

**SAC RESOURCE ALLOCATION REQUEST
FY 2014/15**

DIVISION: **Humanities & Social Sciences**

SUBMITTED BY **Shelly Jaffray**

Directions:

- * Enter items that have been included in your 2013/14 approved or revised program review that require additional funding
- * Sort request by division/department priority. Prioritize by numerical value, 1 being highest priority of need.
- * Dean/Director submits an electronic copy of this request along with supporting evidence to Administrative Services with a copy to area VP
- * All Resources Allocation Requests need to be submitted no later than **December 18, 2013**

Personnel	\$743,100.00
Facility	\$0.00
Technology	\$687,200.00
Total	\$1,430,300.00

SAC MISSION STATEMENT

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

GL Account	Department	Request Description Personnel/Facility/Technology	How does your request relate to dept/division goal?	How does your request relate to the college mission?	Priority	Estimated Cost FY 14/15	POTENTIAL SOURCE OF FUNDS General Fund/Grants/Other Funds	FOR CABINET USE ONLY. REQUEST APPROVED YES/DEFERRED
15605	HSS Division	Facility/Equipment/Technology - Mediate remaining classrooms in Dunlap Hall. A state-of-the-art classroom supports the mission and objectives of SLOs in allowing teachers to create a dynamic learning environment as well as appeal to the current "media-driven" generation of students. Update computers in faculty offices since current computers are over a decade old.	A primary division SLO is to promote student success and retention in providing learning materials that use current technology.	SAC is committed to maintaining facilities and equipment. SAC's mission also aims to offer a dynamic learning environment for credit courses, which can certainly be enhanced via audio-visual materials. The mission of Santa Ana College seeks to provide access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community. Providing updated technology serves this purpose and is appropriate for achieving these goals.	1	\$623,000.00		
15605	HSS Division	Personnel - 116 additional LHE (English/ESL/Reading/Modern Languages/Economics) at the Learning Center in order to meet student demand. That demand includes DLA review, workshops, and one-on-one conferencing with students from various disciplines across the campus.	One SLO is for students to improve their ability to communicate using basic economic terminology, interpret relevant economic data, and follow and construct fundamental economic arguments. Students must also be able to identify and explain the fundamental economic problem of allocating scarce resources and the role of positive economics in explaining choices. Another of our SLOs is for students to develop written communication skills in any discipline by following appropriate grammar and punctuation rules. To achieve these goals, the departments have created and are creating specific DLAs that enhance students' skills in reading, critical thinking, and writing. Additionally, we are finally providing a place where students can come and have their questions answered in regard to their writing assignments.	Santa Ana College's core mission is to prepare credit students for transfer. Santa Ana College also supports program based on tutoring and supplemental instruction, such as the Learning Center. By augmenting the number of English writing faculty hours in the Learning Center, the college will likely see higher retention and course completion rates in all our credit transferable courses.	2	\$279,000.00		
15605	HSS Division	Personnel - Three English instructors, especially an instructor with a linguistics background. One Psych full-time faculty.	Our division is committed to offering classes that have not been offered in several semesters or that have high demand so that students following the new A.A.-T.'s will be able to complete them.	Santa Ana College's core mission is to prepare credit students for transfer. In order to assist those students who wish to transfer per the requirements of the A.A.T., more classes are needed to meet those student demands.	3	\$400,000.00		
15605	HSS Division	Technology/Equipment - Updated computers (10) for Psychology Lab. Learning Center - 35 computers for D-307 to replace old computers that are slow, freeze, outdated and have inadequate monitors.	Promote student success and retention in providing learning materials that use current technology.	Provide dynamic learning environments that will help students in coursework that will prepare them for transfer, careers, and lifelong intellectual pursuits.	4	\$53,000.00		
15605	HSS Division	Full-time Learning Center Clerk for Learning Center.	Assist with day-to-day operations of the Learning Center so students can get the assistance they need to be successful in their classes.	Contribute to providing a dynamic learning environment for entire campus.	5	\$45,000.00		

