

Program Requests Priority Levels for Budget and Planning (2012-2013)

Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Accounting Program Recommendations	Curriculum/SLO	Advance Accounting Specialist Certificate	Make revision to or develop new Advance Accounting Certificate. Develop several new courses in Cost, Governmental, Auditing, Accounting Information Systems, Ethics, Partnership, Corporate, Trust & Estate Tax. Changes in regulations for licensing and exam application issued by Cal Board of Accountancy will help support demand for these courses.	Medium
WCC - Accounting Program Recommendations	Curriculum/SLO	AST in Business	Develop and submit AST degree in Business.	Medium
WCC - Accounting Program Recommendations	Curriculum/SLO	Computer Security Program Certificate	Develop courses and Computer Security Program Certificate.	Medium
WCC - Accounting Program Recommendations	Curriculum/SLO	Outreach	Outreach to local area high schools. Develop articulation agreements.	Long Term
WCC - Accounting Program Recommendations	Curriculum/SLO	Small Business Management / Entrepreneurship	Continue developing program. Revise certificate and submit to State Chancellors Office.	Long Term
WCC - Accounting Program Recommendations	Curriculum/SLO	Tutoring Resources	Continue to look for and recruit students for tutoring support in accounting.	Medium

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Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Administration of Justice Program Recommendations	Curriculum/SLO	Establish a new AJ degree - Criminal Forensics Degree	WCC will establish a New Administration of Justice Criminal Forensics Degree. This degree would consist of Biology, Chemistry and administration of justice courses. Courses would be coordinated /compared with CSU Sacramento to ensure courses are cross referenced so all courses correlate and meet lower division requirements. This degree will require AJ-1 Ethics as part of the core course requirements.	Medium
WCC - Agriculture Program Recommendations	Curriculum/SLO	Ag Mechanics	College must determine its' commitment to the Ag Mechanics program at WCC. IF support is present, then the experimental courses need to be written and submitted to curriculum committee. *We were promised a line item in the district budget in 2009. This still has not happened to date.	Long Term
WCC - Agriculture Program Recommendations	Curriculum/SLO	Ag Mechanics Shop	Need Ag Mechanics Shop to instruct Ag Mechanics courses. Also can include an attached science lab.	Long Term
WCC - Agriculture Program Recommendations	Curriculum/SLO	Course Outlines	Review all current course outlines every 2 years and align with C-ID curriculum	Long Term
WCC - Art/Photography Program Recommendations	Curriculum/SLO	Curriculum/SLO Development	Continue to evaluate the current curriculum offerings with regard to both deletions and additions. Complete development and assessment of the course level SLOs	Long Term
WCC - Business Program Recommendations	Curriculum/SLO	Business Advisory Committee	Work with Business Advisory Committee to focus on current needs and emerging trends.	Long Term
WCC - Business Program Recommendations	Curriculum/SLO	Curriculum	Add a Computer Security Degree/Certificate Program to the Business Department.	Long Term

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WCC - Business Program Recommendations	Curriculum/SLO	Faculty Involvement in Business/Community	Encourage faculty to become more involved with local service clubs and business community functions.	Long Term
WCC - Business Program Recommendations	Curriculum/SLO	SLOs	Implement additional/appropriate SLO?s throughout curriculum.	Long Term
WCC - Business Program Recommendations	Curriculum/SLO	Staff Development	Continue to pursue staff professional growth opportunities.	Long Term
WCC - Career Center Program Recommendations	Curriculum/SLO	Develop Internship Database	Create area business internships for students to support academic learning and increase resume work experience	High
WCC - Chemistry Program Recommendations	Curriculum/SLO	Curriculum Change	Find a way to change Chem 2A so that lecture hours are increases while lab hours are decreased	Medium
WCC - Colusa County Outreach Facility	Curriculum/SLOs	Library	Increase library presence at the CCOF. Short term objectives include establishing a dedicated library terminal inside the facility and cooperation with the Williams Public Library for shelf space within its facility. Over the long term, WCC and other community stakeholders will continue discussion about joint library partnership opportunities, which may include a joint use facility.	Critical
WCC - Colusa County Outreach Facility	Curriculum/SLOs	Scheduling	Continue to have a schedule that allows students to attend multiple courses that are connected both by general educational plans and time scheduling.	Critical

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WCC - Colusa County Outreach Facility	Curriculum/SLOs	Student Services Week	Move beyond the piloting stage of Student Services Week. Have the first week of each month become an established, regular outreach schedule that eventually results in students receiving course credit for utilizing outreach resources.	Critical
WCC - Early Childhood Education Program Recommendations	Curriculum/SLO	Transfer Model Curriculum	Create TMC for ECE	Complete (?)
WCC - Economics Program Recommendations	Curriculum/SLO	Economics Curriculum	Expand section offerings to respond to diversity and growth, including TV and hybrid Economics courses.	Long Term
WCC - English Program Recommendations	Curriculum/SLO	Develop co-requisites for English 105	The English Department will work on developing a co-requisite to offer students of English 105 additional assistance. This is due in part to the fact that English 110 has been eliminated and English 105/ESL 105 is now the default entry point for all students who don't place into English 1A or 51.	Medium
WCC - English Program Recommendations	Curriculum/SLO	Expand Online Course Offerings	English Department will offer online course offerings to offer WCC students more access and scheduling flexibility.	Long Term
WCC - English Program Recommendations	Curriculum/SLO	Improve Placement Testing for ESL Students	Pursue the possibility of a writing sample as part of the English Placement Test in order to better place students -- ESL students, in particular. SLO data indicate that ESL students who self-place into English 105 are less likely to be successful in the course.	Long Term
WCC - English Program Recommendations	Curriculum/SLO	Literature Courses at WCC	Offer the full complement of literature courses that our department requires for the English major at WCC.	Long Term

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WCC - English Program Recommendations	Curriculum/SLO	Offering WCC English Courses at Local High Schools	English Department would like to explore ways to offer more English courses in the high schools as well as a summer bridge English course for high school students to help them transition to college-level English. This would build on previous collaborations between our department and local high schools as well as the EAP work that WCC has done to date. It would help to address the high number of incoming students who place below college-level in English and the resulting low retention and success rates.	Long Term
WCC - English Program Recommendations	Curriculum/SLO	SLO Data Tracking for Sequence Completion	Track SLO data for sequence completion (105-51-1A) to determine if further changes to the sequence or corresponding support services are needed. □	Long Term
WCC - EOPS Program Recommendations	Curriculum/SLO	Use Electronic Media	EOP&S will use electronic media such as school portal, web page, e-mail, and possibly developing a facebook page to communicate and disseminate information to students in the program.	Complete

