

2022-2023 SRJC Faculty Staffing Process

Data Form

DUE WITH NARRATIVE FORM & CLUSTER RANKING – OCTOBER 14, 2022 by 5 PM

Email all documents to Victor Tam ([vtam@santarosa.edu](mailto:vtam@santarosa.edu)) and

Megan Lowry Reed ([mlowryreed@santarosa.edu](mailto:mlowryreed@santarosa.edu))

**Submitter Information**

Name of Cluster Dean: Matt Markovich
Name of Department Chair: Tara Jacobson
Name of Program Coordinator (if different):
Cluster: Kinesiology, Athletics and Dance (KAD) - Request Head Softball Coach/Generalist

**CRITERION #1: DISCIPLINE/DEPARTMENT/PROGRAM NEEDS**

Department: KAD
Discipline: Athletics/Kinesiology
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"/> SWC <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 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 • If yes, please explain.
The new faculty position would teach courses in the following (check all that apply): • <input checked="" type="checkbox"/> in department's degree program • <input checked="" 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 ○ 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:

**CE Position Requests Only**

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

Please cite source of data and include link. N/A

Projected labor market demand in Sonoma County (or larger regional area, if appropriate) over the next 3-5 years. N/A

Please cite source of data and include link. N/A

**CRITERION #2: STUDENT & STAFFING NEEDS**

**NOTE: Please use site specific data, where appropriate.**

**CONTRACT FACULTY (use current data for Fall 2022)**

Number of contract faculty members in department (headcount): 15

Number of contract faculty in discipline (headcount): 10

Total FTE of contract faculty (data provided): 9.38

Total FTE of reassign time for contract faculty: 1.06

Total FTE of overload assignments (data provided): 2.06

Net loss/gain in number of discipline contract faculty from F19 to F22 (data provided): loss 4/gain 4

Net loss/gain in number of discipline contract faculty at target site from F19 to F22 (if different from department; data provided): Same as above

**ASSOCIATE FACULTY (use current data for Fall 2022)**

Number of associate faculty members in department (headcount): 31

Number of associate faculty members in discipline (headcount): 10

Total FTE of associate faculty members (data provided): 9.27

**RATIOS (historic data provided)**

% of associate FTE in department:

- Spring 2022: 44%
- Fall 2021: 42%
- Spring 2021: 47%
- Fall 2020: 41%
- Spring 2020: 51%
- Fall 2019: 49%

% of associate FTE in discipline, if different:

- Spring 2022: 25%
- Fall 2021: 31%
- Spring 2021: 30%
- Fall 2020: 25%
- Spring 2020: 40%
- Fall 2019: 44%

**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: N/A

**ALLIED ASSIGNMENTS - CONTINUED**

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

**STUDENT DEMAND (historic data provided)**

Productivity (FTES/FTEF) over the past 3 years:

- Spring 2022: 11.97
- Fall 2021: 11.29
- Spring 2021: 11.93
- Fall 2020: 12.84
- Spring 2020: 15.53
- Fall 2019: 15.95

Enrollment efficiency (fill rate) over the past 3 years (data provided):

- Spring 2022: 78%
- Fall 2021: 80%
- Spring 2021: 71%
- Fall 2020: 88%
- Spring 2020: 86%

<ul style="list-style-type: none"> <li>Fall 2019: 91%</li> </ul>
<p>Is the department/discipline able to meet staffing demands with current associate faculty?</p> <p><input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p> <ul style="list-style-type: none"> <li>If no, when was the last associate hiring process and how many were hired?</li> </ul>
<p>If this position is not approved, will core classes be cancelled? <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <ul style="list-style-type: none"> <li>If yes, please explain:</li> </ul>

**CRITERION #3: STUDENT EQUITY NEEDS**

- Departments/disciplines can request course completion data by submitting the following form by Sept 26: <https://forms.gle/1yLPnn5sZNnisShn6>
- Course completion data will be provided by OIR on October 3 to FSC and Clusters.
- The data provided will include the following:
  - Successful course completion rate at the discipline level compared to the District average
  - Demographic data of successful completers disaggregated by ethnicity, financial aid status, and first-generation status.
- Programs may choose to utilize this information as they deem appropriate in the narrative form as part of their faculty staffing request.

