



Welcome to Week 5!

This week's Monday Minute includes:

- Timeline to Request Faculty Positions for 2026-27
- Faculty Prioritization Criteria for Instruction
- Mt. SAC Participatory Governance Handbook
- Mt. SAC Major Day (October 7)
- AANAPISI Week: September 22 – 28
- Key Dates and Resources



Timeline to Request Faculty Positions for 2026–2027

Laura Martinez shared an update via email to the Department Chairs regarding the process for requesting faculty positions per [AP 7120](#). The form is now a Word-fillable document with Argos reports run by division office staff or data provided by RIE. Question #4 on the form requires equity information which can be obtained through the [Course Success and Retention Dashboard](#) using Single Sign-On. Questions on data may be directed to **Research & Institutional Effectiveness** at research@mtsac.edu.

Resources:

- [Faculty Prioritization Memo](#)
- [Request for Faculty Prioritization Form](#)

Note: The submission deadline has been extended from September 30 to October 3, 2025.

Instruction: Faculty Prioritization Criteria



As we begin the Fall 2025 faculty prioritization process, it is important to review the criteria and ensure department chairs and faculty are aware of the requirements outlined in [AP 7120 Recruitment and Hiring: Faculty](#). These criteria serve as the foundation for evaluating faculty position requests and align with Mt. SAC's commitment to student success, equity, and workforce needs. Please share this information with your faculty as part of the review process.

Reminder: The submission deadline has been extended from September 30 to **October 3, 2025**.

Mt. SAC Instructional Leadership Team: Fall 2025 Faculty Prioritization Criteria (in no particular order)

- **Critical enrollment trends supported by data:** Growth, fill rates, efficiency, FTES, enrollment, course section data, completion data, meeting workforce needs, success metrics, etc.
- **Ratio of part-time faculty to full-time faculty:** A high percentage of LHE is taught by part-time faculty, which poses a challenge in hiring/securing adjunct faculty or a high number of part-time faculty in comparison to full-time faculty.
- **DEISA+ and evidence of ties to equity gaps:** Demonstration of clear, data-informed, evidence-based strategies or approaches for faculty involvement to address departmental efforts aimed at reducing equity gaps for students.
- **Other considerations (external and internal):** Legislative requirements (e.g., AB 928), specialty programs, accreditation needs, federal requirements, unique courses/programs, or programs to meet an emerging workforce need.
- **Incomplete probation** in the immediate previous year.
- **Failed search** in the immediate previous year.

Mt. SAC Participatory Governance Handbook

Mt. SAC's first *Participatory Governance Handbook* is now posted online on the [Mt. SAC Governance Committees](#)



[website](#). This resource provides clear guidance on the structure, purpose, and function of governance committees. It outlines how decisions are made collaboratively across campus, the roles of faculty, staff, students, and administrators, and the processes that support effective participation in shared governance. The handbook is intended to strengthen transparency, consistency, and engagement in decision-making.

You can view the handbook here: [Participatory Governance Handbook \(rev. August 2025\)](#).



Mt. SAC Major Day: October 7 (Tuesday)

Major Day is back! This exciting event gives students the chance to explore majors, connect with faculty, and learn about the many programs and resources that can support their journey at Mt. SAC. Students will enjoy music, button-making, food (while supplies last), and on-site counseling to help them discuss and declare their major.

When: Tuesday, October 7, 2025

Time: 11:00 a.m. – 2:00 p.m.

Where: Miracle Mile and the Student Center

How to Participate:

- **Sign up your department/program** using this link: [Faculty Sign-Up Link](#)
- **Get creative!** Offer a tour of your facilities (on the day or later with sign-ups), showcase unique tools or instruments, share fun facts, or even consider offering extra credit for students who attend.
- **Bring Your Table Decorations:** This includes a tablecloth and program flyers/information. Note: tables and two chairs will be provided.
- Please sign up by **Friday, September 26, 2025**.

Questions? Contact [Lina Soto](mailto:lsoto@mtsac.edu) at lsoto@mtsac.edu.

Counseling is already promoting the event—let's make this year even bigger and better!



Asian American Native American Pacific Islander Serving Institution (AANAPISI) Week: September 22 – 28, 2025

Mt. SAC is a federally-designated Asian American Native American Pacific Islander Serving Institution (AANAPISI) that historically funded and established the Arise Program in 2011 before its institutionalization and receipt of the Chancellor's Office Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP) discretionary funding. The program is open to all students. Recent federal decisions have pulled funding from Minority Serving Institutions (MSIs), including AANAPISIs, raising questions about the future of equity-focused programs that support all students, including historically underserved student communities.

Please engage and learn with us during AANAPISI Week from September 22 – 28. Below are a list of resources and events regarding AANAPISI events this week:

AANAPISI Week Info & Toolkit

Join a Virtual Event: [Speak Up and Lead: Student Voices on the Power of AANAPISIs](#)

Thursday (September 25): 12:00 pm – 1:00 pm

Student Panel from across the country

Moderated by: [Dr. Aida Cuenza-Uvas](#)



Key Dates and Resources

- **AANAPISI Week:** September 22 -28, 2025
- **Major Day!** Tuesday, October 7, 2025
- **Veteran's Day (Campus Closed):** Tuesday, November 11, 2025
- **Thanksgiving Holiday:** November 27 and 28 (Thursday and Friday)

- **Last Day of the Semester:** December 12, 2025
- **Grades Due (full term classes):** December 16, 2025
- [Mt. SAC 2025 - 2026 Academic Calendar](#)
- [Mt. SAC Calendar of Events](#)

Thank you for all that you do to support our students and each other as we move through the fall semester. Your efforts make a meaningful difference every day, and we appreciate the energy and care you bring to our community. Wishing you a great week ahead!

Please continue to reach out to your [Dean or Division Office](#) to share your concerns and identify any assistance needed. We are here to support you.

Thank you,
Kelly Fowler



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(she/her/hers)

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