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Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Ethnic Studies Program Recommendations	Curriculum/SLO	Ethnic Newswatch Database	<p>Purchase an electronic subscription of Ethnic NewsWatch to be used every semester by all ETHN and other courses. It has over 230 publications from 1990 to the present, covering local, national, and international news, culture, and history. Contains information in the areas of politics and political science, education, sociology, Spanish, journalism, arts and media, environment, ethnic and cultural studies (African American, Arab and Middle Eastern, Asian American, European, Jewish, Native Peoples, etc.). It includes newspapers, magazines, and journals of the ethnic, minority, and native press.</p>	Medium

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WCC - Ethnic Studies Program Recommendations	Curriculum/SLO	Ethnic Studies Videos	<p>Purchase the following videos used on a regular bases every semseter. They include: "Yo soy/I am: Chicano/Latino Artists in Historical Context I: Three Northern California Artists" produced by the Hispanic Research Center, Arizona State University and "Viva la Causa, 500 Years of Chicano History" (1995) (both videos to be used in ETHN 1). Also purchase "Reel Injun: On the Trail of the Hollywood Indian" (2011); and "Amoxtli San Ce Tojuan - We are One - Nosotros Somos Uno" by Rodriguez/Gonzeles (2005) for Indians of North America (to be used in ETHN/HIST 7). In addition, purchase "The Canary Effect" featuring Ward Churchill, Troy Johnson, et al. (2010) and "John Henrik Clarke - A Great and Mighty Walk" by Harry Lewis (1996) (to be used in ETHN/HIST 6).</p>	Medium
WCC - Ethnic Studies Program Recommendations	Curriculum/SLO	Program Degree	<p>Create an Ethnic Studies and/or Chicano Studies AA Degree. Given the high number of Hispanic student population and the HSI status of WCC, there is a need to increase and sustain the courses through a program that institutionally helps with retention and basic skills for college transfer of this and all student populations.</p>	Long Term

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WCC - Health/PE/Adaptive PE Program Recommendations	Curriculum/SLO	Increase Course Offerings	Increase course offerings within the departments in the daytime, evenings, and perhaps weekends to provide more options for increased student enrollment.	Long Term
WCC - Human Services Program Recommendations	Curriculum/SLO	Changes to Chemical Dependency Counseling and Awareness Certificates and Degrees.	Increase the number courses required to complete the degrees and certificates so that our students are competitive with the surrounding college students.	Long Term
WCC - Human Services Program Recommendations	Curriculum/SLO	Changes to the general Human Services Degree	We recommend that the units be increased, some classes removed and others added so that the human services degree has more human services classes and an internship.	Long Term
WCC - Human Services Program Recommendations	Curriculum/SLO	Complete CAADAC and CAADE Accreditation	Complete application and submit accreditation paperwork to CAADAC and CAADE in order to be recognized and posted on their web site.	Medium
WCC - Human Services Program Recommendations	Curriculum/SLO	Complete the ccc501 for chancellors office.	Work with Ed Davis to get all courses completed and complete paperwork.	High
WCC - Human Services Program Recommendations	Curriculum/SLO	Increase course offerings and times	Increase FTE to ensure that students are able to complete all required courses. Would like to at least increase to 15 units so that all courses can be rotated in, at a minimum to remain at 13 units until budget restraints improve.	Medium
WCC - Humanities/Philosophy Program Recommendations	Curriculum/SLO	Revise Curriculum	Additional curriculum opportunities exist in both disciplines.	Long Term
WCC - Library & Learning Resources Program Recommendations	Curriculum/SLO	Curriculum/Program: Increase learning opportunities for students.	Increase the amount of workshops during college hours.	Medium

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WCC - Math/Stats Program Recommendations	Curriculum/SLO	College Algebra	Create College Algebra course.	Long Term
WCC - Math/Stats Program Recommendations	Curriculum/SLO	Create Math AS-T	A Math AS-T will be created.	Completed (?)
WCC - Music Program Recommendations	Curriculum/SLO	Music Curriculum	Additional Curriculum in the areas of vocal and Instrumental music needs to be developed.	Long Term - Possible Revisit
WCC - Physical Science, Geology & Geography Program Recommendations	Curriculum/SLO	Assess SLOs	Continue developing the assessments for course-level SLOs. Assess those classes in accordance to the SLO assessment schedule (see Documents).	Long Term
WCC - Physical Science, Geology & Geography Program Recommendations	Curriculum/SLO	Curriculum	Continue to offer Geology, Geography, and Physical Science courses. Assess needs to develop additional courses and work on their articulation.	Long Term
WCC - Physical Science, Geology & Geography Program Recommendations	Curriculum/SLO	Develop Geology AS & AS-T	Complete and submit the paperwork needed in order to offer both a Geology AS degree and a Geology AS-T degree.	Complete (?)
WCC - Political Science Program Recommendations	Curriculum/SLO	Provide more sections of PS1 American Government	Provide more sections of PS1 American Government	Long Term
WCC - Psychology Program Recommendations	Curriculum/SLO	Develop a course in Biological Psychology (Neuroscience)	Biological psychology is a growing field in the discipline and is a course that would meet the biological component of the AA-T in psychology. Students currently take Biol10L to satisfy this component of the degree, but it is preferable to have psych students complete a Biological Psychology course rather than a Biology course.	Medium
WCC - Psychology Program Recommendations	Curriculum/SLO	Increase Student Success	Continue to evaluate SLOs in all psychology courses and make changes to the program or class as needed.	Long Term

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WCC - Psychology Program Recommendations	Curriculum/SLO	Offer Psych 1B and Psych 41 Online/ITV	<p>Psych 41 is offered online through the Clear Lake campus. WCC needs to also offer these two courses online which will facilitate students' ability to complete an AA-T in Psychology in a timely manner. If we can Tandberg to the Colusa County Outreach Center, we would facilitate those students attainment of a degree, but specifically an AA-T in psychology.</p> <p>Psych 41 could be offered online first with a goal to implement Psych 1B in the future.</p>	High
WCC - Psychology Program Recommendations	Curriculum/SLO	Revise SLOs	In Fall 2013, the new FT faculty will revise and enter all SLO revisions into TracDat and update the assessment plan to match the changes to curriculum.	Long Term
WCC - Psychology Program Recommendations	Curriculum/SLO	Revision of AA	The Psychology AA will need to be revised to remove the inactivated courses as options. The new faculty member will address this in Fall 2013.	Critical
WCC - Psychology Program Recommendations	Curriculum/SLO	Semester FTEF Allocation Fall/Spr	Increase funding to accommodate the ability to offer near equal sections each semester.	Long Term

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WCC - Reading Program Recommendations	Curriculum/SLO	Develop New Reading Program Curriculum	Work with the English and ESL Departments to revamp Reading Program curriculum. Specifically, develop variable unit and 1 unit supplemental instruction courses, some of which will be linked with the Academic Reading Center, which will pair reading instruction with various "content" courses -- such as English 1A/51, Agriculture, and others.	Medium
WCC - Reading Program Recommendations	Curriculum/SLO	Reading 110R Corequisite for English 110R	Make Reading 110R a corequisite for English 110R.	Long Term
WCC - Reading Program Recommendations	Curriculum/SLO	Campus-Wide Reading Instruction Training	Send full-time faculty from various disciplines to receive reading instruction training and bring new reading-across-the-curriculum practices to the college.	Long Term
WCC - Reading Program Recommendations	Curriculum/SLO	Reading 110R	Revise course outlines for Reading 110A and Reading 110B to create one course: Reading 110R.	High
WCC - Reading Program Recommendations	Curriculum/SLO	Reading Instruction in English Courses	Incorporate more reading instruction in English course outlines so that students develop reading skills as part of their writing development.	Long Term

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WCC - Sociology Program Recommendations	Curriculum/SLO	Add prerequisites to Sociology classes.	Data from prior years compiled by the institutional researcher confirm that success rates would be higher if English 51 were added as a prerequisite for sociology classes. Furthermore, the C-ID descriptor for Soc/Psych 8 is recommending extensive pre- and co-requisites for that class (Eng 1A, Stats, and a social science course). Given the state and district focus on student success, and the change to Title 5 limiting student withdrawals, it is extremely desirable to add prerequisites to all Sociology classes with the possible exception of Soc 1 (Intro), as a gateway course to the major and a popular GE course.	Long Term
WCC - Sociology Program Recommendations	Curriculum/SLO	Improve writing skills for Social Science majors	Based on results of a pilot project funded SP 2011 through a BSI minigrant, it appears that sociology majors (as well as majors in other social sciences) are not feeling prepared by English classes for writing in their disciplines. After discussion with the social science division and English faculty, it appears that our division needs to create a 1-unit course for social science majors that focuses on reading and writing techniques and expectations for social sciences, including the use of APA format and organization and writing a literature review.	Medium
WCC - Speech Program Recommendations	Curriculum/SLO	AS to an AA	Need to revise AS degree to an appropriate AA in Comm Studies	Complete (?)

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WCC - Speech Program Recommendations	Curriculum/SLO	Budget Allocation for guest speakers	Need to establish a budget for hosting guest speakers and extra activities on behalf of the SPECH program	Long Term
WCC - Speech Program Recommendations	Curriculum/SLO	Curriculum	Curriculum needs to be transferred to WCC specific CORs and updated SLOs	High
WCC - Testing and Assessment Program Recommendations	Curriculum/SLO	Training DSPS Staff on Ability to Benefit Testing	To better serve the students at Woodland Community College and be able to assist students at various times during each month instead of once a month, we would like to train the DSPS staff on the Ability to Benefit testing training that is available. This will be both beneficial to the students as they will be able to test and to the District as it will cut down on the cost of an individual to travel from the Yuba College campus to test students each month.	High
WCC - Theater Arts Program Recommendations	Curriculum/SLO	Curriculum	Update CORs, add SLOs, and develop a theatre appreciation course. Possibly develop a cross-listed Reader's Theatre course with the SPECH Program.	Long Term - Possible Revisit
WCC - Transfer Center Program Recommendations	Curriculum/SLO	Transfer Events	Recommendation that the college provides a budget to the transfer program to pay for transfer events such as career fairs and bus trips.	Medium
WCC - Tutoring Center Program Recommendations	Curriculum/SLO	Develop a Mission Statement	The Center currently does not have a Mission Statement. Development of such could also help keep the Center focused on the services it is to provide.	Completed

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WCC - Tutoring Center Program Recommendations	Curriculum/SLO	Develop ongoing training with tutors and improve monitoring of new tutors	At a minimum, monthly meetings with tutors individually or in groups should be held. In addition, new tutors need improved monitoring and guidance. These steps could help improve overall tutorial services. For example, improved supervision could help improve techniques used by tutors and help develop more consistency in tutorial policies, techniques, and services. Additional staffing is needed in order to meet this recommendation.	High

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WCC - Administration of Justice Program Recommendations	Equipment/Technology	Computer equipment for EDI POST Testing	We need the 40 lap top computers to conduct POST testing. This process enhances security of tests.	High
WCC - Admissions and Records Program Recommendations	Equipment/Technology	Upgrade technology in offices	Upgrade two of the three front counter computer systems, as well as, add a computer in the Senior Student Service Technician/Evaluator office that is across the hall from the Admissions & Records office currently.	Medium
WCC - Agriculture Program Recommendations	Equipment/Technology	Greenhouse Equipment	Materials to support Capstone Class in Ag Business - Enterprise	Medium
WCC - Agriculture Program Recommendations	Equipment/Technology	Greenhouse/Propagation House	Build current greenhouse. Estimate from Monsanto is \$100,000 for greenhouse that represents industry standards. Was written into Measure J bond, but not considered for funding.	Long Term
WCC - Agriculture Program Recommendations	Equipment/Technology	Irrigation Infrastructure	Begin to plan the transition from dryland to irrigated crop production. Need to purchase infrastructure to allow this to happen. Irrigation on crops will help support: 1. Ag Business Enterprise courses 2. Plant Science courses 3. Student to community 4. Sales course	Long Term
WCC - Agriculture Program Recommendations	Equipment/Technology	Lab Equipment	Update Lab Equipment to support Plant Science and Animal Science labs	Medium

WCC - Agriculture Program Recommendations	Equipment/Technology	Purchase 12 Laptops	Statewide program review - update technology for use in laboratory setting. Will be used for increasing skills	Medium
WCC - Art/Photography Program Recommendations	Equipment/Technology	Equipment for the new facility	Provide the necessary equipment in the new facility for a comprehensive Art Program.	Long Term - Possible Revisit
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	5 balances and hot plates	Since we added a third lab to the biology program it has required us to move hot plates and scales from room to room as needed. This is not only inconvenient but sometime labs have to be re-scheduled when labs have to use them at the same time. Five balances and scales are needed.	Critical
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	55 Gallon Marine Aquarium Kit	Purchase 55 Gallon Marine Aquarium Kit	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Anatomy prepared slides and storage boxes	Purchase anatomy prepared slides and storage boxes (7 sets)	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	BIOL 5 lab computers, 6	These computers are needed to teach physiology lab in room number 626.	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Cold water touch tank and Marine organisms	Purchase cold water touch tank and Marine organisms	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Dicot and Monocot leaf models	Purchase Dicot and Monocot leaf models	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Dicot and Monocot Root Models	Purchase Dicot and Monocot Root Models	Long Term

WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Dicot and Monocot stem models	Purchase Dicot and Monocot stem models	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Disarticulated skeletons	Two disarticulated skeletons are needed to meet the increased demand for our biology 4 anatomy students.	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Electrophoresis equipment.	Electrophoresis equipment for new teaching lab (6 stations).	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Environmental Science Kits	Purchase Environmental Science Kits	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Laptop Computer Cart	Purchase Laptop Computer Cart	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Laptop computers (6)	Purchase laptop computers (6)	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Marine Aquarium filtering and temperature controls	Purchase Marine Aquarium filtering and temperature controls	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Naturalistic terraria to simulate various ecosystems	Purchase naturalistic terraria to simulate various ecosystems	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	New microscope camera for BIOL 4 lab	Replace the camera that attaches to microscope.	Medium
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	New microscopes for new teaching lab	24 new microscopes are needed for room 625	Long Term

WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Phase contrast optics for microscopes	For microbiology (Bio 6), the microscopes are not equipped with phase contrast optical systems that are the standard for observation of bacterial spores and other internal cell structures. Upgrade kits should be ordered for these microscopes.	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Plant Growth Cart and Humidity tent	Purchase Plant Growth Cart and Humidity tent	Medium
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Plant Growth Environmental Chamber	Purchase Plant Growth Environmental Chamber	Medium
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Portable Vernier interphases and software	Purchase Portable Vernier interphases and software	Medium
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	River Tank Ecosystem Set	Purchase River Tank Ecosystem Set	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Seed and Seed Germination Models	Purchase Seed and Seed Germination Models	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	skeletons for anatomy	Three fully articulated skeletons are needed to meet the increased demand for our biology 4 anatomy students.	Long Term

WCC - Biology/Ecology Program Recommendations	Equipment/Technology	ultra-low temperature deep freezer	Microbiology needs a small ultra-low temperature deep freezer to store microbiological cultures. These currently need to be purchased on an on-going basis with frequent sub-culturing during each semester to keep them alive. Even with vigilant monitoring several cultures die out during the semester resulting in postponed labs while new cultures are ordered. Having a frozen stock culture collection would eliminate these problems.	Long Term
WCC - Biology/Ecology Program Recommendations	Equipment/Technology	Water baths	Since we added a third lab to the biology program it has required us to move water baths from room to room as needed. This is not only inconvenient (because they are filled with water) but sometime labs have to be re-scheduled when labs have to use them at the same time. Three water baths are needed.	Long Term
WCC - Business Program Recommendations	Equipment/Technology	Business Lab Equipment	Purchased 20 stand-alone calculators for the Calculation and Accounting classes.	Long Term
WCC - Chemistry Program Recommendations	Equipment/Technology	Infrared Machine	Purchase an infrared spectrophotometer for organic chemistry lab analysis.	Long Term
WCC - Chemistry Program Recommendations	Equipment/Technology	New Computer	We need a new computer for the lab that doesn't freeze.	Medium

WCC - Colusa County Outreach Facility	Equipment/Technology	Laptop Computers	Increase the number of available classroom laptop computers to equal the size of the seating capacity in Room 3.	High
WCC - Counseling Program Recommendations	Equipment/Technology	Counseling Website	Development and maintaining of website.	Critical
WCC - Counseling Program Recommendations	Equipment/Technology	Marketing Material	Great need for student services marketing information.	Long Term - Possible Revisit
WCC - Counseling Program Recommendations	Equipment/Technology	Office Computers	Obtain computers for adjunct counseling offices including Univesity representatives office (CSUS/UCD).	Long Term - Possible Revisit
WCC - Early Childhood Education Program Recommendations	Equipment/Technology	Purchase Current DVD's in the ECE field	Purchase current DVD's to replace old or outdated VHS's to enhance classroom teaching.	Medium
WCC - English Program Recommendations	Equipment/Technology	English Department Laptops	The English department requests 28 laptops for use in English courses. These laptops would be easily transferrable from class to class and provide WiFi services such that students would be able to access the campus research databases and web-based services such as Blackboard and Turnitin.	Medium
WCC - English Program Recommendations	Equipment/Technology	Writing Center Equipment	Purchase two new printers and three new computers for the WAM Center to support student writing needs.	Duplicate request - also requested under WAM. Skip has approved the purchase of a printer for WAM as of April 2013.

<p>WCC - Library & Learning Resources Program Recommendations</p>	<p>Equipment/Technology</p>	<p>Adequately Fund Library Resources</p>	<p>Adequately fund the Library to support student needs in the areas of book variety, periodicals, media, electronic resources, other equipment, etc. as well as respond to student designated needs such as color printer, scanners, etc.</p>	<p>Long Term</p>	
<p>WCC - Math/Stats Program Recommendations</p>	<p>Equipment/Technology</p>	<p>Math Software for WAM</p>	<p>Math software, for primarily for remedial students will be purchased for the computers in WAM.</p>		<p>High</p>
<p>WCC - Motion Graphic Design Program Recommendations</p>	<p>Equipment/Technology</p>	<p>Instructional Aids</p>	<p>Design Instruction Posters for the class room walls to reinforce key concepts and to be used as reference by students as they work. Carried by dickblick.com Crystal Productions Graphic Design Posters \$58.99 Crystal Productions Color Wheel Poster \$18.95 Crystal Productions Collage Posters \$36.99 10 movie posters from Moviepostershop.com (average cost per poster \$14.00 x 10 = ~\$140.00</p>		<p>Medium - Possible Revisit. Are we continuing the program?</p>

WCC - Motion Graphic Design Program Recommendations	Equipment/Technology	New Camera, Sound and Lighting equipment	<p>We need the following new equipment to finish equipping the Digital Media Program.</p> <p>http://www.bhphotovideo.com/bnh/controller/home?O=wishListDetail.jsp&A=wishListDetail&Q=&li=453230FF61</p> <p>We are still short on lighting equipment, a camera and sound recording equipment.</p>	Medium - Possible Revisit. Are we continuing the program?
WCC - Motion Graphic Design Program Recommendations	Equipment/Technology	Software	<p>Upgrade to Adobe CS5.5 or CS6 Production Premium. (See attached Quote)\$15,712.90</p> <p>Red Giant Magic Bullet Denoiser. 10 units x \$99.00=~\$1000.00</p> <p>Maxon Cinema 4D (Price Quote Pending, Chris Mejia)</p>	Medium - Possible Revisit. Are we continuing the program?
WCC - Music Program Recommendations	Equipment/Technology	Equipment for the new facility	<p>These needs will be accommodated with the equipment funding associated with the new building construction</p>	Long Term - Possible Revisit
WCC - Physical Science, Geology & Geography Program Recommendations	Equipment/Technology	Bus for field trips	<p>Obtain access to/resources for a bus that can be used for geology field trips.</p>	Long Term - Possible Revisit
WCC - Physical Science, Geology & Geography Program Recommendations	Equipment/Technology	Display cabinet	<p>Purchase or obtain glass display cabinet for lobby area of Building 300.</p>	Medium

