




June 15, 2015

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Exception to Policy 05-00, Faculty Recruitment and Selection

Item Description

This item requests an exception to Board policy regarding hiring faculty.

Overview and Background

TCC has established clear procedures for advertising for and hiring of faculty to assure competitive hiring practices and diverse pools of applicants. Currently, we have an instructor who created, implemented, and continues to teach and supervise our Pharmacy Technician certificate program. The Florida Department of Education has determined that the program be moved from a certificate to an A.S. degree. Instructor Holly Lofland has rewritten the curriculum and successfully submitted it for approval as an A.S. degree. Moving the program from certificate to degree requires a change from instructor status to faculty status. Ms. Lofland is completely qualified for a faculty line. Because she was originally hired in a competitive process as instructor and because she has developed and maintained numerous successful relationships with local pharmacies that both monitor our students as interns and hire them once graduated, Dean Nied and Provost/Vice President Sloan recommend that Ms. Lofland be moved to a faculty line as being in the best interest of TCC's pharmacy technician students.

This recommendation has been vetted through the faculty senate chair and chair-elect to assure clear intent for this requested exception. The exception does not violate any state or federal laws regarding the hiring process.

Past Actions by the Board

The last time an employee was moved from instructor to faculty was in 2001-02 when two dental assisting instructors were appointed to faculty positions as a result of recommendation of the accrediting body.

Funding/Financial Implications

The current Pharmacy Technician program budget is adequate for this change.

Staff Resource

Barbara Sloan

Recommended Action

That the Board approve exception to policy 05-00 by accepting the previous competitive instructional hiring process as substitute for a new search in this personnel transfer.