

Santiago Canyon College

Faculty Hiring Prioritization Assumptions and Criteria

Assumptions for Prioritization

- All requests are equally important and present an area of need.
- The prioritization result serves as a recommendation to the President. If the President chooses to deviate from the order of the prioritization list, it is agreed that the President will discuss the decision with the Academic Senate President.
- Positions that are legally mandated (e.g., for accreditation) will not be in the prioritization queue and will be automatically filled based on need.

Suggested Criteria for Prioritization

Note: These are not listed in order of importance; each voting member determines which criteria are most important to them but are asked to be consistent in their determination.

- Executive Summary data/evidence in support of need.
 - Ranking page data should only be used for instructional programs.
 - Full-time Faculty Count page only includes the headcount of faculty with full-time status indicated in their contract type and includes non-instructional assignments (in case any FT faculty are 100% released).
 - Hovering over the values in the counselor and librarian recommendations will show a tooltip with a link to documentation from the ASCCC.
 - PT/Overload FTEF page provides FTEF and LHE for major semesters and shorter terms separately. This can be used to determine how many FT faculty can be supported within the department based on PT and Overload assignments.
- The impact of a full-time faculty position.
 - Lack of a new full-time position might result in the department or a program within the department from existing.
- “Other” areas to consider such as:
 - Difficulty in finding adjuncts.
 - Demand for the program is projected to increase.
 - Community impact.
 - Changes to legislature.
 - Changes in the student body.
 - The program does not have a full-time faculty member.
 - Retirements or other departures from the position.
 - Any other needs described in the narrative.

Criteria Scoring Rubric

	1 point	5 points	10 points	Possible
<i>Executive Summary-Data/Evidence in support of need</i>	Minimal need as substantiated by appropriate data.	Moderate need as substantiated by appropriate data.	Significant need as substantiated by appropriate data.	10
	1 point	3 points	5 points	
The impact of a full-time faculty position.	Lack of position would minimally impact a program’s ability to exist.	Lack of position would moderately impact a program’s ability to exist.	Lack of position would significantly impact a program’s ability to exist.	5
	1 point	5 points	10 points	
“Other” areas to consider (see list above)	Minimal need when considering other areas.	Moderate need when considering other areas.	Significant need when considering other areas.	10

