Full-Time Faculty Position Request Form 2027- 2028

This form is used by departments and programs to request new or unfilled faculty positions relying on Program Review and/or other justifications. Submit one form for each position requested. For multiple positions, indicate priority of request (e.g., Subject Position 1, Subject Position 2, etc.). Forms are due to Division Deans by September 16, 2026.

Position Requested: Full-Time Instructor - Communication Studies, Position #2

Contact Person: Tim Heisler

Discipline/Division: CMST / A&H **Starting Term: Fall** X **Spring** ☐

This form requires the use Enrollment Management Tool data, which can be found at the following link: http://www.laspositascollege.edu/researchandplanning/FacultyPrioritization.php (If you have any questions about the data, please contact Rajinder Samra 925-424-1027 or rsamra@laspositascollege.edu) or your Dean. The data will be verified by the Dean. Do not attach data spreadsheets.

Check if position is a: Replacement ☐ **or New** ☒

If replacement: What is the position code? (see Dean) Not Applicable

Name of the person being replaced: Not Applicable

Length of time position(s) unfilled:

Date Retirement/Resignation is Board Approved: Not Applicable

If position is categorically funded, indicate source and duration of funding: Not Categorically Funded

CRITERIA

1. **Number of Full-Time Faculty currently in Discipline:** 4
   If requesting more than one position, add 1 to this number for each subsequent position requested.

2. **Percentage of FTEF taught by full-time faculty as load for the past six semesters, and projected for one year assuming a successful hire. (Use data from link above. If requesting more than one position, see Rajinder Samra to determine the projected numbers.)**
   Projected

Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026	Fall 2027	Spring 2028
53.1	30.6	48.0	30.0	41.2	33.7	53.0	45.5

3. **a. For Instructional Faculty: WSCH per FTEF for the past six semesters (use data from link above):**

Fall 20233	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026
377.3	413.6	391.9	395.5	406.3	410.4

b. For non-instructional faculty (librarians and counselors): Student/Faculty ratio for the past six semesters, and projected for one year assuming a successful hire. Divide headcount by number of full-time faculty. For example: 8000 students divided by 3 full-time faculty. 1:2666

(If requesting more than one position, see Rajinder Samra to determine the projected numbers).
Projected

Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026	Fall 2027	Spring2028

4. Program Characteristics:

a. List the courses taught and/or work performed in the discipline.
(Be brief and specific. Use your Program Review to complete this section.)

CLASSES TAUGHT	WORK PERFORMED:
Intro to Public Speaking Interpersonal Communication Intercultural Communication Small Group Communication Introduction to Communication Oral Interpretation Argumentation and Debate Activities in Forensics	Roughly .5 load is given each semester to the Director of Forensics who coaches and travels with the Speech & Debate Team 10-12 weekends a year.

Faculty who coach and travel with the Forensics Team are typically working 10-12 weekends per year with the activity. The Director (coach) of the team needs to teach two sections of COMM/CMST in addition to their forensics responsibilities to work a full instructional load.

b. Total number of primary sections as identified in data taught in the discipline in each of the last six semesters (use data link from page 1):

Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026
26	30	31	34	34	39

c. Student enrollments (FTES) in the classes taught (use data link from page 1)or number of students served in each of the last six semesters:

Fall 2023	Spring 2024	Fall 2024	Spring 2025	Fall 2025	Spring 2026
69.63	87.43	85.43	94.15	96.70	111.38

d. List special characteristics of the discipline such as: (Be brief and specific. Use your Program Review to complete this section.)

- **Mandated class size limits due to state, contract, and accreditation standards.**
- **Facilities**
- **Number of courses out of the total number of courses in the discipline that meet General Education Requirements**
- **Number of courses out of the total number of courses offered that are required as part of an associates degree, certificate or transfer**
- **Discipline provides basic skills courses**
- **Discipline provides mandated and specialized services to students**
- **<u>If position is categorically funded please add source and duration of funding</u>**
- **Other**

Mandated Class Size - there is a maximum class size of 30 students per section (32 online) due to the performative nature of the class. This creates the need to have more sections offered than many other disciplines who serve the same number of students.

