BUDGET NEEDS ASSESSMENT APPLICATION
Fall 2019

Name of Person Submitting Request:	**Jody Fehr, Abena Wahab, & Daniele Smith**
Program or Service Area:	**Academic Support Centers**
Division:	**Academic Success and Learning Services**
Date of Last Program Efficacy:	
What rating was given?	**2018**
Amount Requested:	**$20,000**
Object Code:	**Non-instructional supplies**
State specifically how this budget will be used:	**We will buy textbooks for both centers**
Strategic Initiatives Addressed:	Strategic Initiative 2 Goal: SBVC will increase course success, program success, access to employment, and transfer rates by enhancing student learning
Needs Assessment Resources (includes Object Codes & Strategic Initiatives):	https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/program-review/needs-assessment.php

Note: To facilitate ranking by the committee, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.

One-Time   □   Ongoing   x

Does program or service area have an existing budget?   Yes   x   No   □

Are there alternative funding sources? (*for example, Department, Budget, Perkins, Grants, etc.*)

                                              Yes   □   No   x

If yes, what are they: _____

1. Provide a rationale for your request (Give a detailed explanation of why this budget increase is needed.)

We need to acquire more textbooks for students who use our centers. As we know, textbooks are costly and become outdated as new editions are published. Many students who cannot afford to purchase their own copy of a very expensive textbook are able to use the textbooks we provide. The tutors in the centers also use the textbooks as a reference when tutoring.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

The Academic Support Centers are tasked with providing academic support to students across the disciplines. We need to be able to provide students with the resources they need to succeed, especially students from disproportionally impacted groups. For many students, textbook costs present a huge financial obstacle. In an effort to reduce this burden, the ASCs would like to increase their textbook lending libraries.

3. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, or planning, etc.).*

The Academic Support Centers have been expanded to include two main locations, and two satellite locations which is straining our budget. In the Academic year 2018-2019 the Academic Support Centers

served almost 3700 students for a total of 81678 hours. Students really value the services we provide in the Academic Support Centers, so it is critical that we continue to meet their needs even as we expand. Having money to pay for more textbooks ensures that students can continue to receive the quality tutoring they have come to expect at Valley. Research indicates that 66% of students do not purchase textbooks for their courses due to the financial burden.

4. Indicate any related costs (including any ongoing maintenance or updates) and department/program plans to support those costs.

The textbooks we are requesting for both centers will cost $20,000. There is no ongoing maintenance or other cost associated with this equipment, but we will need to update the editions we buy as new ones become available.

5. What are the consequences of not funding this budget request?

Students will not have access to the materials they need in order to be successful in their courses.