



## SPECIAL INSTRUCTIONAL PLANNING COUNCIL MINUTES

October 1, 2008

**Members Present:** Norma Bean, Richard Borden, Judy J. Cater, Berta Cuaron, Judy Dolan, Craig Forney, Candi Francis, Chantal Maher, Becky McCluskey, Steve McDonald, Michael Mufson, Zeb Navarro, Wilma Owens, Lisa Romain, Mollie Smith, Mark Vernoy, Claudia Duran-ASG Rep.

**Members Absent:** Mark Bealo, Kathleen Sheahan, Debi Workman

### **I. Full-Time Faculty Obligation and Hiring – 2009-10**

The attachments, “Draft – Estimated Number of Faculty Positions Needed, Estimate Only, 9//22/08”, “Draft – Estimated Number of Faculty Positions Needed, Estimate Only, 9/22/08”, “Draft Faculty Counts as of September 22, 2008”, Guidelines for Hiring/Replacing Counselors and Librarians, Joint IPC/SSPC Workgroup Recommendation”, and “Faculty Hiring Priority Recommendations for 2009-10, Instructional Planning Council” were discussed.

Berta Cuaron stated that Michelle Barton, Director of the Research and Planning office does a tremendous amount of data accumulation in determining the full-time faculty data. A workgroup has been convened to do some research and to develop some recommendations and a plan on how the college could budget for more full-time faculty. The workgroup includes the PFF Co-Presidents, current and past Faculty Senate Presidents, a Dean, Michelle Barton, and a representative from Fiscal Services, and Vice President Cuaron.

Baseline information was established from 2002 data and is used when determining the hiring of instructional faculty, counselors and librarians. The recommended guidelines developed by a joint IPC and SSPC workgroup was agreed to in Spring 2005. The baseline data establishes instructional faculty at 257, counselors at 23 and librarians 7.

The District is now in the process of hiring 4 full-time faculty, which are carryovers from last year, one from AIS, one from ESL and two from Nursing Education. The Nursing Education openings are for one evening/weekend position and the other position is due to a retirement in May, which has to be filled as soon as possible in order to be in compliance with the program’s accreditation requirements. In keeping with the commitment to continue to exceed the full-time faculty obligation, ten (10) faculty will be hired for Fall 2009, 7 teaching faculty and 3 counselors, plus 1 faculty member that will be transitioned from ROP to the Design and Consumer Education Department. Ultimately, there will be 3 ROP positions that will be transitioned into academic departments, 1 in 2009-10 and 2 in 2011-12. The ROP positions will be transitioned as per the Faculty Senate recommendation and PFF agreement. All three transitioned positions do not come with any funding and will have to be fully supported by general fund dollars. Hiring the 10 positions, the 4 already in progress, and the one ROP will exceed the faculty obligation by 10-11 positions, which will be 3 more than 2008-09.

The first 7 teaching positions listed on the handout, “Faculty Hiring Recommendations for 2009-2010, Instructional Planning Council,” to be hired will be: (1) Health, Physical Education & Athletics

(Baseball), (2) Chicano Studies, (3) Mathematics, (4) Health, Physical Education & Athletics (Women's Head Coach), (5) Business, (6) Theatre Arts, and (7) Italian. The other positions will be counseling faculty.

The full-time faculty obligation for Fall 2008 is 286.80, making the assumption that the District will grow 2%. Palomar is exceeding growth at 3-3½% and will be over CAP but won't be reimbursed for any growth over 2%. The hiring of 10 faculty, including the 4 carryovers in progress and the transitioned ROP position this year, will result in a total of 15 full-time faculty to be hired this year. It was asked if the ROP position had not been transitioned, would the next priority position in line have been included and yes, it (Mathematics) would have been included in the total number of full-time faculty hired for 2009-10.

The status of the state and federal budgets are of great concern and must be considered as a part of the number to be hired. A question was asked if mid-year budget cuts happen. If there are mid-year cuts, it could possibly affect hiring of full-time faculty positions, but it is a discussion to take place if needed. President Deegan is responsible to the Governing Board and has the responsibility to keep the District fiscally sound. Difficult decisions and decisions will occur so that no positions currently filled are jeopardized.

The IPC Subcommittee will be meeting again this Fall and will continue to discuss the process for prioritizing faculty positions, including looking at other college models. The concern of retiree replacements is to be discussed.

Berta Cuaron will notify Shawna Hearn in Employment Services of the priority list for 2009-10 faculty hiring recommendations. The division deans will begin working with their departments to initiate the faculty position authorization forms. It was noted that the hiring process has started two weeks ahead of time from last year, and it's better to be out early in the recruitment process to have larger, more diverse and qualified applicants.

The meeting was adjourned at 3:05 p.m.