

Instructional Program Review- Annual Update Template

Instructional Program

Indicate the type of program: AA; AS; AA-T; AS-T; Certificate

Program Name: Welding

Academic Year: 2023-2024

Name of Faculty Submitter(s): Brian Packer

Annual Update #1 #2

***Note: An Annual Update must be submitted each year that a Program Review is not submitted.**

I. Progress on Program Level Outcomes (PLOs) and Student Learning Outcomes (SLOs) Data

- A) Summarize the progress made on course level outcomes and assessments (SLOs):
PSLO performance for spring 2022 was 87.96% for PSLO 1, 2, and 3. PSLO performance for fall 2022 was 89.5% for PLSO 1; 98.9% for PSLO 2 and 3.
- B) Please list specific courses or SLOs that were identified for student-centered growth and improvement.
Use the information from Part C of the "Program Learning Outcomes Assessment Data" section of the IPR.
None listed.
- 1) List the actions identified to help grow or improve those areas.
The weld program is currently in need of a(n) industry experienced full-time instructor.
 - 2) Discuss the progress the program has made on those actions. Include any data used to support progress.
The welding program now has a full-time welding instructor, but has lost 2 part-time in-person instructors.
- C) Please list any actions identified to support equitable outcomes.
Use the information from Part D of the "Program Learning Outcomes Assessment Data" section in the IPR.
The equity gap currently is the lack of a permanent classroom and lab structure for continued growth and expansion of the training portion of this program. New on campus facilities would improve the equity gap.
- 1) List the specific student groups the program identified as students they would like to focus their efforts on.
No equity gaps are specified: N/A, There are no equity gaps to mention, these courses are gender friendly and all inclusive. The perception that the skilled trades are male only

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is a falsehood, BCC encourages and welcomes female and all gender specific groups. BCC weld program has had many successful female welders come out of the program.

- 2) Discuss any progress with equitable action within the program and any measures taken to ensure the identified student group(s) would receive appropriate support. Include any data used to support progress.

N/A

- D) Describe any other program, course, and/or instructional changes made by your program as a result of the outcomes assessment process.

It was indicated that a full-time welding instructor was needed. The program now has a full-time welding instructor.

- E) Reflecting on the responses for B) and C) above, what will you implement for the next assessment cycle?

We will continue to keep the welding program gender friendly and all inclusive.

II. Progress Toward Achieving Program Goals, Objectives, and Outcomes

These should be carried forward from your full Program Review (Section III), or from your Annual Update #1, if revised since your full Program Review.

A) List the 2-3 goals from your Program Review or most recent update.

1. GOAL #1

To enhance enrollment counts

2. GOAL #2

Replace aging welding equipment with new Lincoln machines.

3. GOAL #3

Research how the classes could become transferable to attract more students, and to align with UC programs such as mechanical engineering, electrical engineering etc.

B) Have any goals been completed or discontinued?

If yes, please list the goal and whether it has been completed or discontinued; if discontinued, please explain why.

Yes

No

Click or tap here to enter text.

C) Discuss the objectives and related outcomes for each goal.

1. GOAL #1 Objective(s) with related Outcome.

Use marketing, rebranding and outreach to stimulate student interest.

Maintain and or increase funding for new technology.

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To hire more full-time faculty for the CTE group. A multi-disciplined trades journeymen who can teach multiple subjects (Maintenance, Electrical, Instrumentation, HVAC, Welding, Construction).

Improvement and additions to facilities.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
One full-time welding instructor has been hired as of Fall 2023.
- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
Recent courses have been full with frequently full waitlists. 28 students have successfully passed the American Welding Society (AWS) D1.1 Structural Steel welding operator qualification tests since fall, 2022, which many employers desire or require.

2. GOAL #2 Objectives with related Outcome.

1. Acquire funding from the district to expand and replace old equipment.
2. Use funding resources to maximize classroom size and space for labs.
3. Provide new equipment and technologies for the program as new technologies come forth.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
Some new machines have been purchased, but more machines are needed for processes that the new machines are not capable of. More size and space is still needed to accommodate the increased demand and interest in the welding program. BNSF is planning a major expansion in the community that will drive the demand for more skilled labor. Fort Irwin will also need qualified welders.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
Classes have been close to or at capacity and are in need of more space and equipment to increase capacity.

3. GOAL #3 Objectives with related Outcome.

Contact CSU institutions to determine what direction the weld program needs to follow to provide a pathway to high educational goals such as engineering. (Mechanical, Civil, etc.).

Coordinate with councilors and get more engagement from administration, BOT, and other committees to recognize the viability of the CTE programs, especially for students who do not plan on attending a four year university or just need an uplift on current job skills.

Student degrees in the field of Welding/IMMT/IMEI would be recognized by industry and professional societies like the IBEW, Ironworkers, Millwrights and other labor unions and institutions. We currently provide third party credentials from the NCCER.

- **Discuss any progress toward meeting the goal based on the goal objectives.**

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Discussions with councilors are still needed.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**

Students can earn AWS qualifications for different welding processes.

D) List any resource you are requesting for each goal.

1. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

Additional welding machines.

2. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

Additional space/welding stations to accommodate more students.

3. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

Click or tap here to enter text.

III. New Goals (optional)

This section is optional and should be used to replace a completed or discontinued goal OR if a new goal has become necessary for the program.

A. NEW GOAL #1

Increased budget for students' consumables.

1. Alignment to BCC Strategic Priority (*Select at least one but choose all that apply*)

Strategic Priority 1: Innovate to Achieve Equitable Student Success

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

Clarify the Path

Entering the Path

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- Staying on the Path
- Support Learning

3. Please list at least one objective for achieving this goal.
Keeping a constant supply of the necessary consumables needed for the students to get the required welding practice in the lab.
4. Please list outcome statements for each objective.
The students will be able to weld on new material more often and use less of the BNSF scrap to practice their welds. Students will always have the electrodes and spare parts for the machines that are needed.
5. Briefly explain how you will measure the outcome.
Keep a stock of the machine parts on hand and a stock of enough electrodes, metal and other consumables so we do not run out during a course.
6. Please list resources (if any) that will be needed to achieve the goal/outcome.
Increased budget for consumables. Inflation has caused the cost of consumables to increase and we need a budget to keep up with those increased costs.

B. NEW GOAL #1

Obtain instructional lab assistant.

1. Alignment to BCC Strategic Priority (*Select at least one but choose all that apply*)

Strategic Priority 1: Innovate to Achieve Equitable Student Success

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

- Clarify the Path
- Entering the Path
- Staying on the Path
- Support Learning

Instructional Program Review- Annual Update Template

3. Please list at least one objective for achieving this goal.
Having a lab assistant would benefit by minimizing downtime for the students while welding.

4. Please list outcome statements for each objective.
The instructor(s) would have more teaching time while in the lab and less time repairing machine malfunctions and problems that happen while in class. It would also help with lab preparation.

5. Briefly explain how you will measure the outcome.
The downtime that students need to wait for machine repairs and malfunctions will be reduced.

6. Please list resources (if any) that will be needed to achieve the goal/outcome.
Click or tap here to enter text.

IV. Resource Requests: What does the program need to meet its goals and objectives?

What does the program need to meet its goals and objectives?

List all resources from Sections II.D and III.6 below.

If there was no room on the template to list all resources being requested for a single goal/objective, you may list additional resource requests here. Also list any resources required to implement planned improvements.

IMPORTANT: A BUDGET ALLOCATION PROPOSAL must be completed and submitted for **EACH** new resource requested.

Goal #	Objective #	Resource Required	Estimated Cost	BAP Required? Yes or No	In No, indicate funding source
1	1	Funding for increased costs of welding consumables.	\$25,000	Yes	Click or tap here to enter text.
2	1	Funding for 7 new machines (up to \$6,000 each).	\$42,000	Yes	Click or tap here to enter text.
1	1	Part time lab assistant.	\$25,000	Yes	Possible rearranging or expansion.

