

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

**STRATEGIC HIRE REQUEST**

**August 8, 2016**

Date

Site	Position	Justification
<input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title  <b>Dean, Career &amp; Technical Education</b></p> <p>Unit/Classification  <b>MG-10</b></p> <p>Position #  <b>MG-00126</b></p> <p>FTE: <b>1.0</b></p> <p>Department  <b>Career &amp; Technical Education</b></p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b>            Provide administration and direction to the Career &amp; Technical Education division. This full-time management position is responsible for all aspects of planning and implementing division goals and objectives, budget oversight, and external relations.</li> <li><b>2. Current status of position?</b>            Filling a vacancy due to current dean's acceptance of another position.</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>Critical threshold of educational or support services</li> <li>Essential supervision of an instructional division</li> </ol> </li> <li><b>4. Budget Impact – Identify the Following:</b> <ol style="list-style-type: none"> <li>The position is included in the current budget</li> <li>Key code and Object code 1425201-1240</li> <li>Fiscal Impact:               <ol style="list-style-type: none"> <li>Annual Salary amount \$115,068 plus benefits</li> </ol> </li> <li>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> </li> </ol>
<input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title  <b>Dean, Math, Science &amp; Engineering</b></p> <p>Unit/Classification  <b>MG-10</b></p> <p>Position #  <b>MG-00060</b></p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b>            Provide administration and direction to the Math, Science &amp; Engineering division. This full-time management position is responsible for all aspects of planning and implementing division goals and objectives, budget oversight, and external relations.</li> <li><b>2. Current status of position?</b>            Filling a vacancy due to current dean's acceptance of another position.</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):</li> </ol>

	<p>FTE: <b>1.0</b></p> <p>Department <b>Math, Science, &amp; Engineering</b></p>	<p>a. Critical threshold of educational or support services b. Essential supervision of an instructional division</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <p>a. The position is included in the current budget b. Key code and Object code 1425001-1240 c. Fiscal Impact: i. Annual Salary amount \$115,068 plus benefits d. RAF impact (check one):  <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</p>
<p><input type="checkbox"/> GC <input checked="" type="checkbox"/> CC <input type="checkbox"/> DS</p>	<p><b>Please include:</b></p> <p>Position Title: <b>Computer Lab Technician II</b></p> <p>Unit/Classification: <b>CL-29</b></p> <p>Position #: <b>IA-00103</b></p> <p>FTE: <b>1.0 – 10 months</b></p> <p>Department: <b>Learning &amp; Technology Resources – Instructional Computing</b></p>	<p><b>1. What will the position do?</b></p> <ul style="list-style-type: none"> <li>o Repair, maintain, install, and configure computers, servers, and peripheral equipment in an instructional computer lab environment.</li> <li>o Create and maintain instructional lab images.</li> <li>o Provide campus wide technical support and training to faculty and staff on a variety of software applications and other technology.</li> </ul> <p><b>2. Current status of position?</b> Filling a vacancy – Davis Demarquet was hired for an IS position at District Services</p> <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> <p>a. Critical threshold of educational or support services: The number of computers, monitors, printers and other technical equipment continues to increase at the college. We have nearly 40 instructional computer labs that require technical support. We are stretched thin in our current operations and as such need to replace this critical position to support current technology, as well as the new technology in the soon to be renovated and new buildings. In addition, there are more and more requests for the use iPads and other mobile devices in the classroom. Our current staff members are already having challenges keeping up with the existing workload.</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <p>a. The position is included in the current budget. b. Key code and Object code: 1442003-2210 c. Fiscal Impact: i. Annual Salary amount: \$34,720 plus benefits d. RAF impact (check one):  <input type="checkbox"/> Include in RAF calculation</p>

