

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

STRATEGIC HIRE REQUEST

1/31/2019

Date

Site	Position	Justification
<input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Grounds Maintenance Worker, Senior</p> <p>Unit/Classification: CSEA/CL-30</p> <p>Position #: CL-00131</p> <p>FTE: 1.0</p> <p>Department: Grounds</p>	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> o Maintain Grounds at Cuyamaca College. Mow, maintain plants, fertilize, apply pesticides. 2. Current status of position? <ul style="list-style-type: none"> o Filling a vacancy. To replace Mark Koenes, promoted to a supervisor position at Grossmont College. 3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details): <ol style="list-style-type: none"> a. Health and safety priorities b. Critical threshold of educational or support services 4. Budget Impact – Identify the Following: <ol style="list-style-type: none"> a. The position is included in the current budget b. Key code and Object code – 1427701-2110 c. Fiscal Impact: <ol style="list-style-type: none"> i. Salary amount: \$44,628 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: Tutoring Center Specialist</p> <p>Unit/Classification: CSEA/CL-32</p> <p>Position # CL-00566</p> <p>FTE: 1.0 12 months</p>	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> o Organize and coordinate the day-to-day operations of assigned tutoring centers o Provide direction to hourly personnel and student workers as assigned; prepare weekly schedules for tutors and the master schedule for the semester. o Assist in recruiting, interviewing, evaluating, hiring, and training of part-time tutors and clerical workers; prepare employment forms; monitor hours and schedules to ensure center coverage. 2. Current status of position? <ul style="list-style-type: none"> o Filling a vacancy. To replace Corrine Hensley-Dellefield, resigned 1/29/2019.

Department:
**Learning &
Technology
Resources -
Tutoring**

3. Strategic Staffing Rationale

Please address at least one of the following items when answering the questions below (provide specific details):

- Critical threshold of educational or support services: The need for tutorial services is clear if we are to support the Strategic Plan, Student Equity plan, Guided Pathways and overall student success. The most important duty of this position would be to provide coordination and supervision of tutors during hours of operation.
- Essential operations and supervision: This position is critical to ensuring daily oversight for assigned centers.

4. Budget Impact – Identify the Following:

- a. The position is included in the current budget
- b. Key code and Object - 1425801-2110
- c. Fiscal Impact:
 - i. Salary amount: \$47,340 plus benefits
- d. RAF impact (check one):
 - Include in RAF calculation
 - No impact – replacement (vacant one year or less)
 - No impact – funded by _____ Restricted Funds
 - No impact – funded by _____
 - No impact – restructure within existing funds
 - No impact – reallocation of faculty FTE resulting in new position number

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<input type="checkbox"/> GC <input type="checkbox"/> CC <input checked="" type="checkbox"/> DS	<p>Please include:</p> <p>Web Application Specialist</p> <p>CL-00502</p> <p>1 FTE</p> <p>IT Department</p>	<p>1. What will the position do?</p> <ul style="list-style-type: none"> ○ Administer, design, implement and maintain the official college or district web sites. ○ Prepare web pages using the current tools for content management and web scripting languages. ○ Administer and maintain SharePoint. ○ Serve as primary resource to ensure that Federal, State and college web-based accessibility standards for the disabled are met. <p>2. Current status of position?</p> <ul style="list-style-type: none"> ○ Filling a vacancy due to resignation <p>3. Strategic Staffing Rationale</p> <p>This position will provide critical services necessary to implement the website redesign project as well as accessibility standards across the district and college websites.</p> <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. This position is currently funded in the 2018-19 budget b. 1113501-2110 c. Fiscal Impact: \$71,604 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