**CRITERION #4: DISTRICT, STATE, AND SOCIETAL PRIORITIES**

<b>Degrees and Certificate Data (historic data provided)</b>
<p>Number of local AA/AS degrees awarded in discipline for each of the last 3 years (if applicable):</p> <ul style="list-style-type: none"> <li>2019-2020: 6</li> <li>2020-2021: 9</li> <li>2021-2022: 4</li> </ul>
<p>Number of ADT degrees awarded for each of the last 3 years (if applicable):</p> <ul style="list-style-type: none"> <li>2019-2020: 20</li> <li>2020-2021: 12</li> <li>2021-2022: 20</li> </ul>
<p>Number of certificates awarded in discipline for each of the last 3 years (if applicable):</p> <ul style="list-style-type: none"> <li>2019-2020: 23</li> <li>2020-2021: 32</li> <li>2021-2022: 26</li> </ul>

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<b>Program Review</b>
When last was the program reviewed under Policy 3.6? N/A
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): 89.09%

<b>CRITERION #5: MANDATES</b>
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:

**2022-2023 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.

The Kinesiology, Athletics, and Dance cluster is requesting a faculty position for the Santa Rosa campus. This position will serve as a Kinesiology Generalist and Head Women's Softball Coach. This position is described in the PRPP, and has been a department need for the last 15 years. The FTEF to support this position is already in the cluster. This position will consolidate an adjunct load as well as pick up some of the load in Kinesiology and KFIT.

The CCCAA state office has identified through our annual R4 document that SRJC has a significant gap in the numbers of male athletes to female athletes. They have encouraged us to grow our female student-athlete numbers. One way of doing this is to hire a full-time coach/generalist in softball. Hiring this position is a growth opportunity, it will give us the ability to increase the numbers of full-time students in our softball program. Over the past 7 years, with associate faculty as our head coaches, we have seen the softball program be between 11-16 student-athletes and the program struggle with retention of their student-athletes. With the hiring of a full-time coach you will see an increase of commitment level and ownership of the program that can only lead to increased numbers, course success and retention. What makes KAD a strong cluster is our full-time faculty. Adding to this group will only strengthen a very experienced and strong group of leaders that will continue to be a positive influence on the district and commitment to excellence each semester.

**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.

The Kinesiology, Athletics, and Dance cluster is requesting a faculty position for the Santa Rosa campus. This position will serve as a Kinesiology Generalist for 40% of the annual load, as well as hold the responsibility of Head Women’s Softball Coach for the remainder 60% of the annual load. The Women’s Softball program has supported an average 11-16 FT students each semester and currently supports 17 FT students. With a FT coach, we would expect this program to accommodate 20-22 FT student-athletes each year. On average, our FT student-athletes take 16.9 units a semester as well as another 6 units in the summer, which benefits all departments on campus. During the last two years, while Covid was a larger issue and our facilities were under construction, we experienced a drop in our enrollment. Having our facilities revitalized and returning back on campus, we are starting to see an increase in numbers. Our softball team numbers are up by 22%, our football team numbers are up by 23%.

**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.

Within our athletic department the women, as you will see below in Criterion #4, are a disproportionately impacted population. This position is needed to improve the success rates of our Women’s Softball players on the field, in the classroom, and most importantly in their lives. Many of these students look toward their on-campus coach as a person from whom they can seek guidance. The FT coach provides accessibility to the students for more than help in the classroom. Having another FT person on campus will improve that support system. The FT coach has the ability to focus on student learning in preparation for transfer, provide support to increase the retention rate of our student-athletes, and support the district through recruiting efforts, outreach, community relations and campus culture. Our women’s softball players are a diverse group of students and deserve the same opportunity to be coached by a FT faculty member.

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

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

Title IX: Unique to athletics, the Title IX athletic "Laundry List" calls for efforts towards equity in number of male students versus female students benefitting from FT coaches. The KAD department has 5 FT coaches of men's teams. Which coach about 217 FT male students each year. Two FT coaches, coach both men and women's teams (6 teams) about 75 Men and 52 women FT students. There are only 3 FT coaches for women's teams (56 FT female students). On average 91% of male students benefit from FT coaching, while only 76% of female students benefit from FT coaching. With the possibility of expanding the Women's softball program by adding a full-time coach, the number of female students benefitting from a FT coach can increase dramatically and bring our percentage to around 85%. The addition of a Women's Softball Coach is the right and ethical thing to do for gender equity and to meet Title IX mandates. This addition will complete our Title IX journey towards equity for female student-athletes on the Santa Rosa Junior College campus.