



Instructional Planning Council Hiring Sub-Committee MINUTES

MEETING TYPE:	<input type="checkbox"/>	Staff	Date: September 26, 2018
	<input type="checkbox"/>	Product/Project	Start Time: 3:00 p.m.
	<input checked="" type="checkbox"/>	Special	End Time: 4:00 p.m.
			Location: AA-140

Chair: Dr. Jack S. Kahn
Members Present: Dr. Richard Albistegui-Dubois, Mark Bealo, Dr. Lesley Blankenship-Williams, Dr. Glyn Bongolan, José Briceño, Sarah DeSimone, Katy Farrell, Marlene Forney, Hector Garcia-Villa, Seth San Juan, Shayla Sivert, Justin Smiley, Susan Snow and Dr. Ellen Weller.
Members Absent: Margie Fritch, Dr. Barb Kelber and Dr. Pearl Ly.
Guests: Nichol Roe (designee for Margie Fritch).
Recorder: Michelle LaVigueur

Superintendent/President Joi Lin Blake called the meeting to order at 3:06 p.m.

- I. Approve Minutes – April 25, 2018 – Tabled.

- II. Summarize Hiring Needs Process for 9 Additional Hires – Superintendent/President Joi Lin Blake reported that there have been new developments regarding the FON. Our final FON for 2018 has increased and we will now need to hire 8 additional full-time faculty members to be in compliance. The 8 positions that we were originally going to hire in FY 2019-20 will be going out for recruitment now to join us in spring 2019. When this Sub-Committee was prioritizing positions to recommend for hire last spring, we did so under an assumption that we would not be pulling FTES into the summer because we wanted to leave summer FTES for FY 2018-19 as that would have been our last year coming out of stability, setting us with a new base FTES. With the new Student Center Funding Formula (SCFF), we needed to move summer FTES into the FY 2017-18 budget year to maximize our base moving forward. The FON calculations are based upon us now having pulled FTES back into FY 2017-18. As a function of these two items (FTES pulled back and SCFF), the faculty we hired for FY 2017-18 became inefficient for the FON. Also, the state budget includes increased funding for faculty hires and anticipated retirees. IPC has 16 positions left from the list we generated in the spring and we will be hiring all of them in spring 2019 to join us in the fall of 2019.

Fall 2019 calculations were made by IRP and it was determined that we would need to hire more than those 16 positions. President Blake asked that this Sub-Committee prioritize an additional 20 positions now for FY 2019-20, to be included on the November 2018 Governing Board agenda.

There was discussion around increased enrollments, dual and concurrent enrollment, the Palomar Promise, classes at the new centers and partnerships in the community. There was further discussion on the impact that the spring hires may have part-time faculty. President Blake advised that in disciplines with only adjunct faculty members, this will be an opportunity for them to apply for full-time positions.

- a. VPI Kahn asked the Sub-Committee to considered two models for prioritizing the additional 20 faculty members:
 - Model One would be to use the traditional Faculty Prioritization Process and the following was noted:
 - This model removes biases
 - Suggestion was made to add growth projections to the data to include the two new centers
 - The Sub-Committee voted on Model One:
 - 2 Yes votes
 - 10 No votes
 - No abstentions
 - Model Two would be similar to the Resource Allocation Process to include:
 - Deans meet with Department Chairs to rank order faculty needs within their Divisions based on rationale and data
 - Deans will bring forward areas that need growth and/or are not represented by full-time faculty

- Once the positions have been listed, the Deans will meet as a group to discuss prior to the Sub-Committee meeting. The list of positions will be sent to the Sub-Committee members and ranked prior to the meeting to be ranked. The Sub-Committee will meet and the Deans will present on their areas and the Sub-Committee will do a final ranking of 20.
 - The list of positions will be those that the Department Chairs request and that the Deans have knowledge of projections around
- IPC Hiring Sub-Committee prioritizes the list
- The Sub-Committee voted on Model Two:
 - 10 Yes votes
 - 2 abstentions

The sub-committee will move forward with Model two.

- b. VPI Kahn reported that using Rank and Frequency order together was cumbersome in the spring and asked if the Sub-Committee would agree to use one or the other. There was consensus among the Sub-Committee to continue using both methods and that totals would be prepared in advance of the next meeting in order to compare the two lists during the next Sub-Committee meeting. Final discussions and voting will be done at that time.
- c. VPI Kahn asked that the Deans include in their lists recommendations for full-time faculty hires in areas where there are no full-time faculty, but the Deans believe that bringing in full-time faculty would be useful to the college. He gave an example of an HVAC program that will be beginning soon and would be beneficial to have a full-time faculty member in that area. There was consensus among the Sub-Committee for this method to be included in the process.

This list will go to IPC and SPC for approval and the final recommendations will be made by the Superintendent/President.

The meeting adjourned at 4:21 p.m.