WCC - Physical Science, Geology & Geography Program Recommendations	Equipment/Technology	Equipment updating.	Replace/replenish old, damaged, and/or used up equipment. Purchase new supplies like maps, fossils, mineral models, microscopes, and a greater variety of rocks & minerals in order to support current lab courses and to plan for the offering of new lab courses like PHYSC 10AL.	Medium
WCC - Physics/Astronomy Program Recommendations	Equipment/Technology	Budget Establishment	Establish a substantial budget to start and maintain the physics program	Long Term
WCC - Transfer Center Program Recommendations	Equipment/Technology	Develop a transfer website	Develop a transfer website	Critical
WCC - Transfer Center Program Recommendations	Equipment/Technology	University Rep Computer Update	IT has stated that the University Representative Computer needs to be replaced	High
WCC - Tutoring Center Program Recommendations	Equipment/Technology	Update and Improve the Center's Website	The Center's Website provides basic information that may or may not be up-to-date. It is recommended to expand on the website and include other information, such as study skills websites and other resources for students. Additional staffing is needed to help keep this website up-to-date.	High

WCC - Writing and
Math Center Program
Recommendations

Equipment/
Technology

More computers

WAM has about a dozen computers and one printer. As more instruction moves online, and as more instructors use Blackboard, Turnitin, and class web sites, it is imperative that we provide the tools for students. The center needs 2 or 3 extra computers.

High

Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Administration of Justice Program Recommendations	Facilities	Building Space / Facility:	As a result of program growth and the type of training associated with careers within the criminal justice system WCC will need to address building and facility space.	High
WCC - Art/Photography Program Recommendations	Facilities	New Performing Arts Facility	Continue planning efforts for the new Fine Arts Facility and facilitate decisions leading to construction.	Long Term - Possible Revisit
WCC - Biology/Ecology Program Recommendations	Facilities	Air condition maintenance	Discuss the air condition in building 600 the president if the building can be renovated.	Duplicate Request. Long Term.
WCC - Biology/Ecology Program Recommendations	Facilities	Gas lines in room 629	<p>The lack of gas outlets at the student benches in the microbiology labs required the purchase of electric micro-incinerators used to sterilize inoculating tools. These electric units do not adequately solve this problem. There are many procedures used in microbiology where only gas Bunsen burners can be used (i.e. spread plate technique) and students still have to crowd around the gas outlets located at the peripheral benches in the lab. Students are at risk of catching their hair or lab coats on fire and there is a fire hazard with the overhead lab cabinets located above the burners. The electric incinerators are also dangerous because they get very hot on their external surface and can burn a student's hand if they are moved incorrectly. The student benches need to be plumbed with gas lines.</p>	Critical

<p>WCC - Biology/Ecology Program Recommendations</p>	<p>Facilities</p>	<p>New benches in 625</p>	<p>The lab benches in room 625 (the lab given up by physical science) are not adequate for biology classes. The benches are too high, have no electrical outlets, and have no storage underneath. Students have a very difficult time using microscopes with benches so high. Extension cords have to be connected to outlets in the floor. This is an extreme safety hazard in a biology lab where there is always the risk of liquid spilling into electrical outlets in the floor. The benches need to be replaced with lower benches that have built in electrical outlets and lower cabinets that would prevent liquids from spilling into the floor outlets.</p>	<p>Critical</p>
<p>WCC - Biology/Ecology Program Recommendations</p>	<p>Facilities</p>	<p>Repair cadaver room</p>	<p>In order to effectively teach anatomy a cadaver needs to be used. This is a considerable expense in itself but also requires a controlled storage environment with a separate ventilation system. The current cadaver storage room meets neither of these requirements. (detailed in “facilities-areas for improvement” 4d below). However if the problems with the cadaver room can be corrected the addition of a cadaver to anatomy and physiology would be a great improvement to these courses.</p>	<p>Long Term</p>
<p>WCC - Biology/Ecology Program Recommendations</p>	<p>Facilities</p>	<p>Switching fume hoods between rooms 629 and 626.</p>	<p>Room 626 where anatomy is offered has a biological safety hood and one chemical hood. Room 629 where microbiology is offered has a chemical hood but no biological safety hood. They need to be switched..</p>	<p>High</p>
<p>WCC - Biology/Ecology Program Recommendations</p>	<p>Facilities</p>	<p>Water cooler for greenhouse</p>	<p>It is very difficult to maintain the proper temperature in the greenhouse and plants die and need replacing every year. Repairs need to be made and possibly a new cooler installed.</p>	<p>Long Term</p>

WCC - Biology/Ecology Program Recommendations	Facilities	Window blinds	Two of the teaching labs (rooms 625 and 629) do not have blinds for the outside glass doors. This makes it difficult for students to see slide presentations. Blinds need to be installed on the doors.	High
WCC - Business Program Recommendations	Facilities	Facilities	Add a computer lab specific to Business Computer Applications, Accounting.	Long Term - Possible Revisit
WCC - Chemistry Program Recommendations	Facilities	Chemistry Lab Renovation	Renovate all Chemistry labs so that students can access air and gas at tables.	High
WCC - Chemistry Program Recommendations	Facilities	HVAC Recommendation	Replace HVAC system that has never worked properly in all labs and lecture rooms in 600 building	Duplicate Request. Long Term.
WCC - Colusa County Outreach Facility	Facilities	Landscaping & Storage	Allocate space for purchase and use of storage facility for landscaping and other groundskeeping equipment.	Medium - Needs Follow Up
WCC - Colusa County Outreach Facility	Facilities	More buildings	Secure more space, possibly through the relocation of two temporary buildings. One of the possible solutions currently sits on the Woodland campus.	Long Term
WCC - Counseling Program Recommendations	Facilities	New signage for Counseling	We need signs showing when Counseling is open	Revisit - may not be a current need
WCC - Early Childhood Education Program Recommendations	Facilities	A permanent building site for a lab school quality child care facility	Include in one of the future buildings on campus plans for a ECE Lab Facility. This recommendation has been on ongoing request from previous program reviews.	Long Term
WCC - Economics Program Recommendations	Facilities	Classroom Space/Technology	Provide more classroom space to respond to college growth, including computer lab access to incorporate My EconLab program, as well as Clickers to enhance learning.	Long Term
WCC - English Program Recommendations	Facilities	Increase the space in Writing and Math Center	The WAM Center has outgrown its space and needs to expand.	High
WCC - English Program Recommendations	Facilities	WCC Reading Center	Designate a space for a campus Reading Center to provide students with reading instructional support.	Medium