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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

BUDGET ALLOCATION PROPOSAL

Date: <u>09-08-2023</u>	Originator: <u>Brian Packer</u>		
Program or Department Name:	<u>Welding</u>		
Dean/Vice President/Supervisor:	<u>Dr. Crystal Nasio</u>		
What are you requesting? (<i>Brief</i>)	<u>A part time lab assistant</u>		
Amount Requested: <u>\$25,000</u>	<input type="checkbox"/> One-time Funding	<input checked="" type="checkbox"/> Ongoing Funding	
Funding Source (if known):	_____		
REQUEST TYPE:			
<input checked="" type="checkbox"/> Personnel/Staffing <small>Complete <i>Personnel/Staffing</i> section below</small> <input type="checkbox"/> OTHER	<input type="checkbox"/> Technology Resource <small>Complete <i>Technology</i> section below</small>	<input type="checkbox"/> Facilities Resource <small>Complete <i>Facilities</i> section below</small>	<input type="checkbox"/> Professional Development <small>Complete <i>Professional Development</i> section below</small>

PERSONNEL/STAFFING REQUEST	
Is the position request for:	<input type="checkbox"/> Faculty <input checked="" type="checkbox"/> Classified <input type="checkbox"/> Management/Confidential
Is the position requested:	<input type="checkbox"/> A new classification (Attach <i>proposed</i> job description, or <i>detailed</i> list of proposed duties) <input checked="" type="checkbox"/> An existing classification Official Job Title: <u>Instructional Lab Assistant</u>
Is the position requested:	<input type="checkbox"/> Full Time <input checked="" type="checkbox"/> Part Time: _____ Months/Year <u>>18</u> Hours/Week

TECHNOLOGY RESOURCE REQUEST	
Indicate the category of the request:	
<input type="checkbox"/> Hardware <input type="checkbox"/> Software <input type="checkbox"/> Printer/Copier <input type="checkbox"/> Network <input type="checkbox"/> Audio-Visual <input type="checkbox"/> License/Maintenance	
Indicate the intended users:	
<input type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other	
Is training required?	<input type="checkbox"/> No <input type="checkbox"/> Yes Explain: _____
How will it be secured?	<input type="checkbox"/> Alarm <input type="checkbox"/> Secure Room <input type="checkbox"/> Secure Cabinet <input type="checkbox"/> Cable/Lock <input type="checkbox"/> Password
Have you completed and attached the Technology Assessment Form ?	

FACILITIES RESOURCE REQUEST	
Indicate the intended users:	<input type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other
Is maintenance required?	<input type="checkbox"/> No <input type="checkbox"/> Yes Explain: _____

BUDGET ALLOCATION PROPOSAL

PROFESSIONAL DEVELOPMENT REQUEST				
Indicate the intended users:	<input type="checkbox"/> Students	<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff	<input type="checkbox"/> Other
Do other internal areas/departments need to be involved?				
<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____		
Is technology needed?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____	

1. Why is the request being made?

Enrollment in welding is increasing and while the instructor can make all of the preparations and equipment repairs, having an assistant would free up time for the instructor to ensure all students are working safely in the lab and be able to assist the students during more of the lab time.

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

- I. Progress on PLOs and SLOs data.
- B. Please list specific courses or SLOs that were identified for student-centered growth and improvement.
- 2. The welding program now has a full-time welding instructor, but has lost 2 part-time in-person instructors.

b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

All SLOs and PLOs in the welding program require time welding for the students to be proficient in the welds that they learn. Equipment malfunctions and repairs cause disruptions in this. Cutting prepping and beveling the plates for the students to weld also take time away from the students' practice time. This is where a lab assistant could benefit the welding program.

c) How was this included in the Area Goals section of your Program Review? Please cite section/item number and include the text.

- II. A. 1. Goal #1. To enhance enrollment counts.

3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?

Example: [Technology Assessment Form](#)

(This question is not required for Personnel/Staffing requests.)

4. a) How will this resource improve student success or institutional services?

BUDGET ALLOCATION PROPOSAL

This would minimize downtime when welding machine failures or malfunctions occur and also minimize downtime for cutting and prepping material and lab areas.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

This should ultimately allow more students to achieve the level of welding it takes to successfully pass industry recognized AWS welding qualifications/certifications.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

Please be specific and provide detail, ensuring a clear correlation between content of referenced document and the request. Cite the section and page numbers where the correlation can be found.

(Follow the links to access each document)

1. [Mission Statement](#)

This would be providing the tools necessary for our students to achieve their personal goals and professional growth.

2. [Strategic Priorities / Strategic Goals](#)

Strategic priority #1. Innovate to Achievable Equitable Student

1. Promote the Barstow College Promise program, Transitional College and Dual enrollment and Adult Education programs to increase college access, affordability and completion.

