

Full-Time Faculty Position Request Form 2019 - 2020

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 15, 2018.

Position Requested:

Contact Person:

Discipline/Division: Starting Term: Fall Spring

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

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:

CRITERIA

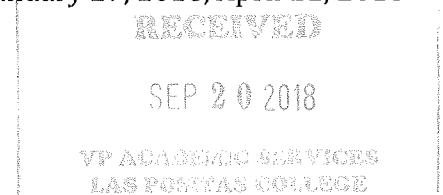
1. Number of Full-Time Faculty currently in Discipline:
 If requesting more than one position, add 1 to this number for each subsequent position requested.
2. Percentage of FTEF taught by full-time faculty as load for the past six semesters, and projected for one year assuming a successful hire. (Use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

						Projected	
Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2019	Spring 2020
<input type="text" value="55.5%"/>	<input type="text" value="49.4%"/>	<input type="text" value="53.3%"/>	<input type="text" value="47.6%"/>	<input type="text" value="49.5%"/>	<input type="text" value="49.5%"/>	<input type="text" value="54.2%"/>	<input type="text" value="54.2%"/>

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

Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018
<input type="text" value="423.3"/>	<input type="text" value="416.9"/>	<input type="text" value="435.6"/>	<input type="text" value="401.3"/>	<input type="text" value="403.6"/>	<input type="text" value="375.5"/>

Full-Time Faculty Request Form 2019-20: FHPC Revisions May 3, 2012, Sept. 18, 2012, April 30, 2013, December 4, 2015, March 21, 2018; Presented to Academic Senate-January 27, 2016, April 11, 2018



Full-Time Faculty Position Request Form 2019 - 2020

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. 1:2666

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

Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	<u>Projected</u>	Fall 2019	Spring 2020

4. 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 courses taught by this instructor include: CMST 1 (Public Speaking), CMST 2 (Oral Interpretation), CMST 3 (Group Communication), CMST 4 (Introduction to Communication), CMST 5 (Readers Theater), CMST10 (Interpersonal Communication), CMST 11 (Intercultural Communication), CMST 46 (Argumentation & Debate), CMST 48 (Forensics).

Aside from teaching these classes, other work expected/required to be performed by this position include weekend coaching and traveling with the Forensics Team, directing 2-3 Speech Night productions on the main stage theater, recruitment for the Forensics Team, assist in the hosting of high school and collegiate speech tournaments on campus, assist in the development and teaching of online classes, and all of the other contractual obligations required of full-time faculty members (meetings, curriculum development, program review, SLOs, scheduling, etc.).

- b. Total number of primary sections as identified in data taught in the discipline in each of the last six semesters (use data link from page1):

Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018
23	24	24	25	27	26

Full-Time Faculty Position Request Form 2019 - 2020

c. Student enrollments (FTES) in the classes taught (use data link from page 1) or number of students served in each of the last six semesters:

Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018
69	70	74	70	72	67

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

* The majority of our courses have a cap of 30 students. CMST 1 has a cap of 30 students at LPC and only 25 at Chabot. This is not equitable and our students get less classroom instruction than the students at Chabot because of the time spent on presentations.

* We have a forensics center (Room 4211) that assists the competitive team and we have 2 dedicated classrooms in the Performing Arts Center.

* 100% of our courses meet general education requirements.

* Six of our courses are required to obtain an AA-T in Communication Studies.

* CMST 1 or CMST 10 are required classes for CSU transfer.

* Our discipline trains students to discover their voice, learn the principles of effective communication to express their voice, and then ultimately develop the skills needed to deliver that message.

* We are a growing program in that we are expanding our curriculum to add Small Group Communication, Introduction to Communication, Intercultural communication and various online class offerings in the recent past and immediate future.

Full-Time Faculty Position Request Form 2019 - 2020

5. 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.)

As identified above, CMST is in a period of curricular growth. We have recently addressed student needs through the creation of two new classes that were not previously offered yet were requirements for transfer to various institutions (specifically, CMST 3 and CMST 4). We are attempting to entice more Communication Studies majors while simultaneously meeting the growing needs of the LPC student population.

Communication Studies also serves as a feeder program to other performing arts disciplines. We are constantly on the lookout for "talent" in our classrooms and we've found that students often are not aware of the performance arts opportunities that exist at LPC. This semester we've initiated a survey that we give to each student in our CMST classes which asks them to identify their experience and/or interest in performance arts activities. Those students who express interest to learn more will be introduced to the specific disciplines.

Additionally, we collaborate with many programs on campus including Business, the LRC, Welding, Physical Education, ESL and Early Childhood Development. These collaborations have resulted in student growth by introducing them to new/unique learning opportunities. For example, CMST and ESL recently worked together on a project to teach public speaking skills for advanced ESL students. This project was initiated by ESL when they came to CMST with an expressed need in this area. We also work with ECD annually and put on a holiday program for the children in the center. Not only is this nice for the children, but it also teaches college students how to interact with ALL audiences. These are just two examples, but there are numerous others.

Full-Time Faculty Position Request Form 2019 - 2020

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

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

7. 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.)

1. With only two full-time instructors in CMST approximately 63% of our classes will be taught by part-time staff. This is WELL above the expected/required state mandate.
2. The typical Forensics coach lasts about six years. LPC rotates their coaches allowing one instructor to take a year off while the other two work. A third coach is needed to ensure the well being of the Forensics Team (and staff!) through a three-way, shared workload.
3. The breadth of our course offerings is wider than ever before. The requirements for transfer are greater than ever. If we do not fill this position it means that our specialty classes (Intercultural Communication, Small Group Communication, Argumentation & Debate, etc.) will largely be taught by adjunct instructors, many of whom have limited experience with the course being taught.
4. A full-time presence will also increase the likelihood that students are given accurate counsel regarding which classes they need to take and when they should take them.

Full-Time Faculty Position Request Form 2019 - 2020

8. 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.

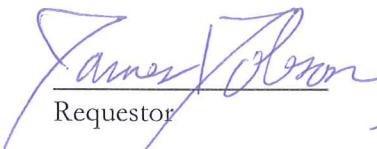
We have not hired a full-time speech instructor since 2001.

We need diversity in our full-time CMST staff (Have you seen Jim and Tim?? Basically the same person).

Even with three full-time instructors the FTEF load taught by full-time CMST faculty is hovering around 50%. Without a third instructor that figure will be about 37%.

This is not a growth request (although the numbers seemingly indicate that we SHOULD be asking for two positions...maybe we'll ask for another person next year), this is a replacement position.

Signatures:


Requestor


Dean


Vice President