WCC - Health/PE/Adaptive PE Program Recommendations	Facilities	Facilities	The current budgetary crisis has impacted the ability to offer Physical education classes off-campus due to costs involved in renting facilities. The need for, support for physical education classes from ASWCC as well as current WCC administration is also critical.	Long Term - Possible Revisit
WCC - Humanities/Philosophy Program Recommendations	Facilities	Performing Arts Center	The program will benefit from the construction of the new Fine Arts facility at WCC.	Long Term
WCC - Music Program Recommendations	Facilities	Building of the new performing arts center	Plans, specification will be developed and a new building constructed.	Long Term - Possible Revisit
WCC - Physical Science, Geology & Geography Program Recommendations	Facilities	Physics lab	Construct new lab for Physics.	Duplicate Request - Long Term
WCC - Physics/Astronomy Program Recommendations	Facilities	Identify Permanent Physics Facility	Identify a permanent place for Physics equipment and classes.	Duplicate Request - Long Term
WCC - Reading Program Recommendations	Facilities	Reading Assistance Center	Develop a Reading Assistance Center at WCC to work in a coordinated fashion with other campus student support services.	Complete - ARC is operational
WCC - Tutoring Center Program Recommendations	Facilities	Change Center's Name	Due to the negative connotation of the term "tutoring," changing the Center's name (e.g., Center for Academic Success or CAS) could help reduce this negative view.	On Hold per Loretta
WCC - Tutoring Center Program Recommendations	Facilities	Improved Signage and Promotion of Center's Services	Signage for the Center is needed. With the efforts to rename the Center, signage has been held up. Currently, the Center only has a small name plate with the room number and a flyer on the door.	On Hold per Loretta

Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Administration of Justice Program Recommendations	Staffing - Faculty	Staffing for WCC AJ Program	<p>Both Dr. Fairchilds and Dr. Konuwa have been involved with the development of these programs from inception and are aware WCC must effectively manage and address program issues to ensure program credibility and meet audit requirements of each licensing agency. In order for these programs to succeed it is important resources be allocated to manage such programs. All responsibilities affiliated with; Commission on Peace Officer Standards and Training (POST), California Department of Corrections and Rehabilitation (CDCR) Standards Training for Corrections (STC) and Sierra - Sacramento Valley (SSV -EMS) Agency - Emergency Medical Technician are in addition to a 15 unit fulltime faculty load.</p> <p>As mentioned in this program review, each of these state licensing agencies creates a number of issues that must be supervised and managed in a timely manner. Depending on the issues, involved licensing agencies can place Community Colleges representing their program on, probation, suspension or the most serious consequence, decertification. WCC has diligently worked to establish its reputation within each of these programs. However WCC will not be able to fulfill its commitment to such programs without</p>	High
WCC - Agriculture Program Recommendations	Staffing - Faculty	Ag department at Yuba	Acquire FTEF from Yuba Agriculture department to expand course offerings at Woodland	Long Term
WCC - Agriculture Program Recommendations	Staffing - Faculty	Agriculture Program Chair	<p>Provide release time for agriculture faculty member to complete several tasks that are outside contract.</p> <p>Ex: Paperwork for check requests/ordering/receiving orders/verifying materials on orders/ok to pay paperwork/budget oversight/planning for future needs/Master Gardener partnership/4-H & FFA outreach/high school visits & presentations/Yuba College Ag</p>	High
WCC - Agriculture Program Recommendations	Staffing - Faculty	Full-time Faculty	Add full time faculty to agriculture department	Medium
WCC - Agriculture Program Recommendations	Staffing - Faculty	Seed Technician	Develop certificate program to train students in Seed Technology. Will align with Seed companies that surround and are within Yolo County.	High

WCC - Art/Photography Program Recommendations	Staffing - Faculty	Staffing for Art Program	The primary need is to authorize a full time faculty position in the Art Department	Medium - Possible Revisit after Program Vitality Analysis
WCC - Biology/Ecology Program Recommendations	Staffing - Faculty	Establish coordinator position	Establish coordinator position to oversee adjuncts in biology/ecology.	Long Term
WCC - Biology/Ecology Program Recommendations	Staffing - Faculty	Full time faculty position anatomy and physiology	Hire a full time faculty member to teach Bio 4 Anatomy and Biology 5 Physiology.	Medium
WCC - Biology/Ecology Program Recommendations	Staffing - Faculty	Full time faculty position General Biology	Hire a full time faculty member to teach Bio 1 Principles of Biology, Bio 15 Bioscience, and Bio 10L General biology (mixed majors)	Medium
WCC - Career Center Program Recommendations	Staffing - Faculty	Staff	Hire .5 counselor for career activities (based on data-need justification)	Long Term
WCC - Chemistry Program Recommendations	Staffing - Faculty	Full Time Faculty	It is necessary to hire another full time faculty member to teach organic chemistry	Medium
WCC - Counseling Program Recommendations	Staffing - Faculty	Hire 1.0 FTE WCC General Counselor/Colusa County Counselor	Hire 1.0 FTE WCC General Counselor/Colusa County Counselor	Long Term
WCC - Counseling Program Recommendations	Staffing - Faculty	Hire a 1.0 FTE General Counselor	Hire a 1.0 General Counselor	Long Term
WCC - Counseling Program Recommendations	Staffing - Faculty	WCC 1.0 FTE DSPS/Vet Counselor	Hire WCC 1.0 FTE DSPS/Vet Counselor	Long Term (Duplicate request with DSPS)
WCC - Counseling Program Recommendations	Staffing - Faculty	WCC 1.0 FTE General/ESL Counselor	Hire a 1.0 FTE General/ESL Counselor	Long Term (Duplicate request with ESL)
WCC - DSPS Program Recommendations	Staffing - Faculty	Hire PT academic counselor	Recruit and hire a PT academic counselor to assist with educational plans, monitor academic progress of DSPS students and answer any academic program questions students may have.	Long Term

