

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: Dr. Victor Tam
Name of Department Chair: Mas limura
Name of Program Coordinator (if different):
Cluster: STEM

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

Department: Chemistry & Physics
Discipline: Chemistry
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 checked="" 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 checked="" type="checkbox"/> Yes <input 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 type="checkbox"/> in department's certificate program</li><li><input type="checkbox"/> GE program</li><li><input type="checkbox"/> in prerequisites for core courses in programs in or outside of discipline<ul style="list-style-type: none"><li>o Identify:</li></ul></li></ul>
Would this position provide expertise that current discipline faculty do not possess? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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).

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: 8

Total FTE of contract faculty (data provided): 7.54 \*\*

Total FTE of reassign time for contract faculty: 1.7 \*\* (dept chair reassigned time = 40.3306%, AFA chief negotiator = 80%, Early retirement reduced load = 50%)

Total FTE of overload assignments (data provided): 0

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

Net loss/gain in number of discipline contract faculty at target site from F18 to F21 (if different from department; data provided): gain of 1

**ADJUNCT FACULTY (current data; Fall 2021)**

Number of adjunct faculty members in department: 13

Number of adjunct faculty members in discipline: 11

Total FTE of adjunct faculty members (data provided): 6.15

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<b>RATIOS (historic data provided)</b>
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% of adjunct FTE in department: <ul style="list-style-type: none"><li>• Spring 2021: 37</li><li>• Fall 2020: 35</li><li>• Spring 2020: 42</li><li>• Fall 2019: 45</li><li>• Spring 2019: 45</li><li>• Fall 2018: 42</li></ul>
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% of adjunct FTE in discipline, if different: <ul style="list-style-type: none"><li>• Spring 2021: 46</li><li>• Fall 2020: 46</li><li>• Spring 2020: 50</li><li>• Fall 2019: 58</li><li>• Spring 2019: 57</li><li>• Fall 2018: 51</li></ul>
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<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: <ul style="list-style-type: none"><li>• Spring 2021: *7.62 (*reduced class-size due to COVID)</li><li>• Fall 2020: *4.51</li><li>• Spring 2020: 16.18</li><li>• Fall 2019: 17.41</li><li>• Spring 2019: 16.68</li><li>• Fall 2018: 16.80</li></ul>
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Enrollment efficiency (fill rate) over the past 3 years (data provided): <ul style="list-style-type: none"><li>• Spring 2021: *100%</li><li>• Fall 2020: *92%</li><li>• Spring 2020: 102%</li><li>• Fall 2019: 109%</li><li>• Spring 2019: 103%</li><li>• Fall 2018: 103%</li></ul>
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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? Spring 2020; one was hired

If this position is not approved, will core classes be cancelled?  Yes  No

- If yes, please explain: we would not be able to offer as many sections of some core feeder courses.

### 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: 10
- 2019-2020: 6
- 2020-2021: 4

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:
- 2019-2020:
- 2020-2021:

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<b>Program Review</b>
When last was the program reviewed under Policy 3.6? 2017
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): 12.50%

<b>CRITERION #5: MANDATES</b>
This position request is required to fulfill a licensing and/or accreditation mandate? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO ▪ If yes: ○ Identify agency: ○ Provide language of requirement: ○ Provide link to relevant language:

## 2021-2022 SRJC Faculty Staffing Process

### Narrative Form

**DUE WITH DATA FORM & CLUSTER RANKING – OCTOBER 15, 2021 by 5 PM**

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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.

Chemistry is often referred to as the central science, and we offer core courses that are required for students majoring in nearly all other STEM disciplines and for students in allied-health pathways. For example, courses such as CHEM 42, 60, 3A, and 3AL are feeder classes not only for our major, but also for other majors such as Biological Sciences, Engineering, Physics, Environmental Sciences, and students in the allied-health discipline.

Currently, there are eight contract faculty members in our program. This number, however, is somewhat misleading. Our effective FT number is 6.6, as one member of our program is on Early Retirement Reduced Load (50%), another has significant release time for AFA duties (80%), and a third member has department chair release time (40.33%).

