

Full-Time Faculty Position Request Form 2026- 2027

This form is used by departments and programs to request new or unfilled faculty positions relying on Program Review and/or other justifications. Submit one form for each position requested. For multiple positions, indicate priority of request (e.g., Subject Position 1, Subject Position 2, etc.). Forms are due to Division Deans by September 17, 2025.

Position Requested:

Contact Person:

Discipline/Division: Starting Term: Fall Spring

This form requires the use Enrollment Management Tool data, which can be found at the following link: <http://www.laspositascollege.edu/researchandplanning/FacultyPrioritization.php> (If you have any questions about the data, please contact Rajinder Samra 925-424-1027 or rsamra@laspositascollege.edu) or your Dean. The data will be verified by the Dean. Do not attach data spreadsheets.

Check if position is a: Replacement ☒ or New ☐

If replacement: What is the position code? (see Dean)

Name of the person being replaced:

Length of time position(s) unfilled:

Date Retirement/Resignation is Board Approved:

If position is categorically funded, indicate source and duration of funding:

CRITERIA

1. Number of Full-Time Faculty currently in Discipline:
If requesting more than one position, add 1 to this number for each subsequent position requested.
2. Percentage of FTEF taught by full-time faculty as load for the past six semesters, and projected for one year assuming a successful hire. (Use data from link above. If requesting more than one position, see Rajinder Samra to determine the projected numbers.)

Projected

Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2026	Spring 2027
<input type="text" value="28.2"/>	<input type="text" value="34.8"/>	<input type="text" value="41.2"/>	<input type="text" value="37.3"/>	<input type="text" value="44.5"/>	<input type="text" value="42.3"/>	<input type="text" value="46.9"/>	<input type="text" value="47.7"/>

3. a. For Instructional Faculty: WSCH per FTEF for the past six semesters (use data from link above):

Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025
<input type="text" value="410.7"/>	<input type="text" value="418.5"/>	<input type="text" value="428.3"/>	<input type="text" value="425.2"/>	<input type="text" value="451.6"/>	<input type="text" value="457.7"/>

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b. For non-instructional faculty (librarians and counselors): Student/Faculty ratio for the past six semesters, and projected for one year assuming a successful hire. Divide headcount by number of full-time faculty. For example: 8000 students divided by 3 full-time faculty. 1:2666

(If requesting more than one position, see Rajinder Samra to determine the projected numbers).

Projected

Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2026	Spring 2027
1:975.0	1:945.4	1:1086.4	1:1071.7	1:1040.4	1:1000.9	1:1154.5	1:1105.9

4. Program Characteristics:

- a. List the courses taught and/or work performed in the discipline.
(Be brief and specific. Use your Program Review to complete this section.)

Courses taught in discipline: Anatomy, Botany, Bioinformatics, Cellular and Molecular Biology, General Biology, Human Biology, Humans and the Environment, Introduction to College Biology, Introduction to Healthcare, Marine Biology, Microbiology, Human Physiology, and Zoology.

Biology is the largest science department at LPC. We serve pathways for transfer, CTE, General Education, and Allied Health. Faculty must stay current in their specialty within this rapidly changing discipline. Furthermore faculty must have expertise in laboratory pedagogy that is safe, engaging, and meets Student Learning Outcomes and industry standards.

- b. Total number of primary sections as identified in data taught in the discipline in each of the last six semesters (use data link from page 1):

Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025
41	40	41	39	44	41

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c. Student enrollments (FTES) in the classes taught (use data link from page 1) or number of students served in each of the last six semesters:

Fall 2022	Spring 2023	Fall 2023	Spring 2024	Fall 2024	Spring 2025
216.36	221.39	228.48	230.86	256.98	256.35

d. List special characteristics of the discipline such as: (Be brief and specific. Use your Program Review to complete this section.)

- Mandated class size limits due to state, contract, and accreditation standards.
- Facilities
- Number of courses out of the total number of courses in the discipline that meet General Education Requirements
- Number of courses out of the total number of courses offered that are required as part of an associates degree, certificate or transfer
- Discipline provides basic skills courses
- Discipline provides mandated and specialized services to students
- If position is categorically funded please add source and duration of funding
- Other

Mandated class sizes: Courses with labs are generally limited to 24 students. This reflects the number of stations available in each classroom, and ensures safety as well as efficient student access to equipment, reagents, etc.

Facilities: Biology laboratory classrooms require specialized wet lab facilities, equipment, instrumentation, and safety protocols for biological and chemical hazards. Faculty must be qualified to safely handle potentially dangerous materials as well as ensuring the safety of students working with these materials.

Courses that meet the General Education requirements: 12 of 14 courses satisfy the AA/AS GE Requirements and CSU and UC transfer requirements. The remaining 2 courses (Bio 55: Orientation to Healthcare and Bio 70: Field Biology) qualify for CSU GE and transfer.

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5. Describe how courses and/or services in this discipline impact other disciplines and programs. (Be brief and specific. Use your Program Review to complete this section.)

Students taking Biology classes directly increase enrollments in related fields (e.g., Chemistry, Physics, Math). Continued growth of both the Biology majors and Allied Health pathways has resulted in several new sections of Chemistry and higher enrollment in Physics.

