Currently we have an appropriate number of full-time faculty for the size of our program. However, some of the members are nearing retirement and need to be replaced in the next couple of years. We need to be sure that full-time faculty are replaced as they retire in order to maintain the integrity of the ESL Program. To that end, we anticipate that we will need to hire one new full-time ESL instructor for Fall 2009.
Unit Plan: Classified Staffing Request(s) [Acct. Category 2000]

Unit:
Division or Area to Which You Report:
Author(s) of this Unit Plan:
Date:

**Audience:** Administrative Staff

**Purpose:** Providing explanation and justification for new and replacement positions for full-time and part-time regular (permanent) classified positions

**Instructions:** Please justify the need for your request. Be sure to include reference to Goals/Objectives from Part II, and Strategic Planning Priorities. Please cite any evidence or data to support your request. *If this position is categorically funded, include and designate the funding source of new categorically-funded position where continuation is contingent upon available funding.*

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Criteria For Classified Staffing Priorities (not necessarily in Priority Order as developed by the Admin Staff)

1) Impact on enrollment and revenue;
2) Safety;
3) Mandates;
4) Workload distribution (impact on other's work);
5) Relationship to institutional priorities.