The addition of another FT position is necessary for us to operate under our maximum strength. In addition, the new FT hire will help alleviate the bottlenecks that have always existed (even pre-pandemic) by teaching critical courses such as CHEM 60, 3A, and 3AL.

#### **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.

We believe that maintaining an adequate number of full-time faculty is essential to the functioning of the Chemistry program and the success of all STEM majors. While there has been a slight decline in the FTES/FTEF ratio over the past few years, there continues to be high demand for many chemistry courses. The majority of the sections for CHEM 42, 60, and 3A/3AL close during priority enrollment, and student demand certainly warrants additional sections to be offered. Not offering enough sections of these courses will delay students from reaching their educational, potentially having catastrophic impacts.

We have been relying heavily on our part-time faculty members to offer as many sections as possible. Currently, there are eleven adjunct instructors, and the FT-to-PT ratio is at 55:45, which is far smaller than the recommended 75:25 FT:PT ratio for two-year colleges by the American Chemical Society. We will continue to depend on our fantastic adjunct faculty instructors as necessary. However, attracting high-quality part-time faculty like the ones we currently have has proven to be challenging due to a lack of industry in the area that employs chemists. In addition, the part-time faculty members are not required to perform college service, and we cannot expect them to contribute to the other aspects of running a successful Chemistry program. Also, some of our current PT instructors are approaching retirement; in fact, two of our PT members are considering retiring in the near future. Therefore, the additional FT faculty member is necessary to maintain continuity to fulfill our responsibilities and support our program's vision and goals. Without an additional FT faculty member, we may need to reduce the number of section offerings for courses such as CHEM 60, CHEM 42, and CHEM 3AL.

**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.

The SRJC Department of Chemistry and Physics appreciates and embraces the rewards of a diverse, inclusive, healthy learning and working atmosphere. We are proud of our deep commitment to excellence in education, and we are committed to providing a learning environment that is warm, safe, and collegial, where we all work together cooperatively and collaboratively. The department cares deeply about improving equity and inclusion in chemistry and physics classes, and it is always on our department meeting agenda. Some members of our program have included CURE (course-based undergraduate research experiences) components to our classes to expand research experiences to all undergraduate students to help with retention. We believe we are making some small but significant improvements in this area. For

example, there has been an increase in Latinx students in our Chemistry program. While this is encouraging, we know we could and need to do much better.

In the new FT position, we will look for the most qualified individual who shares our passion for teaching and providing equity in chemistry education. The new FT hire will be someone who will be a role model for underrepresented STEM students and work with current department members to improve equity and diversity in our program.

Also, if the position is approved, it will allow the Chemistry program to have another FT member rotating through Petaluma. Having the presence of another FT faculty member (a total of two) will be beneficial for the Petaluma program. More sections of the bottleneck courses, such as CHEM 60, can be offered, utilizing the two available chemistry lab spaces in Petaluma. Also, we will be able to provide more evening sections to accommodate working students. Additionally, having another FT person in Petaluma will allow us to offer more meaningful mentoring to students.

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

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

Science and technology have direct impacts on almost every aspect of our daily lives. According to the AAAS report titled "STEM and the American Workforce," mentions that STEM supports two-thirds of U.S. jobs, 69% of U.S. GDP and \$2.3 trillion in annual federal tax revenue. Also, according to the U.S. Bureau of Labor Statistics (BLS), occupations in the STEM field are expected to grow 8.0 percent by 2029, compared with 3.7 percent for all occupations. However, some believe that there might not be enough in the field to fill these jobs. One way to address this concern is to increase the number of STEM students. As mentioned in the previous sections, a new FT position will allow our program to offer more sections of the bottleneck courses, which will help improve the number of STEM students.

Also, to deal with issues and problems in this rapidly changing world, it is crucial for the members of the STEM field to represent the beautiful diversity of the society we live in. Innovations and problem-solving benefit from having a wide range of experiences and perspectives. The new FT hire will assist the program in making necessary changes to offer a more inclusive learning environment that would encourage and support all students who want to learn chemistry.