		<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	<b>Please include:</b>  Position Title <b>Microbiology Lab Tech</b>  Unit/Classification <b>32</b>  Position # <b>IA-00105</b>  FTE <b>1.0</b>  Department <b>Science</b>	<p><b>1. What will the position do?</b>  Under the direction of an assigned supervisor, and the coordination of the department chair or designee, perform a variety of specialized technical duties related to the organization, coordination and operation of biology laboratories and related areas. Train and provide work direction to part-time or student workers and other biology department technicians as assigned.</p> <p><b>2. Current status of position?</b>  Filling a vacancy - Sam Hernandez accepted the Biology Technician, Sr. position.</p> <p><b>3. Strategic Staffing Rationale</b>  Biology is a discipline that is constantly changing and evolving and becoming more complex. It is very interdisciplinary, requiring knowledge of biology, genomics, computers, mathematics, chemistry and biochemistry. Most of the skills and technology that we should now teach in our classes did not exist 10 years ago. If we do not keep up with the new technologies that are developed, we are doing our students a disservice by inadequately preparing them for transfer. For example, we are now involved with a DNA Barcoding project with UCSD where our students will be doing original publishable research that involves genomics and bioinformatics. This work is state-of-the-art, and did not exist 5 years ago. But UCSD (a transfer institution) expects us to include this type of technology in our curriculum as this type of original research is mandated by government agencies. Our goal is to give our students the authentic research experiences that are expected by the National Research Council (NRC) or the National Science Foundation (NSF) in the education of STEM students. The President's Council of Advisors on Science and Technology (PCAST) report, <i>Engage to Excel</i>, recommends widespread adoption of empirically validated teaching practices that engage students in "active learning," as an important means to enhance retention of STEM majors. Other recommendations include increased use of discovery-based laboratories and course-based research.</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <ol style="list-style-type: none"> <li>The position is included in the current budget</li> <li>Key code and Object code 1455401-2210</li> <li>Fiscal Impact: <ol style="list-style-type: none"> <li>Annual Salary amount \$45,525 plus benefits</li> </ol> </li> <li>RAF impact (check one): <input type="checkbox"/> Include in RAF calculation  <input checked="" type="checkbox"/> No impact – replacement (vacant one year or less) </li> </ol>

		<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**

<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title-  <b>Associate Dean of Student Affairs</b></p> <p>Unit/Classification-  Administrative Association</p> <p>Position #  MG-00063</p> <p>1 FTE</p> <p>Department  Student Affairs</p>	<p><b>1. What will the position do?</b></p> <ul style="list-style-type: none"> <li>○ Responsible for planning, organizing, implementing, and supervising the administration of student programs, including the overall functions of health services; student clubs and Organizations; leads, directs, and administers the Associated Students of Grossmont College (ASGC), Inc.</li> <li>○ Responsible for coordinating and investigating all student-initiated sexual harassment complaints with the GCCCD Vice Chancellor for Human Resources and Labor Relations including fact finding and due diligence.</li> <li>○ Responsible for facilitating student complaints and grievances in compliance with procedures for conflict resolution</li> <li>○ Responsible for the enforcement of the Student Code of Conduct through the Student Disciplinary Policy</li> <li>○ Responsible for planning, implementing, and delivering Flex Week presentations on GCCCD; Student Discipline Procedures, Disruptive Students in the Classroom, and Academic Dishonesty.</li> <li>○ Supervise, monitor and review college discipline activities, student rights and due process, meet with and advise faculty on student discipline procedures, college hour functions, campus publicity and facilities use</li> <li>○ Plan, organize and direct the annual college-wide commencement ceremony, the annual ASGC, Inc. Scholarship and Service Awards. Administer the ASGC, Inc. Board Elections and Student Trustee Elections, and other campus-wide special events</li> <li>○ Additional duties as assigned</li> </ul> <p><b>2. Current status of position?</b>  Filling a vacancy due to resignation</p> <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 college is required to have a Title IX deputy to provide resources, support and guidance to students that are victims to Sexual Assault. This position provides sexual assault prevention and awareness resources to the campus.</li> <li>b. Accreditation requirements</li> <li>c. Health and safety priorities</li> <li>d. Critical threshold of educational or support services- This position provides support and guidance to faculty and campus departments addressing behavioral and academic misconduct violations. This position serves as the disciplinary officer for the campus.</li> </ul>
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