

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

STRATEGIC HIRE REQUEST

March 10, 2014

Site	Position	Justification
DS	System Administrator CL-xxxxx Information System	<ul style="list-style-type: none"> • What will the position do? – The position will manage and perform system administration of the District’s ERP hardware and software development, production and testing environments. It will maintain current, effective and reliable computer systems and ensure high availability and optimum performance of the District's ERP hardware and software platforms. • Current status of position? – Restructure of Information Systems department to better serve the current and increasing demand for technology services and support, and improved services to students. • Strategic Staffing Rationale – This hire is essential to the operations of the Information Systems department. This position is critical for the District and the Colleges in support existing and future technologies as outlined in the Colleges and District Strategic and Technology plans. This position will administer and maintain Enterprise Systems used by the District such as (Finance, HR, Payroll, Fin Aid, Student Information System (Registration, Grades, Rosters, Degrees, etc), Student Success, Library, etc). • Budget Impact – 2013/2014 mid-year hire will be funded through current budget, then the position will be included in the 2014/2015 Adoption Budget.
DS	Business Analyst CL-xxxxx 2 FTE Information System	<ul style="list-style-type: none"> • What will the position do? – The position will work with appropriate College and District managers and staff to analyze and troubleshoot current processes, develop solutions and configure systems to meet academic and business requirements. It will assist in understanding, re-engineering and streamlining complex processes and procedures to obtain optimum, reliable performance of ERP and associated systems. The position will analyze, communicate and translate current and changing business requirements into software requirements. • Current status of position? – Restructure of Information Systems department to better serve the current and increasing demand for technology services and support, and improved services to students. • Strategic Staffing Rationale – This hire is essential to the operations of the Information Systems department. This position is critical for the District and the Colleges in support existing and future technologies as outlined in the Colleges and District Strategic and Technology plans. This position will support, configure and enhance Enterprise Systems used by the District such as (Finance, HR, Payroll, Fin Aid, Student Information System (Registration, Grades, Rosters, Degrees, etc), Student Success, Library, etc). • Budget Impact – 2013/2014 mid-year hire will be funded through current budget, then the position will be included in the 2014/2015 Adoption Budget.

DS	Campus and Parking Services Supervisor SU-xxxx	<ul style="list-style-type: none"> • What will position do? – The position will serve as a first-line supervisor over Campus and Parking Services Specialists. Supports the Director, provides staff support in special assignments, and provides security patrol services. • Current status of position? – New position to augment initial staffing proposed in Public Safety transition. • Strategic Staffing Rationale – This position provides essential supervision of the operations of the CAPS department to better serve the needs of the colleges and district. • Budget Impact – 2013/2014 mid-year hire will be funded through current budget, then the position will be included in the 2014/2015 Adoption Budget
DS	Campus and Parking Services Specialists CL-xxxx	<ul style="list-style-type: none"> • What will position do? – The position will provide vehicle and foot patrol of campus, respond to calls for service, such as traffic control, unlocking rooms and offices, minor automobile assistance, provide parking and traffic control services including issuing parking citations, provide escorts to faculty, staff and students, observe and report acts of vandalism, thefts, unusual behavior and intrusions to buildings, property and adjacent areas to district police or local law enforcement. • Current status of position? – New position to augment initial staffing proposed in Public Safety transition. • Strategic Staffing Rationale – This position is essential to the operations of the CAPS department to provide parking enforcement and customer services on the college campuses. • Budget Impact – 2013/2014 mid-year hire will be funded through current budget, then the position will be included in the 2014/2015 Adoption Budget