



2017-2018 Program Review Cycle

Resource Requests for

Student Services (SSHAC)

Current Code	Descriptive Title of Requested Position	Name of Department	Requester
SSHAC-1	Mental Health Specialist	Counseling/Mental Health Counseling	Ramona Barrio-Sotillo
SSHAC-2	DSPS Counselor (Retirement Replacement)	Disabled Students Programs and Services	Tina Andersen-Wahlberg
SSHAC-3	Dual Enrollment Counselor	Student Outreach Services	Tzoler Oukayan
SSHAC-4	Full Time Tenure Track Adjunct Faculty/Counselor	Student Services/Academic Counseling	Robert Hill

These are requests that were submitted by December 1, 2017 during the 2017-2018 Program Review cycle for the 2018-2019 budget.

Descriptive Title of Requested Position

Mental Health Specialist

SSHAC-1**Name of Department This Position Would Be A Part Of**

Counseling/Mental Health Counseling

Requester

Ramona Barrio-Sotillo rbarrio@glendale.edu

Name of Division

Student Services

Request Status

This is a new request.

New Position or Replacement

This request is for a replacement of an existing position.

What priority does the department assign to this request?

High

Full-Time vs. Part-Time

full-time

Is the position currently in the budget?

Yes

How will this position be funded?

01 Unrestricted General Fund

Current # of full-time equivalent, PERMANENT faculty currently assigned to the program

0.67

Current # of full-time equivalent, ADJUNCT faculty currently assigned to the program

0.67

Describe why this position is being requested.

There is a need for a full time mental health counselor at the Garfield campus. With our recent addition of a DSPTS Counselor and an increase in students needing these services, a mental health counselor is very needed. We have not been able to fill the demand with .67 % mental health counselor.

Does this position contribute to program expansion?

Yes

If this position contributes to program expansion, please explain.

We are trying to provide more mental health and DSPTS counseling for the noncredit, Garfield students.

STATUS OF RELEASED TIME FACULTY

NA

Which Master Planning Goals does this request support?

improve student awareness, access, persistence, and success, strengthen economic and workforce development, support instructional programs and student services, fiscal stability and diversification (enrollment management)

Which Annual Goals does this request support?

increase the number of students transitioning from Noncredit to Credit, develop clear strategies regarding the use of marketing and communication to increase enrollment and retention, the college will work to integrate projects from all available funding sources to design academic programs and support services to provide coherent program pathways that enhance the student experience from recruitment to completion

Which institutional learning outcomes does this request support?

communication, critical thinking, global awareness and appreciation, personal responsibility

Describe how this position enhances student success including matriculation outcomes, if applicable.

This position helps the student services and instructional staff because it assists with retention and student success for noncredit students.

SPECIAL CRITERIA. Check any that apply.

health & safety

Describe any negative impacts for not hiring this position.

We have not been able to meet the needs of the students who have special needs or mental health counseling and community referrals with the current .67 percent.

Any other special concerns not previously identified?

This position would align the services provided at the Main campus with the Garfield campus.

Descriptive Title of Requested Position**SSHAC-2**

DSPS Counselor (Retirement Replacement)

Name of Department This Position Would Be A Part Of

Disabled Students Programs and Services

Requester

Tina Andersen-Wahlberg tinaa@glendale.edu

Name of Division

Student Services

Request Status

This is a new request.

New Position or Replacement

This request is for a replacement of an existing position.

What priority does the department assign to this request?

Extremely High Priority

Full-Time vs. Part-Time

full-time

Is the position currently in the budget?

Yes

How will this position be funded?

03 Categorical Fund

Current # of full-time equivalent, PERMANENT faculty currently assigned to the program

7

Current # of full-time equivalent, ADJUNCT faculty currently assigned to the program

0.63

Describe why this position is being requested.

We are requesting a permanent replacement for our retired DSPS Counselor (Valerie Rhaney) to maintain our current level of student access to DSPS Counseling Services. We currently have a temporary replacement in the form of a 1-year Contract DSPS Counselor position, which will expire at the end of the 2017-18 academic year.

Does this position contribute to program expansion?

No

If this position contributes to program expansion, please explain.

N/A

STATUS OF RELEASED TIME FACULTY

None

Describe how this assignment relates to the college's Mission Statement and Vision Statement.

This assignment will provide and maintain current levels of access to specialized counseling services for students with disabilities and help them to achieve their informed educational goals in an efficient and timely manner. DSPS Counseling services enhance our students' abilities to "achieve knowledge, skills and attitudes for post-secondary education success, personal enrichment, self-development, and a purposeful and meaningful life as a member of a global community."

Which Master Planning Goals does this request support?

improve student awareness, access, persistence, and success, support instructional programs and student services

Which Annual Goals does this request support?

increase the number of students transitioning from Noncredit to Credit, the college will work to integrate projects from all available funding sources to design academic programs and support services to provide coherent program pathways that enhance the student experience from recruitment to completion

Which institutional learning outcomes does this request support?

communication, information competency, critical thinking, global awareness and appreciation, personal responsibility

Describe how this position enhances student success including matriculation outcomes, if applicable.

Timely access to DSPS Counseling enhances student success for students with disabilities through effective and efficient completion of the following: choice of major, student education plans, class scheduling, disability-related accommodation referrals and implementation.

