

Staffing Prioritization Task Force Classified Position Requests Submitted in 2017/18 - Recommended Hiring Priorities

Request Ranking	Program/Department and Faculty Position	Notes/Rationale
1	Athletics Eligibility Advisor	This position is directly related to a compliance issue. The position is essential for the athletics program to exist and provides the documentation required for athlete eligibility and CCCAA compliance. Currently the workload is partially taken up by other faculty; however, the duties are beyond the department's current capacity.
2	Athletics Equipment Tech	While not quite as critical as the athletics eligibility advisor, this position is an essential component of athletics department operations. In order for the College to offer an athletics program, equipment and fields must be maintained in accordance with NCAA regulations. Although program has seen a decrease in student athletes in recent years, this position is required to maintain current athletics offerings.
3	IESE Research & Planning Analyst	While the IESE department is relatively new to the campus, the department is already functioning at capacity and will need additional staff to ensure data are provided in a timely/responsive manner for campus-wide programs/initiatives and accountability requirements.
4	Physical & Natural Sciences Tech	The lack of this position has resulted in reduced section offerings during daytime hours. Without this position, these departments are unable to offer courses during prime course-taking times, which is a major impediment to equity/pathways efforts on campus and student-centered scheduling. The Physics and Engineering departments demonstrate significant need/demand with increasing enrollments, number of majors, high fill rates, and high productivity.
5	Biology Lab Tech II	Many STEM disciplines continue to grow in FTES, sections, and therefore, space needs. With increased sections, there is significant burden added to existing lab techs while even more lab support is needed to grow these courses. The sciences are often faced with the need to add sections to meet student demand, resulting in greater needs for lab support. This position needed for in order to staff the labs that are being created in the expansion of science classrooms. Without this position, Biology will not have support for these new labs when they open.
6	Transfer Center Senior Student Services Specialist	This position's duties are either not being performed or not being performed at the level needed. Currently, some of these duties are being performed by the Transfer Center Coordinator (faculty). The Transfer Center serves wide range of students and is core to guided pathways work. Increasing student services in this area important to expanding guided pathways efforts. Feedback on the position's relative priority within the Counseling Division was not available.
7	Science Laboratory Tech II (Chemistry)	The Chemistry program is growing rapidly, and sections have been added to meet demand. Chemistry is a lab-based discipline that requires not only massive setup and clean up, but expertise with the use and disposal of chemicals. The lab technician position is essential to meet program growth demands.
8	Financial Aid Assistant	This position is clearly a need in order to meet the needs of the large number of students who apply for and receive financial aid at the College. That said, given all the needs identified, this was not noted as a compliance mandate at this time.
9	CalWORKs Job Development Specialist	This position was noted as a need to expand CalWORKS services but was not directly tied to a compliance mandate. Feedback on the position's relative priority within the Counseling Division was not available.
10	Library Tech II	While the library references industry standards that are not being met, the other data in the request did not necessarily match the information provided in the narrative. Even before the library closed to a massive facilities issue, the gate count appeared to be decreasing.
11	CalWORKs Account Clerk	This position was noted as a need to expand CalWORKS services but was not directly tied to a compliance mandate. Feedback on the position's relative priority within the Counseling Division was not available.
12	Automotive Technology Technician	While the program demonstrates innovative approaches, the program was able to obtain a replacement position for a recent retirement. Given that this position is largely focused on program growth, there may be other sources of funding for this position.

Recommended to College Council May 22, 2018 (First Read)
 Reviewed by Academic Senate on May 10, 2018 (First Read)
 To Be Reviewed by Classified Senate on May 30, 2018

Staffing Prioritization Task Force Classified Position Requests Submitted in 2017/18 - Recommended Hiring Priorities

Request Ranking	Program/Department and Faculty Position	Notes/Rationale
13	Job Placement/Internship Developer (Career Center)	This position was noted as a need in light of the College's guided pathways work; however, the position was not deemed to be a compliance mandate issue. Feedback on the position's relative priority within the Counseling Division was not available.
14	Student Services Specialist (Career Center)	This position was noted as a need in light of the College's guided pathways work; however, the position was not deemed to be a compliance mandate issue. Feedback on the position's relative priority within the Counseling Division was not available.

Recommended to College Council May 22, 2018 (First Read)
 Reviewed by Academic Senate on May 10, 2018 (First Read)
 To Be Reviewed by Classified Senate on May 30, 2018