

# Faculty Hiring Priorities Training

Facilitated by the FHP Committee

10.10.2023

# FLEX CREDIT

Workshop#	Workshop Title	Start Date	End Date	Start Time	End Time	Location	Presenter
20379	Program Review: Resource Requests: FHP	10/10	10/10	1:00 PM	2:00 PM	Hy-Flex	Office of Institutional Effectiveness

[Click here to access the Program Review Training Schedule](#)

# Agenda

1. Introduction
2. Timeline and Resources
3. Accessing and Using the Nuventive Portal
  - Using Data to Tell the Story
4. Reviewing the Questions and Rubrics
5. Helpful Tips
6. Q & A

# Introduction

# Faculty Hiring Priorities Team:

## Co-Chairs:

- Isabel O'Connor, Vice President, Instruction
- Andrew Hoffman, President, Academic Senate

## Deans:

- Leticia Diaz, Student Success and Equity
- Pearl Ly, Social/Behavioral Sciences
- Leslie Shimazaki, Acting Dean of Learning Resources and Academic Support
- Linda Hensley, Humanities
- Cassandra Storey, Acting Dean Health Sciences

## Faculty:

- Lindsay Samaniego, Exercise Science
- TBD, Business and Technology
- TBD, Arts and Languages
- Michael Brewer , Mathematics and Natural Sciences
- TBD, Student Development

# We are here to help!



**ANDA MCCOMB**

ADMINISTRATIVE TECHNICIAN  
INSTITUTIONAL EFFECTIVENESS



**LESLIE SHIMAZAKI**

DEAN  
ARTS & LANGUAGES



**DR. AILENE CRAKES**

DEAN  
STUDENT DEVELOPMENT

# Program Review Timeline

Please see below for the Program Review timeline. Important deadlines include:

- December 4 – Initial Program review due by midnight
- December 5 – January 12: Manager feedback period
- (M) February 5: Final Program Review and Resource Requests due by midnight
- (T) February 6: Committee Prioritization Begins
- (T) March 5: Prioritization lists presented to PCAB

# Links to Resources

- To access Nuventive, go to [solutions.nuventive.com](https://solutions.nuventive.com)
- Click here to access the [training schedule](#)
- [Program Review Handbook](#)
- [2023-24 Program Review Timeline](#)
- [2023-24 DOC and Lead Writer Assignments](#)
- [2023-24 Training Schedule](#)
- [Nuventive Training Videos](#)
- [Nuventive @ Mesa: Program Review Resource Needs - YouTube](#)



# Accessing and Using the Portal

## Using Data to Tell the Story

- Each response should include accurate and relevant data, meaningful analysis of those data, and a clear connection of those data to the program/unit goals.
- Relevant data may include data beyond what is provided by the Office of Institutional Effectiveness.
- Writers should include any and all data they deem relevant to the program/unit request.
- Responses should include considerations around impact to campus practice, proportion of students/employees impacted, impact on equity, and specialized expertise needed to support programming.

