

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: Replacement - Biology Instructor: Microbiology - Position 1

Contact Person: Ann Hight

Discipline/Division: STEM Starting Term: Fall 27 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) '3FSM16

Name of the person being replaced: Barbara Zingg

Length of time position(s) unfilled:

Date Retirement/Resignation is Board Approved: 07/01/25

If position is categorically funded, indicate source and duration of funding:

CRITERIA

1. Number of Full-Time Faculty currently in Discipline: 7

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

41.2 37.3 44.5 42.3 37.7 35.2 || 44.7 46.2

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
428.3 425.2 451.6 457.7 473.7 487.1

Full-Time Faculty Position Request Form 2027 - 2028

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	Spring 2028

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.)

Retirement of our full-time Microbiology instructor, Dr. Barbara Zingg, has left the department without a full-time faculty lead in this highly specialized field. Coordination of Microbiology (BIO 7C) sections includes the acquisition, storage, culturing, and safe handling of microorganisms, requiring consistent oversight by a full-time faculty member with expertise in microbiology.

Curriculum and laboratory activities must also be regularly reviewed and updated to reflect this rapidly evolving field.

A full-time microbiologist is also needed to identify and coordinate the specialized furniture, fixtures, and equipment (FF&E) required for Microbiology as we transition to the new STEAM building.

- 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
41	39	44	41	45	43

Full-Time Faculty Position Request Form 2027 - 2028

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

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
- If position is categorically funded please add source and duration of funding
- Other

Mandated class size: Courses with labs are typically limited to 24 students, reflecting the number of lab stations available ensuring safety, and providing adequate and efficient student access to models, slides, reagents, equipment, etc.

Facilities: Biology labs require specialized wet lab facilities, equipment, instrumentation, and safety protocols to deal with biological and chemical hazards. Faculty must be qualified to safely handle potentially dangerous materials and to ensure the safety of students working with these materials.

Courses that meet General Education requirements: 12 of our 14 courses satisfy AA/AS GE requirements and CSU and UC transfer requirements. The remaining 2 courses (Bio 55: Orientation to Healthcare and Bio 70: Field Biology) qualify for CSU GE and transfer.

Courses offered that are required as part of an AA/AS/AD-T degree, certificate or transfer: Out of the 15 courses offered in the biology department, 12 are required as part of an AA/AS/AD-T degree, certificate or transfer. The remaining three courses in our biology program may be chosen as an option, out of a selected set of courses, for AA/AS/AD-T degree, certificate or transfer.

Biology classes are part of 17 degrees and 9 certificates on campus. That includes our own degrees and certificates, and also includes degrees where biology is an option but may not be required

Full-Time Faculty Position Request Form 2027 - 2028

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.)

Students taking Biology classes directly increase enrollments in related fields (e.g., Chemistry, Physics, Math). Continued growth in both the Biology majors and Allied Health pathways has led to several new Chemistry sections and higher enrollment in Physics.

Biology courses are required in 5 AA degrees (Biology, Psychology, Liberal Arts & Sciences, Social Work & Human Services) and 6 AS degrees (Allied Health, Biology, Emergency Medical Services, Environmental Science, Horticulture, and Public Health).

Biology courses are also options for 6 AA/AS degrees (e.g., Kinesiology, Nutrition and Dietetics, Occupational Safety and Health, Viticulture).

Additionally, biology courses are required for Certificates of Achievement, and other Career Certificates (Paramedic Sciences, Sports Medicine) and preparation for transfer to CSU and UC programs (Public Health, Chemistry, Environmental Studies, and Social Work and Human Services)

=====

What are the 5 AA degrees? I can't seem to find all of them. I verified the 4 listed.

AS Degree Questions:

I don't think biology is required for viticulture, it's an option. So that decreases AS degrees to 6. I removed Enology since I couldn't see where biology is required. BIO 1R is an option for viticulture only.

Horticulture does not list any bio course so that decreases AS degrees to 5.

Full-Time Faculty Position Request Form 2027- 2028

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.

NA

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.)

Please see attached.

Full-Time Faculty Position Request Form 2027 - 2028

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.

Please see attached.

Signatures:

Ann Hight

Requestor

9/14/26

Date

Paula Checchi 9/16/26

Dean

Date

Nan Ho

Vice President

10/1/2026

Date