

**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](mailto:vtam@santarosa.edu)) and

Megan Lowry Reed ([mlowryreed@santarosa.edu](mailto:mlowryreed@santarosa.edu))

**Submitter Information**

Name of Cluster Dean: Josh Adams
Name of Department Chair: Art Hsieh
Name of Program Coordinator (if different):
Cluster: Public Safety

**CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS**

Department: Public Safety - Emergency Medical Care
Discipline: Emergency Medical Care
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 type="checkbox"/> SR <input type="checkbox"/> PET <input checked="" 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"><li><input checked="" type="checkbox"/> in department's degree program</li><li><input checked="" type="checkbox"/> in department's certificate program</li><li><input type="checkbox"/> GE program</li><li><input checked="" type="checkbox"/> in prerequisites for core courses in programs in or outside of discipline<ul style="list-style-type: none"><li>Identify: EMC100, EMC109, and EMC103</li></ul></li></ul>
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 paramedic program no longer has enough FTEF to run with Jeff's retirement.

#### **CE Position Requests Only**

Current labor market demand in Sonoma County (or larger regional area, if appropriate). 129 openings a year

Please cite source of data and include link. Centers of Excellence Supply and demand data.  
<http://www.coeccc.net/Supply-and-Demand.aspx>

Projected labor market demand in Sonoma County (or larger regional area, if appropriate) over the next 3-5 years. 48%

Please cite source of data and include link. Centers of Excellence Supply and demand data.  
<http://www.coeccc.net/Supply-and-Demand.aspx>

#### **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: 2

Number of contract faculty in discipline: 2

Total FTE of contract faculty (data provided): .89

Total FTE of reassign time for contract faculty: .5 plus a one-time .65 for fall 21

Total FTE of overload assignments (data provided): 0

Net loss/gain in number of discipline contract faculty from F18 to F21 (data provided): -1

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: 23

Total FTE of adjunct faculty members (data provided): 4.43
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<b>RATIOS (historic data provided)</b>
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% of adjunct FTE in department:
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Spring 2021: 70%</li><li>• Fall 2020: 56%</li><li>• Spring 2020: 64%</li><li>• Fall 2019: 55%</li><li>• Spring 2019: 76%</li><li>• Fall 2018: 59%</li></ul> |
|---|

% of adjunct FTE in discipline, if different:
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Spring 2021:</li><li>• Fall 2020:</li><li>• Spring 2020:</li><li>• Fall 2019:</li><li>• Spring 2019:</li><li>• Fall 2018:</li></ul> |
|---|

<b>ALLIED ASSIGNMENTS (Counseling, DRD, Athletics, Library, etc.)</b>
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FTES/FTEF recommendations from national or state groups/associations:
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Cite source for and provide link to above data:
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<b>STUDENT DEMAND (historic data provided)</b>
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Productivity (FTES/FTEF) over the past 3 years:
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Spring 2021: 14.38</li><li>• Fall 2020: 13.44</li><li>• Spring 2020: 13.03</li><li>• Fall 2019: 12.58</li><li>• Spring 2019: 14.37</li><li>• Fall 2018: 13.28</li></ul> |
|---|

Enrollment efficiency (fill rate) over the past 3 years (data provided):
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Spring 2021: 74% (FILL RATES AFFECTED BY CONTRACT ED AND IN-SERVICE COURSES)</li><li>• Fall 2020: 70% (CORE CLASSES for EMT are above 90%)</li><li>• Spring 2020: 73%</li><li>• Fall 2019: 70%</li><li>• Spring 2019: 73%</li></ul> |
|---|

<ul style="list-style-type: none"> <li>Fall 2018: 71%</li> </ul>
<p>Is the department/discipline able to meet staffing demands with current adjuncts?</p> <p><input type="checkbox"/> YES    <input checked="" type="checkbox"/> NO</p> <ul style="list-style-type: none"> <li>If no, when was the last adjunct hiring process and how many were hired? Not with Jeff's departure. Last hiring was April 2021</li> </ul>
<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"> <li>If yes, please explain: We will have to cancel other classes, but not core classes.</li> </ul>