# Completing the Form

## Type of Request

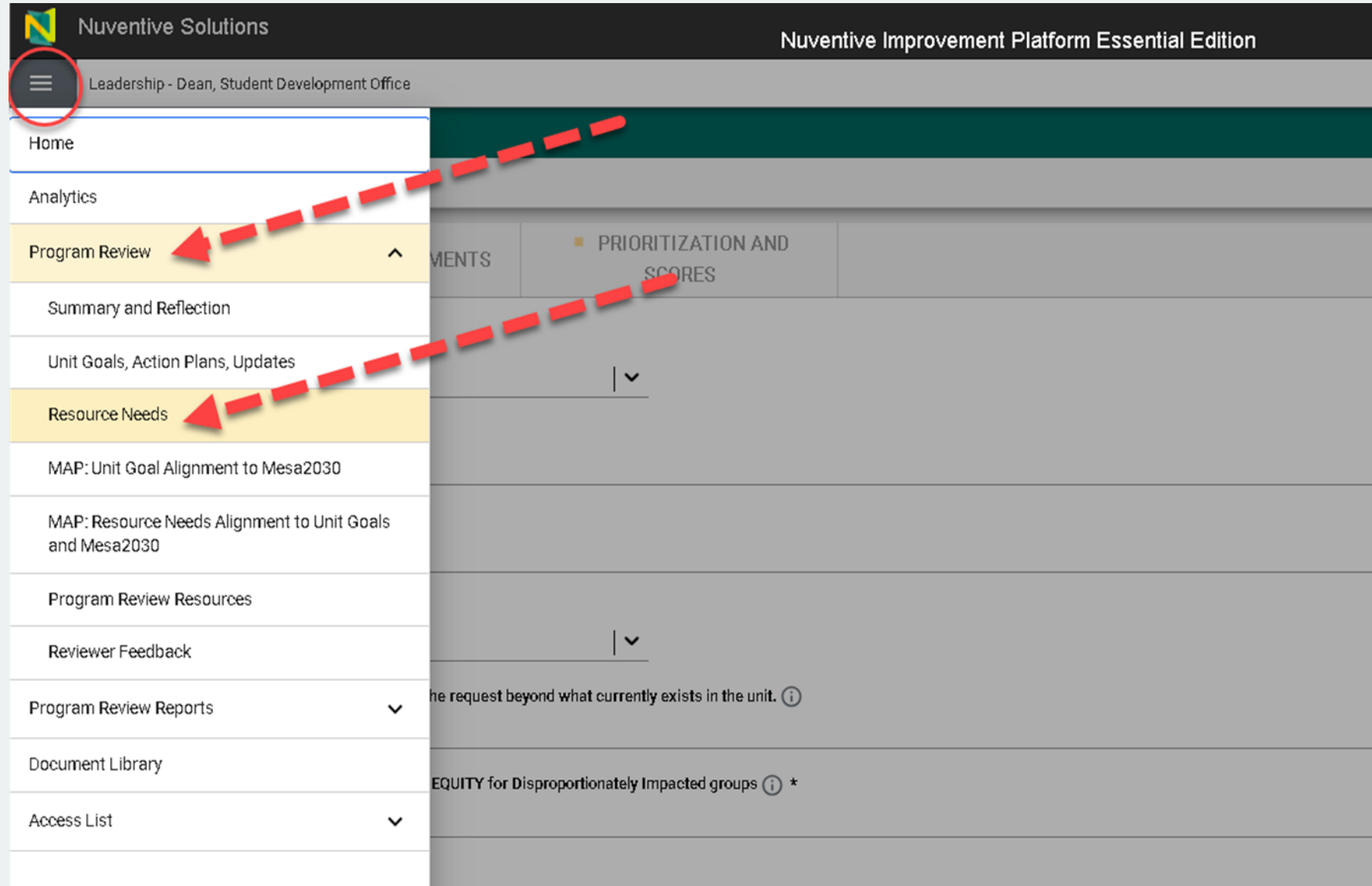
### Select Faculty (1-9)

1. Type of Request
2. Title of Request
3. Resource Need Description
4. Year You are Making the Request – Select from the Drop-Down
5. Using accurate and relevant data, explain the NEED for the request beyond what currently exists in the unit.
6. Explain how your request contributes to improvement in EQUITY for Disproportionately Impacted groups.
7. Explain how your request addresses EXCELLENCE.
8. Explain how your request fosters INNOVATION.
9. Explain how your request promotes SUSTAINABILITY.
10. One-Time or Ongoing?
11. Estimated Cost of Ownership
12. Maintenance Required? Yes or No


For Equipment/Supplies  
and Facilities Requests  
Only (10-12)

# ACCESSING NUVENTIVE/Faculty Request Portal

- To access Nuventive, go to [solutions.nuventive.com](https://solutions.nuventive.com) & login



# Program Review Resource Needs

 Nuventive Solutions

Nuventive Improvement Platform Essential Edition

Leadership - Dean, Student Development Office

Program Review > Resource Needs

Resource Needs

Year You're Making the Request

2023 - 2024 x

▼

Type of Request

Faculty x


▼

One-Time or Ongoing?

