

FULL-TIME FACULTY HIRING PRIORITY PROCESS

1. FTE TAUGHT BY ADJUNCT (15 points maximum)

2 FTE = 5 points

4 FTE = 10 points

6 FTE = 15 points

2. DEMAND (15 points maximum plus or minus)

a. Growth in WSCH or WCH minus average WSCH or WCH 4 years prior
Average 4 years prior WSCH or WCH

b. Calculate to the nearest percentage:

Each 1% growth equals +1 point

Each 1% decline in growth equals -1 point

3. PERCENTAGE OF FILL, average of prior 2 years (15 points maximum)-- (exclusive of all 500, 99, 199, 80s, 180, 22 level; open entry Writing, ESL, Reading, Language, Math, Communication Studies, and Computer Center classes; Art 50L, Music & TA 250, all with telecourses at the regular class maximum and all consecutively offered classes combined for maximum enrollments)

Enrollment prior 2 years multiplied by 100

Number of spaces available in section of class

77 - 84% = 3 points

84.1 - 90% = 6 points

90.1 - 93% = 9 points

93.1 - 97% = 12 points

97.1 - over = 15 points

4. WSCH/FTE at census (15 points maximum)

WSCH/FTE

464 - 503 = 3 points

504 - 553 = 6 points

554 - 596 = 9 points

597 - 635 = 12 points

636+ = 15 points

5. UNAVAILABILITY OF ADJUNCT FACULTY to instruct courses in the department (5 or 10 points)

a. 10 points if class cancellation occurs due to unavailability of Adjunct faculty

or use of temporary contract faculty in past 12 months due to unavailability of Adjunct faculty as documented by Personnel

OR

b. 5 points for "difficulty" in finding available and qualified Adjunct faculty as evidenced by 2 or more official searches per academic year (formally advertised with search and selection committee discussion of potential candidates)

6. LOSS OF CONTRACT -- first or second year of request for vacant position (0 or 10 points);
7. ONE-PERSON DEPARTMENT (0 or 20 points)--first or second year request is made

OR

ACCREDITING BODY MANDATES without whose authorization the program could not be offered (0 or 20 points)

NARRATIVE: DOCUMENTATION FOR REQUESTED TENURE-TRACK ACADEMIC POSITION

1. BRIEF PROGRAM DESCRIPTION:

2. EXPLANATION OF THE NEED FOR THE POSITION AND WHY IT IS CRITICAL TO THE PROGRAM AND THE COLLEGE.

3. WILL THIS POSITION REQUIRE ADDITIONAL EXPENSES BEYOND STANDARD FACULTY OFFICE EQUIPMENT? EXAMPLES ARE INSTRUCTIONAL EQUIPMENT, STAFF SUPPORT, AND OPERATING EXPENSES.