

# Classified Position Request Form

**Instructions:** Complete one form for each classified position requested

- New Position (not in last year's budget)
- Replacement Position (in last year's budget)
- Conversion Position (from grant to general funds not in last year's budget)
- Formerly Eliminated Position (not in last year's budget)

Title of Position Requested: Lab Technician (Increase from 10 month to 12 month position)

Program/Department/Area: Biology Department

Number of Hours per Week: 40

Number of Months per Year: 12

**Brief Abstract:** (How does position impact present area status, affect workload reduction, impact students or provide support/services?)

The Biology Department was previously staffed with a 12-month Lab Tech at the BC Main Campus. Preparation of science laboratory courses are extremely labor intensive. This requires set-up of labs, take-down of labs, maintenance of equipment, ordering and maintaining the inventory of laboratory supplies.

Hundreds of thousands of dollars have been spent to properly equip the laboratories on the BC Main Campus and DST laboratories. Inventories of supplies are not maintained and equipment/models have been damaged or lost. The lack of tech support has directly led to 1) a limit to science laboratory courses offered in DST and 2) damage to extremely expensive equipment that will be more costly in the long term.

**Rationale and Applicability to College Strategic Goals:** (**Substantiate recommendations with data and the guidelines listed in the Budget Decision Criteria document and College Strategic Goals.** Does this need fulfill a compliance/mandated position, i.e. State, Federal, regulatory boards, contracts? Does this need address grant partnership commitments and/or critical community needs?)

Community Needs: The limited laboratory tech staffing on BC Main Campus does not allow the Biology and Physical Science Departments to fulfill the Core Mission of offering the minimal number of courses that meet transfer, basic skills and CTE requirements and prevent Student Success of progression towards transfer and/or matriculation at the BC Main Campus and DST.

**Impact on College/District if position is not filled:** (Include how having the position or not having the position impacts FTES, services to students.)

The lack of lab tech support at the BC Main Campus will lead to fewer science courses and will not allow the Biology department to fulfill the Core Mission of offering the minimal number of courses that meet transfer, basic skills and CTE requirements and prevent Student Success of progression towards transfer and/or matriculation and BC Main Campus.

**(Note: The current Lab Tech is a 10 month position. We request that the position be extended to a 12 month position.  $\$3775.33 \times 10 \text{ months} = \$37,753.30$ . This would be a net increase of  $\$7550.66$  for a 12 month position.)**

**Total Cost:**

Salary	\$45,303
Benefits	\$ _____
Computer/office space etc.	\$0.00
<b>Total Amount:</b>	<b>\$ 45,303</b>