

Faculty Position Request Form Year 2011-2012

For Academic Affairs Advisory Group Recommendation	Date(s) Considered:	
	(To be completed by The Vice President of Academic Affairs)	
	<input type="checkbox"/> Recommended to Approve (Indicate Ranking) ➡	
<input type="checkbox"/> Not Recommended to Approve ⤴		
Explanation:		

Directions: Complete a separate request for each position. Forms must be signed by the originating Division Chair/Director and the appropriate supervising administrator. Use additional sheets as needed.

A. General Information

Position Title:	Instructor, Microbiology and Anatomy/Physiology
Department:	Biology and Anatomy/Physiology
Division:	Life Sciences

Check all that apply:	
<input type="checkbox"/>	New Position
<input checked="" type="checkbox"/>	100% Assignment
<input type="checkbox"/>	Split Assignment Identify Split %
<input checked="" type="checkbox"/>	Replacement: Identical Position
<input type="checkbox"/>	Replacement: Modified Position Identify faculty being replaced:
	Gail Fail
<input type="checkbox"/>	Consolidation of Existing Adjunct Positions

Review/Approval	Date
Department Chair:	Gary Fuller (Anatomy) and Kevin Raskoff (Biology)
Division Chair or Supervising Administrator	Gail Fail
Dean, Academic Affairs or Student Services	Laura Franklin

All conflicts/disagreements should be discussed prior to submission of this form. In the event the division chair or dean does not support the position, provide reasons:

B. Description of the Position/Assignment

1. Describe all aspects of the position, including non-teaching assignments.

The position straddles two departments, Biology and Anatomy/Physiology (A&P.) Projected teaching responsibilities for the new instructor include Biology 25 (Microbiology lecture), Biology 26 (Microbiology lab), and Anatomy 5 (this is the lower level A&P, often taken by pre-nursing students before they take the required courses, Anatomy 1 and 2, and Physiology 1 and 2.) The new instructor would also be expected to participate in committee work, shared governance committees, etc., as well as to perform the duties listed in the MPC Faculty Handbook.

The teaching load for the new instructor could include sections of Healthy Living, Women's Health, any of

several Biology classes, Anatomy 1 and 2, or Physiology 1 and 2, depending on the qualifications of the successful applicant.

2. Aspects of college's mission being addressed by position:

- Transfer to four-year colleges
- Basic skills instruction
- Career Technical Education (CTE)
- Student support services

3. Is this position categorically funded? Yes No

C. Rationale for the Position

1. Description of need. Please include information on the effects on the program, your division, the college, and the community of filling the position versus not filling it.

This position is a replacement for Dr. Gail Fail, the Life Sciences Division chair. She currently teaches Microbiology lecture and labs, Health 7 (Fall only) and Biology 36 (Spring only.) When she is not the Division chair, she also teaches Anatomy 5, and in the past has taught several Biology classes as well. Since she took the position of Division Chair, the A&P Department has expanded, and had to hire even more adjunct teachers than were required to replace her hours in that department. Last year, the adjunct teacher who had been teaching microbiology labs quit, and Dr. Fail has been teaching those classes as an overload. It is particularly important to find a highly qualified, dedicated teacher for microbiology, which is a Nursing prerequisite. Without a good microbiology teacher, we will not be preparing our students well for entry into Nursing or other medical professions.

When Dr. Fail retires, someone else in the Life Sciences Division will take over the job of Division Chair. That person will very likely be from either the Biology or the A&P Departments. In either event, there will be a need to hire adjuncts to backfill the classes not taught by the new Division chair. If Dr. Fail is not replaced, this will place an even greater burden on Biology or A&P and a need for even more adjuncts. The full time teachers in Biology and A&P regularly carry overloads already, so we cannot rely on them to pick up any more classes. For the last five years, the A&P Department has asked for an additional full time instructor to cope with the expanding number of students.

2. If this position is new or modified, is it addressed in MPC planning documents, such as the college's Educational Master Plan, the Division's most recent Program Review or Program Review Update, and/or the Department's Action Plan?

- Yes (Please cite below.) No (Please explain below.)

Not a new or modified position

3. Is this position required by external licensure, accreditation, or legal mandates? If so, please explain.

No

4. Is this position recommended by a CTE advisory group? If so, please explain. If this is a CTE position, please provide Labor Market Information (LMI) for any occupations in which the instructor will provide instruction or training.

No, but the position does support the Nursing Program indirectly, since it includes classes that are pre-requisites to nursing.

