Proposal
Full-Time Faculty
Business Supervision Management

Faculty Position Being Proposed
Full-time Business Supervision Management (BSM)

Proposal Being Made by [List Name(s) and Title(s)]
Dean Lesley Anne Buehler

Summary description of the position:
This position will fill a full-time faculty leadership need in the BSM courses: Management, Supervision and Leadership, Human Resources, and Operations courses. This position will also launch the new Customer Service Academy (CSA) program, Spring 2015, located within the BSM discipline. This position also includes responsibility for, but not limited to: Course Outline/SLO review, Program Coordination, Program PLO Review, reaching out to local industry to generate future demands for this program, researching changing industry requirements for supervisory management leadership roles, serving as liaison to the Work Experience (WEX) Program Coordinator, collaborating with related disciplines in the Business Administration and Computer Applications and Office Technology programs, and teaching select courses in the BSM program.

General rationale for filling this position:
Currently this program has enrolled 100+ students each semester. Many of these students are seeking Ohlone courses to provide them with academic and professional development for their jobs, which can lead to their work advancement. In today’s industry, trends are forever changing and evolving and both employees and employers must have resources available to meet these challenges. This full-time position would provide all the activities necessary to not only keep the BSM program current, but to further enhance the curriculum, raise student enrollments, and integrate emerging technologies for today’s workforce into the program.

How does this position relate to our college goals?

GOAL #1: Through innovative programs and services, improve student learning and achievement.
Ohlone College has access to many tools to improve student learning and achievement. Once this is filled, the BSM program will be expected to benefit by taking advantage of these resources. The full-time faculty member will be expected to then engage online tools and/or rubrics to improve student learning and achievement. He/she will be expected to reach out to the community to engage experts and services in the field to participate in face-to-face or virtual classrooms. This new full-time faculty member will work closely with the Work Experience Coordinator (WEX program).

GOAL #2: Support the economic vitality of the community through educational programs and services that respond to identify employment needs.
This position is directly related to Ohlone College’s Goal #2 in that one of its focus areas is to keep up with industry trends and needs.

An example of need was discussed recently at a Bay Area Community College Consortium (BACCC) meeting held on April 11th, 2014 at the Ohlone College Newark Center. Participants spoke of industry using the CSA skillsets for training new hires and/or with current employees for promotion.

**GOAL #3**

**Promote continuous, needs-based, learning and professional development opportunities for all district personnel.** The Business Supervision/Management Program provides an excellent opportunity for all associated Ohlone employees to prepare for a business career or to receive training for career advancement. Many skills developed in the Supervision and Leadership courses can be used immediately in current employment situations and advance careers in a variety of areas.

How will classes offered by this position meet student needs and goals?

Most students, who enroll in the BSM courses, are seeking business, human resources management, leadership and supervision knowledge and skills to enhance their current job environment. Most students do not want to take the certificate of completion but select the specific courses that most adequately address their individual needs.

This new full-time faculty member will be expected to work more closely with the students in order to promote the entire breadth of the BSM program, thus potentially raising the percentage of students who will follow a certificate and/or degree path. Part-time faculty who are focused on classroom instruction often do not have the time to include this additional support to students.

Does the position reflect department goals resulting from program review?

Yes. This position addresses the Program Review Goal that is stated in PIO #3

*Engage a facilitator to oversee the BSM program and provide academic instruction to students.*

What is the ratio of full-time to part-time faculty in the department?

There are currently 0 full-time faculty to 4 part-time faculty.

What is the ratio of full-time faculty to department FTES?

Currently there are 0 FT faculty to __N/A__ FTES.

What is the current WSCH/FTEF in the department?

<table>
<thead>
<tr>
<th></th>
<th>Full Time</th>
<th>Part Time</th>
<th>FT:PT</th>
<th>FTES:FT</th>
<th>WSCH/</th>
<th>% change since 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSM</td>
<td>0.0000</td>
<td>0.6000</td>
<td>0.100</td>
<td>n/a</td>
<td>396</td>
<td>+105.66%</td>
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</tbody>
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Does this position relate to a new program?
No. This is an existing program in need of more support to flourish.

Does the position address an area of growth?

Yes. The U.S. Bureau Labor of Statistics shows a projected increase through 2022 for a range of business positions that are supported by the BSM program and its curriculum. See Exhibit A for chart and link to Labor Market Research.

Are there any externally imposed requirements such as a specialized program accreditation that would put this program in jeopardy if a full-time position is not filled? If so, please explain.

No.

Any other rationale to support the position proposal:

The BSM full-time professor will be expected to take a leadership role in the BSM program, by providing an effective role model for other BSM faculty, as well as for the BSM student body. This person will also assume the role of facilitating advisory and departmental meetings, leading changes that reflect industry trends, and providing the continuity in curriculum development that is the hallmark of successful educational programs.

A statement by the Dean of the division housing this position (required)

This program has the potential of being even more successful in serving the needs of the students at Ohlone and the surrounding community. BSM has never employed a dedicated, full-time faculty member, and with current industry and economic trends in California, this is the time to engage more closely with industry partners to ensure that Ohlone maintains a viable business supervision program.

Exhibit A:

![Bureau of Labor Statistics Employment Change Predictions 2012 - 2022](image-url)