Facilities - COMM/CMST have soundproof classrooms in Building 4000 that were specifically designed and built for the discipline.

Courses/Degrees/Transfers - Every class offered fulfills requirements for and AA degree in General Education. (Area I.B. COMM L1, CMST 2, 4, 10, 46, 48) (Area III. CMST 2, 11) (Area IV. CMST 3, 4, 10, 11)

Four Classes qualify for use in 2026/2027 Cal-GETC
*Area 1.C. - COMM L1 (this is the ONLY class that fulfills Area 1.C.)
*Area 4 - CMST 4, 10, 11

All transfer degrees require the Public Speaking class

Interpersonal Communication is required for all students hoping to transfer into a nursing program. This class is also accepted by some CSU schools to fulfill their public speaking requirement for graduation.

5. **Describe how courses and/or services in this discipline impact other disciplines and programs. (Be brief and specific. Use your Program Review to complete this section.)**

COMM/CMST is considered one of the Core Four disciplines because students must take a public speaking class in order to get a degree from CSU and/or UC schools.

The Interpersonal Communication class is a prerequisite for students who seek admission into the nursing program.

Communication skills taught in COMM/CMST courses have an immediate impact on the educational development of LPC students across all disciplines. Colleagues are quick to mention to our staff that there is a noticeable difference between the students who have already completed a public speaking course prior to taking their class, and those who have not. Organization skills taught in all of the public speaking classes are foundational for success in other disciplines.

6. **If this is the first full-time position in the discipline, discuss: (Be brief and specific. Use your Program Review to complete this section.)**

   a. **Justification for the position.**
   b. **Projected start-up costs for equipment, facilities, and support staff for the first three years.**
   c. **Projected enrollment growth for the next three years, starting with the first semester of the projected faculty hire.**

7. **What are the impacts on students, the discipline and the college of NOT filling this faculty position? What are the programs/courses/services that have not been or cannot be offered due to the vacancy? (Be brief and specific. Use your Program Review to complete this section.)**

Impacts of NOT filling the position: Students will continue to be taught by a revolving door of adjunct faculty. Since 2022/2023 over 80% of our classes are being taught by an instructor working in the capacity of an adjunct instructor (yes, I'm including overload work by a full-timer into this equation).

The best adjunct instructors are getting hired elsewhere. Schools all across the state are hiring additional Communication Studies staff.

We would like to grow our discipline and offer additional courses like Gender Communication, Communication and Leadership, Business & Professional Speech, Computer-Mediated Communication, etc. Having a new full-time instructor who specializes in some of these areas would be of tremendous value to our students.

8. Any additional information that addresses justification of the position. If multiple positions are being requested, this is an opportunity to differentiate the justifications for additional positions.

Only English and Math have significantly greater number of sections offered per year and a greater headcount than COMM/CMST. Our numbers are similar to what is seen by the Biology and Business disciplines. Yet we only have 3 full-time instructors.

Including summer, in 2022/2023 a total of 62 sections of COMM/CMST were taught. In 2025/2026 a total of 93 sections taught. With only 3 full-time instructors.

In Spring 2026 we were initially allotted 31 total sections to offer to students. 8 additional sections were offered because of demand. And our discipline only has 3 full-time instructors.

Because of the workload of Forensics, our full-timers are assigned 13 classes/sections each semester. In Spring 2026 our discipline taught 39 sections of 3.0 CAH classes. Ultimately, in 2025/2026, 87% of our classes were taught by part timers or as an overload by our full-time staff. It will be for 2026/2027

We are swamped, and the best part-timers are being hired by all the institutions around us. Please, help.

Signatures:

Timothy D. Heisler — September 3, 2026

Requestor — Date

9/17/26

Dean — Date

Nan Ho — 9/29/2026

Vice President — Date