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March 3, 2022

To: Titian Lish, Chairperson, Resource Allocation Committee

From: Dyrell Foster, President

A handwritten signature in black ink, appearing to read "Dyrell Foster", is written over the printed name.

Subject: **RAC 2022 Position Summary**

I'd like to thank the Resource Allocation Committee (RAC) for reviewing the Classified and Administrative Position Requests for Fall 2021. I appreciate the time, effort and deliberation by the Committee members to forward recommendations for the funding of the Classified and Administrative Positions. After reviewing the recommendations and considerations relevant to the rankings, I've developed the following 2021 position summary.

The rationale to support the rankings for the position summary are based on the following considerations:

- Supports the College's mission and institutional planning priorities
- Program/department need
- Contributes to and/or supports student learning and success
- Mission critical positions to ensure continuity and to maintain effective operations of the institution
- Acknowledge and consider positions currently funded, but vacated within 24 months
- Leverage outside funding where appropriate



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**Actions:**

I have approved the following positions to move forward for hiring beginning in the new fiscal year (July 1, 2022):

- **Laboratory Technician (STEM: Horticulture, Viticulture, Winery Technology)**  
Increase from 50% to 100%
- **Performing Arts Center Operations Coordinator**  
(25 hrs/week; 12-month)
- **Director of Financial Aid** (this position was identified as priority during 2019-2020)  
This position will remain on hold since the position is not currently vacant. Upon vacancy, this will be a new FT administrative position. This will replace the Financial Aid Officer position, which will be eliminated. The salary from the Financial Aid Officer position will be used to partially fund this position.

The rankings below provide direction for planning, as these positions will be placed on the Position Control document. Budget dollars to support these positions will be allocated when the college's budget is able to support the on-going funding of these positions.

Rank	Position	
#1	Library Technician (BSSL)	Replacement
#2	Instructional Assistant (A&H-English) (12-mo.)	New Position (24 hrs/week; 12-mo.)
#3	Instructional Assistant (A&H-English) (10-mo.)	New Position (24 hrs/week; 10-mo.)
#4	Senior Lab Technician (PATH-Manufacturing)	New Position (40 hrs/week; 12-mo.)

If you have any questions or concerns, please don't hesitate to contact me.