

# Full-Time Faculty Position Request Form 2020 - 2021

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, 2019.

Position Requested:

Contact Person:

Discipline/Division:  Starting Term: Fall  Spring

RECEIVED

SEP 10 2019

STEMPS Division  
Las Positas College

This form requires data. Most of the 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](mailto: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. For Instructional Faculty: 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.)

Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Projected Fall 2020	Spring 2021
28.4	30.1	45	31	46.7	53.2	67.5	67.5

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

Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019
483.4	467.6	466.4	456.7	458.5	464.2

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, April 29, 2019

RECEIVED

SEP 9 2019

VP ACADEMIC SERVICES  
LAS POSITAS COLLEGE

# Full-Time Faculty Position Request Form 2020 - 2021

---

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 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	<u>Projected</u>	Fall 2020	Spring 2021

**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.)

Biology is the largest science department, providing a diverse array of educational opportunities to meet the needs of our community. We serve students seeking pathways to transfer to four-year institutions, CTE, various Allied Health fields, as well as General Education.

Courses taught in discipline: Anatomy, Botany, Cell Biology, Ecology, Human Biology, Introductory Biology, Marine Biology, Microbiology, Human Physiology, Field Biology, Medical Assisting, and Zoology.

Faculty must stay current in a rapidly changing discipline, and have expertise in laboratory pedagogy that is safe, engaging, and meets student learning outcomes and industry standards

- 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 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019
35	38	35	42	39	41

## Full-Time Faculty Position Request Form 2020 - 2021

---

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 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019
206	211	199	225	223	226

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/AD-T degree, certificate or transfer
- Discipline provides basic skills courses
- Discipline provides mandated and specialized services to students
- Other

Mandated class size: Courses with labs are typically limited to 24 students, reflecting the number of lab stations available ensuring safety, and providing adequate and efficient student access to models, slides, reagents, equipment, etc.

Facilities: Biology labs require specialized wet lab facilities, equipment, instrumentation, and safety protocols to deal with biological and chemical hazards. Faculty must be qualified to safely handle potentially dangerous materials and to ensure the safety of students working with these materials.

Courses that meet General Education requirements: 12 of our 14 courses satisfy AA/AS GE requirements and CSU and UC transfer requirements. The remaining 2 courses (Bio 55: Orientation to Healthcare and Bio 70: Field Biology) qualify for CSU GE and transfer.

Courses offered that are required as part of an AA/AS/AD-T degree, certificate or transfer: Out of the 15 courses offered in the biology department, 12 are required as part of an AA/AS/AD-T degree, certificate or transfer. The remaining three courses in our biology program may be chosen as an option, out of a selected set of courses, for AA/AS/AD-T degree, certificate or transfer.

Biology classes are part of 17 degrees and 9 certificates on campus. That includes our own degrees and certificates, and also includes degrees where biology is an option but may not be required

## Full-Time Faculty Position Request Form 2020 - 2021

---

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.)

Students taking Biology courses directly increase enrollments in related fields (e.g., Chemistry, Physics, Math). Continued growth of both the Biology majors and Allied Health pathways has resulted in several new sections of Chemistry and higher enrollment in Physics. These classes are required prerequisites for our Biology and Allied Health majors, and others are required for application to nursing programs.

As outlined in our 2018 Program Review: Biology courses are required in six AA degrees (e.g., Environmental Studies, Physical Education, Psychology, Biology, Biology-Allied Health, Liberal Arts and Sciences), five AS degrees (Occupational Safety, Viticulture, Enology, EMSEMT), five certificates of Achievement, and other Career Certificates (Sports Medicine) and preparation for transfer for CSU and UC programs (Viticulture, Enology, Chemistry, Environmental Science and Environmental Studies). Biology courses are also required in the AS-T in Public Health Science.

## Full-Time Faculty Position Request Form 2020 - 2021

---

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.

N/A

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.)

This faculty member would take a lead in teaching and coordinating our non-majors classes. This Fall 2019 semester, 17 out of 24 of our course sections are being taught by part-time faculty. Some of our GE classes are entirely taught by part-time faculty. Students taking GE courses are non-majors and are often under-prepared to take a college-level science course. The greater presences of full-time faculty on our campus provides more continuous support to meet students' needs. A full-time faculty lead working with our part-time faculty will help these non-majors courses improve their enrollments, their attrition rates, and the number of students successfully completing the course. They would also have the ability to investigate why some of our most productive (GE) courses do not fill and identify solutions.

This new faculty member would also help us avoid last-minute hires, which are generally not advantageous for students. For example, only one part-time faculty member currently teaches BIO60, a non-majors course that requires complex logistics, specific expertise, and intricate planning. If they were no longer available, it may prove difficult to staff and prep this course, especially with short notice. Additionally, because Bio60 is rarely, if ever, taught by full-time faculty, this has unfortunately led to a lack of available extracurricular opportunities for students. For example, the Aquarium Project is a program consisting of "Fish Crew" volunteers, which provides career-exploration and mentorship with a faculty member. While we have had part-time faculty put a great amount of work into this in the past, we do not have a way to compensate them for this hard work completed outside of their classroom obligations.

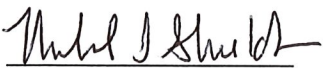
## Full-Time Faculty Position Request Form 2020 - 2021

---

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.

The Biology program continues to experience steady growth. Since 2016, the number of offered biology course sections has increased from 77 to 95, a 23.4% increase (including Spring, Summer, and Fall semesters).

**Signatures:**



Requestor



Dean

9-12-19



Vice President