

**COORDINATOR SOCIAL SCIENCE**

Please provide feedback on the RRP based on the following:

1. Contract – [Appendix D](#) (see page 59)
  - a. Items listed could be argued as contractual
    - i. program review
    - ii. Trac Dat, SLO, PLO's

Many of the duties described for this position fall under the Duties and Responsibilities of Instructors described in Appendix D of the contract. Items 1, 3, 4, 9, 10, 13, 14, and 15 appear to fall under the parameters of subarea B while items 6, 11 and 12 appear to fall under the parameters of subarea C.

2. Classified Professional
  - a. web presence?
  - b. While the work described is not appropriate for a non-faculty member, much of it falls under the parameters described under the Duties and Responsibilities of Instructors described in Appendix D of the contract, as stated in part 1.

3. Value – [College Mission](#)
  - a. Provides added value
    - i. Adjunct orientation – yes adds value
    - ii. Majors to careers
    - iii. Web presence
    - iv. Updating “social sciences hub” and topics of interest
    - v. GE pathway initiatives

While this application asserts that the duties of this position align with the College Mission, the information provided in this section does not describe **how** the activities align. It simply asserts that they **do** align with the College's Mission and strategic plan. The few examples given of how the duties of this position align with mission and strategic plan again are duties that appear to fall within those described in Appendix D of the faculty contract.

4. Amount (is it reasonable?)
  - a. Yes - Due to the difficulty of coordinating with nine disciplines (meetings, SLO's, PLO's etc.) the requested amount of time is necessary.

If we take into account the duties of this job that do not appear to fall under Appendix D of the faculty contract, 3 units/week (i.e. 7.5 hours/week) per semester seems excessive.

The student representative who reviewed this proposal was surprised to see

that this is a re-application for reassigned time that was already approved for and is being utilized this academic year. The student asked, if this reassigned time is currently being utilized, how it is currently benefitting students.

### **ATHLETIC DIRECTOR**

Please provide feedback on the RRP based on the following:

1. Contract – [Appendix D](#) (see page 59)

The reviewers found it difficult to sort through the wide variety of duties described for this position, especially given the formatting of this proposal. From what we could determine, many of the duties described fell under those in Appendix D of the faculty contract. These include observation and evaluation of adjunct faculty, participating in hiring committees, participation in college outreach and recruitment of students, professional development (e.g. attending conferences), attending intercollege discipline meetings.

2. Classified Professional

From what we could determine, several of the duties described sound like those that would be appropriate for a classified employee or a faculty member in a different division. These include coordinating counseling for and engaging in academic advising of athletes, enrollment verification for athletes, clean-up/set-up of home athletic events facilities, meeting with sporting goods vendors and washing/gassing Athletics vans.

3. Value – [College Mission](#)

While the duties described support the College Mission, we have concerns/questions about whether these constitute appropriate use of reassigned time for a full-time faculty member.

4. Amount (is it reasonable?)

Please see previous comment.

**ENGLISH & READING DEPARTMENT COORDINATOR**

Please provide feedback on the RRP based on the following:

**1. Contract - [Appendix D](#) (see page 59)**

Con: They acknowledge that all of the duties listed are included within the scope of their contract.

Pro: The increased volume of duties/work would require extra help. There is no Classified support for these duties.

**2. Classified Professional**

Pro: Consulted with division Dean Johnson and concluded that most duties are out of scope for Classified.

**3. Value - [College Mission](#)**

Pro: Verbiage used in proposal aligns with college mission

**4. Amount (is it reasonable?)**

Pro: Amount requested seems reasonable

Con: Could the work be absorbed/shared between more faculty members within the department (instead of only two).

-How many of these duties are already being done by other faculty members without reassigned time?

**ENTREPRENEURSHIP CENTER**

Please provide feedback on the RRP based on the following:

1. Contract – [Appendix D](#) (see page 59)

Question: Marked Fund 1 for funding-- is CTE funding available?

The only duty described in this proposal that does not appear to fall under Appendix D is "... managing the creating of marketing materials." All other duties described appear to fall under subarea B of Appendix D of the faculty contract.

We would encourage this applicant to reformulate this proposal to better highlight the aspects of this position that build a center that creates an asset for the larger community and benefits the campus. Such tasks would clearly be outside the scope of faculty duties as described in Appendix D and are not explicitly described in the proposal as written.

2. Classified Professional

While the work described is not appropriate for a non-faculty member, much of it falls under the parameters described under the Duties and Responsibilities of Instructors described in Appendix D of the contract, as stated in part 1.

3. Value – [College Mission](#)

While the reviewers are certain that position could align with and support the College Mission, this is not well argued by this proposal and more specific examples are needed. We would encourage this applicant to reformulate this part of this proposal to more effectively highlight this aspect of the position with specific examples.

4. Amount (is it reasonable?)

Until this proposal is reformulated we are not able to state whether this position justifies the amount of time requested.

The student representative who reviewed this proposal was surprised to see that this is a re-application for reassigned time that was already approved for and is being utilized this academic year. The student asked, if this reassigned time is currently being utilized, how it is currently benefitting students.

**HONORS TRANSFER PROGRAM COORDINATOR**

Please provide feedback on the RRP based on the following:

1. Contract – [Appendix D](#) (see page 59)
  - a. none
2. Classified Professional
  - a. ---
3. Value – [College Mission](#)
  - a. all of the duties described are non-contractual, without the coordinator program could not function
  - b. although the program requires year round coordination, time off is only requested for spring and fall
  - c. liaison between faculty, student, and administration
4. Amount (is it reasonable?)
  - a. yes

**FINE AND PERFORMING ARTS COORDINATOR**

Please provide feedback on the RRP based on the following:

1. Contract – [Appendix D](#) (see page 59)

- a. Trac Dat
- b. instructional equipment requests

Pro: Grant identification and application outside scope of contract.

Con: E-portfolio is in scope of the contract

2. Classified Professional

- a. E-portfolio tech support
- b. theater gallery and music events promotion

Pro: There are parts of it that cannot be done by a Classified Member.

Pro/Con: Grant writing can be done by a classified professional(Grant analyst: Schedule number- Classified Prof/ Supv salary schedule (40)), however, the college does not currently have a grant analyst.

3. Value – [College Mission](#)

- a. E-portfolio- specifically for performing arts
- b. Strategic enrollment planning- growth
- c. Grant writing
- d. Coordinating arts events - whole college benefits

4. Amount (is it reasonable?)

- a. yes- arts department additional time is necessary because of the difficulty of coordination. Also the required time to re-grow the department to the desired level is crucial.

Question: Would there be another identified faculty for the Spring Semester?

Would this even be needed for Spring Semester?