

## Full-Time Faculty Position Request Form 2015 - 2016

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This form is used by departments and programs to request new or unfilled faculty positions relying on Program Review and/or other justifications. Submit one form for each position requested. For multiple positions, indicate priority of request (e.g., Subject Position 1, Subject Position 2, etc.). Forms are due to Division Deans by September 11, 2015.

Position Requested:

Contact Person:

Discipline/Division:  Starting Term: Fall  Spring

This form requires the use of Enrollment Management Tool data, which can be found at the following link: <http://www.laspositacollege.edu/researchandplanning/FacultyPrioritization.php> (If you have any questions about the data, please contact Rajinder Samra 925-424-1027 or [rsamra@laspositacollege.edu](mailto:rsamra@laspositacollege.edu)) or your Dean. The data will be verified by the Dean. Do not attach data spreadsheets.

### CRITERIA

1. Number of Full-Time Faculty currently in Discipline:   
If requesting more than one position, add 1 to this number for each subsequent position requested.
2. Percentage of FTEF taught by full-time faculty as load for the past six semesters, and projected for one year assuming a successful hire. (If requesting more than one position, see Rajinder Samra to determine the projected numbers).

|           |             |           |             |           |             | <u>Projected</u> |             |
|-----------|-------------|-----------|-------------|-----------|-------------|------------------|-------------|
| Fall 2012 | Spring 2013 | Fall 2013 | Spring 2014 | Fall 2014 | Spring 2015 | Fall 2016        | Spring 2017 |
| 40        | 27.6        | 43.8      | 45.5        | 30.3      | 33.3        | 45.5             | 45.5        |

3. a. For Instructional Faculty: WSCH per FTEF for the past six semesters (use data from link above):

| Fall 2012 | Spring 2013 | Fall 2013 | Spring 2014 | Fall 2014 | Spring 2015 |
|-----------|-------------|-----------|-------------|-----------|-------------|
| 678.0     | 668.8       | 696.6     | 662.9       | 639.4     | 615.0       |

b. For non-instructional faculty (librarians and counselors): Student/Faculty ratio for the past six semesters, and projected for one year assuming a successful hire. Divide headcount by number of full-time faculty. For example: 8000 students divided by 3 full-time faculty. 1:2.666

(If requesting more than one position, see Rajinder Samra to determine the projected numbers).

|           |             |           |             |           |             | <u>Projected</u> |             |
|-----------|-------------|-----------|-------------|-----------|-------------|------------------|-------------|
| Fall 2012 | Spring 2013 | Fall 2013 | Spring 2014 | Fall 2014 | Spring 2015 | Fall 2016        | Spring 2017 |
|           |             |           |             |           |             |                  |             |

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4. Check if position is a: Replacement  or New

If replacement: What is the position code? (see Dean)

Name of the person being replaced:

Length of time position(s) unfilled:

5. Program Characteristics:

a. List the courses taught and/or work performed in the discipline.  
(Be brief and specific. Use your Program Review to complete this section.)

The History Program currently has 8 classes including 1 & 2 (Western Civilization to 1600 and Western Civilization since 1600); 7 & 8 (US History Through Reconstruction and US History Post Reconstruction); 14 (History and American Cultures in California); 25 (American Indian History); 28 (History of American West) and 32 LIS Women's History

b. Total number of primary sections as identified in data taught in the discipline in each of the last six semesters (use data from link above):

| Fall 2012                       | Spring 2013                     | Fall 2013                       | Spring 2014                     | Fall 2014                       | Spring 2015                     |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <input type="text" value="30"/> | <input type="text" value="29"/> | <input type="text" value="32"/> | <input type="text" value="35"/> | <input type="text" value="34"/> | <input type="text" value="37"/> |

c. Student enrollments in the classes taught or number of students served in each of the last six semesters (use data from link above):

| Fall 2012                        | Spring 2013                      | Fall 2013                        | Spring 2014                      | Fall 2014                        | Spring 2015                      |
|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| <input type="text" value="134"/> | <input type="text" value="127"/> | <input type="text" value="146"/> | <input type="text" value="143"/> | <input type="text" value="139"/> | <input type="text" value="133"/> |

d. List special characteristics of the discipline such as: (Be brief and specific. Use your Program Review to complete this section.)

- Mandated class size limits due to state, contract, and accreditation standards.
- Facilities
- Number of courses out of the total number of courses in the discipline that meet General Education Requirements
- Number of courses out of the total number of courses offered that are required as part of an AA/AS degree, certificate or transfer
- Discipline provides basic skills courses
- Discipline provides mandated and specialized services to students
- Other

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All History courses fulfill General Education Requirements. For example, History 7 & 8 meet the US Institutions Requirement. We also have courses like History 32 that fulfill the American Cultures requirement. In addition all of our courses can be used to complete the AA Transfer Degree in History.

6. Describe how courses and/or services in this discipline impact other disciplines and programs. (Be brief and specific. Use your Program Review to complete this section.)

The History courses are a crucial component to any Liberal Arts education and are required for transfer. Our courses are also required for Degrees in Philosophy and Humanities.

7. If this is the first full-time position in the discipline, discuss: (Be brief and specific. Use your Program Review to complete this section.)

- a. Justification for the position.
- b. Projected start-up costs for equipment, facilities, and support staff for the first three years.
- c. Projected enrollment growth for the next three years, starting with the first semester of the projected faculty hire.

Not applicable however the facilities, support staff and student demand are in place. We had three full time positions and are down to two. We need two full time positions, and that would bring our total to four full time positions. We currently have less full time faculty than several disciplines much smaller than History.

8. What are the impacts on students, the discipline and the college of NOT filling this faculty position? What are the programs/courses/services that have not been or cannot be offered due to the vacancy? (Be brief and specific. Use your Program Review to complete this section.)

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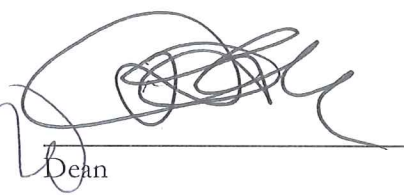
The History Program will continue to offer the same number of sections--staffed instead with part-time faculty. There may be a difference in the quality of instruction and a potential lack of availability of faculty to meet regularly with students. It is increasingly difficult for the Program to expand course offerings to meet demand and to develop desperately needed World History courses. We also are in need of more full time faculty who can teach distance education courses. It is difficult to cover staffing during sabbatical and workload banking leaves. Most importantly, more full time faculty are needed to complete the heavy and increasing administrative workload demanded of all college programs including SLOs, Program Reviews, scheduling, peer evaluations, and new adjunct hiring.


9. Any additional information that addresses justification of the position. If multiple positions are being requested, this is an opportunity to differentiate the justifications for additional positions.

Since this request is for a replacement position, we need a full time faculty member who can teach Distance Education courses and who can also teach American Indian History and History of the American West. We are always in need of qualified faculty who can teach our US History 7 and 8 courses, since we offer the majority of our sections in those two areas.

Signatures:

  
Requestor

  
Dean

  
Vice President