

2026-2027 Classified Position Requests Ratings			
Ranking	Positions	Feedback	Total
1	Admissions and Records Specialist, Dual Enrollment	The committees consensus is that the responses given adequately demonstrates the need with supporting data backing claims. With the continued growth of the program, we see the need to have the sufficient staffing to support and maintain positive relationships with partner schools and potential students.	154
2	Science Lab Technician III– Engineering	Upon feedback collection this position was identified as priority 1 over earth sciences - Engineering and STEM fields are high-demand areas, and additional staffing is necessary to support increasing enrollment and course needs in a program that is one of few preparing engineering students for transfer. This position would allow transfer of students in a timely manner by ensuring labs and courses are properly supported.	153
3	Financial Aid Assistant	This position is identified by the author as Priority 2 for the department, with author feedback emphasizing its importance in maintaining daily operations and providing consistent, high quality frontline support for students. The author explains that current staffing limitations, with only one assistant serving a large student population, contribute to service delays, limited coverage, and increased risk of staff burnout, while an additional position would improve response times, stabilize operations, and enhance the student experience. Committee feedback recognizes the clear identification of the number of students served and agrees that the position would have a direct impact on student success and service quality. Reviewers also note the need for additional support given the current structure and suggest gathering student feedback to further improve services.	145

4	Financial Aid Programs Specialist	direct impact on student success and service quality. Reviewers also note the need for additional support given This position is identified as the first priority for the Financial Aid department due to the low financial aid the current structure and suggest gathering student feedback to further improve services. application rate. The author identified that outreach and in-reach is needed to bring the 35% completion rate up to financial aid norms of 60%. This position would be responsible for coordinated efforts with high schools and students disproportionately impacted.	144
5	Child Development Center Aide	Concerns over CDC being able to fulfill its state contract and maintain compliance was emphasized. Inquiries and justification as to why student hourlies are not a solution explained: unable to supervise children alone, nor conduct evaluations or give guidance to students completing coursework, often under-experienced. The need for staffing affecting the operations was covered well especially in program review, of note, "their annual update shows some great data regarding their increase in student enrollment". Please don't underestimate the importance of data while it may be perceived that the program's need cannot be measured by data, committee needs to see data. Data point indicated a need to grow up to 64 students but, not sure what the current number is within the request.	126
5	Athletic Trainer	Clear increase in student-athletes and the growth—especially in relation to Title IX compliance—creates higher demand for athletic training services. Author documented enrollment growth and explained how the position would improve response time and coverage across activities. The position will help maintain quality instruction, safety, and support as the program expands.	126

7	Student Success Liaison	This position is viewed as important for supporting student retention, success, and program growth, including peer mentoring and student engagement efforts. Feedback notes the role has strong potential impact, especially if transitioned to classified support, but would benefit from clearer data on total students served, program growth, and overall impact. Reviewers suggest that additional detail would help better justify the need for a full time position.	125
8	SCIENCE LAB TECHNICIAN III – Earth Sciences	Author explicitly states the impact of not having a technician is causing labs to be late or unprepared, equipment in disrepair leading to canceled labs, safety risks, and the overall student experience. Thus, directly impacting the student learning experience. Noted committee request: Data regarding number of sections cancelled or modified, how many students impacted (hundreds meaning 200, 600?), the number of labs the instructor had to prepare. Also, helpful to know what is a typical course load for a lab tech III for the specific areas.	123
9	Student Success Liaison	This role is important to backfill what used to be professional expert positions after hiring practice changes from 2023-2024. The author sited that personalized, culturally-responsive, relationship-based outreach procedures they have been using has yielded a 64% enrollment. The activities of this role would be workshops, registrations labs, orientations, and on-going follow-up with students to build trust. The position would also act as a liaison for connecting students to resources across campus. A faculty member is performing current duties for our ESL student population while on a special project.	111

10	STUDENT SERVICES SPECIALIST - CAREER CENTER	Concerns over job overlap with current job placement specialist, addressing operational needs, and maximizing the assistance student workers can provide prior to further increasing personnel. Properly demonstrating the need for additional staff should be backed by data. How many students are currently being served compared to prior years. What tasks are going unmet. How is not having this position negatively impacting services to	100
11	Athletic Operations Specialist	This position was eliminated when Athletic became a division, and all duties were reassigned to the administrative assistant role. In addition, the office is staffed by a clerical assistant and two student workers. The duties listed they belong to the admin assistant, clerical assistant, and student workers.	98
12	Curriculum Specialist	The committee's consensus is that this is an important role, particularly with recent curriculum and program changes. However, the request does not clearly explain the full scope of responsibilities or provide data on how many students would be impacted or how services would be affected without the position. The request also notes that the previous supervisor completed about 10 hours of overtime per week, which does not clearly justify the need for a full-time position rather than part-time support. With stronger data, and a stronger connection between curriculum processing and the student experience, the request would have had a higher score.	93

13	OH Assistant, Senior	The Author did not yet provide a complete justification for the request. Several important questions appear to be skipped, including Questions 8 and 9, as well as the program growth question. This leaves out key evidence needed to evaluate the request fully. In the sections that were answered, some responses are very brief and do not clearly explain the impact on students or the operational need. There is also not enough context about the department's current org structure and staffing. It would be helpful for the author to explain why the position was frozen, whether that decision was related to a reorg or how duties are currently being covered. For example, if Paul is already performing most of these responsibilities, the request should clearly describe what gaps still exist, what overlapping duties are present, and why existing staffing is not sufficient. Without that, it is difficult to assess the true level of need. It may be necessary to follow up with the author to clarify what is expected in this form and to request more complete, specific responses before the submission can be properly evaluated.	68
14	Marketing and Communications Specialist, aligns with Public Information Assistant?	The Author needs to provide more supporting detail to justify the position. It does not clearly explain the impact on students, and Question 9 was skipped, leaving out important supporting evidence. It is also unclear what specific needs are currently unmet, why existing staff cannot address them, and how this role would differ from work already being handled by the Director, other campus staff, or the Campus Graphic Designer. More concrete information about current outreach efforts, capacity gaps, and the role's direct value to enrollment, visibility, and student engagement would strengthen the request.	66
	Natural Sciences Laboratory Technician III		

	<u>Science Laboratory Technician (Biology & Chemistry) Technician III Reclassification from Science Lab Technician II</u>		
	<u>Science Laboratory Technician II (Biology & Chemistry) Reclassification to Full-Time, 12-Month</u>		
	<u>Science Laboratory Technician II (Evening Biology) Reclassification from 10-Month to 12-Month</u>		
	<u>Athletic Eligibility Advisor (FTE 1.0)</u>		
	<u>Sr. Facilities Clerk</u>	VP-AS withdrew request due to changing department needs	
	Ranking completed by CHPC:	3/27/2026	
	Presented to Classified Senate:	4/28/2026	
	Presented to Academic Senate:	5/14/2026	
	Presented to the Resource & Operations Council:	5/06/2026	
	Presented to Cuyamaca College Council:	5/26/2026	