Classified Position Request Form

Instructions: Complete one form for each classified position requested

- ☐ New Position (not in last year's budget)
- ☐ Replacement Position (in last year's budget)
- ❹ Conversion Position (from grant to general funds not in last year's budget)
- ☐ Formerly Eliminated Position (not in last year's budget)

Title of Position Requested: Educational Advisor
Program/Department/Area: Nursing
Number of Hours per Week: 40
Number of Months per Year: 12

Brief Abstract: (How does position impact present area status, affect workload reduction, impact students or provide support/services?)

This position is currently funded the C6 grant which ends 9/30/14. The Educational advisor is responsible for implementing the guiding principles of improving student success through support services. This person recruits/advises/ performs outreach/and supports students in the C6 industry clusters of Healthcare and Ag Manufacturing. Once institutionalized, this position would perform the same duties specific to Nursing.

Rationale and Applicability to College Strategic Goals: (**Substantiate recommendations with data and the guidelines listed in the Budget Decision Criteria document and College Strategic Goals.** Does this need fulfill a compliance/mandated position, i.e. State, Federal, regulatory boards, contracts? Does this need address grant partnership commitments and/or critical community needs?)

As a grant participant, Bakersfield College is required to sustain grant activities at least one year post funding. This position has the responsibility to track student and facilitate job placement for one year after the students complete the program. The last cohort will complete in December 2014 with services being required until December 2015.

Budged Decision criteria substantiated

- Student Success
- Supports improved student services specific to the Nursing Program
- Program and Service sustainability
- Student support and resources impact program effectiveness and sustainability.

Alignment with College Strategic Goals

- Student Success
- Supports improved student services specific to the Nursing Program
- Communication
- Collaboration within the college and external constituents: The educational advisor interfaces with many campus departments as well as advisory committee members

Impact on College/District if position is not filled: (Include how having the position or not having the position impacts FTES, services to students.)

The responsibilities of this position are centered on student services specific to the Allied Health/Nursing programs. This includes student tracking, leading the implementation and effective utilization of assessment and remediation programs, and many more student centered duties. We have had an educational advisor in our department since 2007 and without this position the students would lose a vital resource. Support service and sustainability of the Nursing program would also be jeopardized since this position is primarily student service driven. Failure to institutionalize this position will negatively impact student success as well as cause us to be non compliant in regards to sustaining C6 grant activities.

Total Cost:

Salary	**$ 55,000**
Benefits	**$ 25,000**
Computer/office space etc.	$_____
Total Amount:	***$*** 80,000