

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: MESA Teaching Assistant

Program/Department/Area: MESA Program/Science and Mathematics

Number of Hours per Week: 25 hours

Number of Months per Year: 10 months

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

By offering tutoring sessions facilitated by a professional in the STEM field, students will take advantage of first-source information and guidance, which will impact students' success and retention in STEM courses.

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?)

This fulfills "Grant-match" commitment and critical community needs.

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

Not having this position has been strenuous on the few staff members at MESA; staff has had to comply and complete the tasks listed earlier out of necessity of the program's survival, on top of mentoring students and meeting Grant and Program deadlines, attending meetings, and creating STEM-focused events. These tedious tasks shift the focus of staff members from student success and STEM guided pathways to paperwork and filing. With the aid of this position, staff members will be able to dedicate more time to the achievements and accomplishments of MESA students.

Total Cost:

Salary	\$14,400 (\$18.00 x 25 hrs for 32 weeks)
Benefits	\$ 0
Computer/office space etc.	\$ 0
Total Amount:	\$ 14,400

Commented [CG1]: Usually "professional expert" is designated for temporary employees; dept needs to clarify/fix