

Administrative Procedure 7210 Replacement of Full Time Academic Entitlements

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AP 7210 Replacement of Full Time Academic Entitlements

When full-time faculty retire, resign, pass from life, or separate from the District for any reason, the District shall replace full-time faculty entitlements with new faculty from the same discipline. Division Deans shall submit to the Superintendent/President a request and justification for each position to be replaced. The Superintendent/President will review the request with the Assistant Superintendent/Vice President of Instruction and the Academic Senate President.

The regular replacement of full time faculty will be subject to the following limitations.

- A. After consultation with the Academic Senate, the Superintendent/President may decide not to fill an entitlement due to a program discontinuance or the filling of an entitlement may be delayed until the program discontinuance is decided. The discontinuance of a program must be based upon a current extensive review of the academic program. The discontinuance of a program requires a Board action that results in a public vote by the Board of Trustees to discontinue the academic program.
- B. After consultation with the Academic Senate, the Superintendent/President may decide not to fill an entitlement when it is determined that the District does not possess sufficient budgetary resources to replace all departing full-time faculty or the program does not have sufficient enrollment to support a full-time faculty entitlement. When such circumstances occur, the Academic Senate and Assistant Superintendent/Vice President of Instruction will follow procedures that allow for an independent prioritization of faculty needs in various disciplines and program units based on several criteria.
 1. The Executive Board of the Academic Senate, the Assistant Superintendent/Vice President of Instruction, the Vice President of Student Services, and the Dean of Planning, Research, and Institutional Effectiveness will review requests to fill a predetermined number of replacements for separating faculty and provide an evidence-based, recommendation to the Academic Senate for approval. Recommendations shall be based on:
 - a. Availability of adjunct instructors, counselors, and librarians
 - b. Centrality of the program to the mission of the District
 - c. Agreed upon measures of productivity, for example faculty to student ratios and full-time equivalent students taught or served by the program
 - d. Community needs, labor markets, and demands for service
 - e. The importance of the program to meet degree and certificate requirements.
 - f. Program review recommendations
 - g. Vulnerability of the program to discontinuance due to retirement(s)



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Upon approval by the Academic Senate, the hiring process shall begin.

2. Whenever the Academic Senate and Assistant Superintendent/Vice President of Instruction are unable to reach agreement on the prioritization of faculty entitlements, the Academic Senate shall present its independent recommendation to the Board of Trustees for consideration.