

Faculty Prioritization Worksheet

Faculty Requested 1.0

Data from EMD

Data to use for when developing the faculty request justification

Academic Year	FTES	FT FTEF	Overload FTEF	PT FTEF	Lg Lec FTEF	Total FTEF	FT FTEF /Total FTEF	FT+Overload FTEF /Total FTEF	PT FTEF /Total FTEF	Total Students (census)	Total Waitlist	# Sections	WSCH	WSCH / FTEF
2014-2015	103.36	1.57	1.67	4.50		7.73	0.20	0.42	0.58	1,791	72	67	3,308.53	427.80
2015-2016	109.58	2.00	2.67	3.87	0.00	8.53	0.23	0.55	0.45	2,039	102	76	3,507.37	410.98
2016-2017	116.72	2.14	3.57	3.61	0.00	9.31	0.23	0.61	0.39	2,241	77	83	3,736.68	401.28
2017-2018	144.48	2.40	4.87	3.87	0.00	11.13	0.22	0.65	0.35	2,608	133	96	4,625.74	415.45
2018-2019	153.07	3.36	4.60	3.71	0.00	11.67	0.29	0.68	0.32	2,597	187	95	4,901.30	420.09

2018-2019 Data is as of September 30, 2019

Using the data provided by the Office of Institutional Effectiveness, please provide a brief narrative to contextualize your request

Using the ratio of full-time to part-time faculty (FT FTEF / PT FTEF), please give a little more information about the need for the increase in full-time faculty.

The current move towards the "Caseload Model" of counseling requires that student support be strengthened, compounded by the growing veteran student population; thus there is a need to have DRC/VRC counselors available to address this demographic. To see program-enrolled (GI Certified) veteran students is crucial to support the general counseling department, in that students who are experiencing hardships and/or who find themselves on probation and dismissal are encouraged to meet with a program-specific counselor (DRC/VRC) in order to both lighten the load on the counseling department, as well as allow for the student to meet with a counselor that they have built rapport with. If we can hire a counselor with a Veteran background / identity, that can be an additional plus towards understanding the lived experience of our VRC students. The California Code of Regulations (Title 5), Chapter 2.5 (Sections 56200-56292) outline the general provisions and requirements, student eligibility and responsibility, program standards. Further, to either have previous experience with veteran students that may have disabilities is a huge plus in serving this community of scholars. State regulations mandate that students meet with a qualified counselor to develop a 6-semester educational plan upon entry to the program. DRC currently employs two full-time counselors and one part-time counselor with student traffic numbers at 2200 based off of 2018-19 data. VRC has one Veteran Services Coordinator and one Veteran Services Specialist and has certified over 300 students in 2018-19 with over 600 students actively enrolled at RCC. Currently, DRC counselors have a 4-week wait period to meet with students due to limited staff. The staff at VRC cannot complete ED Plans for Veteran Students.

Using the waitlist per section report (additional tab), please discuss the number of courses ranking high on the college's waitlist per section report. Please also note which CSU General Education requirements these courses fulfill.

Due to the nature of the Counseling Discipline, the ratios normally applicable for teaching faculty can't be applied in the same way to counselors. The current move to the "Caseload Model" of counseling requires that student support be strengthened.

Using the efficiency metric based on WSCH/FTEF, discuss the discipline efficiency. How has the efficiency changed over the past few years? What is your discipline doing to increase efficiency? Have you changed course delivery methods (online to face-to-face, evening offerings, etc.) to try and improve efficiency?

Due to the nature of the Counseling Discipline, the ratios normally applicable for teaching faculty are not applicable to the counseling discipline. DRC/VRC meets with students daily throughout the open hours offered within the Charles A. Kane building. DRC counseling hours begin as early as 8AM and end as late as 5PM, daily. Veteran Student enrollment has grown significantly in the past 4 years. VRC serviced over 300 students for the 2018-2019 academic year. With the enrollment growth, DRC has served over 2200 students in 2018-19.

Please discuss any faculty trends (historical and recent changes) which have helped you identify this need.

For VRC students the counseling component is crucial, in that it provides a consistent connection to an expert who can guide the student, and provides a safe space for the student to discuss challenges that they are facing while attending college (ie. Sense of Belonging & Mental Health). VRC also offers free printing, free career exploration and counseling, special activities, a safe space for Veterans Students to meet and educational supplies. The program meets the student where they are at, offering support services without judgement. Students have access to information, tutoring, and well rounded support. A DRC / VRC counselor will enhance this point of human contact with a population of students that need this extra hand up in order to equal the playing field for these students.

Please discuss any specific activities your discipline has participated in with a focus on reducing the student equity gap. This could include serving on the student equity committee, holding office hours in engagement centers, or faculty participating in Champions for Change equity training, attending an equity summit, or attending Center for Urban Excellence training.

Due to limited staff and resources the VRC has not participated as broadly in equity related work as it could have in the past. With the appointment of a new Dean of Student Services and the future appointment of a new Director for the DRC, the expectation will be to critically review all areas that we are not meeting related to accessibility and equity for our students. Staffing is the biggest challenge.

Please discuss how your discipline is working to ensure your course offerings align with college strategic goals included Guided Pathways, HS/CSU/UC partnerships, accelerated courses, support courses, contextualized education, integrated academic support, etc. Has your discipline developed a Pathways Map? If not, why not?

N/A

Have members of your discipline participated in faculty training including 3CSN, AB 705, AVID, CUE, or other training? How is the information learned being implemented within your discipline?

Counselors, including DRC Counselors, are involved with AVID, CUE and 3CSN. The counseling discipline (including DRC counselors), have worked in partnership with Math, English and Reading disciplines to redesign and implement course offerings, which satisfy the requirements of AB 705. Some of the pertinent information makes it into our literature, curriculum, our practice of counseling and our guidance courses.

Please discuss your faculty's roles on Leadership Councils, committees, or academic senate.

The Counseling department (including DRC counselors) are immersed in nearly every group on campus. Senate, Curriculum, all of our strategic planning committees, DLC and all counselors work on various committees taking on most often leadership roles.

Please discuss your discipline's assessment activities in the last 2 years. How many SLO's were assessed? What percentage of the scheduled SLO's were assessed? How many PLO's were assessed? Is a faculty from your discipline active on the Assessment Committee?

The Counseling Department is active in the the assessment process and DRC counselors participate in planning, assessment and implementation.

Please include any other additional factors which the Leadership Councils should know about (pending accreditation needs, significant curriculum changes, grant funding for the position, specialized faculty expertise needed, etc.)

Funding and rationale for the position:

The DRC/VRC counselor position funding will (is suggested to) come from 20% general VRC, 50% DRC, and 30% Equity funds. The counselor salary range for 2019-2020 is between \$75,648 and \$109,925 plus benefits, depending on the amount of education the person that is hired comes in with, and the amount of dependents that person will have; level 6 is the highest salary level of placement upon beginning employment as a counselor. This counseling position could be tenure or non-tenure track.