

Cuyamaca College Spring 2025 Classified Staff Hiring Priorities
Recommended by the Classified Hiring Priorities Committee 4/7/2025 [UPDATED 5.14.2025]

Request Ranking	Program/Department and Classified Position	Notes/Rationale -	Total Score
1	Student Affairs -Cuyamaca Cares Student Services Specialist	Cuyamaca College currently does not have this position. The position currently hired will expire by June 30 (currently hired through Foundation). This role is essential to accommodate the increasing number of students in the program. This position would be ranked as the highest priority out of the two Student Affairs classified positions. Note of added text: There are state funds to support this position.	130
2	Athletic Trainer	Cuyamaca College currently has one full-time and one 68% (27 hours/week) athletic trainer, and due to the importance of student safety and the ratio guidelines established by the National Athletic Trainers' Association, we are currently operating just under a 2.0 ratio. To meet the recommended standard of 1.0, it is essential to prioritize the addition of this position. This position would be ranked as the highest priority out of the three Athletic classified positions. The programs have experienced growth over the past two years. Note: Correction was made to reflect accurate percentage data	120
3	Engineering Lab Tech IV	Cuyamaca College currently does not have this position (No one is currently managing these essential tasks). This position is crucial for the Engineering program, which currently lacks a dedicated Lab Technician. Faculty are unable to maintain equipment, prepare materials, order supplies, or coordinate repairs due to their teaching responsibilities. This situation is equivalent to running a Chemistry or Biology lab without a technician. The Engineering program's growth being the second largest feeder to SDSU in San Diego County, the need for hands-on student preparation with proper equipment is more urgent than ever. Currently, students can only receive help from faculty when available, which is unsustainable and not student-focused.	116
4	PART TIME - Physics & Astronomy Lab Tech. III (3 of 3) Physics	Per request this position would support the department who has experienced a 90% increase in enrollment since 2018, with new lab courses adding to the workload. With a growth in HyFlex and online labs there is high need for "meticulous preparation and additional equipment, further straining existing resources. Without additional support, the quality and availability of labs will be jeopardized, directly impacting student success." Additional statistics provided by the Dean states Physics class offerings have almost doubled in size over the last five years with no additional help and there is room to continue to grow even more. In addition, there is no Lab Tech during the day to cover the morning times since the full-time Lab Tech works afternoon and evenings. Having a Lab Tech dedicated to this area during the day will help ensure the faculty can get set up for class, break down after class, and help maintain equipment.	115
5	OH Specialty Lab Assistant III	Currently operating with one lab tech III covering 9 acres, 19 lab classes and deteriorating irrigation systems was stated as reasoning for the need of the 2nd position. The current lab assistant is also supporting over 10 interns in the dept and this further demands the need of a second lab assistant. Per request.	108.00
6	Research & Planning Analyst	This role needs to be filled by August to support the Nuventive implementation and to meet accreditation and Title 5 requirements.	107.00
7	Child Development Center Aide	All 3 classrooms are not covered, this position would allow for coverage of the 3rd classroom. This position would allow for the program to be fully staffed in order to develop needed materials such as video library content for faculty to use in their courses. NANCE employees are not consistent nor provides "continuity of care as described in the request. Also, by not being fully staffed this is causing a strain on the department to be in other areas attending to other duties which results in the front desk being left unattended therefore there are additional safety concerns. Proposal referenced in request was provided and reviewed.	106
8	Training Assistant for Teaching & Learning/Professional Development	Training Assistant for Teaching & Learning/Professional Development position was also originally requested for the IESE office. This role is critical to PD reporting and scheduling (via the VRC) for faculty. The Dean states that this position is slightly prioritized over the Research & Planning Analyst role, although both are crucial ---especially for maintaining compliance with accreditation and Title 5 through platforms like Nuventive. Due to the current employee's departure, they are in critical need to be replaced by August to minimize impact to services.	104
9	Athletic Eligibility Advisor	The Athletic Eligibility Advisor is a critical position to screen, create and verify academic and intercollegiate eligibility for intercollegiate sports at Cuyamaca College. The job entails a myriad of duties and obligations. Having an increased student athlete population and number of teams necessitates an expansion of hours. Colleges of similar size and sports offerings have full-time eligibility advisors.	103
10	Student Success & Equity Student Success Liaison	Student Success and Equity Liaison position was originally requested for the IESE office, however the student engagement center and associated duties have moved under Student Affairs Dean, Lauren Vaknin. The position will support the three affinity groups: Black Student Success, Queer Center, and Together We Rise Latine/Latinx Student Center. Grant funding will end June 30, 2025 and position is critical for continuity of services. To build sustainable services, a full time dedicated staff is required.	101
11	Athletics Operations Specialist	The current staff of an Administrative Assistant and Clerical Assistant cannot keep up with the current workload and expected workload dedicated solely to athletics management of intercollegiate sports teams. Dean stated this position would take care of all athletic bookings (travel, contracts, budget) and the Admin Asst. would support the instructional side. Currently, there is a lot of OT being paid out to support the needs of the athletes.	100
11	Physics, Astronomy, Earth Sciences Lab Tech IV (1 of 3)	Dean stated the dept. currently has a Lab Tech II, but a Lab Tech IV is more accurate for the position. The current Lab Tech runs three areas: Physics, Astronomy, and all of Earth Sciences (Oceanography, Geography & Geology). Changing this to a Lab Tech IV would ensure the better minimum qualifications for the position and since the person runs the entire area, a IV makes more sense. This position works afternoon and evenings to cover the labs during that time.	100

12	Kumeyaay Student Services Specialist	This position is aligned with the College's strategic priorities and is now non-existent/unfunded anywhere. The Kumeyaay Studies program is expanding both to meet existing and incoming ethnic studies requirements from k-12, UC, CSU, and CCC. This position not only affects enrollment, but retention and success for students in the program as well as cross-listed.	96
12	PART TIME - Earth Sciences Lab Tech III	Labs are currently not able to be offered in-person and this is at odds with the growth of the program now that a full-time faculty has been hired. This position would allow labs in-person, alleviate the need to have faculty prepare and maintain the labs, lab equipment/supplies, and safety when there is currently no one else available but a large portion of the courses are offered.	96
N/A	DSPS Lead Interpreter	this is a supervisor position and needs to go to PCab not CHPC. We are to zero out those rankings.	
N/A	Physics, Astronomy, Earth Sciences Lab Tech IV (2 of 3)	Dean Feedback: Duplicate position with the request above (Physics, Astronomy, Earth Sciences Lab Tech IV 1 of 3) the positions was submitted twice.	98.00

Rankings completed by CHPC on 4/7/2025

Presented to Classified Senate: April 29, 2025

Presented to Academic Senate:

Presented to the Resource & Operations Council: May 7, 2025

Presented to Cuyamaca College Council: May 13, 2025