

Deans Summary

The Academic Services Division, supervised by the Associate Vice President of Instruction, houses a wide array of campus-wide instructional support programs: Academic Senate, Classified Senate, Curriculum, Office of Equity, Social Justice, and Multicultural Education (Equity), Honors, Institute of Community and Civic Engagement (ICCE), Learning in Communities (LinC), Scheduling, Staff and Organizational Development (OSOD), and Tenure Review. Historically, only five Academic Services Division programs have submitted a program review: Equity, Honors, ICCE, LinC, and OSOD. Working in partnership with the Learning Resources Division, also housed under the Office of the Associate Vice President of Instruction, we have identified the following Administrative Unit Outcomes:

- * Work areas/programs and employees will report that Instruction (specifically Instructional Support programs) is working in a collaborative and integrated manner with Student Services and Finance and Educational Resources.
- * Students are able to persist and succeed through developmental education in a timely manner.
- * Students will report they are more engaged in their academic courses and college life.

Since the last comprehensive program review in 2008-2009, Equity, Honors, ICCE, LinC, and OSOD have maintained robust programming for the campus despite budget reduction and staff reduction. All of these programs have faculty directors/coordinators, limited or no "b" budget, and limited or no "administrative support. Yet, each of these programs continue to serve students, faculty, staff, and administrators with programs such as the Partners and Learning Conference, Equal Opportunity Training, the LinC Faculty Summer Institute, and Faculty Development of Honors Curriculum. All of these programs have a deep commitment to work with the Instructional and student services divisions to institutionalize the praxis of multicultural transformation in an effort to close the achievement and opportunity gap. In fact, the achievements of these programs and their impact on student success and faculty and staff development are well documented in the college's recent 2011-2012 Accreditation Self-Study Report. The Office of Staff and Organizational Development was even called out as an area of excellence by the Accreditation Team.

The maintenance and growth of all of these programs will be essential for the college's continued efforts to meet its mission, institutional core competencies, and strategic planning initiatives. In this light, the Academic Services Division has prioritized the following faculty/staff and budget requests:

1. Office of Equity--A college-funded Multicultural Education Specialist/Curriculum Coordinator is required. The position should include at least 50%

reassigned/released time. A college-funded administrative assistant position of at least 100% is required. Also, a "b" budget of \$10,000 is requested for program development.

2. Honors--A college-funded Honors Coordinator position is required. The position should include at least 50% reassigned/released time with 100% reassigned/released time being optimum. Also, a college-funded administrative assistant position of at least 50% is required. Also, a "b" budget of \$10,000 is requested for program development.

3. ICCE--A college-funded Community Organizer position is required to sustain the development of campus and community partnerships. A college-funded administrative assistant position of at least 100% is required. Also, a "b" budget of \$10,000 is requested for program development.

4. LinC--Retaining current B-budget and reassigned time will provide some of the required resources for our faculty in the classrooms as well as the mentoring and coordination support required to maintain the quality of our program.

5. OSOD--A 100% Technology Trainer position is required in order to meet the growing technology needs of faculty and staff. A 100% Secretary position is required. Also, a \$24,000 "b" budget augmentation is requested for program development.

In summary, the Academic Services Division is requesting \$54,000 in "b" budget for operational support, 2 FTEF (non-Instructional faculty), and 3.5 Classified positions. Detailed Justifications for request for "b" budget and these positions can be found on the submitted APRUS.