2014-15 Proposal to Fill a Full-Time Faculty Position

1. Faculty position being proposed
EOPS/Vets/Foster Youth/Financial Aid Counselor (Equity Act)

2. Proposal Being Made by (List Name(s) and Title(s))
Wayne Takakuwa; Professor, Counseling

3. Summary description of the position
This counseling position will provide counseling support for the following student-populations: students in the Educational Opportunity Programs and Services (EOPS); students receiving financial aid who are at risk of losing their Board of Governor’s fee Waiver (BOGW), student-veterans, and foster youth.

Under the direction of the Division Dean of Counseling, this position may be assigned to any of the following areas of Student Services: individual and group counseling; instruction of personal development courses; orientation of new students; recruitment and liaison with district high schools and high schools and the Fremont/Newark Community as a whole. The position may require assignment in the evenings, on weekends and/or at off-campus locations.

DUTIES AND RESPONSIBILITIES
1. Responsible for guidance and counseling functions. Guides and assists students with career exploration and program selection, and addressing issues that affect student’s adjustment to college and personal development.
2. Helps students to develop their education plans: both initial plans before their first semester, and their comprehensive plans once they have selected their educational goals.
3. Provide orientations to new students that include information about procedures for enrollment, assessment of English and math skills, and strategies to be successful in their first semester at Ohlone College.
4. Provide follow-up counseling support for students, particularly students in these at-risk groups who are enrolled in basic skills courses or on probation.
5. Teach Personal Development courses, including career planning and college success courses.
6. Represent the College at appropriate workshops and conferences and report back to the Counseling and Student Services staff.
7. Work successfully in a team environment.
8. Perform other related duties as assigned.
9. Committee participation.

4. Rationale for filling this position: include examples of how this position impacts students, program needs, and college goals
Starting in Fall 2014, all California Community Colleges are required by the Student Success Act to reinforce and expand student services by requiring assessment, orientation, an initial and (subsequent) comprehensive Education Plan for ALL students and follow-up services for at-risk students. This requires a significant increase in the workload and responsibilities for general counselors and severely limits our ability to move a counselor away from the general population in order to provide dedicated support for additional special populations. In addition, the State Equity mandates require colleges to carefully monitor disproportionately impacted populations and address the needs of these identified subgroups of students who are underrepresented and/or not succeeding at comparable rates as students college-wide.

Both the State and Ohlone College have identified EOPS students, veterans, foster youth, and financial aid students at risk of losing their BOG Waiver as being disproportionately at-risk. This position will serve these populations to better ensure equitable access to services and success during their college career. We currently do not have any counselor dedicated to meeting the needs of veterans, foster youth, or students losing their financial aid. With the increase in veteran students and the critical need for many students to maintain their financial aid, this position serves a vital function. This is being reinforced by the campus Equity Plan which targets these populations for special attention.
EOPS students are from low-income backgrounds, and are either first-generation college students, required ESL instruction or are in other ways educationally disadvantaged. Currently, there is one full time and one half time counselor to serve EOPS and it’s “sister programs” CARE and CALWorks. The new position will replace the part time EOPS position and will continue to meet the needs of those students.

5. 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.

The State provides Equity funding to the College to assist with students who are disproportionately impacted and underachieving. The State funding guidelines protect against colleges using these funds to back fill, subsidize, or supplant existing positions by requiring that funds may only be used for new positions and/or the provision of additional services. This request fulfills that part of the law, and because it’s a categorically funded position, it will not impact the 50/50 law. New State mandates include annual publishing of the success rates of our identified at-risk populations—including those that would be served by this position.

6. Any other rationale to support the position proposal:

Counseling requires a massive amount of college-specific information to best help students navigate through. While the skills and abilities of a full-time and part-time counselor may be comparable, the additional time a full-time counselor has on campus—interacting with instructional faculty, immersing in the Ohlone culture, learning specifics about classes, sequences, programs, and campus processes and policies—significantly impacts the assistance received by the student. Because of this need for college-specific knowledge and understanding, adjunct positions do not provide an equivalent substitute. In these very specialized populations, there are multiple additional State laws and requirements that must be monitored in order for students to continue receive outside aid (for example the GI Bill). Identifying one counselor as the expert in these areas will aid students.

Additionally, returning vets are in a sensitive position of transition to both civilian and college life. Having access to a full time identified/dedicated counselor enhances the relationship building needed to allow that population to reach out for help.

**The remaining questions to be completed by Deans**

7. A statement by the Dean of the division housing this position, which includes data, evidence, and analysis.

Counseling currently has 15.5 FTE (12 full time and 7 part time) not including counseling staff who support and are funded by DSPS and EOPS. This translates into a counselor:student ratio of 1:709 (see Chancellor’s Office: Student Success Scorecard). This ratio is very misleading, however. Not all counselors are available to serve the general population. 4 FTE counselors are embedded in programs that serve special populations of far fewer than 700 students each. Counselors are also assigned to teach Personal Development classes, provide coordination and outreach for various critical programs (like Basic Skills outreach, the Transfer Center, Peer Mentoring), and other core services such as orientation, assessment, and identification/follow-up for students on probation additionally require time for coordination and planning. When considering these commitments as well as service on college-wide committees (Curriculum, Faculty Senate, College Council, negotiations), the FTE available for general population counseling is reduced by over 50% (see Counseling Program review, 2012-13) and the counselor:student ratio for service to the general population climbs to over 1:1000. Moving a counselor from this pool to serve this newly identified population simply creates a larger gap that needs to be filled.

The Equity mandates direct colleges to identify populations of students that are not succeeding at the same rates as other groups on campus. Our recent data analysis (see pending Equity Report) has identified veterans, foster youth, students at risk of losing their BOG waiver, and educationally disadvantaged students (ie EOPS) as being within our targeted service group. Of these four groups, currently only EOPS is being served by a dedicated counselor. The intent of this request is to continue using some EOPS funding and add Equity funding to fully fund a full time position. This allows one
counselor to be noticeably and physically present for student in the identified groups at no “cost” to the general fund. There are currently 225 EOPS students, 125 self-identified veterans, 6000 students receiving a BOG waiver (given that approximately 15% of our students are on probation, this would equate to approximately 900 students at risk of losing financial aid).

This proposal calls for Equity funds, but with our current SSSP allotment (guaranteed to provide enough to cover the position if needed), we have a safety net if the Equity plan is not approved or if funds are needed to address other aspects of it. We are also working with HR to determine how this tenure-track position can be linked specifically to categorical funding so that, even if all funding evaporated, the general fund would not be required to maintain the position if the college chose not to.

**DATA SUMMARY:**

8. What is the department FTES?

See above

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

See above

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

See above

11. What is the current WSCH/FTEF in the department?

See above

12. What is the number of sections taught by full-time faculty and number taught by part-time faculty?

See above

13. Does the position address an area of growth? If yes, include a three year trend line for FTES.

See above