One-Time x

▼

Showing 0 of 0

No Resource Need Description has/have been entered. Please click the add button  to create a/n Resource Need Description



Program Review &gt; Resource Needs

## New Resource Need Description

■ RESOURCE NEED  
DESCRIPTION

ALIGNMENTS

■ PRIORITIZATION AND  
SCORES*\* denotes a required field.*1 Type of Request \*  
| v

2 Title of Request \*

3 Resource Need Description ⓘ \*

4 Year You're Making the Request ⓘ  
| v5 Using accurate and relevant data, explain the **NEED** for the request beyond what currently exists in6 Explain how your request contributes to improvement in **EQUITY** for Disproportionately Impacted gr7 Explain how your request addresses **EXCELLENCE**. ⓘ8 Explain how your request fosters **INNOVATION** ⓘ9 Explain how your request promotes **SUSTAINABILITY** ⓘ

# Resource Need Description

## For Equipment/Supplies and Facilities Requests Only

10 One-Time or Ongoing? **select which one**  
| v11 Estimated Total Cost of Ownership ⓘ **numeric field**12 Maintenance Required? **yes or no**  
| v

# 1 - Type of Request

## Select Faculty

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Program Review > Resource Needs

### New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES
<p><small>* denotes a required field.</small></p> <p>Type of Request *</p> <div><div>Faculty</div><div><div>Budget Augmentation</div><div>Classified Professional</div><div>Equipment/Supplies</div><div>Facilities</div><div>Faculty</div></div></div> <p>Using accurate and relevant data, explain the NEED for the request beyond what currently exists in the unit. ⓘ</p> <p>Explain how your request contributes to improvement in EQUITY for Disproportionately Impacted groups ⓘ *</p> <p>Explain how your request addresses EXCELLENCE. ⓘ</p> <p>Explain how your request fosters INNOVATION ⓘ</p> <p>Explain how your request promotes SUSTAINABILITY ⓘ</p>		

## 2 – Title of Request

- Write the Title
- Indicate the number if requesting more than one position. For ex., English Professor #1

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Program Review > Resource Needs

New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES	
<small>* denotes a required field.</small>			
Type of Request *			
Title of Request *			
Resource Need Description ⓘ *			
Year You're Making the Request ⓘ			
Using accurate and relevant data, explain the <b>NEED</b> for the request beyond what currently exists in the unit. ⓘ			
Explain how your request contributes to improvement in <b>EQUITY</b> for Disproportionately Impacted groups ⓘ *			
Explain how your request addresses <b>EXCELLENCE</b> . ⓘ			

# 3 – Resource Need Description

- Be Specific

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Program Review > Resource Needs

New Resource Need Description

RESOURCE NEED DESCRIPTION

ALIGNMENTS

PRIORITIZATION AND SCORES

\* denotes a required field.

Type of Request \*  
Faculty

If you are requesting resources for Facilities, Supply/Equipment, or Budget Augmentation, please include specific information (to be defined). X

Resource Need Description \*

Year You're Making the Request ⓘ

Using accurate and relevant data, explain the **NEED** for the request beyond what currently exists in the unit. ⓘ

Explain how your request contributes to improvement in **EQUITY** for Disproportionately Impacted groups ⓘ \*

Explain how your request addresses **EXCELLENCE**. ⓘ

Explain how your request fosters **INNOVATION** ⓘ

Explain how your request promotes **SUSTAINABILITY** ⓘ



# 4 – Year You're Making the Request

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Program Review > Resource Needs

Close

Save

### New Resource Need Description

RESOURCE NEED DESCRIPTION

ALIGNMENTS

PRIORITIZATION AND SCORES

\* denotes a required field.

Type of Request \*

Faculty

Title of Request \*

Please select the year you are making this request. Once you have submitted this request, you will not change this year. Do not change the year or overwrite the data on this form in any way.

Year You're Making the Request

2023 - 2024

y exists in the unit. ⓘ

Explain how your request contributes to improvement in EQUITY for Disproportionately Impacted groups ⓘ \*

Explain how your request addresses EXCELLENCE. ⓘ

Explain how your request fosters INNOVATION ⓘ

Explain how your request promotes SUSTAINABILITY ⓘ

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## 5 - Explain how your request contributes to improvement in EQUITY for Disproportionately Impacted groups.

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Program Review > Resource Needs

Close

Save

### New Resource Need Description

RESOURCE NEED DESCRIPTION

ALIGNMENTS

PRIORITIZATION AND SCORES

Title of Request \*

Resource Need Description ⓘ \*

Scoring considerations: Request will intentionally support practices that have demonstrated success or are research supported in producing parity in outcomes across racial/ethnic student groups or other historically minoritized groups. Examples may include:

Student-facing practices, policies, programs

Policies, practices, programs that foster a culture of equity-mindedness

Policies, practices, programs that improve our ability to pursue equity through principles of inquiry and development of equity-minded systems.

