



## New Classified Staff and Administrator Request Justification

### Complete One Per Program/Area

**Date:** April 30, 2024

**Division:** Student Development and EOPS/CARE

**Program/Area:** Health Services

**Number of Positions Requiring New Funding (does not apply to refilling existing positions):** 1

Requested Position	Classified or Administrative Position	Salary Schedule or Position Grade	Area Ranking*
Click or tap here to enter text.	Health Promotion Specialist	C1-59	1
Click or tap here to enter text.			
Click or tap here to enter text.			

\* if requesting more than one position within the same area, please provide the area’s priority ranking for each position to help inform RAPP of the priority preferences as determined by the area.

### Guiding Principles

De Anza College's [mission](#) and [Educational Master Plan](#) serve as guiding principles for programs to facilitate continuous development, implementation, assessment and evaluation of their program effectiveness as part of ongoing planning efforts.

De Anza identified the following areas within its educational master plan:

- *Outreach, Retention, Student-Centered Instruction and Services, Civic Capacity for Community and Social Change.*

Through its [Equity Plan Re-Imagined](#), it identified the following framework to work towards narrowing long-standing equity gaps:

- **Racial Equity:** Faculty members, classified professionals and administrators should: recognize the realities of race and ethnicity for students of color. Develop intersectional understanding of the ways in which institutional racism shapes educational access, opportunity and success for Black, Filipinx, Latinx, Native American, Pacific Islander and other disproportionately affected students.
- **Student Success Factors:** The College should ensure students: Feel connected to the college; Have a goal and know what to do to achieve it; Actively participate in class and extracurricular activities; Stay on track – keeping their eyes on the prize; Feel somebody

wants them to succeed and helps them succeed; Have opportunities to contribute on campus and feel their contributions are appreciated.

**Based upon these guiding principles, please provide information for each of the following areas:**

### **A. Program Information**

1. Provide a brief job description of the position in 3-4 sentences so the committee can better understand the scope and duties of the position.

*This health promotion position will provide health information to students, faculty and staff through written information, class presentations, workshops, awareness campaigns and individual health referrals; maintain current resource files on various health topics. The incumbent will assure compliance with laws, codes and regulations related to health education and wellness services including substance abuse and sexual violence education and prevention. Specifically, FHDA Administrative Procedure 5090 (Health Services), California Education Code section 67384 and state and federal Title IX regulations.*

2. Provide a brief overview of the services the program provides and how they align with the mission of the college. How does the program facilitate continuous development, implementation, assessment, and evaluation of program effectiveness and goal attainment congruent with institutional [mission](#), the [Educational Master Plan](#), and the [Equity Plan ReImagined](#)?

*In alignment with the college mission, this position will provide health promotion and prevention programs that dovetail with the Information Literacy and Physical/mental wellness and personal responsibility Institutional Core competencies (ICCs). Helping the students know where to seek help and resources for addressing their needs in relation to the trauma of sexual assault or substance abuse will support retention efforts. In addition, the sexual assault prevention activities will also support a culture of equity by ensuring that students will not be subjected to sexual harassment or assault while pursuing their studies.*

3. What are the historical staffing patterns within the program over the last few years?

*The health services department has been severely understaffed over the last several years. The current staffing is not adequate to comply with recently implemented state regulations. Specifically, AB-461 (Student safety: fentanyl test strips) and AB-2683 (Sexual Violence and Harassment).*

4. What types of disaggregated data are used to address the program's goals and objectives?

*Health Services collects data biennially from the Healthy Minds Survey and the*

*National College Health Association/American College Health Association (NCHA/ACHA) Student Survey. These surveys assess mental health, physical health, substance use/abuse and several other aspects of student health.*

5. What evidence does the program use to create strategies for improving student learning, development and success?

*The program surveys students pre and post appointment and events using questionnaires to gather information about student development learning and areas of program improvement.*

6. What assessment plans and processes does the program use to document progress toward achievement of its mission, goals, outcomes and objectives?

