

Administrative Prioritization

Org Unit	Division	Program Area	PR Academic Year	Req ID	Type	Description & Justification	Year Needed	Rank by Dean Mgr	Funding Sources
Academic Services *	Office of Academic Services/Academic Pathways and Student Success	VP, Academic Services Office	2020-2021	4027/3578	Administrator FT	<p>DESCRIPTION: Library Director ---</p> <p>JUSTIFICATION: Some duties would include;pervise campus library activities by scheduling, coordinating, implementing, administering and evaluating the workflow and scheduling ensuring consistent levels of service in the library and across the College. Provides supervision, hires, evaluates, trains, to ensure smooth operations following established policies. Accountable for money collection from business transactions, including balancing budget with Dean</p>	Yearly	1	
Academic Services *	Academic Pathways and Student Success	VP, Academic Services Office	2020-2021	3265	Administrator FT	<p>DESCRIPTION: Director, Learning Connection ---</p> <p>JUSTIFICATION: The center needs a full-time, twelve-month Director located on site to manage day-to-day operations. Some duties would include: supervision of support staff, hiring/supervision of student workers (100+ per semester), SAO assessment, program development (professionalization of tutoring program through CRLA certification and implementation of Supplemental Instruction), and working with APSS Dean in building and managing program budget.</p>	Yearly	2	
Academic Services *	Academic Pathways and Student Success	VP, Academic Services Office	2020-2021	3976	Administrator FT	<p>DESCRIPTION: Career Education Pathways Project Manager ---</p> <p>JUSTIFICATION: Project manager oversees the FYE program as well as high school outreach, articulation, peer advisors, collaborative space.</p>	Yearly	1	