronics and Electricity demand that technicians/students interact with increasingly complex equipment and technology. The lab assistant can provide a functional environment to facilitate this interaction. Second, the Lab Assistant will allow faculty to focus on their primary duty of teaching rather than being distracted by setting up and operating complex equipment and technology. Third, Lab Assistant will focus on the mechanical and technological operation of the actual circuitry to build, while Electronics/Electricity faculty will focus on teaching students, while ensuring a safe classroom environment, as well as instilling student safety. Fourth, college-wide and Electricity/Electronics-specific accreditation standards demand that students are equipped with the latest technical expertise and skills. While the Lab Assistant focuses on the day-to-day operations of the skills lab and can focus on classroom and practical (guided practice) endeavors. Lastly, the Lab Assistant will help the SBVC Electricity/Electronics Department to fully (and properly) utilize existing and new equipment within the laboratory room.

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.*)

A program goal is to increase our enrollment and improve the success rate of students taking Industry Certification Exam. Real world experiences will instill the hands-on knowledge needed by the students to succeed, not only in the laboratory settings, but on the real-world job-related application and passing state licensure exam.

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

The required configuration, setting up our lab and building circuits that relates to instructor's lecture requires a lot of preparation. The presence of a laboratory assistant greatly enhances students learning and help we can extend to address every step of our laboratory activities. Our advance classes in Electricity and Electronics requires the use of our sophisticated and expensive high-tech automation equipment made to resemble real-world application as closely as possible. We also have simulation software that we used to teach theory, assessment, technology, and skills. Our laboratory assistant will serve as major contributing factor when full-time faculty enhances the application and integration of knowledge, skills, and critical thinking required by students. A team work of our Full-time and Lab Assistant allows learners to function in an environment as close as possible to real-world situation and provides them an opportunity to "think on their feet." Learning in adults is most effective when the environment is both participative and interactive and learners receive immediate feedback from experience lab assistant/technician and expert lecturers in Electronics/Electricity Program.

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

For the growing demand and catching up the fast pace of new technology required by Employers and for our students to be successful it requires an experience laboratory assistant or technician. The lab assistant prepares all circuitry model, runs the simulation on the computer while the faculty member is guiding and directing the students. The lab assistant would have the responsibility of ensuring that model circuitry, required automation program, and any other equipment necessary to a given scenario are operational. As technology advances, our ability to simulate real-world installation and troubleshooting will become more sophisticated. As Virtual and Augmented reality are getting popular in many aspects of education and training, we need highly skilled laboratory assistant and experience/expert full time faculty with high level of attention to details, quick assessment skills, and critical thinking to be imparted to our students taking Electricity and Electronics Courses.