

#17

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, January 15, 2021 9:10:36 PM
Last Modified: Friday, January 15, 2021 10:14:55 PM
Time Spent: 01:04:18
IP Address: 161.199.37.33

Page 1: Classified Position Request Form

Q1

Please enter the following:

Department	Biological Sciences
Position Title	Science Technician Level III
Salary Range	36
Annual Salary at Step B*	\$54,876
Hours/week and # of months (e.g., 10-month, 11-month, 12-month)	12 month/40 hours

Q2**Replacement for a funded (vacant) position**

What type of position is being requested?

Q3

Please attach the description for the position classification (contact GCCCD Human Resources to obtain this).

Science Lab Technician III.doc (103KB)**Q4**

What are the actual duties and responsibilities that are specific to this requested position that you would like to highlight to help the Classified Hiring Priorities Committee understand the need for this position?(200 words or less)

This request is to fill a position for a retirement. This retirement was not part of the recent retirement incentive program. This position has been acting as the lead technician for microbiology and anatomy. As lead microbiology technician, the position is responsible for the bulk of the design, preparation, operations, safety and other aspects of the microbiology function for the college. The position has also been responsible for handling all of the anatomy needs for the college which includes approximately 8 sections during regular semesters and 2 in the summer. In addition, the person has responsibility for maintenance of the human cadavers.

Q5

Please address the following: How are the duties of the requested position currently being performed, if at all? How does the lack of this position impact the program or service area? What impact, if any, have frozen or vacant positions within the department had on services or staff workload? (200 words or less) (Rubric Criteria 1)

Since we have not been operating labs since March, and the current person holding the position has just retired, we have been ok for now. We are going to "borrow" a technician from chemistry who took microbiology a few years ago, and with the help of the biology department chair, they will work to keep the cultures alive until we hopefully start up again for Fall 2021. It is going to take several months to get the lab up and running for an August 2021 start of classes, so we need to have this position in place no later than the end of June 2021. If we don't get the position, we are not going to be able to run microbiology; we have already not been able to run the class for two semester, because of the COVID restrictions, and if we continue to not be able to run it, we are going to severely damage our Biology pre-allied health program which grants approximately 35 degrees per year and supports the transfer of many students into nursing and other health programs.

Q6

How has the program/service area changed over the most recent five academic years and/or how is it expected to change within the next five years (i.e. growth, additional services, increased workload and reorganization) that warrants this position? **Please use both quantitative and qualitative data including, but not limited to: enrollment and productivity data, staffing or other studies, surveys, volume of students or employees served, total comp time accrued, number of hourly/intern/volunteer/work-study, and services provided.** (200 words or less) (Rubric Criterion 2)

This position supports the 8 anatomy and two microbiology classes that are normally run every semester. The enrollments in these classes have been very consistent over the past 5 years; we do have waitlists for anatomy every semester, and

Q7

Guided Student Pathways

Which of the College's strategic priorities will this position most directly support? Note: Selecting more than one strategic goal will not impact the Classified Hiring Priorities Committee rating of the position.

Q8

Please explain how the requested position will support the college strategic priority(ies) identified above. (200 words or less) (Rubric Criterion 3)

This position supports courses that are requirements for the transfer pathways for our Pre-allied Health students. If we do not have adequate technical support to run those courses, students will not be able to transfer and we will ultimately lose those programs.

Q9

How will the position impact the ability of the program or service area to innovate and meet changing needs? (200 words or less) (Rubric Criterion 3)

This position does do some work developing new lab exercises for microbiology; there are plans in place to develop several new labs that will help students better understand the technologies that are used to deal with diseases like COVID-19.

Q10

Please confirm that you have discussed this faculty position request with the dean or manager and that you understand that deans and managers will be providing feedback to help inform the prioritization process.

Yes, I have discussed this position request with the Dean or Manager