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Full-time Instructor</p> <p>Unit/Classification Faculty / AFT</p> <p>Position # <u>IN-00250</u></p> <p>FTE 1.0</p> <p>Department Geology/Oceanography</p>	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> o <u>Teach courses in Earth Science (Geology, Oceanography)</u> o <u>Develop curriculum</u> 2. Current status of position? <ul style="list-style-type: none"> o <u>Filling a vacancy</u> o Filling a restructured vacancy with a new job title o Requesting a new position 3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details): <ol style="list-style-type: none"> a. Legal mandates b. Accreditation requirements c. Health and safety priorities d. Critical threshold of educational or support services <u>Provide for adequate staffing to support student success. The Earth Science Department needs a FT geologist/oceanographer to ensure the continuation of the program</u> e. Essential 4. Budget Impact – Identify the Following: <ol style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget <u>Not in current budget</u> b. Key code and Object code <u>1381201-1110</u> c. Fiscal Impact: <ol style="list-style-type: none"> i. Salary amount <u>\$46,617 - \$70,796 (Class I step1– Class IIV step5)</u> ii. <u>Includes benefits</u>, or not d. RAF impact (check one): <ul style="list-style-type: none"> <input checked="" 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

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Administrative Assistant IV</p> <p>Unit/Classification CSEA/CL-34</p> <p>Position # CL-00512</p> <p>FTE 1.00</p> <p>Department VPAA</p>	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> ○ Support the Vice President of Academic Affairs in coordination of the day-to-day activities of the office. Schedule meetings and appointments; answer phones, maintain files, process signature file and mail, prepare correspondence and other duties. ○ Prepare meeting agendas and meeting minutes 2. Current status of position? <ul style="list-style-type: none"> ○ Filling a vacancy due to retirement 3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details): <ol style="list-style-type: none"> a. Legal mandates b. Accreditation requirements c. Health and safety priorities d. Critical threshold of educational or support services Provides critical support to the VPAA to relieve the administrator of administrative detail. e. Essential supervision 4. Budget Impact – Identify the Following: <ol style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget - Included b. Key code and Object code: 1324001-2110 c. Fiscal Impact: <ol style="list-style-type: none"> i. Salary amount: \$50,220+benefits ii. Includes benefits, or not: Includes 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

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Associate Dean, Athletics</p> <p>Unit/Classification Admin Association</p> <p>Position # MG-00059</p> <p>FTE 1.0</p> <p>Department Athletics/Student Services</p>	<p>1. What will the position do?</p> <ul style="list-style-type: none"> ○ Plan, organize, administer and direct the college Athletic Program ○ Coordinate and manage intercollegiate activities ○ Assure compliance with community college and related policies and procedures ○ Prepare various fiscal reports, program review and other reports as required ○ Select, train, and evaluate assigned staff; and conduct various eligibility and staff meetings ○ Understand and apply CCCAA/PCAC/NCAA/SCFA and gender equity rules and compliance ○ Supervise home contests/games and various away contests/games as game administrator ○ Direct the development of program goals and objectives ○ Conduct various eligibility and staff meetings ○ Organize and operate the athletic program within the guidelines of institutional goals <p>2. Current status of position?</p> <ul style="list-style-type: none"> ○ Filling a projected vacancy as of June 30, 2019; an interim is currently assigned to position <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. Legal mandates – this position is critical to ensuring compliance for coaches, staff, and the college with CCCAA and PCAC, including all mandated reporting, eligibility requirements, reporting, in-service eligibility meetings, and Title IX/Gender Equity b. Accreditation requirements – ensures that athletics programs are conducted with sound educational policy and standards of integrity (II.C.4) c. Health and safety priorities – ensures appropriate coverage with athletic training and medical staff to assure proper care and safety of the student athletes d. Critical threshold of educational or support services – provide consistent information to athletic department on student success metrics, and provide guidance and leadership to ensure athlete student success and supports e. Essential supervision – mandated per CCCAA/PCAC/SCFA constitution administrative coverage at games, contests, tournaments both home and away

