*Prioritization Committee:

Admin/Deans: (9) STEM, BSS, Language Arts, LRC, FA/C/KA, DRC/VRC, Counseling, Student Affairs, Equity

Faculty: (4) academic senate (3- President, VP or designee, + 1 to balance instruction/non-instruction), FA (1)

Classified: (1) classified senate

Students: (2) ASFC

Ex-Officio (no vote): AVPI, AVPWF, VPSS, Dean of Online Learning

Department/Division	
Dean	
Title of Position being requested	

1. In 100 words or fewer explain:

    a. How will adding this position contribute to the college's equity goals?

    b. Why will not adding this position jeopardize the college's equity goals?

2. Is this position required by an outside entity in order for the college to meet a legal or accreditation mandate? If so, cite the source of the mandate along with the reasoning.

3. Is this position being funded by categorical or general funds? If using categorical funds, include the fund being used.

4. Would not filling the position with a full-time faculty position jeopardize the viability of the program, and threaten its closure or discontinuance? Explain. (150 words or fewer)

5. Is there an existing gap in content expertise that a new hire would help fill to significantly increase program quality, retention of students and/or enrollment growth? (100 words or fewer)

6. Are there opportunities for program expansion (e.g. new courses, certificates, degrees, etc.) that can only be achieved with a new full-time position? (100 words or fewer)

7. Would not filling this position jeopardize the quality or access to this program in terms of non-instructional duties of the FT faculty? Please explain with reference to the specifics below:

    a. What duties exist outside of classroom instruction for the program?

    b. How many full-time faculty are currently available to engage in the work listed in part (a) of this question.

    8. What is the ratio of Full-Time to Part-Time faculty in the program for the last five years?

	2015-16	2016-17	2017-18	2018-19	2019-20	5-yr %Inc
Full Time Load						

Full Time
%

13. Please offer any additional commentary on the trends provided in the data for questions 9-12 that support your request for a FT faculty member (150 words or fewer).

14. Is there any additional information you would like to add?