

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

STRATEGIC HIRE REQUEST

8/21/2025

Date

Site	Position	Justification
GC CC DS	Please include: Position Title: Position #: FTE: Level: Department:	1. Key responsibilities of position: <ul style="list-style-type: none"> ○ 2. Current status of position: <ul style="list-style-type: none"> ○ Filling a replacement position included in the budget ○ Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes /No ■ Org Mod approval date _____ ○ Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes /No ■ Org Mod approval date _____ ○ Other (please specify) 3. Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> a. Critical threshold of instruction and support services b. Legal mandate c. Accreditation requirements d. Health and safety priorities e. Essential supervision
		4. Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes /No ○ Funding Source? Unrestricted /Restricted ○ Smartkey and Salary Object: ○ Annual Salary at Step B: \$ _____ plus benefits @ 52% \$32,723, <div style="text-align: right;">Total, \$95,651</div> <div style="text-align: right;"><i>ce</i></div>

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Please include: Position Title: CUSTODIAN Position #: CL-00104 FTE: 1 Department: FMO	1. Key responsibilities of position: <ul style="list-style-type: none"> ○ Responsible for maintaining campus classrooms, offices and related facilities and areas in a clean and sanitary condition and setups for special events. 2. Current status of position: <p style="margin-left: 40px;">Vacant</p> <ul style="list-style-type: none"> ○ <input checked="" type="checkbox"/> Filling a replacement position included in the budget ○ <input type="checkbox"/> Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Other (please specify) 3. Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> a. <input type="checkbox"/> Critical threshold of instruction and support services b. <input checked="" type="checkbox"/> Legal mandate See Attachment B c. <input checked="" type="checkbox"/> Accreditation requirements See Attachment C. d. <input checked="" type="checkbox"/> Health and safety priorities See Attachment D e. <input type="checkbox"/> Essential supervision
		4. Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes <input checked="" type="checkbox"/> /No <input type="checkbox"/> ○ Funding Source? Unrestricted <input checked="" type="checkbox"/> /Restricted <input type="checkbox"/> ○ Smartkey and Salary Object: 1327602-2110 ○ Annual Salary at Step B: \$42,852 plus benefits

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Please include: Position Title: CUSTODIAN Position #: CL-00346 FTE: 1 Level: Department: FMO	1. Key responsibilities of position: <ul style="list-style-type: none"> ○ Responsible for maintaining campus classrooms, offices and related facilities and areas in a clean and sanitary condition and setups for special events. 2. Current status of position: <p style="margin-left: 40px;">Vacant</p> <ul style="list-style-type: none"> ○ <input checked="" type="checkbox"/> Filling a replacement position included in the budget ○ <input type="checkbox"/> Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Other (please specify) 3. Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> a. <input type="checkbox"/> Critical threshold of instruction and support services b. <input checked="" type="checkbox"/> Legal mandate See Attachment B c. <input checked="" type="checkbox"/> Accreditation requirements See Attachment C d. <input checked="" type="checkbox"/> Health and safety priorities See Attachment D e. <input type="checkbox"/> Essential supervision 4. Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes <input type="checkbox"/> /No <input checked="" type="checkbox"/> ○ Funding Source? Unrestricted <input checked="" type="checkbox"/> /Restricted <input type="checkbox"/> ○ Smartkey and Salary Object: 1327602-2110 ○ Annual Salary at Step B: \$42,852 plus benefits Position is frozen and not filling due to SERP CL-00330 per VPAS/President

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STRATEGIC HIRE REQUEST

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	Please include: Position Title: CUSTODIAN Position #: CL-00460 FTE: 1 Level: Department: FMO	1. Key responsibilities of position: <ul style="list-style-type: none"> ○ Responsible for maintaining campus classrooms, offices and related facilities and areas in a clean and sanitary condition and setups for special events. 2. Current status of position: <p style="margin-left: 40px;">Vacant</p> <ul style="list-style-type: none"> ○ <input checked="" type="checkbox"/> Filling a replacement position included in the budget ○ <input type="checkbox"/> Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes <input type="checkbox"/> /No <input type="checkbox"/> ■ Org Mod approval date _____ ○ <input type="checkbox"/> Other (please specify) 3. Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> a. <input type="checkbox"/> Critical threshold of instruction and support services b. <input checked="" type="checkbox"/> Legal mandate See Attachment B c. <input checked="" type="checkbox"/> Accreditation requirements See Attachment C d. <input checked="" type="checkbox"/> Health and safety priorities See Attachment D e. <input type="checkbox"/> Essential supervision
		4. Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes <input checked="" type="checkbox"/> /No <input type="checkbox"/> ○ Funding Source? Unrestricted <input checked="" type="checkbox"/> /Restricted <input type="checkbox"/> ○ Smartkey and Salary Object: 1327602-2110 ○ Annual Salary at Step B: \$42,852 plus benefits

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Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Science Lab Technician II Biology</p> <p>Position #: IA-00140</p> <p>FTE: Classified Full Time 40 hour per week AND SUBSTITUTE</p> <p>Level: 32</p> <p>Department: Biology</p>	<ul style="list-style-type: none"> • Key responsibilities of position: Assist in the maintenance of the animal house, lath house, greenhouse, exhibit areas, and other storage facilities, including dusting, cleaning, and disinfecting (as necessary) of all surfaces and equipment, etc. Assist the Biology Technician, Senior in the preparation of the annual department budget in researching budget requests, monitoring expenditures and maintaining spending limits. Assist in the regular care of animals kept in the animal house, labs, or prep areas, and maintain or raise cultures of protozoa, insects, brine shrimp, etc. • Current status of position: <ul style="list-style-type: none"> ○ X Filling a replacement position included in the budget ○ Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Other (please specify) • Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> ○ Legal mandates ○ Accreditation requirements <ul style="list-style-type: none"> ○ Health and safety priorities The Lab Tech II works to achieve and maintain efficient and safe operation of the Biology department lab facilities through the monitoring, ordering, and maintenance of supplies needed for Biology lab instruction. The tech also maintains specialized equipment. ○ Critical threshold of instruction The Science Lab Tech II is necessary for the Biology department to maintain the current lab offerings. Failure to replace the position could result in a reduction of offerings in an already highly impacted department. ○ Essential supervision The tech assists instructors and students in the use of advanced instructional equipment. • Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes

		<ul style="list-style-type: none">○ Funding Source? Unrestricted○ Smartkey and Salary Object: 1380202_Biology II Biological Sci - 2210 KR○ Annual Salary at Step B: \$55,908