*Health Services uses CAS comprehensive Assessment every 4 years and annual program review updates to assess program effectiveness, challenges, and needs. In addition, Health Services has developed an Objectives and Key Results (OKRs) document, which outlines the goals/objectives developed from the assessment and the steps towards their completion to ensure the fulfillment of the program mission and goals.*

7. How does the program respond to the needs of individuals, constituents, and populations with distinct needs to ensure equitable access for all students?

*Health Services is committed to delivering care in an appropriate cultural context without bias regarding race, ethnicity, nationality, sexual orientation, age, religion, or gender. To these aims, the program uses an evidence-based approach and survey data to identify specific health trends and concerns for various populations (i.e. International Students, LGBTQ+, African American and Latinx populations). This information is then utilized to determine interventions (in the clinic), services, and health promotion activities/campaigns focused on specific, disproportionately impacted populations.*

8. How does the program develop, adapt and improve programs and services in response to the needs of changing environments, populations served and evolving institutional priorities?

*Health Services uses data gathered on a continual basis to assess the health/wellness promotion, mental health, substance abuse and sexual assault landscape. In addition, the Health Services staff has access to training to learn more about changes and updates in the health promotion field (i.e. Santa Clara County has numerous free resources and provides access to these types of training). Moreover, the Council for Advancement of Standards (CAS) program review process provides comprehensive criteria for assessing the program from a variety of aspects (student learning &*

*development, human resources, facilities, Etc.). Finally the Health Services Clinic Director remains current on any state and federal policies that impact the department,*

**B. Justification for EACH requested position, please respond in 300 words or less.**

1. Why is the position needed and how would the position contribute to the health, growth, or vitality of the program?

The position is needed to comply with state laws that mandate (without additional funding) expansive health promotion and prevention efforts to meet the health promotion needs of a college-age population. Because college has traditionally been an important life transition period from teen years to young adulthood, it is imperative that students receive accurate, timely wellness information based on current research and best practices. Having a designated person in this role will certainly contribute to the health, growth, and vitality of the program.

2. How does the position support on-going college operations and/or student success?

This position supports student success because it promotes the health and well-being of students, particularly students with mental health and substance use disorders. Having a designated staff person in this role will enhance the Student Health Services Clinic and the Mental Health and Wellness Center services by complimenting current program offerings, while meeting state and federal regulations. This position will also support our campuswide efforts to curb/prevent sexual assault and sexual harassment cases that have increased quite significantly post-pandemic. This will support student success and retention.

3. How does this request align with the program's needs as detailed in the program review or CAS form?

*This position was noted as a program need under the CAS program review for Health Services and a goal of filling this position in the previous academic year was established. Unfortunately, the funding is not available within the program and these additional, more rigorous mandates and requirements were put in place by the state legislature and federal government without additional funding.*

4. Explain how the work will be accomplished if the position is not filled.

The work will only be done in an ad hoc and very limited basis that will not fully meet the requirements of AB-461 (*Student safety: fentanyl test strips*), California Education Code 67384 and AB 2683 (*Sexual Violence and Harassment*). Both of these new laws will require students to be educated on opioid abuse and sexual assault and harassment prevention. Without a designated staff member and a very short staffed health services department, these regulations cannot be met.

5. Other information, if any.

The section below will provide some additional information regarding the legislation that was enacted that requires these sexual assault and drug abuse prevention activities:

**AB-2683(d)(1) requires:**

*Beginning on September 1, 2024, and each year thereafter, the California Community Colleges, the California State University, independent institutions of higher education that receive state financial assistance, and private postsecondary educational institutions that receive state financial assistance shall, and the University of California is requested to, annually train its students on sexual violence and sexual harassment. (Please see attached Legislation)*

**AB-461/California Ed. Code, Section 67384 requires:**

*(a) The governing board of each community college district and the Trustees of the California State University shall, and the Regents of the University of California are requested to, do both of the following:*

*(1) In collaboration with campus-based and community-based recovery advocacy organizations, provide, as part of established campus orientations, educational and preventive information provided by the State Department of Public Health about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses of their respective segments(see attached legislation).*