

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: Victor Tam
Name of Department Chair: Mas limura
Name of Program Coordinator (if different):
Cluster: STEAM

CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS
Department: Chemistry and Physics
Discipline: Chemistry
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 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">o Identify:
Would this position provide expertise that current discipline faculty do not possess? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

- If yes, identify expertise and service or course need: We will be losing an organic chemist. We hope that the new hire will have expertise in the field of organic chemistry.

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): 12

Number of contract faculty in discipline (headcount): 9

Total FTE of contract faculty (data provided): 8.87 - misleading* and inaccurate value** (* - reduced load by one FT member - 100% in Fall, 0% in Spring) (** Value includes FT faculty member from another department currently teaching a section in our program.)

Total FTE of reassign time for contract faculty: 1.2 (120%)

Total FTE of overload assignments (data provided): 0.32

Net loss/gain in number of discipline contract faculty from F19 to F23 (data provided): loss of 0.47

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

ASSOCIATE FACULTY (use current data for Fall 2023)

Number of associate faculty members in department (headcount): 11

Number of associate faculty members in discipline (headcount): 9

Total FTE of associate faculty members (data provided): 4.87

RATIOS (historic data provided)

% of associate FTE in department:

- Fall 2023: 32%
- Spring 2023: 34%
- Fall 2022: 32%
- Spring 2022: 38%
- Fall 2021: 36%
- Spring 2021: 37%
- Fall 2020: 35%
- Spring 2020: 42%
- Fall 2019: 45%

% of associate FTE in discipline, if different:

- Fall 2023: 34%
- Spring 2023: 37%
- Fall 2022: 39%
- Spring 2022: 51%
- Fall 2021: 45%
- Spring 2021: 46%
- Fall 2020: 46%
- Spring 2020: 50%
- Fall 2019: 58%

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: 918
- Spring 2023: 813
- Fall 2022: 836
- Spring 2022: 590
- Fall 2021: 561
- Spring 2021: 455
- Fall 2020: 433
- Spring 2020: 908
- Fall 2019: 923

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

- Fall 2023: 12.11
- Spring 2023: 11.86
- Fall 2022: 12.12
- Spring 2022: 9.04
- Fall 2021: 7.33
- Spring 2021: 7.73
- Fall 2020: 4.51
- Spring 2020: 16.18
- Fall 2019: 17.41

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

- Fall 2023: 93%
- Spring 2023: 90%
- Fall 2022: 92%
- Spring 2022: 95%
- Fall 2021: 95%
- Spring 2021: 99%
- Fall 2020: 92%
- Spring 2020: 102%
- Fall 2019: 109%

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? Summer 2023 - two were placed in the pool. The program attempted to hire in Fall 2023 but there are no new applicants.

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

- If yes, please explain: While core classes will not be cancelled, it will result in less section offerings.

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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):

- 2019-2020: 6
- 2020-2021: 4
- 2021-2022: 6
- 2022-2023: 7

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

Program Review

When last was the program reviewed under Policy 3.6? 2022

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): 47.5%

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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:

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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.

Chemistry is often considered the central science as it is required for large STEM-based majors. For example, courses such as CHEM 42, 60, 3A, and 3AL are feeder classes not only for Chemistry majors but also for other majors such as Biological Sciences, Engineering, Physics, Environmental Sciences, and students in allied health disciplines.

Currently, there are nine contract faculty members in the Chemistry program. However, this number is misleading. Our **effective** FTE (Full-Time Equivalent) number is only 7.3, as one faculty member is on Early Retirement Reduced Load (50%), another has significant release time for AFA duties (80%), and a third member has department chair release time (40.33%). With the upcoming retirement of Dr. Tatjana Omrcen at the end of this academic year, our effective FTE will be reduced to 6.8.

Replacing this FT position is necessary for the Chemistry program to operate at maximum strength. While the program has preference for the new FT hire to have expertise in the field of organic chemistry, the new FT member of the program will be assigned to high demand, historic bottleneck courses such as CHEM 60 and 3A/3AL.

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.

Maintaining an adequate number of full-time faculty is essential for the functioning of the Chemistry program and the success of nearly all STEM students. There continues to be a high demand for many chemistry courses, and the program's **enrollment has returned to pre-pandemic levels**. Based on the SRJC Factbook's unmet demand for classes (i.e., "unduplicated clicks after close"), CHEM 60 alone had 229 students attempting to add to classes in 2021-22 (most recent year with data), which is the 5th highest in-demand course at SRJC and most in-demand class at the Petaluma campus. Without an additional full-time member to replace a retiring colleague, we will need to reduce the number of section offerings, which would have a devastating impact on students.

We rely heavily on part-time faculty members to offer as many sections as possible. Currently, there are nine associate instructors, and the full-time/part-time ratio is approximately 63:34, which is smaller than the 75:25 FT/PT ratio recommended by the American Chemical Society in its Guidelines for Chemistry in Two-Year College Programs. We will continue to depend on our fantastic associate members. Unfortunately, attracting and retaining high-quality instructors has proven to be challenging due to the lack of industry in the area that employs chemists and the absence of a chemistry graduate program within an hour's drive. We have yet to replace the four associate faculty members who have left over the past four years. Additionally, since associate members are not required to perform college service, they cannot be expected to contribute to other aspects of running a successful program. Furthermore, the program shares many of the same associate faculty members with Sonoma State University; because of this, offering a student-centered schedule has become challenging. Therefore, an additional full-time faculty member is vital to maintain continuity, fulfill our responsibilities, and support our vision and goals.

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.

Diversity is beautiful, diversity is important, and diversity is the key to solving future problems.

The SRJC Department of Chemistry and Physics deeply embraces the rewards of a diverse, inclusive, healthy and intellectually stimulating learning and working atmosphere. We are proud of our strong commitment to excellence in education and are dedicated to providing a learning environment that is warm, safe, and collegial, where we all work together cooperatively and collaboratively. All members of the program care deeply about improving

equity and inclusion in chemistry, and through collaborative efforts, we believe we are making small yet significant improvements in this area. For example, there has been an increase in Latinx students in our Chemistry program. While this is encouraging, we acknowledge the need to do much better.

While we are seeking someone with expertise in the field of organic chemistry for the new FT position, the most qualified individual will share our passion for teaching and promoting equity in chemistry education. The new FT hire will be someone who can serve as a role model for underrepresented STEM students and collaborate with current department members to enhance equity and diversity in our 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.

Science and technology have direct impacts on almost every aspect of our daily lives. According to the AAAS report titled “STEM and the American Workforce,” it mentions that STEM supports two-thirds of U.S. jobs, 69% of U.S. GDP and \$2.3 trillion in annual federal tax revenue. Also, according to the U.S. Bureau of Labor Statistics (BLS), occupations in the STEM field are expected to grow 11 percent by 2031, over two times faster than the total for all occupations. Unfortunately, there may not be enough people in the field to fill all these jobs. One way to address this is to increase the number of STEM students. As mentioned in the previous sections, a new FT position will allow our program to offer more sections of the bottleneck courses, which will help improve the number of STEM students.

Furthermore, to address issues and problems in this rapidly changing world, it is crucial for the members of the STEM field to represent the beautiful diversity of the society we live in. Many believe that innovations and problem-solving benefit from having a wide range of experiences and perspectives. The new FT hire will assist the program in making necessary changes to offer a more inclusive learning environment that encourages and supports all students who want to learn chemistry.