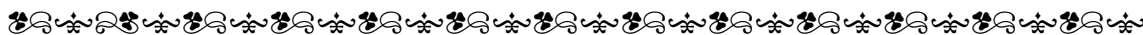De Anza College

IPBT Notes ✍ February 17, 2009

Christina Espinosa-Pieb--Cynthia Lee-Klawender—Co-Chairs

<u>Present</u>: Alves de Lima, Bryant, ~~Doan~~, Englen, Espinosa-Pieb, Hearn, Irvin, Kaufman, ~~Kramer~~, Kubo, Lee-Klawender, ~~Mowrey~~, Woodward

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I. <u>Criteria for Open Faculty Positions Selection</u>: C. Espinosa-Pieb explained the importance of getting the selection criteria in place quickly so that progress could be made in establishing hiring committees. The document titled, *Enrollment and FTEF Data for Vacant Positions 2008-09—DRAFT*, was examined, and a discussion ensued around the individual division/department's enrollment, FT vs. PT (percent FT), FT FTEF, and Expected Teaching Load. The "Assessment Department" from Counseling and "Sociology" from Social Sciences were removed from the list. Each department's open faculty position was discussed and suggestions were given for possible changes and combining of department tasks.

The charge was given to the IPBT members to read the "justification" from each division dean regarding their open faculty position, and using the prepared criteria grid to select their top ten from the twelve listed. The selection list is to be emailed to J. Crandall by Tuesday, 2/24 at 10:00 AM.

The list of open faculty positions consist of the following:

• Academic Services—Diversity and Staff Development (2)
• Business/Computer Systems—Accounting and CIS (would like to change to CAOS) (2)
• Counseling—(2)
• Language Arts—English (EWRT), ELIT, Reading, Speech (2)
• Physical Education—(1)- Aquatics Instructor/Coach; (1) PE Instructor/Track and Field Coach
• Physical Sciences—Physics (1)
• Social Sciences—Political Science (1)

• Counseling—Assessment (1)—removed from the list
• Social Sciences—Sociology (1)—transfer accepted--not to be figured into the rating process

It was stated that positions that are not filled will permanently go away.

II. <u>Meeting Calendar</u>:

For the next few meeting, the IPBT members will begin their meeting at 3:30 PM and go to 5:00 PM.