Cuyamaca College Classified Staff Hiring Priorities Rubric 2022-2023

Vacant, frozen, defunded, and new positions should also be identified and justified within a department or service area's program review.

Before preparing your request, please see guidance created by CHPC

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(INFORMATIONAL ITEM - NOT RATED) What is the total contract FTE			
and number of positions for your program or service area (including			
filled, vacant, frozen, and defunded positions)?			
Total FTE: Number of Positions:			
What is the percentage of classified positions filled (including substitutes			
and out-of-class assignments) in your dept. / service area for the current			
year?			
What is the current average college-wide fill rate?			
(INFORMATIONAL ITEM - NOT RATED)			
a. If increase in FTE, position classification and number			
b. Is this a new General Fund position, a replacement for a			
funded position, a replacement for an unfunded position, a			
position currently funded by Grant funds, and/or			
State-mandated (categorically funded or compliance based)			
position?			
c. What are the actual duties and responsibilities that are specific			
to this requested position? (200 words or less)			
	1 Point	3 Points	5 Points
1) Impact on Service to Students and Critical Need	Lack of position has or	Lack of position has or	Lack of position has or
How are the duties of the requested position currently being performed,	will have minimal	will have moderate	will have significant
if at all? If duties are being performed by a grant-funded position, when	impact on program /	impact on program /	impact on program /
will the grant end?	service area service to	service area service to	service area service to
	3 Scribed area <u>3crivice to</u>	Scratce area <u>scratce to</u>	Scivice area Scivice to
How does the lack of this position impact the program or service area's	students	students	students
How does the lack of this position impact the program or service area's ability to serve students?			
ability to serve students?		<u>students</u>	
ability to serve students? Is the position being requested in order to comply with state or federal	students Staffing need is minimal;	students Staffing need is present;	students Staffing need is urgent;
ability to serve students? Is the position being requested in order to comply with state or federal mandates/requirements? Cite the specific mandate and/or requirement. 2) Program or Service Area Potential for Growth Demonstrated Increase in Demand for Services	students Staffing need is minimal; program / service area	Staffing need is present; program / service area	students Staffing need is urgent; program / service area
ability to serve students? Is the position being requested in order to comply with state or federal mandates/requirements? Cite the specific mandate and/or requirement. 2) Program or Service Area Potential for Growth Demonstrated Increase in Demand for Services Examples of Evidence: New program, service, or initiative; number of	students Staffing need is minimal; program / service area Demand or need for	Staffing need is present; program / service area Demand or need for	Staffing need is urgent; program / service area Demand or need for
ability to serve students? Is the position being requested in order to comply with state or federal mandates/requirements? Cite the specific mandate and/or requirement. 2) Program or Service Area Potential for Growth Demonstrated Increase in Demand for Services	students Staffing need is minimal; program / service area Demand or need for services has grown	Staffing need is present; program / service area Demand or need for services has grown such	Staffing need is urgent; program / service area Demand or need for services has grown such
ability to serve students? Is the position being requested in order to comply with state or federal mandates/requirements? Cite the specific mandate and/or requirement. 2) Program or Service Area Potential for Growth Demonstrated Increase in Demand for Services Examples of Evidence: New program, service, or initiative; number of students served; number of appointments; number of visits; number of workshops	students Staffing need is minimal; program / service area Demand or need for	Staffing need is present; program / service area Demand or need for services has grown such that functioning has been	Staffing need is urgent; program / service area Demand or need for services has grown such that functioning is
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3) Support of Strategic Plan Goals+Strategies	Lack of position would	Lack of position would	Lack of position would
Demonstrated that the requested position will directly advance one (or	minimally impact the	moderately impact the	significantly impact the
more) of the College's goals*	College's capacity to	College's capacity to	College's capacity to
-Increase Equitable Access -Eliminate Equity Gaps in Course Success	achieve its strategic goals	achieve its strategic goals	achieve its strategic goals
-Increase Persistence and Eliminate Equity Gaps	Position will have a minimal	Position will have a	Position will have a
-Increase Completion and Eliminate Equity Gaps	impact on college strategic	moderate impact on college	significant impact on college
-Increase Hiring and Retention of Diverse Employees	goals(s)	strategic goal(s)	strategic goal(s)
*Note: Selecting more than one strategic goal will not impact the Classified Hiring Priorities Committee rating of the position			
4) Impact on the Student Experience	Position will have a minimal	Position will have a	Position will have a
How will this position improve the student experience at Cuyamaca	impact on the student	moderate impact on the	significant impact on the
Consider how many many many many that the position would conve who it would	<u>experience</u>	student experience	student experience
Consider how many more students the position would serve, who it would serve, how it will address college equity goals as well as overall access,			
retention, and success.			
How will we measure the impact of this position?			

Approved by the Classified Hiring Priorities Committee on [date] - [updated 10/3/2022]