Biology courses are required in 5 AA degrees (e.g. Biology, Psychology, Social Work and Human Services) and 7 AS degrees (e.g., Biology, Environmental Science, Horticulture, Viticulture). Biology courses are also options for 6 AA/AS degrees (Kinesiology, Nutrition and Dietetics, Occupational Safety and Health). Additionally, biology courses are required for Certificates of Achievement, and other Career Certificates (Sports Medicine) and preparation for transfer to CSU and UC programs (Viticulture, Enology, Chemistry, and Environmental Studies).

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6. If this is the first full-time position in the discipline, discuss: (Be brief and specific. Use your Program Review to complete this section.)

- a. Justification for the position.
- b. Projected start-up costs for equipment, facilities, and support staff for the first three years.
- c. Projected enrollment growth for the next three years, starting with the first semester of the projected faculty hire.

NA

7. What are the impacts on students, the discipline and the college of NOT filling this faculty position? What are the programs/courses/services that have not been or cannot be offered due to the vacancy? (Be brief and specific. Use your Program Review to complete this section.)

Please see attached page

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8. Any additional information that addresses justification of the position. If multiple positions are being requested, this is an opportunity to differentiate the justifications for additional positions.

We need a full-time faculty member to lead Microbiology, which is a central part of our program. Barbara led the Microbiology course for decades. This class is impacted by long waitlists. We anticipate offering more sections after the new Microbiology laboratory classroom in the new STEAM building becomes available. We now offer three sections of Microbiology each semester and a section during summer. Each course is 5 units. A full-time faculty member can make load by teaching two sections each semester.

Student Independent Laboratory Research: Full-time Biology majors faculty members typically supervise multiple honor's projects and independent study projects each semester (2-7 students). These projects are a critical step for student success to transfer to 4-year schools, obtain more advanced specialized degrees such as nursing or radiology, obtain jobs in industry and academia, and succeed in applications to graduate school and medical school.

Advising: Historically the majority of members of the Beta Beta Biology Honor Society and the Bionic Club were students majoring in Biology. A faculty member who knows a student's strengths inside and outside of the class can provide a greater level of advising and support. This level of advising will be greatly diminished if Barbara's position is not replaced.

Student Career Goals: Our full-time Biology major faculty members typically write many recommendation letters per semester. Long-term relationships between students and faculty are more likely with a full-time faculty member. Many of these recommendations are for students who have already transferred and need letters for allied health careers and transfer to other programs such as a secondary degree in nursing, radiology, physician's assistants, and other allied health fields. These letters are critical to students achieving their professional goals.

Signatures:


Requestor

9/17/25
Date

Paule M. Chacki 9/17/25
Dean Date

Nan Ho 9/18/25
Vice President Date

Question 7: Faculty Position Request Replacement Biology Fall 2025

Discipline and College: We currently have no full-time faculty who teach Microbiology. Finding qualified adjuncts to teach Microbiology has often been challenging for us as it is not a common degree or field of expertise. This is compounded by the fact that we are competing with surrounding community colleges for the limited pool of qualified adjuncts. Employing less than highly qualified faculty is a disservice to our students.

Curriculum and Laboratory Coordination: It would be a disservice to our students not to have a full-time faculty member in our department whose area of research, specialty, and expertise focuses on Microbiology. Microbiology is a rapidly changing field, requiring a full-time faculty member available to update the curriculum as needed. Safety of students is another concern. A full-time microbiology instructor is essential to lead safe and effective handling, storing, and culturing of microorganisms such as pathogenic bacteria and viruses. A full-time faculty member is needed to oversee and update the laboratory components of the course, and coordinate with the staff technicians who support the class.

Facilities: A full-time faculty member whose research and teaching expertise focuses on Microbiology is essential to direct the design and set up of the future STEAM building, specifically its new microbiology laboratory classroom and associated specialized student workspaces. We need a faculty member with expertise in the specialized field of Microbiology to effectively direct the procurement, use, and care of specialized equipment and supplies. A full-time Microbiology faculty member is needed to work closely with laboratory staff to direct and manage numerous, specialized, varied bacterial cultures that are used for Biology 7C Microbiology labs, as well as for labs for other classes in our department.

Advising and Support of Students: Microbiology is required for our Allied Health AS degree, as well as required as a pre-requisite to apply for entrance into allied health degrees such as nursing, radiology, physician assistant, nursing practitioner, etc. – all highly competitive programs. A faculty member who knows a student's strengths inside and outside of the class can provide a greater level of advising and support. Further, strong, insightful letters of recommendation support our students' applications.

In summary, the Allied Health degree is greatly impacted and currently has many more students interested in this major than can be accommodated in our available sections, thereby increasing the time to completion. Additionally, microbiology requires highly specific expertise in its delivery and in course development. This requires the dedicated attention that can only be offered by full-time faculty. Once the STEAM building is completed and we can expand our number of sections offered to serve growing student demand, we will be highly dependent on a new microbiologist to ensure the proper setup of microbiology labs, as well as to continue the safe use of bacteria to ensure our students' safety.