



# Faculty Hire Proposal Form

**DIVISION:** Counseling

**POSITION:** Transfer Coordinator/Counselor

## Type of Position:

**Replacement**

Off-cycle (announced by Sept. 30)

Off-cycle

**Emergency** (If accepted these will become one-year temporary positions)

**Legally mandated or required.**

**YES**

**NO**

If yes, please explain below.

1. Use data from your Program Review, the Institutional Effectiveness page, and the Data Dashboard to justify the need for this position (success rates, retention rates, equity data; curriculum compliance, student to faculty ratio, Full-Time to Part-time faculty ratio).

The Counseling Department has historically been understaffed to serve the growing student population for our institution. According to the Student Success Score Card we currently have 24,557 students. The current counselor to student ratio is 1:1036. While there are additionally 10 part-time Counselors to help with student contact, this still leaves our current ratio well above the recommended counselor to student ratio of 1:370 by the Academic Senate for California Community College. (asccc.org). Looking at the overall data of student completion at our school, there needs to be more focus on supporting our African-American and Hispanic student population. The Counseling Department has moved to a cohort modality in support of the Guided Pathways. The college has committed to implementing the Guided Pathways to a full-scale, there will be more need for counselors to assist students to achieve their academic goals in timely manner.

2. Based on projected demographics, workforce and community need, justify this position.

The Transfer Center Counselor Coordinator (TCCC) position is critical to our students' success as important relationships are formed between 4-year representatives and the coordinator. This position requires ongoing communications with their perspective universities to obtain updates. The TCCC will then disseminate the updated information to the counselors and students. These relationships can become important bridges for our disadvantaged students. TCCC serves not only our students, but also serves as a powerful ally and resource for all MJC Faculty and administrator. The TCCC role is critical of fulfilling the mission of MJC as well as of the community college system as delineated via the State Chancellor's vision goals.

3. Program-department outlook: Justify the significance and role of this position in terms of completion of Certificates, Associate Degrees, majors, student success, transfers, job attainment, and advancement. (Where appropriate, use 5-year trend data.)

The replacement of this position is critical given the goals by California Community College Chancellor's Office (CCCCO). Of the 6 goals for community colleges listed on the CCCCCO #2 goal indicates that over 5 years, to increase 35% of number of California Community College students transferring annually to a UC or CSU. This goal is needed to meet California's workforce demand for bachelor's degrees. It is projected by the Public Policy Institute of California more and more occupations are requiring bachelor's degrees.

4. Include other elements from Program Review, and/or the IOR Priorities (with an emphasis on equity), to justify this position.

Transfer Center Coordinators have been directed to incorporate the identification, development, and implementation of strategies designed to enhance the transfer of low income, students with disabilities and first-generation college students.