5. Program size (Data from Institutional Research Office):

ANAT/PHSO

			Credit		Full-time	Adjunct	TOT	
	07-08	Fall	74.24		2.66	1.55	4.21	
		Spring	81.42		2.31	1.55	3.86	
		TOTAL	155.66	Avg.	2.485	1.55	4.04	38.58
	08-09	Fall	87.23		2.31	1.55	3.86	
		Spring	85.93		2.31	1.90	4.21	
		TOTAL	173.16	Avg.	2.31	1.73	4.04	42.91
	09-10	Fall	89.82		2.31	1.60	3.91	
		Spring	92.89		1.71	1.85	3.56	
		TOTAL	182.71	Avg.	2.01	1.73	3.74	48.92

BIOL

			Credit		Full-time	Adjunct	TOT	
	07-08	Fall	53.19		1.95	0.45	2.4	
		Spring	58.12		2.02	0.67	2.69	
		TOTAL	111.31	Avg.	1.99	0.56	2.55	43.74
	08-09	Fall	59.24		1.80	0.60	2.4	
		Spring	65.03		2.07	0.86	2.93	
		TOTAL	124.27	Avg.	1.94	0.73	2.67	46.63
	09-10	Fall	46.45		1.80	0.56	2.36	
		Spring	64.09		2.32	0.35	2.67	
		TOTAL	110.54	Avg.	2.06	0.46	2.52	43.95

6. Programmatic plans for this and future years:

From the recent Program Review in Biology

Biology 25/26, the Microbiology lecture and lab, remains a staple among students aspiring to apply to the Nursing program. This course series retains a healthy enrollment as a part of the overall pre-nursing curriculum and provides an opportunity for the department to contribute more proximately at the vocational level. We could offer a more robust rotation of courses in the evenings; for example, students doing their prerequisite work in advance of applying to the Nursing Program might benefit from an evening section of Microbiology lecture and lab being offered once every other year.

From the recent Program Review in Anatomy/Physiology:

Over the past four years, the Anatomy/Physiology department has continued to expand to try to accommodate a growing number of students. However, due to budget constraints, this Fall we were asked to reduce the number of lab offerings in both Anatomy 2 and Anatomy 5 by one section each. We still offer more sections than we have ever offered before but we are limited by the classroom space and the availability of qualified adjuncts. The level of course offerings is really not sustainable without the addition of another full-time faculty member.

For the last five years, the Anatomy/Physiology department has asked for another full time instructor. A full time Anatomy/Physiology position would be filled even with the new Biology/Anatomy teacher carrying some load in that department.

7. First two years' assignment for this position.

a. Teaching responsibilities:

Fall	2011	Spring	2012	Fall	2012	Spring	2013
BIOL 25 - 3 TLU'S		BIOL 25 - 3 TLU'S		BIOL 25 - 3 TLU'S		BIOL 25 - 3 TLU'S	
BIOL 26 - 6.75 TLU'S (2.25 TLU'S PER SECTION, THREE SECTIONS)		BIOL 26 - 6.75 TLU'S (2.25 TLU'S PER SECTION, THREE SECTIONS)		BIOL 26 - 6.75 TLU'S (2.25 TLU'S PER SECTION, THREE SECTIONS)		BIOL 26 - 6.75 TLU'S (2.25 TLU'S PER SECTION, THREE SECTIONS)	
ANAT 5 5.25 TLUS		ANAT 5 5.25 TLUS		ANAT 5 5.25 TLUS		ANAT 5 5.25 TLUS	
Total 15.00 TLU		Total 15.00 TLU		Total 15.00 TLU		Total 15.00 TLU	

b. Other duties and/or programmatic responsibilities (i.e., program/curriculum development, program coordination, facilities oversight, outreach, etc.):

The new instructor will be responsible for maintaining current curriculum in Microbiology lecture (which changes rapidly and requires keeping up with the latest information on infectious diseases), and regular revisions/updates of the microbiology lab manual, which is written in-house. He/she will also be responsible for helping plan the budget for the microbiology lab, and modifying and assessing SLOs in the appropriate classes.

8. Office/location to be assigned:

209A

9. Other related resources needed:

Computer, telephone

10. Other considerations:

Local adjuncts in the areas of Microbiology and Anatomy/Physiology are difficult to find. In the area of microbiology it is especially hard to get someone willing to teach for our adjunct pay, when professional microbiologists can make so much more elsewhere. We have had a hard time keeping good adjuncts to teach the microbiology labs when Dr. Fail was working as Division Chair and wanted to reduce her teaching load. However, finding a full time teacher qualified in both Microbiology and Anatomy will not be as difficult. We expect that many recent graduates in Masters and Ph. D. programs will apply.