



San Diego Continuing Education
Faculty Hiring Priorities Committee
Minutes

Thursday, December 17, 2020
2 p.m. – 3 p.m., Zoom

ATTENDEES/ PROXIES/ GUESTS	<i>Committee Members/Guests</i>	
	Michelle Fischthal, Co-Chair	Andrei Lucas
	Rachel Rose, Co-Chair	Esther Matthew- <i>Absent</i>
		Linda Osborn
	John Bromma	Kylie Ozols- <i>Guest</i>
	Lisa Cork	Timothy Pawlak- <i>Absent</i>
	Lorie Crosby Howell	Sam Phu- <i>Absent</i>
	Brad Dorschel	Shirley Pierson
	Marquest Glover- <i>Absent</i>	Cat Prindle
	Michelle Gray- <i>Absent</i>	Bob Pyle
	Veleka Iwuaba	Cassandra Storey
	Jan Jarrell	Claudia Tornsauer
	Neill Kovrig	Carlos Turner Cortez- <i>Guest</i>
	Corinne Layton	Zac Ruvalcaba
	Megan Leppert	

Agenda Item A: Call to Order/Approval of Meeting

DISCUSSION	<ol style="list-style-type: none"> The meeting was called to order by M. Fischthal at 2:03 pm. Approval of Agenda was M/S/C by Claudia and Linda as is. No Abstentions No Discussions
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item B: New Business

DISCUSSION	<ol style="list-style-type: none"> Resource Requests- Institutional Priorities (President Carlos Cortez) Currently in a hiring freeze. Priority is to secure cuts to as many positions as possible into the New Year. We should anticipate additional stimulus funding from the federal government. The hiring freeze will likely to continue into the next Chancellor’s tenure. One factor that could affect the committee’s recommendations for faculty hires is a \$5 million grant application out to the federal government; it
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would add green modules to our construction skills technical trades program. If funding opportunities become available, we would need to reconsider the prioritization of faculty to hire to maximize the funding that might come into our system.

In July 2015, there were about 135 contract faculty. We are down to approximately 120 contract faculty. Positions vacated are not going to be refilled. As we continue to see retirements in the future, it will be important to balance positions to ensure we are fulfilling our obligations to students and ensure we continue to operate our programs.

2. Review [Committee Purpose](#)

Reviewed Goal of the Committee and purpose. Our role is to help strengthen our programs justifications for faculty requests submitted. Our task is to send a pool of faculty requests to the President for consideration for hire. This process occurs each year.

3. Resource Request Reviews

Program reviews are now finished and resource requests submitted were collected by the PRIE Office. Each resource request has been identified to have: All Conditions Met, Most Conditions Met, and Some Conditions Met. As a committee, we don't decide on the prioritization of the requests but put forward, for consideration by the President, all positions that meet all conditions needed for hire, if and when new faculty positions become available.

a. Justification discussions

i. Claudia- Emeritus (Requested 3)

- Emeritus- Health Nutrition and Wellness (“All Conditions Met”); Emeritus- Art (“Most Conditions Met”); Emeritus- General Interest (“Most Conditions Met”)
- Several Emeritus classes were closed due to the pandemic. Classes currently offered are to younger, more active seniors who are computer savvy. Between March 2020 and the fall 2020 semester, the program lost 30 instructors with 54 remaining. In fall semester, Emeritus still managed to generate 7,665 enrollments. Many Emeritus classes are filled to maximum enrollments per CRN.
- Faculty surveys indicated multiple classes with 14% of classes having 60-70 enrolled students and 9.3% having 100+ enrolled students. Current CRNs for Health Education, Wellness, Nutrition were presented. The ratio of teacher versus number of students in this course is too high. Due to limited contract faculty, currently unable to open more classes. In support of student demand, adjunct faculty loads have increased to their maximum load. In addition, from the existing 10 contract faculty, some are teaching multiple subjects. At this time, 5

	<p>are planning to retire; one at end of January and some at the end of the spring semester.</p> <ul style="list-style-type: none"> – Student surveys were sent out to over 7,000 enrolled students. To date, 910 students have responded; the survey is still active. Posed question regarding the number of classes added to weekly schedule since March 2020. 62.5% indicated having added 1 online class; 23/1% have added 2 classes. 87.7% feel more competent to cope with life as a result of taking an Emeritus Program (EP) class. Of the 910 students, 94.1% (856 students) said they will continue taking EP online classes. Survey results support the need to add more online classes in the program. – Additional statistics shared indicated that Americans are living longer with a growth in the number of older adults. Governor of the State of CA released the Executive Order N-140-19 on the Master Plan for Aging to address the need for healthy aging among the growing senior population in CA. With the addition of 3 new faculty, the program will be able to serve current students and potential new students. <p>ii. Jan/Corinne-ESL (Requested 3; all “Met All Conditions”)</p> <ul style="list-style-type: none"> – ESL Example: lead efforts in providing mentorship in how to teach beginning students in an online environment. Beginning level program has dropped about 40% in terms of the number of classes offered; this is a result of the challenges accessing classes in an online environment. – ESL/Citizenship: Currently have a part-time contract faculty who was the Coordinator in this program. A second ESL instructor will support anticipated growth in this area due to expected shift in immigration and refugee policy due to change in administration of government, along with growth in the senior population. – ESL/VESL: 5 new VESL programs (10 new course outlines) were recently approved by the state. This will require training and leadership from the very beginning to assist in this area. Never had a level 2 beginning VESL Program before all of the way up through advanced. – Due to COVID, the ESL program has suffered when it moved to an entirely online environment. All new positions will be critical to assist with enrollment efforts and retention of students.
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	b. Review specifications of “All considerations met” ranking (as time permits)	
ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item C: Roundtable

DISCUSSION	<ol style="list-style-type: none"> Rachel- Check Row 3 of the spreadsheet sent out to the committee. PRIE has identified missing items. Please address as needed; the modification window for all requests, in Campus Labs, is January 11-22. Michelle- Discussed how to utilize future meetings in 2021. This year’s process was different from the previous years. Do we want to speak to this year’s process at the next meeting? Will this be the venue to have a conversation about “lesson’s learned”? Due to the current environment, it’s been difficult to connect with Program Chairs. A conversation about the direction of each department will be good. Claudia- Student Survey and Departmental Data has been very helpful in program planning efforts.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Contact Rachel for items to discuss at future meetings around how to utilize this group’s time efficiently. 	<ul style="list-style-type: none"> All 	<ul style="list-style-type: none"> N/A

Agenda Item D: Next Meeting

DISCUSSION	January 25, 2021, 3:00 pm, Zoom
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item E: Adjournment

DISCUSSION	The meeting was adjourned by M. Fischthal at 3:01 p.m.
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Submitted by Ginger Davis, Administrative Secretary, VP Instructional Services
 Approved on: 4/26/21