Strategic priority #2. Align educational programs with Workforce Development

2. Ensure program certificates and degrees lead to viable employment.

Strategic priority #4. Sustain and cultivate an environment that strengthens the District's long-term fiscal health.

3. [Educational Master Plan](#)

Section III. A. Barstow College mission is to providing students, the community, and military population with the educational tools to achieve personal goals and professional growth.

4. Others: Such as [Technology Plan](#) , [Facilities Master Plan](#) , [HR Staffing Plan](#) , [Professional Development Plan](#)

N/A

BUDGET ALLOCATION PROPOSAL

ADMINISTRATIVE USE

Administrator: _____ Title: _____

Comments/Recommendations:

Signature: _____ Date: _____

Administrator: _____ Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION

*(This section **MUST** be completed)*

Budget Program Number: _____ Restricted Unrestricted

Comments regarding Budget Information: _____

Signature: _____ Date: _____

BUDGET ALLOCATION PROPOSAL

Date: <u>10-06-2023</u>	Originator: <u>Brian Packer</u>		
Program or Department Name:	<u>Welding</u>		
Dean/Vice President/Supervisor:	<u>Dr. Crystal Nasio</u>		
What are you requesting? (<i>Brief</i>)	<u>Funding increase for welding consumables</u>		
Amount Requested: <u>\$42,000</u>	<input checked="" type="checkbox"/> One-time Funding	<input checked="" type="checkbox"/> Ongoing Funding	
Funding Source (if known):	_____		
REQUEST TYPE:			
<input type="checkbox"/> Personnel/Staffing <small>Complete <i>Personnel/Staffing</i> section below</small> <input type="checkbox"/> OTHER	<input type="checkbox"/> Technology Resource <small>Complete <i>Technology</i> section below</small>	<input checked="" type="checkbox"/> Facilities Resource <small>Complete <i>Facilities</i> section below</small>	<input type="checkbox"/> Professional Development <small>Complete <i>Professional Development</i> section below</small>

PERSONNEL/STAFFING REQUEST	
Is the position request for:	<input type="checkbox"/> Faculty <input type="checkbox"/> Classified <input type="checkbox"/> Management/Confidential
Is the position requested:	<input type="checkbox"/> A new classification (Attach <i>proposed</i> job description, or <i>detailed</i> list of proposed duties) <input type="checkbox"/> An existing classification <i>Official Job Title:</i> _____
Is the position requested:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time: _____ Months/Year _____ Hours/Week

TECHNOLOGY RESOURCE REQUEST	
Indicate the category of the request:	
<input type="checkbox"/> Hardware <input type="checkbox"/> Software <input type="checkbox"/> Printer/Copier <input type="checkbox"/> Network <input type="checkbox"/> Audio-Visual <input type="checkbox"/> License/Maintenance	
Indicate the intended users:	<input type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other
Is training required?	<input type="checkbox"/> No <input type="checkbox"/> Yes Explain: _____
How will it be secured?	<input type="checkbox"/> Alarm <input type="checkbox"/> Secure Room <input type="checkbox"/> Secure Cabinet <input type="checkbox"/> Cable/Lock <input type="checkbox"/> Password
Have you completed and attached the Technology Assessment Form ?	

FACILITIES RESOURCE REQUEST	
Indicate the intended users:	<input checked="" type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other
Is maintenance required?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Explain: <u>Minimal maintenance to keep machines working properly.</u>

BUDGET ALLOCATION PROPOSAL

PROFESSIONAL DEVELOPMENT REQUEST				
Indicate the intended users:	<input type="checkbox"/> Students	<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff	<input type="checkbox"/> Other
Do other internal areas/departments need to be involved?				
<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____		
Is technology needed?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____	

1. Why is the request being made?

Weld 55B currently has a student capacity of 14, but the welding lab has 6 machines that are capable of the type of welding for the course (alternating current GTAW). Students currently need to take turns on the machines.

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

Section II. C. 2. Progress toward achieving program goals, objectives and outcomes. Discuss the objectives and related outcomes for each goal. Goal #2 objective with related outcome. Discuss and progress toward meeting the goal based on the goal objective. Some new machines have been purchased, but more machines are needed for processes that the new machines are not capable of.

b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

Welding technology AS, welding technology COA, welding technology GTAW COA, and welding fabrication COA PLO's and all SLO's in those listed require these machines in order to be met.

c) How was this included in the Area Goals section of your Program Review? Please cite section/item number and include the text.

