

Article 15:

Faculty Service Areas and Competency Standards

“FACULTY SERVICE AREA (FSA)” means a service or instructional subject area or group of related services or instructional subject areas performed by faculty and established by a community college district. (See Ed Code Section 87743.1.) FSA’s are the teaching or service areas that will be governed by the same competency standards for determining assignment to the FSA. The decisions about the boundaries of each FSA were made by SRJC faculty at the department level and approved by the collective bargaining agent and the Board of Trustees. (See following list in this Article.)

“COMPETENCY STANDARDS” means the SRJC District requirements, in addition to the minimum and local qualifications that must be met by any faculty member to be recognized as being competent to serve in an FSA. (See Ed Code Section 87743.5.) These standards were developed in consultation with the faculty and approved by the collective bargaining agent and the Board of Trustees. (See also Policy 4.3.2b, Equivalency of Faculty Qualifications.)

15.01 GENERAL PROVISIONS: Invoking of seniority rights within Faculty Service Areas only occurs during an official reduction-in-force situation (see Ed Code Section 87743 – 87746). (See Article 23: Reduction in Force.)

15.02 INITIAL ASSIGNMENT TO FSA’s: “Each faculty member shall qualify for one or more faculty service areas at the time of initial employment. A faculty member shall be eligible for qualification in any faculty service area in which the faculty member has met both minimum qualifications...and district competency standards” (Ed Code Section 87743.3). Assignment to an FSA is official recognition of faculty members who meet both the minimum qualifications (and local qualifications, if any) to teach a discipline within an FSA and the competency standards for that FSA. Each faculty member is assigned to one or more FSA’s at time of hire.

15.03 ASSIGNMENT TO ADDITIONAL FSA’S: After initial employment and assignment to FSA’s, any faculty member may apply to the District to add FSA’s for which the faculty member qualifies (meets both the discipline minimum qualifications — including local qualifications if any — and competency standards). This process is initiated by the faculty member and the application must be received by the Human Resources Department on or before February 15 of any year.

15.04 COMPETENCY STANDARDS

- A. **Establishing FSA Seniority Rights in Non-Assigned FSA’s:** The District has defined competency standards to be met by those who wish to exercise seniority rights in an FSA other than the one of their teaching assignment. In order to be recognized as being competent to teach or offer a service within an FSA, the following District-wide competency standards must be met.

B. **Definition of Standards:** The first four standards are alternatives and only one of them must be met. These standards are applied after the faculty member has met the minimum qualification requirements to teach the discipline in the FSA; that is, they are post minimum qualification competencies. This means that service before acquiring minimum qualifications is not relevant to meeting competency standards. The fifth and sixth standards are specific to identified FSA's and requirements vary by FSA. In all cases where special competency is required, that standard must be met in addition to the District-wide standards.

1. Post minimum qualification teaching experience of six units at Santa Rosa Junior College in the discipline/service,
- or 2. Post minimum qualification paid full-time professional experience of two years, and licensure if applicable, in the discipline/service,
- or 3. Post minimum qualification additional education or training of 15 units in the discipline/service,
- or 4. Evaluation of qualifications by a review panel to determine equivalence to specified competency. Review panel composition to include voting members: Instructional Dean, Department Chair in FSA, and faculty member in FSA, and non-voting member Human Resources Department representative. Approval of the recommendation of the review panel will be made by the Superintendent/ President, or designee, within ten (10) working days of the review panel decision.
- and 5. Any local qualifications that are applied to the position being "bumped,"
- and 6. Special competencies determined by legal requirements, or due to special nature of subject matter included in the specific FSA (relevant FSA's to outline requirements).

C. **Changing Competency Standards:** The District will maintain procedures for the revision of competency standards.

15.05 FACULTY SERVICE AREA COMPOSITION

A. **Record of FSA's:** Each district shall maintain a permanent record for each faculty member employed by the district of each faculty service area for which the faculty member possesses the minimum qualifications for service and in which he or she has established competency pursuant to district competency standards. The record shall be contained in the faculty member's personnel file. The following list presents the definition of SRJC Faculty Service Areas:

B. Established Faculty Service Areas

Administration of Justice: (3)

- 1.
- 2.
- 3.

Agriculture/Forestry: (1): Agriculture and Forestry

Applied Technology: (1): Applied Technology
 Apprentice Education: (1): Apprentice Education
 Art: (1): Art
 Basic Skills/Vocational Studies: (1): (Department name when it is established)
 Behavioral Sciences: Forthcoming
 Business Administration: (1): Business Administration
 Business Office Technology: (1): Business Office Technology
 CHEC: Forthcoming
 Child Development: (1): Child Development
 Communication Studies: (1): Communication Studies
 Computer/Information Sciences: (1): Computer/Information Sciences
 Consumer & Family Studies: (4):

1. Diet Technology, and
2. Second Year of Culinary Training, and
3. Floristry, and
4. Consumer & Family Studies (all other courses)

Contract Education: (By Department)

Earth & Space Sciences: (4):

1. Astronomy, and
2. Geography, and
3. Geology and
4. Meteorology

Electronics: (1): Electronics

Engineering/Physics: (1): Engineering/Physics

English: Forthcoming

EOPS: (2):

1. EOPS Instructors, and
2. EOPS Counselors (w/special requirements)

Foreign Languages: (1): Foreign Languages

Guidance/Counseling: (1): Guidance and Counseling

Health Occupations: (7):

1. Assoc. Nursing Degree w/special requirements, and
2. Dental Assisting w/special requirements, and
3. Emergency Medical Care w/special requirements, and,
4. Nursing Assistant/Home Health Aid w/special requirements, and
5. Psychiatric Technician w/special requirements, and
6. Radiologic Technology w/special requirements, and
7. Vocational Nursing w/special requirements

Industrial & Trade Technology: (5)

1. Diesel & Equipment Technology, and
2. Machine Tool Technology, and
3. Automotive Technology, and
4. Aeronautical & Aviation Technology, and
5. Welding Technology and Industrial Education Technology.

Learning Resources: (1): Library Science
Learning Services: (1): Disabled Students Programs & Services
Life Sciences: (1): Life Sciences
Mathematics: (1): Mathematics
Music: (1): Music
Philosophy/Humanities: (3):
 1. Philosophy (w/special requirements)
 2. Humanities (except as related to religion), and
 3. Interdisciplinary Studies (w/special requirements),
 Religious Studies, or Interdisciplinary Studies
Physical Education: (3)
 1. Dance, and
 2. Martial Arts, and
 3. Physical Education
Social Sciences: (1): Social Sciences
Special Education: Forthcoming
Theater Arts: (2):
 1. Academic Theater Arts, and
 2. Production Theater Arts
Tutorial Center: (1): Tutorial Center
Work Experience: (1): Work Experience

- C. **Changing FSA Composition:** The District will maintain procedures for the revision of FSA's.