SPECIAL CRITERIA. Check any that apply.

federal or state mandates

SPECIAL CRITERIA EXPLANATION

GCC is legally required to provide disability-related accommodations for students with disabilities. Sections 504 and 508 of the Rehabilitation Act, Title II of the ADA, as well as Title 5 and AB422 are the federal and state regulations that define and mandate services for students with disabilities, which are provided by DSPS. DSPS Counselors play an integral role in our provision of reasonable accommodations for our students.

Describe any negative impacts for not hiring this position.

If this position is not hired:

- 1) GCC's students with disabilities will be served in a much less efficient and inadequate manner. Therefore we are at greater risk of being out of compliance with state and federal laws related to the rights of persons with disabilities.
- 2) Our ability to satisfy the requirements of the Student Success Act will be compromised (especially with regard to completion of Student Education Plans).
- 3) Our ability to provide timely DSPS counseling services related to the implementation of Guided Pathways will be compromised.

Any other special concerns not previously identified?

The 25% increase in the number of DSPS Counseling contacts from 2015-16 to 2016-17 supports the strong need for a permanent replacement of the retired, full-time DSPS Counselor (currently we have a one-year contract position for the 2017-18 academic year).

Descriptive Title of Requested Position**SSHAC- 3**

Dual Enrollment Counselor

Name of Department This Position Would Be A Part Of

Student Outreach Services

Requester

Tzoler Oukayan toukayan@glendale.edu

Name of Division

Student Affairs

Request Status

This is a new request.

New Position or Replacement

This request is to create a new position.

What priority does the department assign to this request?

Extremely High Priority

Full-Time vs. Part-Time

part-time

Is the position currently in the budget?

No

How will this position be funded?

01 Unrestricted General Fund

Current # of full-time equivalent, PERMANENT faculty currently assigned to the program

0

Current # of full-time equivalent, ADJUNCT faculty currently assigned to the program

0

Describe why this position is being requested.

With the growth of the Dual Enrollment program, we are servicing over 700 high school students each year. Counseling is a critical source of success for every student at GCC. Since these students take their GCC courses on their high school campuses, they do not have easy and direct access to our counseling services. A counselor is critical in the retention of students in the dual enrollment program.

Does this position contribute to program expansion?

Yes

If this position contributes to program expansion, please explain.

With a counselor solely dedicated to our high school students taking classes through dual enrollment and jump start, we can support students success and retention in our programs. Counselor will be able to help students with college pathways and course selection, stay connected through the duration of the semester, and be a counseling resource to the students. When students make positive connections with our staff, they are more likely to stay with our programs.

STATUS OF RELEASED TIME FACULTY

None

Describe how this assignment relates to the college's Mission Statement and Vision Statement.

We serve a diverse population of students through dual enrollment. The dual enrollment program is connected to the broad educational areas of: lower-division post-secondary education, general education, and career and technical education. It is also clearly connected with the college's objectives and functions A, B, C, and E.

Which Master Planning Goals does this request support?

improve student awareness, access, persistence, and success, strengthen economic and workforce development, support instructional programs and student services, fiscal stability and diversification (enrollment management)

Which Annual Goals does this request support?

develop clear strategies regarding the use of marketing and communication to increase enrollment and retention, the college will work to integrate projects from all available funding sources to design academic programs and support services to provide coherent program pathways that enhance the student experience from recruitment to completion

Which institutional learning outcomes does this request support?

communication, information competency, critical thinking, global awareness and appreciation, personal responsibility

Describe how this position enhances student success including matriculation outcomes, if applicable.

A counselor with support matriculation and retention of students in the concurrent enrollment programs.

Describe any negative impacts for not hiring this position.

The high school counselors do not have the capability and are not required to support the high school students with their GCC courses. We are doing these students a disservice by not providing them with the adequate access to student services resources.

Any other special concerns not previously identified?

This is a critical component to the growth of the college's dual enrollment program. It has not only been discussed at statewide conferences, but has been specifically requested by our partners at GUSD, BUSD, and LAUSD.

Descriptive Title of Requested Position**SSHAC-4**

Full Time Tenure Track Adjunct Faculty/Counselor

Name of Department This Position Would Be A Part Of

Student Services/Academic Counseling

Requester

Robert Hill rhill@glendale.edu

Name of Division

Student Services/Academic Counseling

Request Status

This is a new request.

New Position or Replacement

This request is to create a new position.

What priority does the department assign to this request?

Extremely High Priority

Full-Time vs. Part-Time

full-time

Is the position currently in the budget?

Yes

How will this position be funded?

01 Unrestricted General Fund

Current # of full-time equivalent, PERMANENT faculty currently assigned to the program

13

Current # of full-time equivalent, ADJUNCT faculty currently assigned to the program

17

Describe why this position is being requested.

F/T Tenure Track Faculty/Counselor

Does this position contribute to program expansion?

No

STATUS OF RELEASED TIME FACULTY

Teresa Davis 60% SSSP Coordinator and Student Equity 40%, Troy Davis Division Chair 60%.

Describe how this assignment relates to the college's Mission Statement and Vision Statement.

We have to have optimal staffing in order to be the "Premiere" Community College

Which Master Planning Goals does this request support?

improve student awareness, access, persistence, and success, support instructional programs and student services

Which Annual Goals does this request support?

the college will work to integrate projects from all available funding sources to design academic programs and support services to provide coherent program pathways that enhance the student experience from recruitment to completion

Which institutional learning outcomes does this request support?

communication, information competency, personal responsibility