Explain how your request contributes to improvement in EQUITY for Disproportionately Impacted groups \*

Explain how your request addresses EXCELLENCE. ⓘ

Explain how your request fosters INNOVATION ⓘ

Explain how your request promotes SUSTAINABILITY ⓘ

Is this required for the program's accreditation status?

# Reviewing the Questions and Rubrics

- Explain how your request contributes to improvements in Equity for Disproportionately Impacted groups.

Scoring considerations: Request will intentionally support practices that have demonstrated success or are research supported in producing parity in outcomes across racial/ethnic student groups or other historically minoritized groups. Examples may include:

- Student-facing practices, policies, programs
- Policies, practices, programs that foster a culture of equity-mindedness
- Policies, practices, programs that improve our ability to pursue equity through principles of inquiry and development of equity-minded systems.

EQUITY

## 6- Explain how your request addresses EXCELLENCE.

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Program Review > Resource Needs

### New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES
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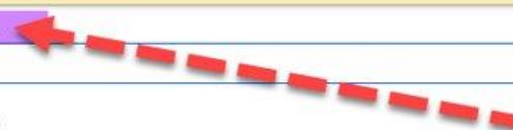
Title of Request \*

Resource Need Description ⓘ \*

Year You're Making the Request ⓘ

Scoring considerations: Request will intentionally support excellence and completion. Demonstration of excellence may include discussion of the following: ✕

- High-quality, culturally relevant teaching/learning experiences
- Supporting students toward timely completion of educational goals
- Eliminating barriers and providing support for students entering Mesa College, through to completion, and beyond to transfer and employment
- Partnerships within Mesa's internal and external communities to enhance access and completion efforts
- New policies, practices, or structures that intentionally focus on institutional improvement and effectiveness

Explain how your request addresses EXCELLENCE. 

Explain how your request fosters INNOVATION ⓘ

Explain how your request promotes SUSTAINABILITY ⓘ

Is this required for the program's accreditation status? ☐

# Reviewing the Questions and Rubrics

Explain how your request addresses **Excellence.** Scoring considerations: Request will intentionally support excellence and completion. Demonstration of excellence may include discussion of the following:

- High-quality, culturally relevant teaching/learning experiences
- Supporting students toward timely completion of educational goals
- Eliminating barriers and providing support for students entering Mesa College, through to completion, and beyond to transfer and employment
- Partnerships within Mesa's internal and external communities to enhance access and completion efforts
- New policies, practices, or structures that intentionally focus on institutional improvement and effectiveness

EXCELLENCE

## 7 - Explain how your request fosters INNOVATION.


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Program Review > Resource Needs

### New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES	
<p>Title of Request *</p>			
<p>Resource Need Description ⓘ *</p>			
<p>Year You're Making the Request ⓘ</p>			
<p>Using accurate and relevant data, explain the <b>NEED</b> for the request beyond what currently exists in the unit. ⓘ</p>			
<p>Scoring Considerations: Request introduces something new and/or makes changes to something established. Examples may include: ✕</p> <ul style="list-style-type: none"><li>Innovation in curriculum, pedagogy, student success efforts</li><li>New/more efficient or effective campus processes or infrastructure support</li><li>Ideas around scaling up an effective practice utilizing a new approach</li></ul>			
<p>Explain how your request fosters <b>INNOVATION</b></p>			
<p>Explain how your request promotes <b>SUSTAINABILITY</b> ⓘ</p>			
<p>Is this required for the program's accreditation status?</p>			



# Reviewing the Questions and Rubrics

Explain how your request addresses **Innovation**. Request introduces something new and/or makes changes to something established. Examples may include:

- Innovation in curriculum, pedagogy, student success efforts
- New/more efficient or effective campus processes or infrastructure support
- Ideas around scaling up an effective practice utilizing a new approach

INNOVATION



## 8 - Explain how your request promotes SUSTAINABILITY.

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Program Review > Resource Needs

### New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES
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Title of Request \*

Resource Need Description ⓘ \*

Year You're Making the Request ⓘ

Using accurate and relevant data, explain the **NEED** for the request beyond what currently exists in the unit. ⓘ

Explain how your request contributes to improvement in **EQUITY** for Disproportionately Impacted groups ⓘ \*

Scoring considerations: Request clearly demonstrates a commitment to sustainability of resources (physical, fiscal, and human). Examples may include: ✕

- Commitment to and prioritization of policies or practices that improve environmental justice and sustainability
- Responsible stewardship of resources (physical, fiscal, and human)
- Climate action education
- Policies, practices, programs committed to reducing Mesa College's carbon footprint
- Replacement/maintenance of current resources
- Cross-functional/interdisciplinary request that improves efficiency of resources, practices, and programming

Explain how your request promotes **SUSTAINABILITY**

Is this required for the program's accreditation status?



