2021-2022 SRJC Faculty Staffing Process
Data Form
DUE WITH NARRATIVE FORM & CLUSTER RANKING – OCTOBER 15, 2021 by 5 PM
Email all documents to Victor Tam (vtam@santarosa.edu) and
Megan Lowry Reed (mlowryreed@santarosa.edu)

Submitter Information

Name of Cluster Dean: Kerry Loewen
Name of Department Chair: Donald Laird
Name of Program Coordinator (if different):
Cluster: Arts & Humanities

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS
Department: Computer Studies
Discipline: Programming
Instructional type (Check all that apply): ☒ Credit   ☐ Non-Credit   ☐ Allied   ☐ CE
Site(s) of requested position: ☒ SR   ☒ PET   ☐ PSTC   ☒ SWC   ☐ Shone
Is this request included in PRPP? ☒ Yes   ☐ No • If no, please provide an explanation:
Is this a growth position (increase in current FT FTE)? ☒ Yes   ☐ No
Does target program currently have contract faculty? ☒ Yes   ☐ No
Has the department identified external budgetary resources (grants, categorical state funding, etc.) to fund or partially fund this position? ☐ Yes   ☒ No • If yes, please explain.
The new faculty position would teach courses in the following (check all that apply): • ☒ in department's degree program • ☐ in department's certificate program • ☐ GE program • ☐ in prerequisites for core courses in programs in or outside of discipline   ○ Identify:
Would this position provide expertise that current discipline faculty do not possess? ☐ Yes   ☒ No • If yes, identify expertise and service or course need:

CE Position Requests Only
Current labor market demand in Sonoma County (or larger regional area, if appropriate). 19,857 Please cite source of data and include link. Bay Area: http://www.coeccc.net/Search.aspx#idDetailPanel search for Digital Media
Projected labor market demand in Sonoma County (or larger regional area, if appropriate) over the next 3-5 years. 20,744 Please cite source of data and include link. Bay Area: http://www.coeccc.net/Search.aspx#idDetailPanel search for Digital Media "Based on the data included in this report, there is a labor market gap in the Bay region with 2,015 annual openings for the Digital Media Arts occupational cluster and 81 annual (3-year average) awards for an annual undersupply of 1,934 students. In the East Bay Sub-Region, there is also a gap with 477 annual openings and 7 annual (3-year average) awards for an annual undersupply of 470 students."

CRITERION #2: STUDENT & STAFFING NEEDS

NOTE: Please use site specific data, where appropriate.

CONTRACT FACULTY (current data; Fall 2021)
Number of contract faculty members in department: 8
Number of contract faculty in discipline: 2
Total FTE of contract faculty (data provided): 7.09
Total FTE of reassign time for contract faculty: .6
Total FTE of overload assignments (data provided): 1.42
Net loss/gain in number of discipline contract faculty from F18 to F21 (data provided): 0
Net loss/gain in number of discipline contract faculty at target site from F18 to F21 (if different from department; data provided):

ADJUNCT FACULTY (current data; Fall 2021)

Number of adjunct faculty members in department: 23

Number of adjunct faculty members in discipline: 3

Total FTE of adjunct faculty members (data provided): 6.19

RATIOS (historic data provided)
% of adjunct FTE in department: • Spring 2021: 46   • Fall 2020: 52   • Spring 2020: 50   • Fall 2019: 39   • Spring 2019: 40   • Fall 2018: 42
% of adjunct FTE in discipline, if different: • Spring 2021:   • Fall 2020:   • Spring 2020:   • Fall 2019:   • Spring 2019:   • Fall 2018:

ALLIED ASSIGNMENTS (Counseling, DRD, Athletics, Library, etc.)
FTES/FTEF recommendations from national or state groups/associations:N/A
Cite source for and provide link to above data:

STUDENT DEMAND (historic data provided)
Productivity (FTES/FTEF) over the past 3 years: • Spring 2021: 14.97   • Fall 2020: 15.22   • Spring 2020: 15.38   • Fall 2019: 15.49   • Spring 2019: 15.28   • Fall 2018: 15.33
Enrollment efficiency (fill rate) over the past 3 years (data provided):   • Spring 2021: 84   • Fall 2020: 91

- Spring 2020: 88
- Fall 2019: 92
- Spring 2019: 86
- Fall 2018: 88

Is the department/discipline able to meet staffing demands with current adjuncts? ☐ YES ☒ NO • If no, when was the last adjunct hiring process and how many were hired? S 2020 - one new hire
If this position is not approved, will core classes be cancelled? ☐ Yes ☒ No • If yes, please explain: Possible - at extreme maximum of available faculty, only with frequent hiring - retaining adjunct faculty is a huge problem

