

FACULTY HIRE PROPOSAL FORM

DIVISION: _____ POSITION: _____

_____ Replacement *(Retirement announced by September 30th)*

_____ Growth *(All positions that are not replacement)*

_____ Emergency *(After the fall process deadline (mid-October), any hire proposals must be considered "emergencies," and if accepted, will be one-year temporary positions.)*

1. Please provide a brief history or context for position proposed:
2. Use data to justify the need for this position. (Enrollment, fill rates, success rates, retention rates, ARCC report, SLO assessment, curriculum compliance, student:faculty ratio, productivity)
3. Based on our community, projected demographics change, workforce and community need, justify this position
4. Program/department outlook: Justify the significance and role of this position in terms of Certificates, AA, degrees, majors, and student success.
5. Include other elements from Program Review to justify this position.
6. This legally mandated or required? Please explain.