2014-15- SAC BUDGET PRIORITIES

General Priorities

- Legal Mandates and Compliance *
- Health & Safety of the Learning and Working Environment
- Student Completion Initiatives
- Program & Services Sustainability

Specific Priorities

FTES Production

1. Credit
2. Non Credit
 - 2a. Enhanced
 - 2b. Non Enhanced

FTES Support

1. A & R, FA, Counseling
2. Tutoring, Library, Study Center, Supplemental Instruction

Support Services

1. Health & Safety
2. Maintain Existing Facilities & Equipment
3. Appearance
4. Go Green

* Includes but not limited to: AB1725, ADA, Title V, etc

Approved 10/1/2013

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15605	HSS Division	Hire and train 2 student mentors to offer supplemental instruction and tutoring in the Learning Center. Each mentor will be able to offer students reading apprenticeship strategies, improvement in academic writing, critical thinking and BSI research-based study skills.	A crucial department goal is to increase course and degree completion and to improve transfer rates. Supplemental instruction is a long-standing, evidence-based strategy to improve student success.	SAC's core mission is to prepare credit students for transfer. SAC also supports programs based on tutoring and supplemental instruction.	6	\$12,000.00									
15605	HSS Division	Personnel - LHE for a Physical Geography Lab Assistant. 10hrs/week	By providing Geography with a Lab Assistant position the college will bring the Geography Lab in line with the other laboratory sciences at the institution and fulfill part of the Economics/Geography Department Goals by facilitating the intellectual partnership between the college and the student body. A Lab Assistant will provide greater access to the individual student and promote the stated goal of promoting a scientifically based educational perspective.	The primary mission of the institution is to prepare students for both transfer and the workforce. By providing greater access to the complex scientific subject matter found in the Laboratory setting through a Laboratory Assistant SAC will organically broaden the knowledge base of the college community and assist our students in making informed decisions about their futures regarding transfer, career choice, and continued acquisition of knowledge and skills in the spirit of lifelong learning.	7	\$6,000.00									
15605	HSS Division	Equipment - Psychophysiological experimental kit for Psychology Lab. Anthro Lab - continue to develop, improve, and update our Anthropology 101 instructional materials and collections.	A central, long-term goal of our division is to improve our Physical Anthropology Lab & Psychology lab.	SAC is committed to maintaining facilities, equipment, and instructional supplies. SAC's mission also aims to offer a dynamic learning environment for credit courses.	8	\$10,700.00									
15605	HSS Division	Software - Purchase of Levels 1- 3 of the "Pimsleur Approach" software for the Learning Center. Purchase of "English for Vietnamese Speakers 1" (\$ 120) and English for Spanish speakers "ESL Spanish Phases 1--3" (\$ 335). Purchase site licence for use of Minitab in Psych Lab (stats software).	A crucial SLO is communication skills and preparing students for transfer.	Provide dynamic learning environments that will help students in coursework that will prepare them for transfer, careers, and lifelong intellectual pursuits.	9	\$500.00									
15605	HSS Division	Stipends for part-time faculty to attend technology training sessions. The Languages department has incorporated online lab materials that help students succeed in our courses. However, teachers have to be trained and updated on the newest developments in order to facilitate language learning. From our end, we have negotiated with publishers to cover the cost of tech experts and lunch for the instructors.	A crucial SLO in our dept is for students to improve the use of a foreign language, including advanced vocabulary, verb conjugations, and conversational skills. We have selected & developed online interactive materials that are engaging for students. This training will provide teachers with the technological know-how to deliver such content in the classroom in a manner that sparks language production.	Student transfer is a top priority at SAC. We offer only transfer-level credit courses, and courses leading to the AA degree in Spanish or French. Successful students will transfer at higher rates. When teachers are well trained, they guide students towards successful course completion.	10	\$1,100.00									
For Administrative Services use only:			Date Received:	Total		\$1,430,300.00									