

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**  
**STRATEGIC HIRE REQUEST**  
**04/11/2022**

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Please include:  <b>Position Title:</b> Dean, Learning and Technology Resources  <b>Position #:</b> MG-00042  <b>FTE:</b> 1.0  <b>Level:</b> MG-10  <b>Department:</b> Academic Affairs	<p><b>1. Key responsibilities of position:</b></p> <ul style="list-style-type: none"> <li>○ The Dean of Learning and Technology Resources oversees four major departments: Distance Education, Instructional Technology Services (Instructional Media and Computing), Learning Assistance (including tutorial services), and Library Operations.</li> <li>○ Manage, evaluate and coordinate learning and technology resources in accordance with legal requirements, district policies and educational principles and practices.</li> <li>○ Establish overall goals, objectives and plans; initiate and participate in overall program planning; communicate statutes, district and college policies and philosophies to division faculty and staff.</li> <li>○ Communicate and interpret objectives and offerings to students, staff, faculty, community organizations and others.</li> <li>○ Perform the search/screen/selection, monitoring, evaluation and retention processes of assigned faculty and staff according to statutes and Governing Board Policy.</li> <li>○ Prepare budgets and submit through appropriate channels for approval; monitor and control assigned program operating budgets; initiate special fund requests.</li> <li>○ Coordinate and facilitate the resolution of student, faculty, and staff conflicts and problems.</li> <li>○ Serve as a member of district, site or other councils, committees and task forces.</li> </ul> <p><b>2. Current status of position:</b></p> <ul style="list-style-type: none"> <li>○ <b>Filling a replacement position included in the budget: Yes</b></li> <li>○ Filling a restructured position included in the budget               <ul style="list-style-type: none"> <li>■ Has an Org Mod been approved? Yes / No</li> <li>■ Org Mod approval date _____</li> </ul> </li> <li>○ Filling a new position               <ul style="list-style-type: none"> <li>■ Has an Org Mod been approved? Yes / No</li> <li>■ Org Mod approval date _____</li> </ul> </li> <li>○ Other (please specify)</li> </ul> <p><b>3. Strategic Staffing Rationale:</b>            Please address at least one of the following items:</p> <ul style="list-style-type: none"> <li>○ <b>Critical threshold of instruction or support services</b>              The Dean of Learning and Technology Resources is a key leadership position in Academic Affairs. It is imperative that the College and District move forward with hiring of this position to ensure the continued success, growth, and development of the Learning and Technology Resources Division.</li> </ul>

		<p><b>4. Budget Impact – Please specify the following:</b></p> <ul style="list-style-type: none"><li>○ Is position included in the current budget? <b>Yes</b> / No</li><li>○ Funding Source? <b>Unrestricted</b> / Restricted</li><li>○ Smartkey and Salary Object: 1341001/ 1240 Contract Non-Inst. Admin</li><li>○ Annual Salary at Step B: \$123,264</li></ul>