

Unit Plan: Full-Time Faculty/Adjunct Staffing Request(s) [Acct. Category 1000]

Unit: Electronic Systems Technology

Division or Area to Which You Report: Applied Technology and Business

Author(s) of this Unit Plan: Wayne Phillips

Date: March, 2008

Audience: Faculty Prioritization Committee and Administration

Purpose: Providing explanation and justification for new and replacement positions for full-time faculty and adjuncts

Instructions: Please justify the need for your request. Be sure to include reference to Goals/Objectives from Part II, and Strategic Planning Priorities. Please cite any evidence or data to support your request, including enrollment management data (EM Summary by Term) for the most recent three years, student success data (EM Success report), and any other pertinent information. For EM data, go to <http://help/EMC/> (from on campus—college intranet). If you have not worked with EM data previously, seek assistance from your division dean or CEMC rep.

Due to the extensive changes and the limited time for development mandated by the revitalization plan, 0.3 FTEF reassigned time for one full-time faculty is needed for curriculum development and to supervise contracted services for additional curriculum in Fall '08 and Spring '09.

For delivery of new courses starting Fall '09, the exact FTEF will be determined by Fall '08 when course outlines are submitted for curriculum approval. In any case, the FTEF will not exceed 1.0.

0.15 reassigned time for one full-time faculty is needed to coordinate the introduction of courses in Fall '09 and Spring '10, and finish the development of "2nd-year" courses for the 2010-2011 academic year.

Unit Plan: Classified Staffing Request(s) [Acct. Category 2000]

Unit: Electronic Systems Technology

Division or Area to Which You Report: Applied Business and Technology

Author(s) of this Unit Plan: Wayne Phillips

Date: March, 2008

***Audience:** Administrative Staff*

***Purpose:** Providing explanation and justification for new and replacement positions for full-time and part-time regular (permanent) classified positions*

Instructions:** Please justify the need for your request. Be sure to include reference to Goals/Objectives from Part II, and Strategic Planning Priorities. Please cite any evidence or data to support your request. **If this position is categorically funded, include and designate the funding source of new categorically-funded position where continuation is contingent upon available funding.

No full-time classified support is planned for continuing operations of the Electronic Systems Technology program. Some part-time support to facilitate setting up the lab area will ensure a safe, efficient, and inviting work environment for the students. This support can be from the applied technology tech and lab support staff on an as-needed basis, mostly during Summer '09, with minimal impact on the other technology programs.

Criteria For Classified Staffing Priorities (not necessarily in Priority Order as developed by the Admin Staff)

- 1) Impact on enrollment and revenue;
- 2) Safety;
- 3) Mandates;
- 4) Workload distribution (impact on other's work);
- 5) Relationship to institutional priorities.