

2023-2024 SRJC Faculty Staffing Process

Data Form

DUE WITH NARRATIVE FORM & CLUSTER RANKING – OCTOBER 13, 2023 by 5 PM

Email all documents to Victor Tam (vtam@santarosa.edu) and

Nancy Persons (npersons@santarosa.edu)

Submitter Information

Name of Cluster Dean: Vanessa Luna Shannon/Benjamin Goldstein
Name of Department Chair: Regina Guerra
Name of Program Coordinator (if different):
Cluster: Petaluma

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS
Department: College Skills/Tutorial/Adult Education
Discipline: Carpentry (bilingual)
Instructional type (Check all that apply): <input type="checkbox"/> Credit <input checked="" type="checkbox"/> Non-Credit <input type="checkbox"/> Allied <input checked="" type="checkbox"/> CE
Site(s) of requested position: <input type="checkbox"/> SR <input checked="" type="checkbox"/> PET <input type="checkbox"/> PSTC <input type="checkbox"/> Roseland <input type="checkbox"/> Shone
Is this request included in PRPP? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none">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 type="checkbox"/> Yes <input checked="" 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 <ul style="list-style-type: none">We do however have \$11M in Federal funding to build the Construction Training Center, and \$500K in industry and donor support for Carpentry program equipment.
The new faculty position would teach courses in the following (check all that apply): <ul style="list-style-type: none"><input type="checkbox"/> in department's degree program<input checked="" type="checkbox"/> in department's certificate program<input type="checkbox"/> GE program<input checked="" type="checkbox"/> in prerequisites for core courses in programs in or outside of discipline<ul style="list-style-type: none">Identify: OSHA 10, OSHA 30, Fire Resilient Landscaping, Workplace Arithmetic, Blueprint Plan Reading
Would this position provide expertise that current discipline faculty do not possess? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none">If yes, identify expertise and service or course need: Carpentry expertise and Spanish fluency

CE Position Requests Only

Current labor market demand in Sonoma County (or larger regional area, if appropriate). "Based on all available data, there appears to be an "undersupply" of Carpentry workers compared to the demand for this cluster of occupations in the Bay region and in the North Bay sub-region (Marin, Napa, Solano, Sonoma counties). "There is a projected annual gap of about 3,017 students in the Bay region and 601 students in the North Bay Sub-Region."

Please cite source of data and include link. Labor Market Information Report, Carpentry Occupations. Center of Excellence for Labor Market Research. December 2022.

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.

Occupational Demand

Table 1. Employment Outlook for Carpentry Occupations in Bay Region

Occupation	2025 Jobs	5-yr Total Openings	Annual Openings	Median Hourly Wage
Carpenters	31,789	15,124	3,025	\$32
Total	31,789	15,124	3,025	\$32

CRITERION #2: STUDENT & STAFFING NEEDS

NOTE: Please use site specific data, where appropriate.

CONTRACT FACULTY (use current data for Fall 2023)

Number of contract faculty members in department (headcount): 6

Number of contract faculty in discipline (headcount): 0

Total FTE of contract faculty (data provided): 5.21

Total FTE of reassign time for contract faculty: 0.15 (AFA); 0.79 (Chair)

Total FTE of overload assignments (data provided): 0.78

Net loss/gain in number of discipline contract faculty from F19 to F23 (data provided): 0

Net loss/gain in number of discipline contract faculty at target site from F19 to F23 (if different from department; data provided): 0

ASSOCIATE FACULTY (use current data for Fall 2023)

Number of associate faculty members in department (headcount): 53

Number of associate faculty members in discipline (headcount): 2 (English only; not bilingual)

Total FTE of associate faculty members (data provided): 14.09

RATIOS (historic data provided)

% of associate FTE in department:

- Fall 2023: 70% (College Skills and Adult Education)
- Spring 2023: 72% (College Skills and Adult Education)
- Fall 2022: 90% (Adult Education)
- Spring 2022: 97% (Adult Education)
- Fall 2021: 98% (Adult Education)
- Spring 2021: 98% (Adult Education)
- Fall 2020: 98% (Adult Education)
- Spring 2020: 99% (Adult Education)
- Fall 2019: 96% (Adult Education)

Adult Education merged with the College Skills/Tutorial Dept. in Fall 2022

% of associate FTE in discipline, if different:

- Fall 2023: 100%
- Spring 2023: 100%
- Fall 2022: 100%
- Spring 2022: 100%
- Fall 2021: 100%
- Spring 2021: 100%
- Fall 2020: N/A
- Spring 2020: N/A
- Fall 2019: N/A

ALLIED ASSIGNMENTS (Counseling, DRD, Athletics, Library, etc.)

FTES/FTEF recommendations from national or state groups/associations, if any: N/A

Cite source for and provide link to above data:

ALLIED ASSIGNMENTS - CONTINUED

If any, provide other data metrics or recommendations that inform appropriate staffing levels in the discipline/department:

STUDENT DEMAND FOR DEPARTMENT -- OR DISCIPLINE, IF APPLICABLE. (historic data provided)

Enrollment at Census (duplicated headcount) over the past 4 years:

- Fall 2023: N/A Carpentry program set to launch in Fall 2024.
- Spring 2023: N/A
- Fall 2022: N/A Related courses (OSHA 10, Fire Resilient
- Spring 2022: N/A Landscaping, Survey of Building and Construction
- Fall 2021: N/A Trades) had 192 students in Spring 2023 and 114
- Spring 2021: N/A students in Fall 2023.

<ul style="list-style-type: none"> • Fall 2020: N/A • Spring 2020: N/A • Fall 2019: N/A
<p>Productivity (FTES/FTEF) over the past 4 years:</p> <ul style="list-style-type: none"> • Fall 2023: N/A • Spring 2023: N/A • Fall 2022: N/A • Spring 2022: N/A • Fall 2021: N/A • Spring 2021: N/A • Fall 2020: N/A • Spring 2020: N/A • Fall 2019: N/A
<p>Enrollment efficiency (fill rate) over the past 4 years:</p> <ul style="list-style-type: none"> • Fall 2023: N/A • Spring 2023: N/A • Fall 2022: N/A • Spring 2022: N/A • Fall 2021: N/A • Spring 2021: N/A • Fall 2020: N/A • Spring 2020: N/A • Fall 2019: N/A <p>Carpentry program set to launch in Fall 2024.</p> <p>Related courses (OSHA 10, Fire Resilient Landscaping, Survey of Building and Construction Trades) had an average fill rate of 88% in Spring 2023 and an average fill rate of 107% in Fall 2023.</p>
<p>Is the department/discipline able to meet staffing demands with current associate faculty?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <ul style="list-style-type: none"> • If no, when was the last associate hiring process and how many were hired? In May 2023 we hired 2 Associate Faculty with a Carpentry background. Neither are fluent in Spanish.
<p>If this position is not approved, will core classes be cancelled? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <ul style="list-style-type: none"> • If yes, please explain: We plan to offer Carpentry classes in both English and Spanish. We have not been successful in recruiting Associate Faculty with minimum qualifications, Carpentry industry experience, and Spanish-language fluency.

CRITERION #3: STUDENT EQUITY NEEDS

- **Please discuss the department/discipline’s student equity efforts, plans, and challenges in the narrative form.** See attached narrative form.

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 4 years (if applicable):

- 2019-2020:
- 2020-2021:
- 2021-2022:
- 2022-2023:

Number of ADT degrees awarded for each of the last 4 years (if applicable):

- 2019-2020:
- 2020-2021:
- 2021-2022:
- 2022-2023:

Number of certificates awarded in discipline for each of the last 4 years (if applicable):

- 2019-2020: N/A Carpentry program set to launch in Fall 2024.
- 2020-2021: N/A
- 2021-2022: N/A As a comparable metric, however, we have awarded 31 noncredit certificates in *Building and Construction* and 50 noncredit certificates in *Fire Resilient Landscaping*.
- 2022-2023: N/A

Program Review

When last was the program reviewed under Policy 3.6? N/A - new program

What was the Policy 3.6 determination?

- | | | |
|---|--|--|
| <input 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): N/A

CRITERION #5: MANDATES

This position request is required to fulfill a licensing and/or accreditation mandate?

- YES NO

▪ If yes:

- Identify agency:
- Provide language of requirement:
- Provide link to relevant language:

