

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

STRATEGIC HIRE REQUEST

5/9/2016

Date

Site	Position	Justification
Cuyamaca		
<input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Dean, Counseling Services</p> <p>Unit/Classification: Management Association</p> <p>Position # MG-00065</p> <p>FTE – 1.0</p> <p>Department Student Services/Counseling Services</p>	<p>1. What will the position do? Under the direction of the Vice President of Student Services, plan, organize, administer, supervise and evaluate the performance of academic and classified personnel, and direct the operations of Counseling Services. The following services areas within the Division of Counseling Services are: Counseling, EOPS/CARE, CalWORKs, Disabled Students Program Service (DSPS), University Transfer Center, Articulation, Assessment, Career Center, Counseling Courses, and Matriculation.</p> <p>2. Current status of position? Replacement</p> <p>3. Strategic Staffing Rationale: This position is necessary for maintaining a critical threshold of educational and support services</p> <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. The position is included the current budget b. Key code and Object code: 1433001-1240 c. Fiscal Impact: <ul style="list-style-type: none"> i. Annual Salary amount - \$115,068 (Step B) ii. Plus benefits d. RAF impact (check one): <ul style="list-style-type: none"> <input type="checkbox"/> Include in RAF calculation <input checked="" type="checkbox"/> No impact – replacement (vacant one year or less) <input type="checkbox"/> No impact – funded by _____ Restricted Funds <input type="checkbox"/> No impact – funded by _____ <input type="checkbox"/> No impact – restructure within existing funds <input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number
<input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Custodian</p> <p>Unit/Classification: CSEA</p>	<p>1. What will the position do? Under the direction of the Custodial Supervisor, maintain an assigned group of classrooms, offices and related facilities in a clean and orderly manner. Incumbents provide work direction and guidance to other custodial operations personnel and participate in operations and custodial duties, or work independently at an assigned location.</p> <p>2. Current status of position? Replacement</p>

	Position # CL-00365 FTE – 1.0 Department Facilities/Operations	<p>3. Strategic Staffing Rationale:</p> <ul style="list-style-type: none"> ○ Health and safety priorities- Maintain departmental area(s) in a safe, clean and orderly condition; assure compliance with established safety procedures and regulations. ○ This position is necessary for maintaining a critical threshold of educational and support services <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. The position is included the current budget b. Key code and Object code: 1427601-2110 c. Fiscal Impact: <ul style="list-style-type: none"> i. Annual Salary amount - \$31,932 ii. Plus benefits d. RAF impact (check one): <ul style="list-style-type: none"> <input type="checkbox"/> Include in RAF calculation <input checked="" type="checkbox"/> No impact – replacement (vacant one year or less) <input type="checkbox"/> No impact – funded by _____ Restricted Funds <input type="checkbox"/> No impact – funded by _____ <input type="checkbox"/> No impact – restructure within existing funds <input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number
--	--	--

Grossmont

<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Financial Aid Advisor</p> <p>Unit/Classification CSEA</p> <p>Position # CL-00102</p> <p>FTE: 1.0</p> <p>Department: Financial Aid</p>	<p>1. What will the position do? This position determines financial need and program eligibility for work-study, loans and grants. Interviews and advises students and parents concerning special circumstances and complex sensitive issues regarding the override of federal regulations that pertain to Dependency status. Also advises students and parents concerning debt management, default prevention, program requirements and financial emergencies.</p> <p>2. Current status of position? Filling a vacancy due to internal Promotion.</p> <p>3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details):</p> <ul style="list-style-type: none"> a. Critical threshold of educational services - the Grossmont College Financial Aid office processes over 20,000 applications each year and awarded more than 30 million dollars in federal, state and institutional aid for 2014-2015. This position is crucial to maintaining support services offered directly to our neediest students. It is imperative that we sustain our current level of staff to support the ongoing demand for financial aid to ensure timely processing of financial aid applications.
--	---	---

		<p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. The position is included in the current year budget. b. General Fund (1331001-2110) c. Fiscal Impact: <ul style="list-style-type: none"> i. Salary & Benefits amount is \$69,653.00 (CL35/B) d. RAF impact (check one): <ul style="list-style-type: none"> <input type="checkbox"/> Include in RAF calculation <input checked="" type="checkbox"/> No impact – replacement (vacant one year or less) <input type="checkbox"/> No impact – funded by _____ Restricted Funds <input type="checkbox"/> No impact – funded by _____ <input type="checkbox"/> No impact – restructure within existing funds <input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS 	<p>Position Title UMOJA Counselor Coordinator</p> <p>Unit/Classification AFT</p> <p>Position # New</p> <p>FTE 1.0 FTE</p> <p>Department Counseling</p>	<p>1. What will the position do?</p> <ul style="list-style-type: none"> o The Counselor will be dedicated to the coordination and enhancement of cultural and educational experiences of African American and other students within the Grossmont-Cuyamaca Community College district. o The Coordinator will perform all counselor related responsibilities as outlined in the general counselor position description and will facilitate services in such a way as to support the unique needs of African American and other students. <p>2. Current status of position? Requesting a new position.</p> <p>3. Strategic Staffing Rationale This position is critical in that it will provide essential support services and oversight to a growing population of students consistently impacted disproportionately along a number of academic indices within the community college system.</p> <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. There is currently room in the 2015-16 EQUITY restricted budget to fund this position. b. 1372391-1430 Restricted Funds c. Fiscal Impact - \$70,704 plus benefits d. RAF impact (check one): <ul style="list-style-type: none"> <input type="checkbox"/> Include in RAF calculation <input type="checkbox"/> No impact – replacement (vacant one year or less) <input checked="" type="checkbox"/> No impact – funded by <u>EQUITY</u> Restricted Funds <input type="checkbox"/> No impact – funded by _____ <input type="checkbox"/> No impact – restructure within existing funds <input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number