August 24, 2010

TO: Department Chairs

FROM: Faculty Position Allocation Committee (FPAC)
Alice Murillo, Vice Chancellor of Academic Affairs
Peter Goldstein, Vice Chancellor of Finance & Administration
Lindy McKnight, Vice Chancellor of Student Development
Clara Starr, Dean of Human Resources
Anna Asebedo, Faculty
Christine Francisco, Faculty
Fred Teti, Faculty

SUBJECT: Request for REPLACEMENT Positions, 2012-2013

The Faculty Position Allocation Committee is beginning the process of accepting requests for critical replacement of tenure track faculty positions for 2012/2013. Replacement positions are restricted to:

a) replacing faculty who left in 2010-2011 and were not replaced, and
b) replacing faculty who anticipate leaving in 2011-2012.

Submit requests for anticipated retirement or resignation only if a faculty member has given you indication of his/her intent to leave. Do not submit names of people you think may leave.

FPAC will analyze departmental requests for full-time positions and forward recommendations to the College Planning and Budgeting Council (PBC). Once approval is obtained from PBC, we will send each department a letter that indicates:

1) position(s) approved,
2) when to initiate the hiring process, and
3) the targeted start date for the approved position(s) (Fall 12 or Spring 13).

Departments whose request has been denied will have an opportunity to meet with FPAC to appeal the denial.

Banked Positions. Some departments were previously approved to hire replacement faculty but were unable to find qualified replacements or chose to delay the hiring. Departments should not re-apply for these positions. If the department chooses to do so, it can continue to bank the position(s) an additional year.

The deadline to submit requests is Friday, Sept. 16th, 2011 no later than 10am to Vice Chancellor of Academic Affairs Alice Murillo, C308.

CC: Dr. Don Q. Griffin, Chancellor
VC of Academic Affairs Deans & Assoc. VC's
VC of Student Development Deans
Jorge Bell, VC of Campuses, Enrollment and Services
VC of Campuses, Enrollment and Services Deans
Replacement Faculty Position Request

Faculty Positions Allocation Committee
Fall 2012/Spring 2013

Cover Sheet

❖ COMPLETE A SEPARATE SHEET FOR EACH POSITION BEING REQUESTED.

❖ SUBMIT EIGHT, 3 HOLE-PUNCHED COPIES OF EACH REQUEST.

❖ ATTACH A COPY OF your 2010/2011 program review data report, page 1, titled, ““Student Contacts, Personnel, Expenditures, and Productivity”.

1. Department: ______________________________________________________

2. Program Area: ___________________________________________________

3. Department Chair: ___________________________ Mail Box: ___________ Phone: ___________

4. Dean’s Signature: _________________________________________________

5. Request:

Replacement Position:

Indicate the faculty member to be replaced:

Name ____________________________ Position No. __________ Separation Date ___________

Reason for Separation ________________________________________________________________

% Credit % Instruction

% Non-Credit % Non-Instruction

Fill Position by Fall 2012_______ or Spring 2013_______ (Check One)

6. Description of assignment for this request. **Be as specific as possible.** If teaching, identify the courses the new faculty member would teach.

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