

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: Catherine Prince
Name of Department Chair: Salvador Diaz
Name of Program Coordinator (if different):
Cluster: Social and Behavioral Sciences

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS
Department: Social Sciences
Discipline: Political Science
Instructional type (Check all that apply): <input checked="" type="checkbox"/> Credit <input type="checkbox"/> Non-Credit <input type="checkbox"/> Allied <input type="checkbox"/> CE
Site(s) of requested position: <input checked="" type="checkbox"/> SR <input type="checkbox"/> PET <input type="checkbox"/> PSTC <input type="checkbox"/> SWC <input type="checkbox"/> Shone
Is this request included in PRPP? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No • If no, please provide an explanation:
Is this a growth position (increase in current FT FTE)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does target program currently have contract faculty? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has the department identified external budgetary resources (grants, categorical state funding, etc.) to fund or partially fund this position? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No • If yes, please explain.
The new faculty position would teach courses in the following (check all that apply): <ul style="list-style-type: none"><input checked="" type="checkbox"/> in department's degree program<input type="checkbox"/> in department's certificate program<input checked="" type="checkbox"/> GE program<input type="checkbox"/> in prerequisites for core courses in programs in or outside of discipline<ul style="list-style-type: none">○ Identify:
Would this position provide expertise that current discipline faculty do not possess? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

- If yes, identify expertise and service or course need: The discipline requires faculty that can teach and develop Political Science courses centered on BIPOC responsive themes.

CE Position Requests Only

Current labor market demand in Sonoma County (or larger regional area, if appropriate).

Please cite source of data and include link.

Projected labor market demand in Sonoma County (or larger regional area, if appropriate) over the next 3-5 years.

Please cite source of data and include link.

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: 12

Number of contract faculty in discipline: 3.5

Total FTE of contract faculty (data provided): 3.39

Total FTE of reassign time for contract faculty: 0

Total FTE of overload assignments (data provided): 0

Net loss/gain in number of discipline contract faculty from F18 to F21 (data provided): .5

Net loss/gain in number of discipline contract faculty at target site from F18 to F21 (if different from department; data provided): 0

ADJUNCT FACULTY (current data; Fall 2021)

Number of adjunct faculty members in department: 27

Number of adjunct faculty members in discipline: 8

Total FTE of adjunct faculty members (data provided): 1.21
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RATIOS (historic data provided)
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% of adjunct FTE in department:

- | |
|---|
| <ul style="list-style-type: none">• Spring 2021: 43• Fall 2020: 53• Spring 2020: 69• Fall 2019: 73• Spring 2019: 58• Fall 2018: 60 |
|---|

% of adjunct FTE in discipline, if different:

- | |
|---|
| <ul style="list-style-type: none">• Spring 2021: 42• Fall 2020: 52• Spring 2020: 83• Fall 2019: 68• Spring 2019: 63• Fall 2018: 61 |
|---|

ALLIED ASSIGNMENTS (Counseling, DRD, Athletics, Library, etc.)

FTES/FTEF recommendations from national or state groups/associations:

Cite source for and provide link to above data:

STUDENT DEMAND (historic data provided)
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Productivity (FTES/FTEF) over the past 3 years:

- | |
|--|
| <ul style="list-style-type: none">• Spring 2021: 16.57/20.5 (Socsc 12)• Fall 2020: 17.54• Spring 2020: 17.21/19.50 (Socsc 12)• Fall 2019: 18.8• Spring 2019: 16.79/21.35 (Socsc 12)• Fall 2018: 15.88 |
|--|

Enrollment efficiency (fill rate) over the past 3 years (data provided):
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- | |
|---|
| <ul style="list-style-type: none">• Spring 2021: 81• Fall 2020: 85• Spring 2020: 82• Fall 2019: 91• Spring 2019: 86• Fall 2018: 79 |
|---|

<p>Is the department/discipline able to meet staffing demands with current adjuncts?</p> <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <ul style="list-style-type: none"> If no, when was the last adjunct hiring process and how many were hired?
<p>If this position is not approved, will core classes be cancelled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <ul style="list-style-type: none"> If yes, please explain:

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: 0
- 2019-2020: 0
- 2020-2021: 0

Number of ADT degrees awarded for each of the last 3 years (if applicable):

- 2018-2019: 26
- 2019-2020: 26
- 2020-2021: 26

Number of certificates awarded in discipline for each of the last 3 years (if applicable):

- 2018-2019: 0
- 2019-2020: 0
- 2020-2021: 0

Program Review

When last was the program reviewed under Policy 3.6? June 21, 2020

What was the Policy 3.6 determination?

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Vital | <input type="checkbox"/> Further Information Require | <input type="checkbox"/> Discontinue |
| <input type="checkbox"/> Voluntary Discontinuance | <input type="checkbox"/> Revitalize | <input type="checkbox"/> Evaluation Report Req |
| <input type="checkbox"/> Other | | |

% of SLOs assessed in discipline (data provided): 84.62

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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Narrative Form

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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.

