

## Faculty Hire Proposal Form

Division: Position: 

- Replacement
- or-  On-Cycle (Announced by September 30th)  Off-Cycle (Elizabeth David)
- Instructional Outlook Report Positions (All positions that are not replacement)
- Emergency (After the fall process deadline (mid-October), any hire proposals must be "emergencies," and if accepted, will be one-year temporary positions) considered

Legally mandated or required?  Yes  No If yes please explain under history/context.

Please provide a brief history of context for position proposed.

The counseling department has been historically downsized, yet the expansion of services to both campuses has increased with the opening of a full service counseling, career, and pathways center on West Campus in 2016. The college commitment to Guided Pathways means more intrusive advising models from counselors and instructional faculty, and more counselors are needed to provide holistic services for students. The college must not only complete core services for students, but counselors are not faced with providing intrusive counseling to help students complete their educational goals.

1. Use data from your Program Review, the Institutional Effectiveness Page, and the Data Dashboard to justify the need for this position. (Enrollment, fill rates, success rates, retention rates, Assessment data, curriculum compliance, student:faculty ratio, productivity)  
The Counseling department is a multiservice, student centered department providing comprehensive counseling services to all of MJC's diverse, multicultural 24,000+ student population, including all aspects of academic, career and personal counseling. Currently, the ratio of general counselors to students is 1:1090, and is above the state Academic Senate recommended ratio of 1:900. Over 50% of MJC students do not have a comprehensive Ed Plan. Annually, 12,000+ new students enroll at MJC with approximately 4,500 being first time in college, 2700 transferring into MJC, and 4900 returning after time away. Each term roughly 20% of students (3,000+) are on probation or dismissal status, and at least 25% are undeclared. Our current counselor ratio impedes the capacity to serve all students, especially new and at-risk, with quality.
2. Based on our community, projected demographics change, workforce and community need, justify this position  
Over the course of the 2017 Calendar Year (Spring, Summer, Fall), 12,028 new students arrived on campus (first time freshmen, first time transferring in, and those returning with a gap in education). All of these students needed educational planning services and matriculation services in addition to the services we provide our students on a regular basis (personal counseling, career counseling, academic counseling, and services including: academic progress and probation, financial aid barrier removal, mental health referrals, crisis counseling, etc.).
3. Program/department outlook: Justify the significance and role of this position in terms of Certificates, AA degrees, majors, and student success. (The IOR names Basic Skills Sequence, Transfer, and CTE Completions.)  
Annually 2,500-3,000 students take COLSK, GUIDE and STSK courses where they complete Ed Plans and learn to navigate higher education. Counselors teach students (via appointments, walk ins, workshops, courses, online, social media) how to earn their degrees and certificates. Counselors contribute to FTE generation by guiding students to select programs of study, enroll in the correct courses, and ultimately complete and transfer. Counselors are moving from a mere "service all students" model to a cohort based model, which means assigning counselors to specific degrees and pathways as the primary counseling liaison for those students.
4. Include other elements from Program Review, and/or the IOR Priorities, (e.g. equity, etc.) to justify this position.  
The SSSP, Equity and BSI plans delineate the need for providing core services to students to enable smooth matriculation, proper placement and orientation to the college, educational planning, and follow up counseling services to students. Of the 12,028 new students arriving over the 2017 calendar year, only 36% of these students have a comprehensive educational plan, and 31% of them have no abbreviated or comprehensive plan on record.