# Reviewing the Questions and Rubrics

Explain how your request addresses **Sustainability**. Scoring considerations: Request clearly demonstrates a commitment to sustainability of resources (physical, fiscal, and human). Examples may include:

- Established frameworks related to sustainability may be used to broaden understanding of what "sustainability" means and structure discussion (e.g. "[3 Pillars of Sustainability](#)" from UN World Commission on Environment & Development's [Our Common Future](#))
- Discussion may focus on aspects of sustainability other than environmental (e.g., economic & social sustainability).
- Commitment to and prioritization of policies or practices that improve environmental justice and sustainability
- Responsible stewardship of resources (physical, fiscal, and human)
- Climate action education
- Policies, practices, programs committed to reducing Mesa College's carbon footprint
- Replacement/maintenance of current resources
- Cross-functional/interdisciplinary request that improves efficiency of resources, practices, and programming

SUSTAINABILITY

## 9 – Is this required for the program's accreditation status?

Program Review > Resource Needs

### New Resource Need Description

RESOURCE NEED DESCRIPTION	ALIGNMENTS	PRIORITIZATION AND SCORES	
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Year You're Making the Request ⓘ

Using accurate and relevant data, explain the **NEED** for the request beyond what currently exists in the unit. ⓘ

Explain how your request contributes to improvement in **EQUITY** for Disproportionately Impacted groups ⓘ \*

Explain how your request addresses **EXCELLENCE**. ⓘ

Explain how your request fosters **INNOVATION** ⓘ

Explain how your request promotes **SUSTAINABILITY** ⓘ

Is this required for the program's accreditation status? ⓘ

Yes

No

# Reviewing the Questions and Rubrics

Is the request necessary for the Program's Accreditation Status?

Example applies to programs that have a separate accreditation process.

- Radiologic Technology - Joint Review Committee on Education in Radiologic Technology (JRCERT)
- Dental Assisting - Dental Board of California (DBC) & Commission on Dental Accreditation of the American Dental Association (CODA)
- Health Information Management - Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
- Veterinary Technology Program - AVMA CVTEA
- Physical Therapist Assistant Program - Commission on Accreditation in Physical Therapy Education (CAPTE)
- Health Information Technology – Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)

## Questions 10, 11, 12 – Equipment, Supplies, & Facilities Requests

For Equipment/Supplies and Facilities Requests Only

10 One-Time or Ongoing? **select which one**

11 Estimated Total Cost of Ownership ⓘ **numeric field**

12 Maintenance Required? **yes or no**

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# Helpful Tips

- In reviewing rubric & discussion prompts, note the "or" conjunctions. These indicate that your response may address some, but not all, of the listed criteria & still receive a high score.
- Where appropriate, use data discussion from Program Review responses to address discussion prompts.
- As recommended earlier, use Mesa Institutional Effectiveness dashboards to locate additional institutional data (e.g., [Awards dashboard](#), [Course Outcomes dashboard](#), [Enrollment Management dashboard](#), [Faculty Staffing Trends dashboard](#), etc.)
- To find compelling non-institutional data needed to support discussion, consider using scholarly search engines such as [Google Scholar](#). Also consider using articles from reference sources available through the [Mesa Learning Resource Center](#), such as *The Chronicle of Higher Education*.

# Reviewing the Questions and Rubrics

- Unit Goal Alignment
- Mark "Faculty" under the Type of Request
- Title of Request
- Using accurate and relevant data\*, explain the **Need** for the request beyond what currently exists in the unit.
  - Some data will be provided but writers should include any additional data they deem relevant to the demonstration of need. Classroom requests must minimally include the FTES/FTEF, amount of Adjunct FTEF on the schedule, and current Headcount of Full-time faculty in the department.
  - Other data could include student utilization, faculty/employee utilization, growth/demand, time on task, efficacy of services, etc.
  - Request may include discussion of how it will support a new policy, practice or requirement (internal or external). The requirement should be clearly articulated with relevant details describing how this request supports the requirement.

**Q & A**

# Thank you

On Behalf of the SD Mesa FHP Committee