



*Office of the President*

To: Dan Clark, Academic Senate President  
From: Dr. Kim Hoffmans, President  
CC: Executive Team; Aaron Jones; April Montes, Classified Senate President  
Date: March 23, 2023  
Re: Faculty Out of Cycle Resource Request

As part of our [Out of Cycle Resource Request process](#), the Executive Team has reviewed the following request. The president’s response is included below, with the details in the individual request form attached to this memo. A member of the Executive Team will be available to attend an Academic Senate meeting to discuss this request.

Requestor	Position Request	Division/Department	Response
Aaron Jones	FT Faculty	Astronomy	As part of our <a href="#">Out of Cycle Resource Request process</a> , the Executive Team has reviewed your request for a new full time tenure track faculty position for the Astronomy program. This position needs to be requested through the 2023-24 program review process.

Please share this information as appropriate. Thank you for your contribution to this process.

## Out-of Cycle Resource Request Form

Complete this form to request resources that were not included in your program review. This is not intended to replace or circumvent program review. It can only be used in the case of a time-sensitive need that arose outside of the usual program review cycle.

After completing the form below, the request will go to the Vice President over your area. If the Vice President approves the request, it will go to the President and Executive Team for consideration.

### Q1. Type of Resource Requested:

- Full-Time Faculty

### Q14. Is this a new resource or a replacement of an existing resource?

- Replacement

### Q3. Description of Request:

If this is a staffing request please include the following information:

- Position title
- Position number (if this is a replacement)
- Date that the hire is needed

Astronomy Instructor - Full Time; August 10, 2023

### Q4. Why was this request not included in the annual program review process?

It was included in program review and it was prioritized just shy of the top 5 requests.

### Q17. Why is this request needed at this time (as opposed to going through the annual program review process)? Please describe how your program will be impacted if this request is not approved.

In the last 6 years besides a slight lull during the COVID-19 pandemic there has been consistent demand for Astronomy courses, but even then averaging fill rates in the 90th percentile. While there has been consistent demand there has been a opposite trajectory for the availability of instructors to teach these courses. We rely heavily on a dwindling part-time workforce (we lost two part-timers to full time positions or moving out of the area this past year). Astronomy courses have went from part-timer instruction at ~77% in Fall 2020 to 100% in Fall 2022. Physics and Astronomy have continually developing positive outcomes for our target demographic in our equity plan men of color and to continue on that trajectory we need quality instructors (we are consistently losing to full-time instruction or other type of work elsewhere in the state or in other states) committed to the support of our students and their able to respond to their needs. The sustainability of this program will be

harmful by us not hiring a full-time mostly in-person instructor to offset continued losses we anticipate within our current and future pools.

**Q12. Estimated Cost**

100000

**Q15. Funding Source (e.g. General Fund, Categorical, etc.)**

General Fund

**Q5. Which of the following does this request align with (check all that apply):**

- Educational Master Plan Goal 1 - Increase Student Success and Equity
- Educational Master Plan Goal 2 - Increase Student Access
- Educational Master Plan Goal 4 - Enhance Institutional Effectiveness
- Educational Master Plan Goal 5 - Effectively Manage Campus Resources

**Q10. Your Name**

Aaron Jones

**Q11. Your VCCCD Email Address**

[ajones@vcccd.edu](mailto:ajones@vcccd.edu)

**Q7.**

**Vice President Over Your Area**

- Jennifer Kalfsbeek-Goetz

**Q16. President's Response (To be completed by College President)**

As part of our [Out of Cycle Resource Request process](#), the Executive Team has reviewed your request for a new full time tenure track faculty position for the Astronomy program. This position needs to be requested through the 2023-24 program review process.

Click the submit button below to send this request to your Vice President.