

#6

COMPLETE

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Page 1: Classified Position Request Form

Q1

Please enter the following:

Department	Ornamental Horticulture
Position Title	OH Assistant, Senior
Salary Range*	31
Annual Salary at Step B*	\$50,724
Hours/week and # of months (e.g., 10-month, 11-month, 12-month)	40 hours/week and 12-month

Q2

Current program goal (as listed in comprehensive program review/annual update) this position will directly advance/support:

Improve staffing, safety, and student outcomes by filling the vacant (frozen) OH Assistant, Senior position. Reduce equity gaps in our program.

Q3

How will this position directly advance/support the goal listed above?

It will directly support the first goal and will help to support the department by preparing field site and classrooms for classes and lab activities.

Q4

Replacement for a funded (vacant) position

What type of position is being requested?

Q5

Please attach the description for the position classification (job descriptions are posted on this GCCCD Human Resources webpage).

C.31%20-%20ORNAMENTAL%20HORTICULTURE%20ASSISTANT%20SENIOR.pdf (106.8KB)

**Q6**

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? How does the lack of this position impact the program's or service area's ability to serve students? (300 words or less)

OH has a nearly 10-acre field site that needs a lot of maintenance including irrigation scheduling and repair, plant health assessment, planting, weeding, fertilizing, and pruning. Our field site has significant storm water management activities that have to be performed to avoid flooding and damage to the site. Our greenhouse must be maintained for safety including regularly cleaning the floors to ensure they are not slippery. Additionally, fences need to be maintained in our floral field and gallon run area to exclude plant pests. Records must be maintained for pesticide applications. OH has many types of equipment that must be maintained to ensure safety and long-life. This person will help to inform the department of personal protective equipment (PPE) ordering needs so we can perform all field activities safely and effectively. This person will help to increase the safety in our department.

**Q7**

\* How are the duties of the requested position currently being performed, if at all?

Duties of this position are currently being performed by student workers funded by the Rice Family Foundation. However, we will not have sufficient grant funds to pay these student workers.

**Q8**

Respondent skipped this question

\* OPTIONAL: If duties are being performed by a grant-funded position, when will the grant end?

**Q9**

Respondent skipped this question

Program or Service Area Potential for Growth Please describe how the program/department has changed over the past 3 to 5 years and how this position will help the department serve more students directly or indirectly? - How has the demand for program/department services increased/changed over the past 3 to 5 years? - How have workloads in the program/department increased/changed over the past 3 to 5 years? - How many more students will the position serve, and who will it serve? \*\*Please use both quantitative and qualitative data including, but not limited to: details of a new program, service, or initiative; number of students served; number of appointments; number of visits; number of workshops; total overtime/comp time accrued, number of hourly/intern/volunteer/work study in program/service area and services provided. \*\* (200 words or less) (Rubric Criterion 2)

**Q10**

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.

**Increase Equitable Access,  
Eliminate Equity Gaps in Course Success,  
Increase Persistence and Eliminate Equity Gaps,  
Increase Completion and Eliminate Equity Gaps,  
Increase Hiring and Retention of Diverse Employees**

**Q11**

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

This persons will directly support labs and will ensure learning opportunities in our department are well supported and able to be conducted safely. This will support our diverse student body making our department more equitably accessible, reducing equity gaps we see in African-American/Black Non-Hispanic, Hispanic/Latine, Multiple Races, and Middle Eastern/North African student populations in our department. This person will help students persist and complete by ensuring the activities in our department are effective and safe. This position will allow us to evaluate a diverse candidate pool and potentially hire a staff member who reflects the diversity in the students and community we serve.

**Q12**

How will this position improve the student experience at Cuyamaca College? How will the program or service area measure the impact of this position on the student experience?(200 words or less) (Rubric Criterion 4)

This position will improve the student experience by developing and maintaining field site conditions that support safe and effective lab experiences that support the curriculum in our department. We will measure impact through program review data.

**Q13**

Please confirm that you have discussed this classified position request with your dean/manager and that you understand that deans/managers will be providing feedback about the division's priorities and needs to help inform and may impact the prioritization process.

**Yes, I have discussed this position request and its priority relative to other requests within the division/department with my dean/manager**

**Q14**

Date / Time

**09/10/2025**

Date of meeting (with dean/manager):

**Q15**

In an effort for continued improvement of the Classified Position Request Process, the CHPC would like your feedback regarding the CHPC guidance and process for submitting new classified positions requests.

**Respondent skipped this question**