Section II. C. 2. Progress toward achieving program goals, objectives and outcomes. Discuss the objectives and related outcomes for each goal. Goal #2 objective with related outcome. Discuss and progress toward meeting the goal based on the goal objective.

3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?

Example: [Technology Assessment Form](#)

(This question is not required for Personnel/Staffing requests.)

No other departments or resources are needed other than M&O to receive the shipments and deliver them to the weld area as they are currently.

4. a) How will this resource improve student success or institutional services?

BUDGET ALLOCATION PROPOSAL

Students will have a sufficient number of welding machines necessary to properly learn the welding process without needing to share a welding machine, which reduces their time practicing.

- b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

I will track consumption of the consumables and keep a small amount over what is needed to avoid running out.

- 5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

Please be specific and provide detail, ensuring a clear correlation between content of referenced document and the request. Cite the section and page numbers where the correlation can be found.

(Follow the links to access each document)

1. [Mission Statement](#)

This would be providing the tools necessary for our students to achieve their personal goals and professional growth.

2. [Strategic Priorities / Strategic Goals](#)

Strategic priority #1. Innovate to Achievable Equitable Student

1. Promote the Barstow College Promise program, Transitional College and Dual enrollment and Adult Education programs to increase college access, affordability and completion.

Strategic priority #2. Align educational programs with Workforce Development

2. Ensure program certificates and degrees lead to viable employment.

Strategic priority #4. Sustain and cultivate an environment that strengthens the District's long-term fiscal health.

3. [Educational Master Plan](#)

Section III. A. Barstow College mission is to providing students, the community, and military population with the educational tools to achieve personal goals and professional growth.

4. Others: Such as [Technology Plan](#) , [Facilities Master Plan](#) , [HR Staffing Plan](#) , [Professional Development Plan](#)

N/A

BUDGET ALLOCATION PROPOSAL

ADMINISTRATIVE USE

Administrator: _____ Title: _____

Comments/Recommendations:

Signature: _____ Date: _____

Administrator: _____ Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION

*(This section **MUST** be completed)*

Budget Program Number: _____ Restricted Unrestricted

Comments regarding Budget Information: _____

Signature: _____ Date: _____

BUDGET ALLOCATION PROPOSAL

Date: <u>09-08-2023</u>	Originator: <u>Brian Packer</u>		
Program or Department Name:	<u>Welding</u>		
Dean/Vice President/Supervisor:	<u>Dr. Crystal Nasio</u>		
What are you requesting? (<i>Brief</i>)	<u>Funding increase for welding consumables</u>		
Amount Requested: <u>25,000</u>	<input type="checkbox"/> One-time Funding	<input checked="" type="checkbox"/> Ongoing Funding	
Funding Source (if known):	_____		
REQUEST TYPE:			
<input type="checkbox"/> Personnel/Staffing <small>Complete <i>Personnel/Staffing</i> section below</small> <input type="checkbox"/> OTHER	<input type="checkbox"/> Technology Resource <small>Complete <i>Technology</i> section below</small>	<input checked="" type="checkbox"/> Facilities Resource <small>Complete <i>Facilities</i> section below</small>	<input type="checkbox"/> Professional Development <small>Complete <i>Professional Development</i> section below</small>

PERSONNEL/STAFFING REQUEST	
Is the position request for:	<input type="checkbox"/> Faculty <input type="checkbox"/> Classified <input type="checkbox"/> Management/Confidential
Is the position requested:	<input type="checkbox"/> A new classification (Attach <i>proposed</i> job description, or <i>detailed</i> list of proposed duties) <input type="checkbox"/> An existing classification <i>Official Job Title:</i> _____
Is the position requested:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time: _____ Months/Year _____ Hours/Week

TECHNOLOGY RESOURCE REQUEST	
Indicate the category of the request:	
<input type="checkbox"/> Hardware <input type="checkbox"/> Software <input type="checkbox"/> Printer/Copier <input type="checkbox"/> Network <input type="checkbox"/> Audio-Visual <input type="checkbox"/> License/Maintenance	
Indicate the intended users:	
<input type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other	
Is training required? <input type="checkbox"/> No <input type="checkbox"/> Yes Explain: _____	
How will it be secured? <input type="checkbox"/> Alarm <input type="checkbox"/> Secure Room <input type="checkbox"/> Secure Cabinet <input type="checkbox"/> Cable/Lock <input type="checkbox"/> Password	
Have you completed and attached the Technology Assessment Form ?	