WCC - Early Childhood Education Program Recommendations	Staffing - Faculty	Hire FT ECE Faculty	We are requesting the hire of a full time ECE faculty due to the numbers of students we serve and numbers of courses offered each semester. In the past four years the ECE program total FTEF has ranged from 4.57 to 5.02 (average 4.86), yet we operate with only one full-time faculty at this point. In addition, our total FTES has ranged from 68.84 to 73.58 with a current Productivity of 461.3. This recommendation is an ongoing request from previous program review.	Medium
WCC - Economics Program Recommendations	Staffing - Faculty	Staffing	Build adjunct pool of Economics instructors to allow for growth and diversity within the program.	Long Term
WCC - English as a Second Language Program Recommendations	Staffing - Faculty	Hire ESL Counselor	On the WCC campus, serving the needs of the limited English Speaking Population has always been a duty distributed among all the counselors in addition to all their other multiple duties. In Marysville, and at many other California Community Colleges, this duty is assigned to a specific counselor(s) who are versed in ESL placement instruments, familiarity with the ESL program, and sensitivity to the special challenges of mastering a foreign culture in addition to a foreign language. For many years, Professor Celeste Sager provided this service at Yuba College which resulted in robust ESL program. It	Long Term (Duplicate request with Counseling)
WCC - Art Program Recommendations	Staffing - Faculty	Staffing for Art Program	The primary need is to authorize a full time faculty position in the Art Department	medium - possible Revisit after Program Vitality
WCC - English Program Recommendations	Staffing - Faculty	Request full-time Reading Instructor	English Department will work with the FALAHUM division to develop a faculty request for a full-time Reading instructor.	Long Term (Duplicate request with Reading)
WCC - English Program Recommendations	Staffing - Faculty	Request full-time English instructor	English Department will develop a faculty request for a full-time English instructor. The English department has not received the "automatic refill" English position that should have been filled in 2011 and 2012. We therefore request that this automatic refill position be accommodated in Fall 2013.	High
WCC - Human Services Program Recommendations	Staffing - Faculty	Hire one full-time faculty	Hire one full time faculty member to Human Services to oversee changes in the program, update course outlines, write new courses, attend CTE division meetings, complete program reviews, schedule semester courses in a rotation, launch all courses in CurricUNET, and improve	High
WCC - Library & Learning Resources Program Recommendations	Staffing - Faculty	Staffing: Meet Title 5 Library Faculty Requirements	Hire a second full time Librarian to meet Title 5 minimum requirements and begin to budget for a third full time faculty Librarian to meet requirements. Obtaining full time Librarian positions should not be at the expense of part-time Librarian assistance, especially for evening, weekends, and summer hours	Medium

WCC - Math/Stats Program Recommendations	Staffing - Faculty	Hire New Math Faculty	There is a need for at least one new math faculty member. If the faculty member on leave next year decides not to return, there will be a need for at least two	Critical
WCC - Motion Graphic Design Program Recommendations	Staffing - Faculty	Full time Faculty Member for Digital Media Program	Highly recommend a full time faculty for the Digital Media program. There is no better way to ensure the success of a new program than to have a full time person dedicated to the teaching, promotion and maintenance of the program. Adjunct Faculty rarely have the time, money, personal investment and therefore inclination to go to the lengths that a full time	Medium - Are we continuing to offer this program?
WCC - Music Program Recommendations	Staffing - Faculty	Music Staffing	Increased Adj. Faculty FTEF allocation & one Full time faculty by fall 2012	medium - possible Revisit after Program Vitality Analysis
WCC - Music Program Recommendations	Staffing - Faculty	Staffing for Art Program	The primary need is to authorize a full time faculty position in the Art Department	medium - possible Revisit after Program Vitality Analysis
WCC - Physical Science, Geology & Geography Program Recommendations	Staffing - Faculty	Adjunct pool	Develop a pool of adjunct instructors recognizing that this program incorporates three departments and adjuncts who are qualified to teach, say Geography, may not be qualified to teach the Geology or Physical Science courses. Similarly, adjuncts qualified to teach Geology may not be qualified to teach Geography	Long Term
WCC - Physics/Astronomy Program Recommendations	Staffing - Faculty	Hire Full Time Instructor	Hire full time instructor to lead the program	Long Term
WCC - Reading Program Recommendations	Staffing - Faculty	Full-Time Reading Faculty	Hire a full-time faculty person in Reading to address the majority of our students who place below college-level in reading. This person is necessary to provide leadership, develop and coordinate a Reading Assistance Center, pursue cross-curriculum course innovations, educate our faculty on reading instruction in all disciplines, coordinate with Counseling, DSPS, and other campus support services. etc.	Medium

<p>WCC - Tutoring Center Program Recommendations</p>	<p>Staffing - Faculty</p>	<p>Staffing Increase - Faculty</p>	<p>in the Center's usage. This increase in the number of hours and the number of requests for services support the need to increase staff to include a full-time Faculty Coordinator and a second Classified Tutoring Center Specialist with the Faculty Coordinator position being the first position to staff. The recommendation for increased staffing has been submitted in previous program reviews prior to 2005.</p> <p>A Faculty Coordinator would enable the college to implement Learn 590 and receive state apportionment for tutoring. In addition, this faculty member would teach Learn 20 and develop/ teach skills workshops and other Learning courses [e.g., Critical or Academic Skills course(s)].</p> <p>Increased staffing could also enable the Center to extend its hours of operation and improve upon the development of the Center/services.</p>	<p>High</p>
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Unit Name	Type	Program Recommendation Name	Program Recommendation	Ranking (Category)
WCC - Administrative and Fiscal Program Recommendations	Staffing - Other	Staffing Needs	To increase efficiency and effectiveness in supporting the business functions, student support services and other mission critical services consistent with the mission of the college, ensure the following staffing needs are reflected in the comprehensive long-range Staffing Plan: Fiscal Analyst; Custodian; Library Technician; along with faculty and other positions identified an prioritized by the Faculty, Administration and Staff Committee.	High
WCC - Admissions and Records Program Recommendations	Staffing - Other	Director of Admissions & Enrollment Services	Hire a permanent position	Critical
WCC - Admissions and Records Program Recommendations	Staffing - Other	Hire an Evaluator	There is a need to hire an Evaluator for all transcript entry for each student who turns in a transcript from outside colleges/universities. This will assist with the Degree Audit project that the District is embarking on for the next year and into the future.	High
WCC - Admissions and Records Program Recommendations	Staffing - Other	Reclassify a Student Services Technician	Work on reclassifying a Student Services Technician to a Senior Student Services Technician to assist with the workload in the office.	Medium
WCC - Agriculture Program Recommendations	Staffing - Other	Ag Mechanics Assistant	Provide an assistant to the Agriculture Mechanics courses.	Medium
WCC - Agriculture Program Recommendations	Staffing - Other	Agriculture Support Staff	Need Greenhouse Technician/Laboratory Technician to support the teaching facility for many agriculture courses. This individual could also work to support faculty in preparing laboratory supplies each week. This position is found in Biology - the agriculture department conducts approximately 10 labs each week.	Long Term

