



Request for New/Replacement Faculty Position: 2024-25

The role of Academic Senates in the determination of the need for new faculty positions is contained in KCCCD Board Policy 8703:

8703 Position Identification/Approval

- a. The need for contract faculty positions shall be determined cooperatively through a well-defined, thoughtful planning process involving the College Academic Senate, faculty in the discipline, and College administrators. This process shall be agreed to by the College President and the Academic Senate.
- b. A contract faculty position requires the approval of the College President and the District Chancellor prior to the commencement of the selection process.

In keeping with the Academic Senate's role in the process, the Academic Senate requests that faculty making requests for new and replacement faculty positions submit their requests formally through the use of this form and the process outlined below.

This form is to be completed by the Academic Divisions and submitted by each Division Chair for *each* new faculty position being requested. Completed forms are to be submitted *via email* to the Academic Senate President *no later than Monday, October 7th, 2024, at 5 p.m.* Please answer all appropriate questions on this form and include as much relevant information as possible in support of your request. Supplemental documentation may be included as separate documents; please clearly title any additional files such that they can be easily identifiable from the file name (such as 'PC Social Science Division New Faculty Position Request 2024-25').

Oral presentations in support of position requests will be made as part of the Academic Senate meeting on **Friday, October 11th**, starting at 8 a.m. Presentations should be made by the Division Chair or their faculty designee. *Each position request will receive a maximum of 5 minutes.* Please submit any slideshows *before* the meeting or arrive early so that presentation time is not taken in transferring or uploading files. All presentations will be recorded and posted to the PC Academic Senate webpage for later viewing. *Discussion (including questions) of all position requests will take place immediately after all presentations have concluded.*

Per PC Academic Senate tradition, the Senate voting members will rank all of the positions requested by submitting individual Senate voting members' ballots of their ranking for all faculty positions requests directly to the Senate President *prior* to the next regular Senate meeting. Division representatives should ensure time to confer with their divisions in preparing their ballots. In coordination with requirements of the Brown Act, in which secret ballots are not permitted in Brown Act committees, ballots cast by members of the Academic Senate will be included as part of the Academic Senate meeting proceedings and indicate the rankings of each voting member of the Academic Senate. The cumulative results of the rankings will be presented and discussed at the next regular Senate meeting subsequent to the presentations. The Academic Senate President shall have the responsibility to promptly forward the Senate's cumulative rankings to the College President and College Council for review, along with all documents provided in support of each request. The College President, in consultation with the KCCCD Chancellor, will make the final decision regarding all faculty hires, and inform the Academic Senate in a timely manner about such decisions as part of the collegial consultation process.

POSITION REQUESTED: Biological Science

New
 Replacement: Denise Jackson

DIVISION: Natural Science_____

DIVISION CHAIR: Kendra Haney

GENERAL INFORMATION REGARDING POSITION REQUEST:

1. Which of the following areas of need will be addressed by this position? (check all that apply)
 Transfer to 4-year colleges and universities
 General Education
 Vocational instruction
 Instructional Support Services
 Student Support Services
2. Is this position addressed in the college's Educational Master Plan and/or the most recent Program Review for the area?
 Yes (please cite below)
 No (please explain why below)
Unplanned transfer
3. Identify any resources the hiring of this position will require. Do not include salary and benefits, but please list things such as a computer, office space, equipment, and other related resources the new faculty member would require.
This position would require an office; computer, phone, and office furniture would also be needed.
4. List any classes likely to be taught by this individual. If the position is primarily non-teaching, please describe the person's assignment.

Any course in biological science, most likely: BiolP110, BiolP119, BiolP120-courses for pre-nursing, elementary ed, kinesiology degrees

PROGRAM REVIEW DATA-BASED JUSTIFICATION:

Provide the following data measures for the past 5 academic years in classes/subjects to be taught by the faculty (as applicable). Program review data can be obtained by subject from the Institutional Research web page below (include with supplemental materials any additional data or relevant past program review content). Faculty needing assistance with collecting relevant data are encouraged to contact our Institutional Research Director, Michael Carley. Programs with a substantial number of crosslisted (piggyback) classes should also contact Michael Carley for customized data on the number of sections and students per section.

<https://www.kccd.edu/institutional-research/annual-program-review-data.html>

For all biological Science courses		2019-20	2020-21	2021-22	2022-23	2023-24
Enrollment at Census		854	1000	745	782	814
Average number of students per section		28.8	26.3	21.9	25.2	24.4
First Day Waitlist		374	362	241	101	122
FTEF	TOTAL	11.93	13.33	12.87	12.87	13.03
	Full-Time	10	10	10	10.4	10.2
	Overload	.8	1.2	1.6	1.4	1.53
	Adjunct	.93	1.93	1.07	.87	.6
	Summer	.2	.2	.2	.2	.7
FTES		211.5	177.3	150.8	174	181
Degrees & Certificates Biological and physical science, Biol-AST		111	127	127	147	94
<i>Kinesiology AA-T, Elem Teacher Ed AA-T</i>		7	40	41	71	50

OTHER JUSTIFICATION:

Provide here qualitative/narrative information that supports hiring this full-time position:

- Availability of part-time/overload faculty:
 - It has been exceedingly difficult to find adjunct instructors qualified to teach these natural science laboratory courses, even when found they typically can teach only one course before being overloaded.
- Compliance with state regulations/accreditations:
- Maintaining “one-full-time-faculty” program:
- Long-term community needs/support (Document with Advisory Committee, Program Review or other recommendations for increased staff):
- Maintaining certificate/degree/transfer program:

- This vacancy leaves courses for pre-nursing students, kinesiology majors, and kinesiology majors. BIOLP119: C-ID BIOL 110B (A/CSU/UC) PC Area 5A; CSU-B2; CSU-B3; IGETC-5B; IGETC-5C
This semester we are teaching fewer anatomy and biology courses than we usually offer.
- Courses are part of a core program and/or a graduation requirement (Identify program(s) and/or applicable graduation requirements):
 - Impacted courses are part of degree requirements for any AA/AS for the science requirement, Biological and Physical Science AA & AS, Kinesiology AA-T, Elementary Teacher Education AA-T, Biology AS-T
- Potential for development in a related and/or emerging discipline (Identify source for growth potential):
- Potential for multi-discipline expertise (Cite discipline and justify need within each discipline):
- Potential for aiding the college's goals of closing achievement gaps, aiding underserved populations, or other areas of the college's mission that may have an impact beyond the program itself:
 - Helping students to finish their degree requirements in a timely manner.
- Other relevant areas not addressed in this list: