

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: Catherine Prince
Name of Department Chair: Sal Diaz
Name of Program Coordinator (if different):
Cluster: BS/SS/EST/CD

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS
Department: Social Science
Discipline: History
Instructional type (Check all that apply): <input checked="" type="checkbox"/> Credit <input type="checkbox"/> Non-Credit <input type="checkbox"/> Allied <input type="checkbox"/> CE
Site(s) of requested position: <input checked="" type="checkbox"/> SR <input 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 • If no, please provide an explanation:
Is this a growth position (increase in current FT FTE)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does target program currently have contract faculty? <input checked="" type="checkbox"/> Yes <input 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 • If yes, please explain.
The new faculty position would teach courses in the following (check all that apply): <ul style="list-style-type: none">• <input checked="" type="checkbox"/> in department's degree program• <input type="checkbox"/> in department's certificate program• <input checked="" type="checkbox"/> GE program• <input type="checkbox"/> in prerequisites for core courses in programs in or outside of discipline<ul style="list-style-type: none">○ Identify:
Would this position provide expertise that current discipline faculty do not possess? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

- If yes, identify expertise and service or course need: Latinx/ Chicanx, history and History of Latin American and Mexico expertise is not currently within the Fulltime faculty

CE Position Requests Only

Current labor market demand in Sonoma County (or larger regional area, if appropriate).

Please cite source of data and include link.

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.

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): 11 SR

Number of contract faculty in discipline (headcount): 6

Total FTE of contract faculty (data provided): 6.65

Total FTE of reassign time for contract faculty: 1.3

Total FTE of overload assignments (data provided): .60

Net loss/gain in number of discipline contract faculty from F19 to F23 (data provided): 1

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): 23

Number of associate faculty members in discipline (headcount): 13

Total FTE of associate faculty members (data provided): 4.41

RATIOS (historic data provided)

% of associate FTE in department:

- Fall 2023: 31
- Spring 2023: 37
- Fall 2022: 44
- Spring 2022: 42
- Fall 2021: 38
- Spring 2021: 43
- Fall 2020: 53
- Spring 2020: 70
- Fall 2019: 73

% of associate FTE in discipline, if different:

- Fall 2023: 35
- Spring 2023: 42
- Fall 2022: 45
- Spring 2022: 47
- Fall 2021: 47
- Spring 2021: 48
- Fall 2020: 60
- Spring 2020: 72
- Fall 2019: 90

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

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

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: 1486
- Spring 2023: 1149
- Fall 2022: 1430

- Spring 2022: 1386
- Fall 2021: 1405
- Spring 2021: 1555
- Fall 2020: 1905
- Spring 2020: 1616
- Fall 2019: 1750

Productivity (FTES/FTEF) over the past 4 years:

- Fall 2023: 14.46
- Spring 2023: 13.36
- Fall 2022: 14.59
- Spring 2022: 14.11
- Fall 2021: 14.60
- Spring 2021: 15.84
- Fall 2020: 16.42
- Spring 2020: 15.05
- Fall 2019: 16.34

Enrollment efficiency (fill rate) over the past 4 years:

- Fall 2023: 85
- Spring 2023: 78
- Fall 2022: 85
- Spring 2022: 83
- Fall 2021: 87
- Spring 2021: 91
- Fall 2020: 97
- Spring 2020: 90
- Fall 2019: 96

Is the department/discipline able to meet staffing demands with current associate faculty?

YES NO

- If no, when was the last associate hiring process and how many were hired? 2022/ 0

If this position is not approved, will core classes be cancelled? Yes No

- If yes, please explain: Current fulltime and associate faculty do not have the subject matter expertise in 3 history classes

CRITERION #3: STUDENT EQUITY NEEDS

- Please discuss the department/discipline’s student equity efforts, plans, and challenges in the 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): <ul style="list-style-type: none"> • 2019-2020: na • 2020-2021: • 2021-2022: • 2022-2023:
Number of ADT degrees awarded for each of the last 4 years (if applicable): <ul style="list-style-type: none"> • 2019-2020: 28 • 2020-2021: 39 • 2021-2022: 30 • 2022-2023: 22
Number of certificates awarded in discipline for each of the last 4 years (if applicable): <ul style="list-style-type: none"> • 2019-2020: na • 2020-2021: • 2021-2022: • 2022-2023:

Program Review
When last was the program reviewed under Policy 3.6? 2018 What was the Policy 3.6 determination? <input checked="" 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): 82.35

CRITERION #5: MANDATES
This position request is required to fulfill a licensing and/or accreditation mandate? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

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

**2023-2024 SRJC Faculty Staffing Process
Narrative Form**

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Please use this section of the request process to provide additional information that the Data Form did not ask for, nuance, or explanations of responses on the Data Form that you believe should inform the Committee’s consideration of your data.

In scoring each criterion, the Faculty Staffing Committee will consider the data that you provide for that section and the information that you provide in the text boxes below (250-word limit for each). Effective responses will be specific and, where information on the form does not already provide evidence for claims, will provide evidence.

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS (0 – 10) points

Please address the overall well-being of the Department’s programs, the existing faculty’s disciplinary expertise in relation to program needs (services, courses), and any plans for strategic growth.

