

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
STRATEGIC HIRE REQUEST**

4/9/2018  
Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title: <b>Athletic Trainer</b></p> <p>Unit/Classification: <b>CL -37</b></p> <p>Position # <b>CL-00090</b></p> <p>FTE: <b>1.0</b></p> <p>Department: <b>Athletics</b></p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b> <ul style="list-style-type: none"> <li>o <b>Athletic Trainer in the Athletic Department</b></li> </ul> </li> <li><b>2. Current status of position?</b> <ul style="list-style-type: none"> <li>o Filling a vacancy due to retirement</li> </ul> </li> <li><b>3. Strategic Staffing Rationale</b> Please address at least one of the following items when answering the questions below (provide specific details):             <ol style="list-style-type: none"> <li>a. CCCAA Safety Requirement as Athletic Trainers represent the minimum standard for medical care at a CCCAA institution with Athletics. Athletic Trainers are required at all home athletic events.</li> <li>b. Bylaw 9.1.2 of the CCCAA states that the following represent the minimum standard for medical care as set forth for CCCAA-sanctioned sports. It is understood that each college must use its experience and common sense to tailor these policies to its specific needs. Student-athletes should understand that each college will use its best efforts to provide for the safety and welfare of the athletes, but each student must exercise his/her good judgment as well. The CCCAA does not warrant to the college or to the student athlete that adherence to these policies will prevent injuries. (Adopted &amp; effective 10/4/11)</li> <li>c. Bylaw 9.2.2 Athletic Medical Coverage Personnel Athletic Medical Coverage can be provided by:                 <ol style="list-style-type: none"> <li>1. An individual who is currently an athletic trainer certified by the Board of Certification (BOC).</li> </ol> </li> <li>d. The athletic trainer(s)/athletic health care provider is responsible for the administration of the athletic training program. This includes:                 <ol style="list-style-type: none"> <li>1. Being responsible for the care of the student-athletes participating in the intercollegiate athletic program.</li> <li>2. Providing athletic training services which include:                     <ul style="list-style-type: none"> <li>⇒ Prevention of injuries</li> <li>⇒ Clinical evaluation and diagnosis</li> <li>⇒ Immediate care ⇒ Treatment, rehabilitation, and reconditioning</li> <li>⇒ Organization and administration</li> <li>⇒ Education and consultation</li> <li>⇒ Professional responsibility</li> </ul> </li> </ol> </li> </ol> </li> </ol> <p>In the absence of the team physician or designate, the athletic trainer/athletic health care provider is responsible for deciding whether an athlete is medically able to participate by adhering to the team physician's protocols. Athletic trainers are also required to provide athletic training supervision for all home/hosted athletic contests and away football games. Men and women's golf matches can be exempt from this requirement. If there are more hosted events, then athletic trainer/athletic health care provider on-site coverage of these games will be determined by the relative risk of each sport. Away contests, other</p>

		<p>than football, are generally not covered, but coverage may be provided based on staffing availability and need.</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <ul style="list-style-type: none"> <li>a. Specify whether the position is included or not included in the current budget: This position is included in the current budget.</li> <li>b. Key code and Object code: 1336500 and 2110</li> <li>c. Fiscal Impact: No fiscal impact <ul style="list-style-type: none"> <li>i. Step 1, CL-37, \$4159 monthly (\$49,908 annual)</li> <li>ii. Includes benefits</li> </ul> </li> <li>d. RAF impact (check one): <ul style="list-style-type: none"> <li><input type="checkbox"/> Include in RAF calculation</li> <li><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</li> <li><input type="checkbox"/> No impact – funded by _____ Restricted Funds</li> <li><input type="checkbox"/> No impact – funded by _____</li> <li><input type="checkbox"/> No impact – restructure within existing funds</li> <li><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</li> </ul> </li> </ul>
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title: Science Lab Technician II— Physical and Natural Sciences</p> <p>Unit/Classification: CSEA (CL-32)</p> <p>Position #: IA-00135</p> <p>FTE: 1.0</p> <p>Department: Earth Sciences</p>	<p><b>1. What will the position do?</b></p> <ul style="list-style-type: none"> <li>• Under the direction of an assigned supervisor, perform critical and necessary technical and specialized instructional support functions to individual students or group of students in a classroom or laboratory environment in a specific instructional area to facilitate effective learning.</li> </ul> <p><b>2. Current status of position?</b></p> <ul style="list-style-type: none"> <li>○ Filling an unexpected vacancy, March 2018.</li> </ul> <p><b>3. Strategic Staffing Rationale</b> Please address at least one of the following items when answering the questions below (provide specific details):</p> <ul style="list-style-type: none"> <li>a. Health and safety priorities: Without a Department Technician we are unable to ensure adequately that assigned laboratories (both indoor and outdoor), prep areas and stockrooms are maintained in a clean, well-organized, and safe condition.</li> <li>b. Critical threshold of educational or support services: Without the critical level of support a Department Technician provides, we are unable to maintain successfully our academic programs which has a negative impact upon student learning, success, and safety. Academic courses include such things as Physical Geography Labs, Geology Labs, Oceanography Labs, the GIS Lab, and numerous Field Course offerings.</li> </ul> <p><b>4. Budget Impact – Identify the Following:</b></p> <ul style="list-style-type: none"> <li>a. Specify whether the position is included or not included in the current budget: Included in the current budget.</li> <li>b. Key code and Object code: 1384003-2210</li> <li>c. Fiscal Impact: None (included in current budget).</li> </ul>

		<p>1. Salary amount: CL-32 (\$43,044) CSEA schedule eff 1/1/16</p> <p>2. Includes benefits, or not: Yes, includes benefits.</p> <p>d. RAF impact (check one):</p> <p><input type="checkbox"/> Include in RAF calculation</p> <p><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</p> <p><input type="checkbox"/> No impact – funded by _____ Restricted Funds</p> <p><input type="checkbox"/> No impact – funded by _____</p> <p><input type="checkbox"/> No impact – restructure within existing funds</p> <p><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</p>
<p><input checked="" type="checkbox"/> GC</p> <p><input type="checkbox"/> CC</p> <p><input type="checkbox"/> DS</p>	<p><b>Please include:</b></p> <p>Position Title Health Professions Specialist</p> <p>Unit/Classification CSEA CL-28</p> <p>Position # CL-00075</p> <p>FTE 1.00</p> <p>Department Allied Health</p>	<p><b>1. What will the position do?</b></p> <ul style="list-style-type: none"> <li>o Student’s first contact with Allied Health programs</li> <li>o Performs a variety of technical and specialized duties related to the operation of the Occupational Therapy Assistant and the Cardiovascular Technology Programs (3 tracks). (Total of 117 students).</li> <li>o Manages and updates student waitlists, manages student databases and clinical placements.</li> <li>o Prepares application packets, and invites students into the program.</li> <li>o Coordinates events for the programs</li> <li>o Collects student data mandated by accrediting bodies.</li> </ul> <p><b>2. Current status of position?</b></p> <ul style="list-style-type: none"> <li>o X Filling an expected vacancy due to resignation</li> </ul> <p><b>3. Strategic Staffing Rationale</b> Please address at least one of the following items when answering the questions below (provide specific details):</p> <ul style="list-style-type: none"> <li>a. Legal mandates The position requires the preparation and maintenance of specific documents required by accrediting bodies.</li> <li>b. Accreditation requirements Compliant with “adequate and sufficient” support staff to “meet the goals and objectives of the program and must be consistent with institutional practices”</li> <li>c. Health and safety priorities</li> <li>d. Critical threshold of educational or support services This position is critical to the operation of two dynamic programs in the Allied Health Division. The position focuses particular attention on direct student contact and communication about the programs, and to the support of these programs. Current employee make up of the Allied Health specialists is one fulltime and one ¾ time person. In the event of an absence, the workflow of the program falls on these individuals.</li> <li>e. Essential supervision</li> </ul> <p><b>4. Budget Impact – Identify the Following:</b></p> <ul style="list-style-type: none"> <li>a. Specify whether the position is included or not included in the current budget- included in the current budget</li> <li>b. Key code and Object code-1370601-2110</li> <li>c. Fiscal Impact:</li> </ul>

		<ol style="list-style-type: none"> <li>1. Salary amount-Step B = #3,371/month; \$40,452/annual</li> <li>2. Includes benefits, or not- does not include benefits</li> <li>d. RAF impact (check one): <ul style="list-style-type: none"> <li><input type="checkbox"/> Include in RAF calculation</li> <li><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</li> <li><input type="checkbox"/> No impact – funded by _____ Restricted Funds</li> <li><input type="checkbox"/> No impact – funded by _____</li> <li><input type="checkbox"/> No impact – restructure within existing funds</li> <li><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</li> </ul> </li> </ol>
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title:  <b>Specialty Lab Technician III</b></p> <p>Unit/Classification  <b>CSEA</b></p> <p>Position:  <b>#IA-00140</b></p> <p>FTE <b>1.0</b></p> <p>Department:  <b>Sculpture</b></p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b> <ul style="list-style-type: none"> <li>• Perform a variety of technical and specialized duties related to the preparation, operation and maintenance of a Sculpture laboratory and related areas.</li> </ul> </li> <li><b>2. Current status of position?</b> <ul style="list-style-type: none"> <li>○ Filling an unexpected vacancy, Feb 2018</li> </ul> </li> <li><b>3. Strategic Staffing Rationale</b>  Please address at least one of the following items when answering the questions below (provide specific details):   <u>Critical threshold of educational or support services</u> - Position is critical and instrumental to facilitating instructional delivery, per health and safety protocols and mandates, for all programs, including Three-Dimensional Design, Jewelry, Sculpture and Public Art, in the entire Building 23 – Sculpture Facility. This includes curriculum support with particular attention on the operation and maintenance of the Sculpture Building laboratories and related areas as well as assisting faculty and students in the use of a variety of equipment, materials and supplies in the instructional setting and preparing instructional materials and equipment for faculty demonstrations and student use as required, according to approved procedures.  <u>Legal mandates</u> - Position prepares and maintains various required records and reports related to laboratory operations, health and safety, supplies, inventory and budget, including required MSDS sheets and District Hazardous materials inventories per health and safety mandates from OSHA, Cal-OSHA, State and Local Fire Codes, Air Pollution Control Regulations and Hazardous Materials Handling and Waste </li> <li><b>4. Budget Impact – Identify the Following:</b> <ol style="list-style-type: none"> <li>a. Specify whether the position is included or not included in the current budget: Included in current budget</li> <li>b. Key code and Object code: 1378401 2110</li> <li>c. Fiscal Impact: <ol style="list-style-type: none"> <li>1. Salary amount: \$45528</li> <li>2. Includes benefits</li> </ol> </li> <li>d. RAF impact (check one): <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</li> </ul> </li> </ol> </li> </ol>