

# Faculty Position Request Form Year 2012~2013

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:	<b>American Sign Language Instructor</b>
Department:	<b>World Languages</b>
Division:	<b>Humanities</b>

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: <b>Carolyn Hansen</b>
<input type="checkbox"/>	Consolidation of Existing Adjunct Positions

Review/Approval	Date
Department Chair:	<b>Carolyn Hansen, Lisa Gonzales</b>
Division Chair or Supervising Administrator	<b>Diane Boynton</b>
Dean, Academic Affairs or Student Services	

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.

Instructor will be responsible for teaching sections of SIGN (1A, 1B, 2A, 2B), as well as soon-to-be developed SIGN 50, 225A and 225B. This position does not include any specific department-related non-teaching duties. The instructor hired, however, would be expected to serve on campus-, department-, and division-related committees as outlined in the faculty contract.

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 critical to the World Language Department, the Humanities Division, the college, and the community. To begin, SIGN classes are remarkably healthy; each semester approximately eight sections of SIGN are offered, and these sections are almost always completely filled.**

**Second, the World Languages Department currently offers 32 sections of 8 languages with adjunct faculty teaching approximately 60% of the sections. If this position isn't filled, 68 percent of the World Language classes would be taught by adjuncts, and 100 percent of SIGN classes would be taught by adjuncts. Using adjuncts for World Languages classes is acceptable and will continue, but having adjuncts teach almost 70 percent of the classes demonstrates a significant need to hire a replacement.**

**Third, finding adjunct faculty to teach SIGN is challenging. Course offerings are often limited by the number of adjuncts available who meet minimum qualifications. At the moment the department anticipates losing an adjunct, as she plans to leave the area when her husband receives orders. There are no viable applicants to replace her should she leave.**

**Fourth, American Sign Language is a remarkably important language. It is the fourth most used language in the United States, and it is the second largest program in the World Languages Department. American Sign Language creates connections for family, friends, and associates of members of the Deaf community; without ASL there are limited means of communicating.**

**Last, MPC's American Sign Language courses fill a need in this community. Currently, SIGN courses are not offered at Gavilan. Cabrillo College and Harnell offer small programs. CSU, Monterey Bay offers a program comparative to MPC; this college offers eight sections, whereas CSUMB offers twelve. Both programs are impacted by the number of available instructors in the area.**

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.)

**This position is not new.**

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

**This position is not required by external licensure, accreditation, or legal mandates.**

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.

**This position is not recommended by a CTE advisory group.**

5. Program size (To be completed in conjunction with Institutional Research Office):

a. FTES Credit and Noncredit History

	FTES (Credit)	FTES (Noncredit)
2008-2009	92.80	
2009-2010	101.00	
2010-2011	82.63	

**The drop in FTES reflects the change in course units and faculty load.** Prior to 2010, World Language faculty taught 16 units as a load, and each course was 4 units lecture/1 unit lab. Curriculum changes resulted in 5 unit courses—all lecture (no lab).

b. FTE

	Full-time	Adjunct
2008-2009	1.08	1.89
2009-2010	1.08	1.89
2010-2011	.99	2.31

6. Programmatic plans for this and future years:

**Currently, the World Language Department plans to enhance its SIGN offerings to match the offerings of SPAN and FREN (add SIGN 50 and 225A to provide further opportunities for students to learn and/or practice their American Sign Language skills). The Department also expects to request an additional Spanish Instructor, as well as an additional American Sign Language instructor, when the college’s budget allows.**

7. First two years’ assignment for this position.

a. Teaching responsibilities:

Fall	2012	Spring	2013	Fall	2013	Spring	2014
	SIGN 1A		SIGN 1A		SIGN 1A		SIGN 1A
	SIGN 1B		SIGN 1B		SIGN 1B		SIGN 1B
	SIGN 2A		SIGN 2B		SIGN 2A		SIGN 2B

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

**Besides the normal instructional responsibilities (curriculum development, etc.), this position may be responsible for department chair responsibilities; the World Language Department shares these responsibilities among its members.**

8. Office/location to be assigned:

**HU 107E**

9. Other related resources needed:

**Office computer.**

10. Other considerations: