

Classified Hiring Priority Committee

CHP Membership 2019-2020:

Student Services: Karla Trutna (Supervisor), Alexi Balaguer, Gity Nematollahi

Administrative Services: Ellen Engels (Chair), Marco Chavez

Instructional Services: Joe Benedito, Andrea Lelham

Administration: Lorenze Legaspi, Monica Romero

Committee Overview

- The purpose of the CHP Committee is to review classified personnel requests made during the Program Review process and make recommendations to President's Cabinet.
- The committee also reviews and updates the CHP request form and criteria rubric.
- CHP committee met twice in the fall and once every two weeks upon receipt of requests from the Program Review Committee.

CHP Updates

CHP Form:

- Added specific Equity question (Q3) to encourage requestors to address Equity more directly.
- Articulating how the requested positions address Equity is a priority for Program Review. Requestors were not addressing Equity in 19-20 cycle based on language embedded in Q1 and Q2.

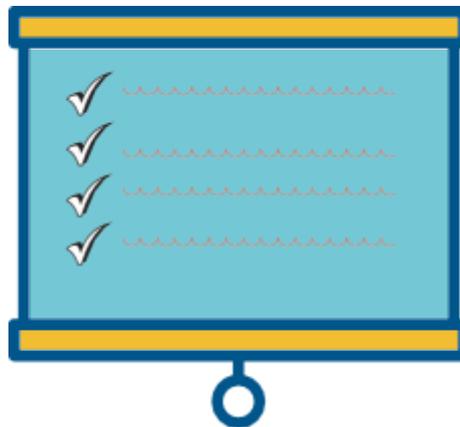
Rubric:

- Updated the rubric to reflect the new Equity criteria.



Process Overview

- Classified Professional requests submitted during the Program review process are vetted by the CHP committee based on the rubric and then ranked.
- CHP paid close attention to data, making sure it was included in the responses.
- When new funding is received or a re-organization of functions occurs, the CHP list is referred to by the President for consideration.



Notes regarding CHP Recommendation List

- Only one position request per form.
- Highest and lowest scores were removed
- Final scores are calculated to an average
- The maximum average score that can be achieved is 25
- Shared position requests are first scored individually and then combined for a final average
- Positions with the same score are listed alphabetically
- None of the ranked positions had valid documentation of Health & Safety nor Accreditation regulations.
- Position requests process cannot be used for position reclassification.



CHP Recommendations

Classified Hiring Priority Recommendation List

Thank You & Questions

CHP Membership 2020-2021:

Student Services: Karla Trutna (Supervisor), Alexi Balaguer, Gity Nematollahi

Administrative Services: Ellen Engels (Chair), Marco Chavez

Instructional Services: Joe Benedito, Andrea Lelham

Administration: Lorenze Legaspi, Monica Romero