

FULL-TIME FACULTY POSITION REQUEST FORM

Submission Date: 2013-2014

(Based on Criteria for Full-Time Faculty Requests agreed on at the Instructional Administrators Council, with the Dean of Counseling and the Academic Senate President present, 9/25/12)

1. Describe the position being requested (e.g., biology faculty with expertise in anatomy).

The request is for a full-time faculty position with expertise in medical-surgical and/or maternity nursing.

The area of expertise depends on whether or not the position with expertise in medical-surgical nursing is filled in Spring of 2013.

2. Explain how the position supports one or more Board of Trustees Core Values, the College of San Mateo Mission and Diversity Statements, the College of San Mateo Institutional Priorities, and college initiatives.

Board of Trustees Core Values and Principles

- Student Centered Mission: The Board places top priority on our core mission of providing transfer education and work force training to as many students as possible. The nursing program covers both of these.
- Support for Innovation: The Board will aggressively encourage the pursuit of innovative efforts that result in the preservation of classes and programs for students, such as the development of partnerships and cost-sharing programs with local school, business, and other public agencies; additional grant writing..." The nursing program aggressively pursues grant opportunities and currently holds Chancellor's Enrollment Growth Grant and Perkins Grant Funding. The nursing program is involved in a collaborative with SFSU and CCSF to provide a seamless transfer from ADN to BSN.

CSM's Institutional Planning Priorities

Priority 3: Promote Relevant, High-quality Programs and Services (see attachment)

Objectives:

- Build capacity for emerging, high-demand programs, including but not limited to green and allied health programs.

5 in 5 Strategies

Career and Technical Education strategies are summarized in this document.

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3. Discuss how the position will help the department and/or division meet goals and support student learning as described in program review.

Due to a faculty retirement in May of 2010, the department currently has only 3 full-time faculty members. The assistant director is teaching overload, fulfilling assistant director duties as needed, and overseeing the QSEN initiative (Quality and Safety in Education for Nursing). The hiring of another one or two faculty positions (depending upon any hiring success this semester) would bring the number of full-time faculty to 4 or 5. Although our adjunct faculty pool is excellent, more full-time faculty are needed to be involved in current initiatives like QSEN and curriculum revisions. Any curriculum revisions will maintain the recent developments in nursing practice, help students to succeed in the program, and increase the NCLEX pass rate.

4. Explain how the position will promote increased student success as described in program review in one or more of the following areas:

- o Transfer:

College of San Mateo and City College of San Francisco have a collaborative arrangement with San Francisco State University.

Qualified graduates of the community college programs are given priority for acceptance into the advanced placement option (APO) at SFSU. The bachelor's degree in nursing can be attained in two or three semesters.

- o Career and Technical Education (CTE): Include evidence of a demand for the next five years (e.g., EMSI data available from the dean, data indicating healthy employment demand, other available environmental scans)

EMSI data indicate that registered nurses with associate degrees will experience a 13.50% upward change in job openings between 2010 and 2017.

- o Capacity to move students from basics skills or ESL to transfer or CTE.

[Click here to discuss impact on transfer, CTE, basic skills transition](#)

5. Identify number of students served by the department.

The department serves 100 students.

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6. Discuss LOAD (The definition of LOAD is provided in the Educational Master Plan. The Budget Planning Committee sets College of San Mateo's target college-wide LOAD. Contact administration for current LOAD target.)

Academic year 2011-2012

Load = 239 Fall 2011
220 Spring 2012

The load is low due to external regulations of the Board of Registered Nursing related to student/teacher ratio in the clinical setting.

Section 1424 (K)

The student/teacher ratio in the clinical setting shall be based on the following criteria:

- 1) Acuity of patient need
- 2) Objectives of the learning experience
- 3) Class level of the students
- 4) Geographic placement of students
- 5) Teaching methods; and
- 6) Requirements established by the clinical agencies.

Our current ratio is 10 to 1. However, many of our agencies will only accept 8 students and we have to assign 2 students to other observational experiences.

7. Describe the impact of the following full-time / part-time faculty issues.

- o Full-time and part-time faculty in the department or discipline

The department has 3 full-time faculty and 23 part time faculty teaching throughout the academic year. Two full-time faculty are teaching overload.

- o Ratio of full-time FTEF (full-time equivalent faculty) to hourly FTEF

Ratio of full-time FTEF to hourly FTES is 76% to 91%.

- o Headcount of full-time faculty
- o Headcount of part-time faculty
- o Headcount of overload faculty (full-time faculty teaching an overload)

As described above

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8. Discuss impact (positive and negative) of full-time to part-time faculty ratio on the program's goals, targets, and program student learning outcomes.

While there is some advantage to having adjunct faculty teach who are currently working as RNs, the commitment to the college cannot be accommodated by faculty who have full-time positions elsewhere. Part-time faculty meet with the teaching team most of the time since the meeting times are adjusted to everyone's schedules. However, they usually cannot attend the once a month department meeting schedule. Due to the faculty retirement in May 2012 and the continued search for a full-time faculty, many part-time faculty are needed to teach skills labs and the open lab course. Consistency of instruction is always a concern although the student evaluations have been positive from Fall 2012 and Spring 2013.

More attention to detail is needed for the total curriculum plan as well as other initiatives such as QSEN. Program student learning outcomes will be measured via the student surveys currently in process. Data regarding NCLEX pass rates will not be available until the Fall of 2013.

9. Recount number of faculty retirements for the past six years

One faculty retired in May 2012. Her load was almost equivalent to 3 FTEs with overload.

10. Discuss the vitality of the program (e.g., curriculum innovation, involvement in teaching and learning initiatives, faculty participation on committees, faculty participation in professional development).

Faculty all participate in a variety of professional development activities, based upon his or her specialty areas. Faculty are participating on Distance Ed Committees, Tenure Review and Hiring Committees.

During this academic year, more creativity has been shown in simulation exercises, especially in pediatrics. Faculty are brainstorming about other ways to insert simulation into other lab sessions. The faculty continue to identify more ways to integrate the QSEN initiatives and ATI (Assessment Technology Institute) resources into the current curriculum.

11. Discuss any mandates and regulations affecting the position.

California Board of Registered Nursing, Title 16 (California Code of Regulations), Article 3 (Schools of Nursing), Section 1424(h):

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- §1424. Administration and Organization of the Nursing Program
(h) The faculty shall be adequate in type and number to develop and implement the program approved by the board, and shall include at least one qualified instructor in each of the areas of nursing required by section 1426(d) who will be the content expert in that area. Nursing faculty members whose teaching responsibilities include subject matter directly related to the practice of nursing shall be clinically competent in the areas to which they are assigned.
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- **Areas include Medical-Surgical, Obstetrics, Pediatrics, Psych-Mental Health, and Geriatrics.
 - Indicators: Faculty members teaching in the nursing program will meet qualifications listed in California Code of Regulations 1425 c, d or e.
 - Information shall be available on each faculty's current education and experience in teaching theory and clinical.
 - Faculty numbers, including the ratio of full time to part time faculty, will be sufficient to safely implement the curriculum.
 - Currently, CSM's Nursing Program has 3 full time faculty and 23 adjunct faculty.
12. Provide any additional reasons for filling this position as determined by the department or discipline and the division including need and impact on the community at large (beyond CSM).

[Click here to provide additional justification](#)