



**SAN DIEGO
COMMUNITY COLLEGE
DISTRICT**

Agenda Item Details

Meeting	Nov 09, 2017 - Regular Board Meeting
Category	14. Human Resources
Subject	14.04 In the matter of the Title III HSI STEM Conexiones Program at San Diego Mesa College, authority is requested to: 1. Establish a new 1.0 FTE HSI STEM Center Instructional Assistant (CIS/GIS emphasis) Learning Resources (position #00120180), Range 18 (\$3,134.76-\$5,003.78) in the AFT Classified Staff/Office Technical Unit; and 2. Establish a new 1.0 FTE HSI STEM Center Instructional Assistant (Math/Science emphasis) Learning Resources (position #00120181), Range 18 (\$3,134.76-\$5,003.78) in the AFT Classified Staff/Office Technical Unit.
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	149,847.00
Budgeted	Yes
Budget Source	1306-25010-499900-2201- Title III HSI STEM
Recommended Action	In the matter of the Title III HSI STEM Conexiones Program at San Diego Mesa College, authority is requested to: 1. Establish a new 1.0 FTE HSI STEM Center Instructional Assistant (CIS/GIS emphasis) Learning Resources (position #00120180), Range 18 (\$3,134.76-\$5,003.78) in the AFT Classified Staff/Office Technical Unit; and 2. Establish a new 1.0 FTE HSI STEM Center Instructional Assistant (Math/Science emphasis) Learning Resources (position #00120181), Range 18 (\$3,134.76-\$5,003.78) in the AFT Classified Staff/Office Technical Unit.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The San Diego Mesa College Title III HSI-STEM Conexiones program will develop and implement a variety of supportive services for STEM students and faculty at our Hispanic Serving Institution. The project includes mentoring, access to state-of-the art facilities and improved teaching through professional development. The program has three distinct components: Student Connections, Faculty Connections, and Pathways Programs.

It is necessary to establish a Title III HSI STEM Center Instructional Assistant with a CIS and/or GIS emphasis and a Title III HSI STEM Center Instructional Assistant with a Math Science emphasis to provide the following:

- provide administrative support to the STEM Center
- assist STEM Instructional Support Supervisor with oversight of STEM tutors and staff
- maintain STEM Center supplies and resources
- provide orientations and learning center information to students, instructors, and other visitors
- track STEM Center usage and attendance
- assist with the STEM tutoring and peer mentoring program
- coordinate spaces for STEM tutoring and mentoring
- operate and maintain computers and other equipment used in the STEM Center
- input student data and maintain the computer tracking program / software that monitors student hours and use of the STEM Center
- train and provide work direction to student aides and hourly workers

- These positions report to the HSI STEM Instructional Support Supervisor upon Board approval.

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2. Cost and Funding:

The cost of salary and benefits for the 12-month HSI STEM Center Instructional Assistants is as follows:

Salary	\$82,946
Benefits	<u>\$66,901</u>
Total	\$149,847

Funding for the Title III HSI Stem Grant is expected to continue through September 30, 2021. When funding ends, the salary and benefits for these positions will be covered through other college funds.

[STEM_Conexiones_Proposed.pdf \(185 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Rich Grosch.

Final Resolution: Motion Carries

Ayes: Mary Graham, Rich Grosch, Bernie Rhinerson, Maria Nieto Senour, Peter Zschiesche, Student Trustee