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

Unit: ANTHROPOLOGY  
Division or Area to Which You Report: SOCIAL SCIENCE  
Name of Person Completing this Form: SUSAN SPERLING, KIP WALDO  
Date: MARCH 10, 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.

As detailed in Section 2 of the Anthropology Unit Plan, Goals 1-6, (and consistent Strategic Planning Priorities as set forth in: Goal 19/Objectives 19b; 19dGoal 8/Objective 8a; 8hGoal 4/Objective 4b; and Goal 10/Objective 10c) we are requesting the hiring of a full-time Anthropology faculty person in the next cycle. Enrollment Management data for the most recent 3 years indicate a robust WSCH/FTEF of 580 for Spring 2008 and 547 for the past 4 years. As we have indicated in this document, the Anthropology discipline at Chabot is unusually dependent upon a skewed adjunct to full-time teaching ratio for several reasons. One full-timer is on 60% pre-retirement course load reduction and the other receives reassigned time for Faculty Association duties as Chabot’s Grievance Officer. An inordinate number of classes are taught by adjuncts (see enclosed data.)

While many of the adjuncts are actively involved in extra-classroom program initiatives, they are not able to fulfill the roles of full-time faculty in meeting the program’s goals and objectives. They are often not as available to students as full-time faculty simply because they are not on campus as much. To redress this imbalance and to forward strategic planning as it applies to Anthropology, the discipline needs another full-time faculty person.
Unit Plan: Classified Staffing Request(s) [Acct. Category 2000]

Unit:
Division or Area to Which You Report:
Author(s) of this Unit Plan:
Date:

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.

Referencing Section 2 Goals/Objectives; Goal # 7: Fully Develop the Anthropology Lab:

The Anthropology 1 Lab involves the handling a display of myriad materials, including full-size human and non-human primate skeletons, fossil casts, articulated vertebrate skeletons (other than primates), among other things. These materials are often heavy, costly, and stored in locked areas. Currently the Lab instructor must take considerable time to arrange these specimens at lab stations for students to examine, to transport them and to put them away. There are both potential safety and workload distribution issues involved here.

We are requesting part-time classified staff assistance for our Anthropology 1 Lab class set-up, removal and storage tasks.

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.