

CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION
Fall 2019

Name of Person Submitting Request:	Kay Weiss			
Program or Service Area:	Auditorium			
Division:	ALL			
Date of Last Program Efficacy:	N/A			
What rating was given?	N/A			
Current Number of Classified Staff:	FT:	1	PT:	1
Position Requested:	Theater Technician			
Strategic Initiatives Addressed:	Communication, Culture and climate, facilities			
Needs Assessment Resources (includes Strategic Initiatives):	https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php			

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 need for additional technical support is campus-wide. Current staffing includes one full-time and one half-time theater technician. These individuals are responsible for multiple facilities, including the Auditorium and the MAC in North Hall. These facilities are heavily utilized by the campus. In addition to its use as a performance spaces for our performing arts students, they house a variety of campus meetings and events, such as guest lectures, graduations, and a variety of awards presentations. For any activity in the auditorium, a theater technician must be present. For any activity in the MAC that requires lighting/sound, a theater technician must be present.

In addition to providing support for events, the theater technicians provide support to students in technical theater classes. They must be present when students are working to build sets, design sound and lighting, etc. for both pedagogical and safety reasons.

Currently, large amounts of overtime and/or comp time are being utilized every month with some months requiring up to 40 hours of extended hours/overtime/comp time between the two current staff members. When comp time is utilized, there is an even greater burden placed on the facilities for staffing as time off is granted.

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.*)

N/A

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

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

If technical assistance is not available, we cannot hold events in these campus spaces. Unsafe environments can be the result of techs working too many hours or being unavailable to staff the facilities. If the technicians are spread too thin, misuser of equipment can lead to damage and or destruction of this equipment.