

2012-2013 APRU Resource Request

Counselors:

As we implement the new Student Success Act, the demand for Counselors will increase. New students will require an Orientation to College course and an Educational Plan on file (Degree Works) in order to receive priority registration. All students will be required to declare a goal/major within the first two quarters at De Anza. Changes to Financial Aid eligibility have also increased the need for Financial Aid Extensions. The number of veterans returning to college has increased, which therefore requires a Veterans Educational Plan be completed by a counselor. These demands on counselor interventions will place a heavy burden on the Counseling Center. With three fewer counselors to comply with these changes, the wait time for appointments/drop-in will cause frustration for both students and staff. We have asked for more counselors in every APRU since our last comprehensive review in 08/09. Counselors are needed to provide these services, without increasing the number of counselors it will be overwhelming to maintain the level of satisfaction (above 81%) currently enjoyed by students (Institutional Research-Community College Survey of Student Engagement). The service provided by counselors contributes to the Institutional Core Competencies, Core Values, and the Counseling Departments 5 year CPR, and addresses the assessments of our SSLO's.

Advisors:

Due to budget cuts, the counseling department will be losing two academic advisors; this will be a major loss. Advisors work 40 hours per week and have a 12 month contract. They provide coverage during the summer when counselors are on a reduced schedule. During the quarter breaks and summer, counselors are either off or only required to work 120 hours, they are responsible for teaching 80 sections of Coun 200, Orientation to College which reduces the number of hours available to assist students in the Counseling Center. Without these two Advisors the impact will result in long lines and wait times in the Counseling Center. The service provided by Advisors contributes to the Institutional Core Competencies, Core Values, and the Counseling

Departments 5 year CPR, and addresses the assessments of our SSLO's.

Senior Secretary:

Since our last Comprehensive Program Review (2009) we have lost the equivalent of 1.5 senior secretaries in the counseling department. This has placed an incredible amount of work on the one senior secretary we have remaining, as well as, the senior administrative assistant. We currently have a part-time hourly employee covering the front desk duties in the morning. When she is out, all admins, this includes those from the Transfer Center, SSRS, and Articulation Services, are required to shift their duties to cover the front desk in her absence. This disruption causes the delay of timely duties that need to be performed by all secretaries in all departments.

The request for staff in the Counseling Center all link closely to the following Strategic Initiatives:

**Increased participation of historically underserved students
Increased and personalized attention to the needs of students
Enhanced cultural competence and capacity among all of us to meet the needs of an ever more diverse student body
Expanded engagement with our surrounding communities**

Institutional Core Competencies:

**Communication and Expression
Information Literacy
Physical/Mental Wellness and Personal Responsibility
Global, Cultural, Social & Environmental Awareness
Critical Thinking**