

To: Dr. David Wain Coon, Superintendent/President

From: Sara McKinnon & Angelina Duarte, PRAC Co-Chairs

Date: May 10, 2011

Re: Recommendations for New Faculty Hires

Over the past 7 years, the College of Marin has lost 34 full-time faculty positions. Due to protracted contracted negotiations, the College was only able to fill 5 (+1 in progress). In addition, at present we have at least three full-time faculty who have started a "phased-in" retirement and are only scheduled for 60% in the Fall. This has jeopardized the integrity of the certificated workforce, placed an undue burden on the remaining full-timers and generally created low morale.

With the ratification of the new faculty contract, the Academic Senate exercised its responsibility (10+1 and Ed Code Section 87360(B) by drawing up hiring procedures for full time faculty hires. These were passed on 4/21/11. These were later agreed upon by the District in the form of an MOU signed by the President of the Board of Trustees, the College President, the Vice President of Student Learning and the Academic Senate President. An informational Faculty Forum was held on 4/27/11 to share the hiring procedures with faculty at large.

While the purview of full-time faculty hiring procedures belongs to the Academic Senate, the actual recommendations for full-time faculty hires falls within the purview of the Planning and Resource Allocation Committee (PRAC). As required by the hiring procedures, PRAC formed the Full-Time Faculty Allocation Committee (FTFAC) to review all faculty requests using specified criteria to create an initial, unranked list of proposed faculty hires. These were then shared with the Department Chairs who, after some discussion, gave their endorsement to proceed. These were submitted by FTFAC to PRAC for final review and submission to the College President.

Criteria used to identify positions for recommendation:

1. Program review requests for faculty positions
2. Recommendations made by WASC
3. Full-time/Part-time faculty ratios
4. Part-time units available
5. No Full-time faculty in the discipline
6. Full-time capacity in gateway disciplines (Math/English/ESL)
7. Number of students served
8. State mandated positions

The strategy used in identifying the recommended positions was simple. The intent was to identify those vacancies that were still funded in this year's budget (a total of 4) and then look to creating conversions from part-time to full-time. It is important to note that while full-time positions were indeed defunded, the work was not. What happened in most cases was that the units were simply taught by part-timers. Converting them back is simply reversing the process. The intent is to have these conversions be as close to cost-neutral as possible. (In fact, it was mentioned at the Department Chairs meeting that even if a section or two needed to be lost, it would be worthwhile to get full-time positions back). Nonetheless, this is about the restoration

and the rebuilding of the certificated workforce, not about cost savings. It is about having a critical mass of full-time faculty who can better support student success.

The following are positions being recommended by PRAC for consideration by the President:

Position	# Rec	Type	# of Pt-time units/yr	Budget Available *	Notes
Accounting (Business)	1	Conversion	108.2	\$ 324,600.00	No FT Instructor in Discipline
Basic Skills-English	1 to 2	Conversion	142	\$ 426,000.00	One of these positions should be a Reading Specialist to serve the needs of all students.
Biology	1 to 2	Conversion	221.22	\$ 663,660.00	
Chemistry	1	Conversion	116	\$ 348,000.00	
Counselor	1	Funded	NA	NA	Counselor retired midyear; student demand is up, WASC is expecting COM to increase service hours to evening, IVC and Distance Ed
Counselor	1	Funded	NA	NA	Counselor passed away unexpectedly, student demand is up, WASC is expecting COM to increase service hours to evening, IVC and Distance Ed
Credit ESL	1 to 2	Conversion	146.4	\$ 439,200.00	
Distance Education	1	New	NA	NA	WASC Recommendation; Part of Strategic Objectives; Model Migration; 30 Courses in Fall (Faculty Coordinator Responsibilities)
Drama	1	Conversion	48.94	\$ 146,820.00	No FT instructor in Fall
English and Humanities	1 to 3	Conversion	251.4	\$ 754,200.00	
EOPS	1	Funded	NA	NA	State Mandated
ESL-Noncredit	1 to 2	Conversion	302	\$ 906,000.00	
Geology	1	Conversion		\$ -	No FT instructor in Fall.
Library	1	New		NA	WASC Recommendation; recommended by PRAC last year. Dental Accreditation also requiring library services at IVC. Has no "units" to convert. Could be traded with Modern Languages which has enough conversion units for two positions
Spanish/Italian	1	Funded	69 for 3 disciplines	\$ 414,000.00	Could use funding for this and then use conversion units to hire for the two modern language positions being recommended
Spanish/French	1	Conversion			

*Based on \$3000/unit