WCC - Biology/Ecology Program Recommendations	Staffing - Other	Hire a part-time laboratory technician dedicated to microbiology	Due to the intensive and highly specific nature of preparations for the microbiology labs, a part-time laboratory technician dedicated to microbiology is essential for success of the microbiology courses. It is also critical for success of the other biology courses because currently one full-time laboratory technician is preparing the numerous and varied labs for day and evening sections, as well as doing the set-ups and clean-ups in the classrooms, and she does not have the dedicated blocks of time necessary to prepare the microbiology labs. With the current workload, over 15 lab sections, it is not feasible for the full-time laboratory technician to incorporate microbiology laboratory preparations into the position.	Medium
WCC - Business Program Recommendations	Staffing - Other	Staffing	Replace retired Open Media Lab IA in order to give students computer lab time that they need in order to complete OA, BCA, Accounting face-to-face classwork, as well as online courses.	Medium
WCC - CalWORKS Program Recommendations	Staffing - Other	Hire Job Services Specialist	Hire permanent part-time Job Services Specialist for about 14-16 hours per week.	Medium
WCC - Colusa County Outreach Facility	Staffing - Other	Student Services Assistant	Upgrade Student Services Assistant to full time.	High
WCC - Colusa County Outreach Facility	Staffing- Other	Financial Aid Technician	Hire a .50 Financial Aid Technician or have the equivalent allocated from the WCC Financial Aid Office.	Medium
WCC - Counseling Program Recommendations	Staffing - Other	Full time counseling secretary	Hire a full time counseling secretary.	High (duplicate request with Transfer Center)
WCC - Counseling Program Recommendations	Staffing - Other	Outreach Specialist	Department assistance to outreach and local community and schools.	Long Term
WCC - DSPS Program Recommendations	Staffing - Other	Hire LD Specialist	Recruit and hire a qualified LD Specialist to conduct mandated accommodation appointments, assist with assessment of learning disabilities, and conduct ongoing meetings with students to evaluate educational progress. Other duties as assigned.	Medium
WCC - DSPS Program Recommendations	Staffing - Other	Hire PT clerical assistance	Recruit and hire PT clerical assistance to help with office management and record keeping.	Long Term

WCC - English Program Recommendations	Staffing - Other	Language Arts Instructional Associate for WAM Center	Bring back the FT Language Arts Instructional Associate in the Writing & Math Center	Medium
WCC - English Program Recommendations	Staffing - Other	WCC Reading Center Instructional Associate	Hire a FT Reading Instructional Associate to coordinate a Reading Across the Curriculum Center on our campus -- including developing curriculum, working with other support services and faculty, and direct student instruction.	Long Term
WCC - EOPS Program Recommendations	Staffing - Other	EOP&S at the Colusa County Outreach Facility	Continue to provide Counseling services to eligible EOP&S students attending full time at the Colusa County Outreach Facility (CCOF) once a month. AN Adjunct Counselor would be hired to serve students out in the CCOF.	Long Term
WCC - Library & Learning Resources Program Recommendations	Staffing - Other	Staffing: Meet Title 5 Library Support Staff Requirements	Hire additional Library support staff to meet Title 5 minimums (3 support staff for a college with 1,000 or less FTES). Having 3 Library/Media specialists may also be sufficient to accommodate daily operation of the Open Media Lab and support DE testing until growth or other needs prevent it.	Medium
WCC - Math/Stats Program Recommendations	Staffing - Other	Establish MESA Program	Work with counseling and science faculty to establish and support a MESA program at WCC.	Long Term
WCC - Math/Stats Program Recommendations	Staffing - Other	Increase Tutoring Accessibility	Work with the Tutoring Center to increase student access to tutors.	High
WCC - Math/Stats Program Recommendations	Staffing - Other	Math Success Pathways IA	Dedicated funding will be sought for a part-time IA for the Math Success Pathways program.	Medium
WCC - Math/Stats Program Recommendations	Staffing - Other	WAM IA	A full-time WAM IA position with dedicated funding is needed.	High
WCC - Physical Science, Geology & Geography Program Recommendations	Staffing - Other	Hire Lab IA or qualified student assistant	IA or a qualified student is needed to help prep labs & organize lab supplies.	Medium
WCC - Reading Program Recommendations	Staffing - Other	Expand Reading Center Tutoring Support	Explore option of CSUS and UC Davis (etc.) student interns providing tutoring assistance in the Academic Reading Center to offer students greater access to supplemental learning.	Long Term

WCC - Reading Program Recommendations	Staffing - Other	Reading Assistance Instructional Associate	Use general College funds for a permanent PT Reading Assistance Instructional Associate to offer reading instructional support to students across all disciplines.	Long Term
WCC - Testing and Assessment Program Recommendations	Staffing - Other	Testing and Assessment Specialist hiring	There is a need to hire a Testing and Assessment Specialist to coordinate all efforts of the Testing and Assessment Office moving them from Admissions and Records where they are currently housed. This would include making appointments, evaluating other college test scores, administering tests, proctoring exams, printing results, and coordinating efforts with local high schools.	Long Term - May want to revisit after phase 2 "student services reorganization"
WCC - Transfer Center Program Recommendations	Staffing - Other	Hire a pt transfer technician	Hire a transfer technician to staff the transfer center. Possible hire one ft person and combine with a career center technician. Person would staff the center. Answer basic questions, maintain the center, maintain the website and portal, assist with the organization of a career fair, direct students to information, and provide clerical support for the transfer coordinator.	Long Term
WCC - Transfer Center Program Recommendations	Staffing - Other	Upgrade the general counseling clerical position from pt to ft	The general counseling secretary position is needed ft to maintain the SARS system so that accurate data can be provided about students receiving transfer services. In addition, a secretary could sort students into the proper appointments. For example, students who need transfer plans should be scheduled in appt slots instead of in walk-in and students who have urgent needs to meet a deadline could receive timely appointments.	High (duplicate request with Transfer Center)

<p>WCC - Tutoring Center Program Recommendations</p>	<p>Staffing - Other</p>	<p>Staffing Increase - Classified</p>	<p>Data from Accutrak has indicated a high increase in the Center's usage. This increase in the number of hours and the number of requests for services support the need to increase staff to include a full-time Faculty Coordinator and a second Classified Tutoring Center Specialist. A second Tutoring Center Specialist is needed due to the increase in tutorial services, and in turn, the increased demands of the daily operations of the Center.</p> <p>The increased staffing could also enable the Center to extend its hours of operation to be at least equal to those of the Library and other services and to improve upon the development of the Center/services.</p>	<p>High</p>
<p>WCC - Writing and Math Center Program Recommendations</p>	<p>Staffing - Other</p>	<p>Tutors</p>	<p>The WAM currently has 2 part-time writing tutors available 32 hours/week and one math tutor available 19 hours/week. The center must hire more tutors to increase the open hours and access to the room.</p>	<p>High</p>