		<p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none">a. Specify whether the position is included or not included in the current budget – included in the budget.b. Key code and Object code – 1326013_VPSS-Athletics/1240 Contract Non-instructional Adminc. Fiscal Impact:<ul style="list-style-type: none">i. Salary amount - \$144,123 (includes 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
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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Custodian</p> <p>Unit/Classification CL-20 Step B</p> <p>Position # CL-00104</p> <p>FTE 1.0</p> <p>Department: Custodial Services</p>	<p>1. What will the position do? Under the direction of an assigned supervisor, maintain campus classrooms, offices, and related assigned facilities in a clean and sanitary condition.</p> <p>2. Current status of position? Filling a vacancy due to employee retirement.</p> <p>3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details):</p> <p>Health and safety priorities - Maintain departmental area(s) in a safe, clean and orderly condition; assure compliance with established safety procedures and regulations</p> <p>Critical threshold of educational or support services</p> <p>4. Budget Impact – Identify the Following:</p> <p>a. Specify whether the position is included or not included in the current budget</p> <p>b. Key code and Object code - 1327602-2110</p> <p>c. Fiscal Impact:</p> <p>i. Salary amount \$33,204</p> <p>ii. Includes benefits \$16,270</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>

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1-31-2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title CVT –Adult Echocardiography</p> <p>Full-time Instructor</p> <p>Unit/Classification AFT</p> <p>Position #</p> <p>FTE 1.0</p> <p>Department Allied Health and Nursing</p>	<p>1. What will the position do?</p> <ul style="list-style-type: none"> ○ This position has a responsibility to not only set the foundation for the remaining echocardiography courses in the program, but also for the other two specialty tracks in the program. The position covers all cardiac anatomy, physiology, hemodynamics and pharmacology concepts. ○ This position consistently develops skills and knowledge which support the positive outcomes of the program. ○ This position facilitates learning for students in one of only two programs accredited for Adult Echocardiography in California. <p>2. Current status of position?</p> <ul style="list-style-type: none"> ○ <u>Filling a vacancy-</u> ○ Filling a restructured vacancy with a new job title ○ Requesting a new position <p>3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details):</p> <ol style="list-style-type: none"> a. Legal mandates – While the position is not legally mandated, it is important to have a credentialed faculty member to teach this course. b. Accreditation requirements – While the position is not mandated by accreditation standards, it is important to note that without this position, the students in the program would not meet the necessary standards deemed necessary by the accrediting body and the program would lose accreditation status. c. Health and safety priorities – As noted above, the position is necessary to produce competent and safe graduates of the program. d. Critical threshold of educational or support services – This position is needed to maintain curriculum integrity. The program has four full-time faculty; the program director and an instructor for each of the three specialty tracks in the program. The other three have expertise in their areas but not in Adult Echocardiography. Each course builds upon the skills and knowledge taught in a previous course. e. Essential supervision <p>4. Budget Impact – Identify the Following:</p> <ol style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget- position is included in the current budget b. Key code and Object code-1370606 c. Fiscal Impact: <ol style="list-style-type: none"> i. Salary amount- \$62,330.00 - \$99, 556.00 ii. Includes benefits, or not- benefits not included

		<p>d. RAF impact (check one):</p> <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
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**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
STRATEGIC HIRE REQUEST**

1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Position Title Dean of Learning and Technology Resources Unit/Classification Administrators' Association M-10 Position # MG-00042 FTE 1.0 Department Division of Learning and Technology Resources	<p>1. What will the position do? Plan, organize, administer and direct the Learning and Technology Resources (LTR) Division of the college, including related activities, programs, curriculum, and campus facilities. Supervise and evaluate the performance of assigned academic and classified personnel; evaluate the performance of assigned academic support services, courses, and other experiences that will directly result in the educational growth of students. The Learning and Technology Resources dean has responsibility for tutoring services, distance education, instructional design technology, open educational resources, the zero textbook cost program, instructional computing systems, instructional media, the college library, and the college web site.</p> <p>2. Current status of position? <input type="radio"/> Filling a vacancy</p> <p>3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details):</p> <p>a. Critical threshold of educational or support services b. Essential supervision</p> <p>This position provides essential supervision for the LTR Division and is a critical campus and district leadership role. Additionally provides direction for critical educational support services.</p> <p>4. Budget Impact – Identify the Following:</p> <p>a. Specify whether the position is included or not included in the current budget – Position is included in the budget</p> <p>b. Key code and Object code 1341001-1240</p> <p>c. Fiscal Impact:</p> <p>i. Salary amount \$119,671, Step C / MG-10</p> <p>ii. 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>

