Augment labor coverage in the Print Shop by adding one full-time person.  
Hours of operation are 7am to 7pm, Monday through Thursday, and 7am to 3pm on Friday’s.  
We currently employ a Reprographic Systems Technician II, and a Reprographic Ass't I, totaling 1.45 FTE. Evening and backup coverage is furnished by using 2301 funding.  
Advantages:  -    expand evening coverage  
-    internal forms and printed materials could be redirected in-house  
-    shorten lead time  
-    back-up for vacations, illness, etc.  
-    2301 funding can be reduced/eliminated  
-    2302 position could be incorporated into the mix  
Recommend: Reprographic System Technician I, Range 31

Augment labor coverage in the Media Services office by adding one full-time person.  
Support for circulating audiovisual equipment to the classroom spans the hours from 7am to 10pm, Monday through Thursday. Student Assistants are currently employed to fulfill this function. Equipment requests/needs continually increase, putting higher demand on my technical staff.  
Advantages:  -    coverage guaranteed term to term  
-    Consistent campus support  
-    2340 funding could be reduced/eliminated  
Recommend: Media Services Specialist I, Range 23

Provide a fair and equitable Management Salary Schedule for Administrators, Directors and Supervisors based on job duties. The scope of the Director of Media Services has broadened and deepened over the past two years, supplementing some of the activities formerly provided by
the Dean of Technology. The current Director was hired at step 6, five years ago, with no allowance to advance higher. 
Recommend: Director of Media Services, Range 17