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

Unit: ENGINEERING
Division or Area to Which You Report: Mathematics and Science
Author(s) of this Unit Plan: Bruce Mayer, PE
Date: 29-Feb-08

**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/](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.

No Additional staffing needed for engineering. The Fall/Spring staffing levels of 0.982/1.199 FTEF have been in place since the 05-06 academic year. This quantity of staffing is currently adequate to support the type and number of engineering courses required by the transfer-oriented engineering student body. See Figure 1 and Figure 2.
Figure 1 • Student Demand, and Instructional Staffing Levels for FALL Engineering Courses
Figure 2 • Student Demand, and Instructional Staffing Levels for SPRING Engineering Courses
Unit Plan: Classified Staffing Request(s) [Acct. Category 2000]

Unit: ENGINEERING
Division or Area to Which You Report: Mathematics and Science
Author(s) of this Unit Plan: Bruce Mayer, PE
Date: 29-Feb-08

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.

Engineering does not require classified staffing support. The Engineering instructor does his own lab support.

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.