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

1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Desktop Support Technician (29) CL-00313 FTE: 1.0 Creative Services	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> ○ Assist in preparing artwork for production and reproduction for promotional purposes ○ Provide technical support to designated computers and peripheral equipment ○ Provide material for college website ○ Assist with class schedule and catalog production 2. Current status of position? <ul style="list-style-type: none"> ○ Filling a vacancy 3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details): This position provides a critical threshold of educational and support services by providing production assistance on production of the college catalog and class schedule; it also provides technical support to designated computers and peripheral equipment in Creative Services; and designs projects requiring a quick turnaround. 4. Budget Impact – Identify the Following: <ol style="list-style-type: none"> a. Not included in current budget b. 1321005-2100 c. Fiscal Impact: <ol style="list-style-type: none"> i. \$41,664 ii. Includes benefits d. RAF impact (check one): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Include in RAF calculation <input 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-CUYAMACA COMMUNITY COLLEGE DISTRICT
STRATEGIC HIRE REQUEST**

1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Full-time Instructor</p> <p>Unit/Classification AFT</p> <p>Position # IN-00100</p> <p>FTE 1.0</p> <p>Department Business, International, Marketing, Management</p>	<ol style="list-style-type: none"> 1. What will the position do? <ul style="list-style-type: none"> o <u>Coordinate program</u> o <u>Teaching course in MMIB</u> o <u>Develop program in Entrepreneurship</u> 2. Current status of position? <ul style="list-style-type: none"> o <u>Filling a vacancy</u> o Filling a restructured vacancy with a new job title o Requesting a new position 3. Strategic Staffing Rationale Please address at least one of the following items when answering the questions below (provide specific details): <ol style="list-style-type: none"> a. Legal mandates b. Accreditation requirements c. Health and safety priorities d. Critical threshold of educational or support services <u>Provide for adequate staffing to support student success.</u> e. Essential supervision <u>Provide oversight and development for program in support of student success and degree completion.</u> 4. Budget Impact – Identify the Following: <ol style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget <u>Included in current budget</u> b. Key code and Object code <u>1370104-1110</u> c. Fiscal Impact: <ol style="list-style-type: none"> i. Salary amount <u>\$46,617 - \$70,796 (Class I step1– Class IIV step5)</u> ii. <u>Includes benefits</u>, or not 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-CUYAMACA COMMUNITY COLLEGE DISTRICT
EMERGENCY HIRE REQUEST**

1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Position Title FT Faculty Unit/Classification Academic Affairs/ Faculty Position # IN-00027 FTE 1.0 Department Philosophy & Religious Studies English and Social/Behavioral Sciences Division	<p>What will the position do?</p> <ul style="list-style-type: none"> o Philosophy and Religious Studies full-time faculty member o FT teaching position to replace only FT faculty member in discipline (unexpectedly retired at end of fall 2018, effective immediately) o Serve on campus committees, e.g., Academic Senate <p><i>Classroom responsibilities</i></p> <ul style="list-style-type: none"> o Develop and implement instruction for each class period which is consistent with the official course outline o Demonstrate respect for student rights as specified in District policy and applicable laws o Provide academic assistance and related services to students during scheduled office hours <p><i>Evaluation of Students</i></p> <ul style="list-style-type: none"> o Periodically evaluate student progress toward meeting course objectives; advise the students of course objectives, methods of evaluation and the results of the evaluation <p><i>Curriculum</i></p> <ul style="list-style-type: none"> o Participate in the development and review of curriculum as needed. <p>Student Advising</p> <ul style="list-style-type: none"> o Advise students enrolled in the instructor's classes o Participate as a faculty advisor to student organizations or clubs <p>Professional Development</p> <ul style="list-style-type: none"> o Participate in required professional development activities o Attend/participate in professional conferences, seminars or meetings <p><i>Additional Responsibilities</i></p> <ul style="list-style-type: none"> o Regularly attend and participate in department/division meetings. o Participate in the process of shared governance by contributing to the academic community through committee work on the department, division, college, and/or district level, or participate in other significant non-classroom college, district, or community activities <p>Current status of position?</p> <ul style="list-style-type: none"> o Vacant (and the final remaining FT department faculty member plans to retire SP'19) <p>Strategic Staffing Rationale</p> <ul style="list-style-type: none"> o Critical threshold of educational or support services: Lack of FT faculty member in this discipline will significantly impact student success, diversity, and equity plans for the college <p>Budget Impact</p> <ul style="list-style-type: none"> o Position and benefits are included in the budget o Key code and Object code 1385801-1111 o Fiscal Impact: <ul style="list-style-type: none"> o Salary amount \$64,440, Step VIII, Class III o Includes benefits o RAF impact (check one): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