The Social Sciences Department is requesting one Political Science instructor for the Santa Rosa campus. This position is ranked # 1 in our department PRPP and is a replacement for retiring faculty and fills a need for subject matter expertise. Currently, our department is facing upcoming retirements within the next 3 years in all three disciplines, History, Economics, and Political Science, and will need to hire full-time faculty for both replacement and growth. Political Science has a solid foundation composed 3.5 FT Political Science positions, three in the Santa Rosa campus and a half full-time faculty on the Petaluma campus (hybrid History/Pol Sci position) which allows for only 17 of our 27 Political Science sections to be taught by full-time faculty. This position would allow our department to maintain our current standards and to continue providing our students with excellent courses taught by highly qualified faculty who are experts in their field. The faculty who fills this position would only be teaching for credit, degree, and transferable courses. This new addition to our department will also be integral in the development of appropriate new courses to serve the needs of our diverse student body. In the past three years, Political Science has awarded 78 degrees, (Political Science ADT), an average of 26 degrees a year. Political Science courses are also components of the Social and Behavioral Sciences Major, which consistently is the largest AA degree awarded by SRJC with a three-year average of 445 degrees awarded. In addition, courses in this discipline are a requirement for CSU/UC and most local majors. All of our Political Science courses are UC/CSU transferable; they fulfill Area D, E, and G for the College's GE requirements. Along with History, only Political Science courses fulfill Area

F, the American Institutions Requirement. Similarly for CSU, our Political Science courses fulfill both Area C2 and Area D for their General Education Breadth Requirements. Again, along with History, only Political Science courses fulfill CSU's Graduation Requirement in US History, Constitution, and American Ideals. Political Science courses also fulfill IGETC Area 4 requirements.

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.

The full-time Political Science instructor is necessary to meet the FTES demand and share the load of courses offered to our students. Of the full-time Political Science instructors, one has confirmed their intent to retire in May of 2022, while another will probably be retiring within the next 3 years. Political Science instructors regularly teach large-sized classes of at least 45 students each, and with a FT/PT ratio of 39/61 % nowhere near the ideal 75/25 %, the department requires three full-time Political Science instructors in Santa Rosa and one in Petaluma to meet the needs of our students. The department currently has 8 adjuncts in the pool with assignment rights. All but one is assigned to Santa Rosa but all teach on both campuses. Currently 5 of the adjunct faculty are within retirement age and are reducing their load and cutting back. The majority of our Adjuncts have a 60% established load and carry a 40% load every semester and some are now dropping below that. The department has added to the pool annually for the last three years and will add again this semester. While there is not a shortage of adjunct applicants, our most recent full-time hire came from our adjunct pool. The vast majority of Political Science classes, both online and face-to-face, fill before open enrollment ends with key classes closing before open enrollment begins. We regularly teach 1,200+ students in 27-30 Political Science sections every semester.

The ADT for Political Science has a good degree completion rate, average of 26 per year. Completion rates will be impacted with the retirement of a full-time faculty member who teaches International Relations and Political Theory, with the hire of a full-time replacement, these classes can remain on the rotation allowing for degree completion in a timely fashion. Enrollment in the discipline has remained stable with decline in enrollment in line with schedule reductions. This major meets the standards for vitality and should continue to be relevant and grow.

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 Social Sciences Department needs to expand the ability to offer courses that resonate with our BIPOC students to help meet current demand. Student demand for diverse and knowledgeable faculty is steady and growing for all Political Science courses since more and more high school students are taking classes at our college to fulfill their graduation requirements. With the addition of a full-time Political Science instructor the department will round out the faculty and establish a more robust DEIA foundation, taking an important step towards building a healthier and more inclusive community.

The department currently has three and a half full-time Political Science instructors and maintaining this number will allow SRJC to continue to foster our diverse community of students and promote informed participation in our local, state, and national politics. Our Political Science instructors teach vital courses in political theory, international relations, and environmental policy and are working to develop and revitalize courses that focus on the political status of historically underrepresented communities. Filling this position would enhance our department's ability to offer additional culturally responsive courses in Political Science.

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

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

Resources exist in the department to support a replacement for a retiring faculty member and in the district for online curriculum development. With the growing diversity of our community and campus, Political Science faculty are needed to teach and develop new courses that resonate with their cultural experiences. Similarly, our courses are part of the Umoja, Lanzamiento, and other learning communities. Courses offered daily from 7:30 am to 10:00 pm and on Fridays and Saturdays as well as a robust online program. Our courses support the College's goals about student success, academic excellence, serving diverse communities, and promoting civic engagement.

Understanding how our government was built by the creators of our Constitution, will help our students better understand the current political climate and divisions in our state and our country. A strong foundation in Political Science will provide our students with the necessary tools to make informed decisions at the ballot box and in the community. The critical thinking skills they acquire in our Poli Sci courses, will prepare them to be active and involved members of the community.