### 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: 5
- 2019-2020: 6
- 2020-2021: 2

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

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

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

- 2018-2019: 655
- 2019-2020: 457

- 2020-2021: 852

### Program Review

When last was the program reviewed under Policy 3.6? 2021

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): 75%

### 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.

This request replaces the contract faculty position that was vacated abruptly through retirement. This position was responsible for faculty coordination for the discipline, was the American Heart Association Training Center Coordinator, the Program Director for the EMT program, and the main contact person for all external communications with students, stakeholders, advisory board members, regulatory agencies and the general public. Currently all responsibilities are consolidated with another contract faculty, who is already responsible for paramedic program accreditation and state requirements.

There are two remaining contract faculty within the discipline. Both are licensed paramedics who are able to teach in all of the subdisciplines. The third contract position was the discipline's faculty coordinator. The loss of the third contract faculty has resulted in the doubling of administrative duties with one of the remaining faculty members (faculty coordinator on top of paramedic program director), and additional duties by the remaining contract faculty (EMT program direction).

While this has been sufficient this fall semester, as the paramedic program start date was pushed back to a January start, this will be untenable when the paramedic program begins in January.

This is happening at a critical time where the program is unable to keep up with the historic demands of the workforce. We will be unable to maintain the

level of engagement of students if we are not able to adequately staff the paramedic academy.

**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 department has multiple state regulations and national accreditation requirements to maintain compliance. EMT Program Director (CA), Paramedic Program Director (CA and CAAHEP), AHA Training Center Coordinator are examples. This is in addition to faculty coordinator responsibilities of the institution, which is operating as a de facto Department Chair. Not coincidentally, EMC has only a 0.65 administrative assistant position. The requested position is needed to fulfill these mandates.

The demand for these classes are very high due to the historic demand for graduates. Nearly 95% of our paramedic graduates are hired into premium jobs right out of college. EMTs in the public safety track are finding jobs on ambulances, fire departments and health care facilities in large numbers. Most EMR and EMT class sections are full with closed wait lists each semester.

**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.

EMC is acutely aware of the DEI disparities within the industry and public safety as a goal, and with nearly all faculty being white males, it is imperative to attract candidates with divergent backgrounds to the discipline. The changing student demographics as seen in the latest National Census Sonoma County figures bolter the need for a more reflective faculty. In addition, the need for certified EMTs and licensed paramedics is extreme. The estimated need for paramedics in the state is several thousand annually, with fewer than a thousand graduates being produced.

Having the opportunity to hire a faculty member with diversity in background will provide a role model for future EMS providers. It will also increase the diversity of viewpoints related to student learning outcomes, curricula and evaluation.

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

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

Current labor market demands are at historic highs. Projected growth is 5-7% over the near future. Given the current scarcity of graduates, there is a strong probability of even greater demand than what is published. All CCC paramedic programs are experiencing similar challenges in graduating enough paramedics to fulfill marketplace needs.

Over the past three years, demand for licensed paramedics is at an historic high, and many new graduates are being hired to premium positions in operational agencies at premium pay. There are few adjunct faculty applicants in the hiring pool despite intense networking among local stakeholders.

Fully half of this institution's mission is to prepare today's students into tomorrow's workforce. The EMC discipline has been very successful in this mission, graduating numerous students into waiting jobs - and being successful in them. EMS is an essential public safety service, providing emergency care to the citizens of Sonoma County and beyond. Having been without the original four contract faculty for many years, and without a full time administrative assistant, the discipline has been able to award 765 EMR certificates, 721 EMT-related certificates, and 41 paramedic certificates in the past three years. Given the background of scarce paramedic resources, EMC is now at risk of reducing its output without this requested position.