

MT. SAN ANTONIO COLLEGE

Human Resources

REQUEST TO FILL - FACULTY POSITION

****This form is used to gain approval prior to recruiting for a position. Instructions for completing this form are located on the back.**

Discipline/Title: Professor of Ethnic Studies (Position 2)Department: Ethnic StudiesDivision: Humanities and Social SciencesMonths per Year: ☒ 10 months ☐ 11 months ☐ 12 months#Days per Year: ☒ 175 ☐ 195 ☐ 210 ☐ Other: _____☒ Funded: Apvd by Dr. Garcia 11/9/23

Former Employee (if applicable): _____

☐ Newly Funded Position Fiscal Year _____☒ Tenure Track☐ Temporary Faculty (one year)Please list any changes in the budgeted position as described above (i.e., title, time, term, etc.).

Background and Rationale (use back of form if additional space is needed):

Please see attached.
_____Please list the Account Number(s) and Budget Amount(s) that is/are being used **to fund** this Position. **This section MUST be completed in order to provide budget for the position.**Account Number(s): 11000 343200 111000 220300 1100 ~~100~~ % Amount \$ 150,888

Account Number(s): _____ % Amount \$ _____

Funding: (check all that apply) ☐ General Fund Unrestricted ☐ Restricted Funds ☐ Categorical ☐ Grant
☐ Annual renewal of this position is contingent upon the College's receipt of continued funding

Duration (if grant funded): Beginning date: _____ End date: _____

Comments: _____
_____**Signatures:**Hoover, Karelyn Digitally signed by Hoover, Karelyn
Date: 2023.11.13 18:00:20 -08'00'11/13/23

1. Requesting Manager Signature

Date

Lisa Marie Garcia

4. Human Resources Signature

11/15/2023

Date

Kelly Fowler Digitally signed by Kelly Fowler
Date: 2023.11.14 08:39:08 -08'00'

2. Division Vice President Signature

Date

Gokhaling

5. Vice President, Human Resources

11/16/2023

Date

*Bob Boyce*11/14/23

3. Chief Budget/Compliance Signature

Date

111001☒ Funding available ☐ Funding not available Position Number: _____ Contract Number: _____Comments: _____
_____**Reviewed by President's Cabinet, the following action was taken on the above request:**☒ Approved to fill immediately ☐ Denied ☐ ModifiedIf position **does not have funding**, provide funding directions: _____Rationale: _____
_____*Martha Garcia*

6. Signature of President/CEO

November 21, 2023

Date

To meet the Area F: Ethnic Studies requirement for all students preparing to transfer to CSUs, and those interested in meeting the Cal-GETC standards for transfer to UCs beginning in Fall 2024, we must hire two discipline faculty in Ethnic Studies. We currently have three full-time faculty and one, one-year temporary faculty member teaching our sections of Ethnic Studies courses.

The projected demand for Ethnic Studies courses is estimated to be, at minimum, 30-45 sections during the primary terms. This demand will more than double our current capacity to offer necessary courses for our students to transfer. The two full-time faculty members requested will be expected to teach at least three sections of the introductory Ethnic Studies course (ETHS1), as well as one or more courses in Asian American Studies, African American Studies, Native American Studies, Chicanx/Latinx American Studies, and/or Ethnic Studies 2, based on their area of expertise and continued student need. The ability to offer these courses will not only serve our transfer students but will assist in completing the pathway for future Ethnic Studies majors seeking to earn local or transfer degrees.

SALARY PROJECTION

POS CLASS	UNIT	POSTION	ACTUAL	RANGE	STEP	TOTAL						ACCOUNT	TOTAL	FRINGE BENEFIT ACCTS					TOTAL	TOTAL			
			FTE			MONTHS						FUND	ORG	ACCT	PROG	ACTIV	PERCENT	SALARY	311000	335000	341000	351000	361000
Estimated Benefit Rates for 2023-24													19.100%	1.450%	Varies	0.05%	1.390%						
FY 24-25																							

FA175	FA	Professor - 175 days 10 mths Col 2 Stp 7	1.00	2	7	10	11000	XXXXXX	111000	XXXXXX	1100	100%	107,366	20,507	1,557	19,912	54	1,492	43,522	150,888
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