FACILITIES RESOURCE REQUEST	
Indicate the intended users:	
<input checked="" type="checkbox"/> Students <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Other	
Is maintenance required? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Explain: _____	

BUDGET ALLOCATION PROPOSAL

PROFESSIONAL DEVELOPMENT REQUEST				
Indicate the intended users:	<input type="checkbox"/> Students	<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff	<input type="checkbox"/> Other
Do other internal areas/departments need to be involved?				
<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____		
Is technology needed?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Explain: _____	

1. Why is the request being made?

Costs for consumables such as metal and welding wire and rod has increased due to inflation and students are using scrap metal from BNSF welding classes when needed. We also run out of electrodes and other consumables before the end of the year. We are in need of more:
Steel and aluminum flat bar of various thicknesses and widths.
Steel and aluminum sheets of various thickness.
Steel and aluminum tubing (square, round, rectangular).
Steel and aluminum angle of various thickness and sizes.
An increased amount of various SMAW electrodes, GTAW electrodes, welding wire, oxyacetylene and brazing wire, GTAW torch consumables (spare torches, cups, collets, collet bodies, and other various parts), spare oxyacetylene torches, SMAW electrode holders, GMAW gun parts

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

Section III. A. New goals. Increase budget for students' consumables.

b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

All PLO's and SLO's require consumables in order to be met. Having an adequate supply of various metals, electrodes, and consumable welding machine parts, the breakdown of welding equipment can be quickly put back into service with very minimal downtime, giving the students more time welding and improving their skills. This means that they will have a greater chance of meeting the standards required by many higher paying employers.

c) How was this included in the Area Goals section of your Program Review? Please cite section/item number and include the text.

Section III. A. New goals. Increase budget for students' consumables.

3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?

Example: [Technology Assessment Form](#)

(This question is not required for Personnel/Staffing requests.)

BUDGET ALLOCATION PROPOSAL

No other departments or resources are needed other than M&O to continue to receive the shipments and deliver them to the weld area as they are currently.

4. a) How will this resource improve student success or institutional services?

Students will have the consumables necessary to properly learn the different welding process without fear of running out. It will also allow them to take AWS tests (multiple times if necessary) to successfully gain employment. This will also give students the opportunity to use their fabrication skill using a broader range of various materials to build projects that may be beneficial to the weld shop or the college in general.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

I will track consumption of the consumables and keep a small amount over what is needed to avoid running out. I can also track the number of students testing and successfully passing AWS qualification tests allowing them to successfully gain employment in the welding, transportation, manufacturing, or other CTE industry.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

Please be specific and provide detail, ensuring a clear correlation between content of referenced document and the request. Cite the section and page numbers where the correlation can be found.

(Follow the links to access each document)

1. [Mission Statement](#)

This would be providing the tools necessary for our students to achieve their personal goals and professional growth.

2. [Strategic Priorities / Strategic Goals](#)

Strategic priority #1. Innovate to Achievable Equitable Student
1. Promote the Barstow College Promise program, Transitional College and Dual enrollment and Adult Education programs to increase college access, affordability and completion.
Strategic priority #2. Align educational programs with Workforce Development
2. Ensure program certificates and degrees lead to viable employment.
Strategic priority #4. Sustain and cultivate an environment that strengthens the District's long-term fiscal health.
3. Maintain a budget reserve of at least 15 percent.

3. [Educational Master Plan](#)

Section III. A. Barstow College mission is to providing students, the community, and military population with the educational tools to achieve personal goals and professional growth.

4. Others: Such as [Technology Plan](#) , [Facilities Master Plan](#), [HR Staffing Plan](#), [Professional Development Plan](#)

N/A

BUDGET ALLOCATION PROPOSAL

BUDGET ALLOCATION PROPOSAL

ADMINISTRATIVE USE

Administrator: _____ Title: _____

Comments/Recommendations:

Signature: _____ Date: _____

Administrator: _____ Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION
*(This section **MUST** be completed)*

Budget Program Number: _____ Restricted Unrestricted

Comments regarding Budget Information: _____

Signature: _____ Date: _____