CRITERION #3: STUDENT EQUITY NEEDS

- **Data will be provided by OIR on October 15 to FSC and Clusters.**
- **The data provided will include the following:**
    - **Successful course completion rate at the discipline level compared to the District average**
    - **Demographic data of successful completers**
    - **Demographic data of non-successful completers**
    - **Demographic data is planned to include ethnicity data, financial aid status, and first-generation status.**
- **Although Clusters will not have this information for the narrative and data forms, it will be available in time for Cluster presentations.**

CRITERION #4: DISTRICT, STATE, AND SOCIETAL PRIORITIES

Degrees and Certificate Data (historic data provided)
Number of local AA/AS degrees awarded in discipline for each of the last 3 years (if applicable): • 2018-2019: N/A • 2019-2020: N/A • 2020-2021: N/A
Number of ADT degrees awarded for each of the last 3 years (if applicable): • 2018-2019: N/A • 2019-2020: N/A • 2020-2021: N/A

Number of certificates awarded in discipline for each of the last 3 years (if applicable):
- 2018-2019: 56
- 2019-2020: 100
- 2020-2021: 108

Program Review
When last was the program reviewed under Policy 3.6?

What was the Policy 3.6 determination?

☒ Vital   ☐ Further Information Require   ☐ Discontinue
☐ Voluntary Discontinuance   ☐ Revitalize   ☐ Evaluation Report Req
☐ Other

% of SLOs assessed in discipline (data provided): 35.59

CRITERION #5: MANDATES

This position request is required to fulfill a licensing and/or accreditation mandate?
☐ YES   ☒ NO
- If yes:
  - Identify agency:
  - Provide language of requirement:
  - Provide link to relevant language:

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Please use this section of the request process to provide additional information that the Data Form did not ask for, nuance, or explanations of responses on the Data Form that you believe should inform the Committee's consideration of your data.

In scoring each criterion, the Faculty Staffing Committee will consider the data that you provide for that section and the information that you provide in the text boxes below (250-word limit for each). Effective responses will be specific and, where information on the form does not already provide evidence for claims, will provide evidence.

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS (0 – 10) points
Please address the overall well-being of the Department's programs, the existing faculty's disciplinary expertise in relation to program needs (services, courses), and any plans for strategic growth.

We currently teach many courses in the digital media area, including several different Adobe applications, including Photoshop, Illustrator, Premiere, and InDesign. We also offer an Introduction to Digital Media course, as well as two drone courses, all under the digital media umbrella. These all lead to multiple certificates. The enrollment in these courses is healthy. Adobe has released many new cutting-edge applications over the last several years, but we have not been able to create new courses to teach them, as we have not had a contract faculty member to act as lead faculty. We formerly had contract faculty in the role of Adobe lead, but over the last 10 years had three of them retire without replacement. This has had a detrimental effect on the programs, as there is no one to provide leadership, develop curriculum, or conduct outreach, given that the vast majority of the courses are currently taught by adjunct faculty.

CRITERION #2: STUDENT & STAFFING NEEDS (0 - 10 points)
Please describe how this position will provide necessary FTEF and contract faculty positions to meet the program's FTES demand and contribute to the work of the department.

With the leadership and advocacy of a contract Adobe lead, we will be able to both create new courses for and guide students into the program. There is ample growth opportunity within the digital media realm, if we have the faculty resources to make it happen.

CRITERION #3: STUDENT EQUITY NEEDS (0 – 10 points)

Please describe how this position will allow the Department or Program to effectively serve disproportionately impacted populations, help students to overcome barriers, and close equity gaps.

Our existing digital media offerings lead to a number of certificates poisitioned to give students the skills they need to enter the workforce. We offer short skills certificates which prepare students for entry-level positions, as well as longer cerfiticates which demonstrate a mastery of multiple applications and media types. These provide opportunities for students from all levels to obtain meaningful employment. Due to the ubiquitous nature of digital media, this opens the door to career-path jobs for all. Our programs include courses which are able to introduce complete beginners to the different facets of digital media and help them buid these skills into marketable portfolios.

CRITERION #4: DISTRICT, STATE, & SOCIETAL PRIORITIES (0 - 10 points)

Please address how this position will support District priorities, statewide initiatives, and societal well-being.

Digital media technology is a huge part of our daily interactions with society, both locally and globally. Whether as a consumer of media, ranging from photography to videos to mobile applications, or as a content producer for self-comsumption, family or friends, or to a potential worldwide audience, knowledge and skills learned in these programs have become essential life skills. Nearly every profession interacts with digital media regularly. As part of preparing a modern workforce, keeping up with the latest technology, appications, and techniques is vital. In order to do this, we need to be able to keep our programs current and fluid to keep up with the rapid changes.