

**San Diego Mesa College
Classified Senate
Classified Hiring Priorities
Position Paper #1**

It is the position of the San Diego Mesa College Classified Senate that there should be a process that identifies and prioritizes the need for new classified contract positions.

Currently, there is no shared governance process in which a department or service area can identify and request a new contract classified position. In an effort to remain consistent with the College's integrated planning process that includes resource allocation, and the Academic Senate's process for faculty hiring priorities, it is the position of the Classified Senate that a sub-committee for Classified Hiring Priority be established.

The establishment of a classified hiring priority process should be integrated into the College's Program Review process, in which resource allocation needs are identified and supported through a holistic review of the program/service area. It is recommended that new and currently vacant classified contract positions be identified and justified within a program / service area program plan.

The Classified Senate will establish measurable criteria (see attached matrix) that will address the Program Review process. Once position needs have been identified and supported in the Program Review process and the College's integrated planning process, the Classified Hiring Priority sub-committee will review the requests and develop a prioritized list based on a rubric designed to measure the position criteria. The finalized list will be reviewed and voted on by the Classified Senate. The prioritized list will be submitted to the President for presentation to the Executive Staff and then forwarded to President's Cabinet for review and final recommendation to the President.