

2018-2019

**Program Review & Planning
Request for Full-Time Faculty Position**

Please upload and submit this completed form through the SurveyMonkey program review module.

Note: Staffing Prioritization Task Force will consult your program review as part of the rating process. Please reference appropriate sections of your program review as needed in your responses.

Department	Distance Education (DE)
Position Title	Faculty Coordinator, Online Education

1. How will this position specifically support one or more of the College's four strategic priorities? (Rubric Criterion 4)

1. Acceleration
2. Guided Student Pathways
3. Student Validation and Engagement
4. Organizational Health

(200 words or less)

This position would support Guided Pathways as well as Organizational Health. The Coordinator would play a critical role in ensuring the quality of online courses, which continues to increase at the college. Ensuring that students have a quality online learning experience helps students stay on their chosen path and helps to ensure that they are learning. Online enrollments will likely play a critical role in the overall health of the college as FTES from online courses continues to increase.

2. Describe why this position is essential to your program and/or service area. How will this new position improve student learning and achievement? (Rubric Criterion 3)

(200 words or less)

The current Distance Education (DE) Coordinator is on .40 reassign time and has made significant progress in terms of leading efforts to increase course quality and success, creating and communicating policies and procedures around online courses, and working with Institutional Effectiveness on data collection and analysis. In order to continue this momentum and to turn our focus towards equity issues in the online environment, the college needs role to be a full-time permanent position that provides consistent leadership and planning. Having a faculty member on reassign time leaves the college open to turn-over which will slow progress in this area. Increasing the position to a 1.0 role as well as making it permanent would ensure a more robust focus on supporting the college with its online offerings.

3. How has the lack of this position impacted your program and/or service area? What will be the impact to the program and/or service area if this position is not filled? (Rubric Criterion 3)

(150 words or less)

The current DE Coordinator is limited in the amount of time she can spend on DE efforts due to the .40 reassign time. If the position were expanded to a 1.0 FTE, the role could expand efforts around course quality, student success and equity. Some specific areas of focus could be Open Educational Resources / Zero Textbook Cost, peer review of courses, course evaluations – peer and manager, an expansion of the EvaluationKit pilot. In addition, the role could focus more on compliance, specifically accessibility and regular and effective contact, enrollment issues such as increasing the number of online courses, as well as developing an in-house training or certification program.

- 4. Has there been or do you believe there will be an increase in demand for your programs and/or services? Please discuss supporting data from recent semesters. For example, enrollment trends, waitlist pressures, or wait time for appointments and support services as they apply to this position. (Rubric Criterion 2)**

(150 words or less)

The percentage of Cuyamaca College students taking at least one online course has increased from 17.1% in 2013-2014 to 44.3% in 2017-2018. In addition, the percentage of students enrolled in only online courses has increased from 15% in 2013-2014 to 20.6% in 2017-2018. According to a recent [article in Inside Higher Ed](#), the number and proportion of college and university students taking classes online grew solidly in 2017, as overall postsecondary enrollments fell. A third of all students now take at least one online course. It further stated that college and university enrollments would be declining even more than they already are if it weren't for online education. The college needs to make a strategic effort to support online education in order to stay healthy.

- 5. Is this a new position, replacement for a retirement or upcoming retirement, replacement for a tenure failure, replacement for internal promotion (faculty to administrator), or replacement for other circumstances? Please explain. (Rubric Criterion 3)**

(100 words or less)

This would be a new position that would replace the current .40 reassign time position for the DE Coordinator.

- 6. Please confirm that you have discussed this faculty position request with the Division Dean and that you understand that Division Deans will be providing feedback to inform, in part, the prioritization process.**

{ XX } Yes, I understand.

The Staffing Prioritization Task Force will also consider the program review data provided by the IESE Office in reviewing this request. (Rubric Criterion 1)