With the retirement of Laura Larque, SRJC will lose its faculty expert in Latin American, Mexican History, and Chicana History, and an integral member of our college community who has the necessary life experience and cultural perspective our students need. The Social Sciences Department is requesting one Historian, with a focus in Latin American History for the Santa Rosa campus to be anchor position for Latin American Studies AA for the College. This position is ranked #1 in our department PRPP. This is a replacement for retiring faculty and fills a need for subject matter expertise. Currently the department has six full-time History positions in the Santa Rosa Campus, and one and a half full-time on the Petaluma campus (hybrid History/Pol Sci position). The loss of this position will also be felt in the broader HSI program as the courses the position will teach are an integral part of providing cultural identity for our Latinx students. The discipline has planned to grow curricular offerings to include Latina/Chicana Women’s History and Central and South American History.

The discipline has a ratio of 35% to 65% part-time to full-time faculty, but no associate faculty with this subject matter expertise. This requested Historian would be teaching for credit, degree, and transferable courses with an emphasis on Latin American History, Latinx/Chicana History and ethnic studies applicable courses.

CRITERION #2: STUDENT & STAFFING NEEDS (0 - 10 points)

Please describe how this position will provide necessary FTEF and contract faculty positions to meet the program's FTES demand and contribute to the work of the department. Include information about the program's current enrollment trend in the context of the recent budget climate.

To effectively meet the needs of students the department needs to maintain six full-time Historians in Santa Rosa and one and a half in Petaluma to meet the needs of our students. The vast majority of History classes, both online and face-to-face, fill before open enrollment ends with key classes closing before open enrollment begins. Currently, History has an 85% average fill rate, an average class size of 36, and a productivity ratio of 14.46 for the discipline. We regularly teach close to 2,000 students in 48-52 history sections every semester. Student demand is steady and growing for all History courses. Growth in the dual enrollment program has seen more and more high school students taking History classes at our college to fulfill their HS graduation requirements. In the past three years, History has awarded 91 degrees, (History AA-T, an average of 30 degrees a year). History courses are also included in more than 15 different majors and certificates. Currently, full-time History faculty have a combined 130% release time to support various programs in the district. Courses in the discipline are a requirement for CSU/UC and most local majors. All of our History courses are UC/CSU transferable; they fulfill Areas D and F for GE requirements. History, along with POLS 1, are the only courses to fulfill Area F, the American Institutions Requirement. Again, along with POLS 1, only History courses fulfill CSU's Graduation Requirement in US History, Constitution, and American Ideals. History courses also fulfill IGETC Area 4 requirements.

CRITERION #3: STUDENT EQUITY NEEDS (0 – 10 points)

Please describe how this position will allow the Department or Program to effectively serve disproportionately impacted populations, help students to overcome barriers, and close equity gaps. Include an assessment of the current department or program's ability to serve disproportionately impacted student groups.

SRJC prides itself in being a Hispanic Serving Institution, and it would be detrimental to the college community not to have an instructor with the expertise in Latin American History and Latinx/Chicanx History. This position will answer student demand to provide ethnically diverse courses, taught by culturally receptive BIPOC faculty. This is also a relevant faculty request, with the addition of Ethnic Studies Department at SRJC, there has been an increased demand for classes covering Latinx/Chicanx History, and History of Latin America, and History of Mexico. History classes serve a diverse student population which has steadily increased over the last three years. Last

academic year, 43% of the students taking History classes identified as Latinx, representing a higher proportion of Latinx students than the overall 41% for SRJC (credit students only). With the growing diversity of our community, maintaining this position would allow SRJC to continue offering and expand our culturally responsive courses in History that reflect the student population. History courses include topics as diverse as the History of Mexico, Latin American History, African American History, the History of the Middle East, and Women's History courses.

Strengthening the ability of the History discipline with the expertise will allow the discipline and the College to close equity gaps by providing courses which reflect and are relevant to the current SRJC student. Providing this connection for them will engage students and build upon their own lived experiences as they engage in understanding the history of their community and culture.

Additionally, our courses are part of the Umoja, Lanzamiento, and other learning communities. We make our courses available throughout the day—offered daily from 7:30 am to 10:00 pm and on Fridays as well as a robust online program.

CRITERION #4: DISTRICT, STATE, & SOCIETAL PRIORITIES (0 - 10 points)

Please address how this position will support District priorities, statewide initiatives, and societal well-being.

The continued presence of a full-time History instructor with discipline expertise would allow for the completion of an AA degree in History and/or Latin American Studies, and others. Addressing the needs for societal inclusion, this position would allow SRJC to strengthen the college's culturally responsive curriculum. This is an important step towards building a healthier and more inclusive community for Latin American and Chicanx individuals at Santa Rosa Junior College and in Sonoma County. With the replacement of a specialist in Latinx and Chicanx History and Race, Ethnicity and Gender in American Culture the department will round out the faculty and increase the ability to offer BIPOC courses, currently being demanded by students. This position supports the SRJC mission to transform the lives of our culturally rich student body through providing culturally inclusive teaching and learning experiences. This instructor will support the SRJC mission of creating a servingness culture as an HSI through strengthening our breadth of offerings and meeting the needs of our students to see themselves in the curriculum we offer. A replacement full-time instructor would help meet current student demand and allow the discipline to develop relevant new curriculum. History courses are always in high demand, with History 21 being the most requested.