STRATEGIC HIRE REQUEST

1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Position Title Senior Dean of Allied Health and Nursing Unit/Classification Administrator Association M-11 Position # MG-00112 FTE 1.0 Department Allied Health and Nursing Division	<p>1. What will the position do? Plan, organize, administer and direct the Allied Health and Nursing Division of the college, including related activities, programs, curriculum, and campus facilities. Supervise and evaluate the performance of assigned administrative, academic, and classified personnel. Evaluate the assigned academic support services, courses, and other experiences that will directly result in the educational growth of students. The Allied Health and Nursing senior dean has responsibility for six major programs: cardiovascular technology, EKG/telemetry, nursing, occupational therapy, orthopedic technology, and respiratory technology. The position also coordinates the Point Loma Nazarene University RN to BSN program.</p> <p>2. Current status of position?</p> <ul style="list-style-type: none"> o Filling a vacancy that has been filled by an interim. <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. Legal mandates b. Accreditation requirements c. Health and safety priorities d. Critical threshold of educational or support services e. Essential supervision <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget - Included b. Key code and Object code – 1370604-1240 c. Fiscal Impact: <ul style="list-style-type: none"> i. Salary amount \$123,067 ii. Includes benefits, or not – the position includes benefits (amount not included in the salary above) 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, currently filled by interim <input 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-CUYAMACA COMMUNITY COLLEGE DISTRICT
STRATEGIC HIRE REQUEST
1/31/2019

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title Student Services Assistant</p> <p>25</p> <p>Unit/Classification CSEA</p> <p>Position # CL00583</p> <p>FTE 1.0</p> <p>Department A.R.C.</p>	<p>1. What will the position do?</p> <p>Under the direction of an assigned supervisor, perform a variety of specialized duties in an assigned area of student services such as Athletics, Counseling, DSPS/A.R.C., EOPS, Student Activities, etc.; perform specialized clerical duties and coordinate and oversee office activities of assigned function or office; train and provide work direction to others as assigned.</p> <p>2. Current status of position?</p> <ul style="list-style-type: none"> ○ Filling a vacancy <p>3. Strategic Staffing Rationale</p> <p>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. Legal mandates <u>A.R.C. is mandated by legislation (Title V) to provide accommodations in a timely manner to students with disabilities.</u> b. Accreditation requirements c. Health and safety priorities d. Critical threshold of educational or support services <u>A.R.C. is a critical support service within the institution to ensure state compliance of ADA, and Section 504 of the Rehabilitation Act.</u> e. Essential supervision <p>4. Budget Impact – Identify the Following:</p> <ul style="list-style-type: none"> a. Specify whether the position is included or not included in the current budget b. Key code and Object code – 1335091-2110 (Restricted) c. Fiscal Impact: <ul style="list-style-type: none"> i. Salary amount - \$37,020 (Step B) ii. Includes benefits @49%=\$55,160 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