MOORPARK COLLEGE
New Classified Position Prioritization Assumptions

Assumptions for Prioritization

I. The classified prioritization list is prepared every year in the event that funding is available to hire new classified staff.

II. Positions for consideration are taken from program plan resource requests.

III. The prioritization result serves as a recommendation to the President. If the President chooses to deviate from the order of the prioritization list, it is agreed that the President will advise the Fiscal Planning Committee.

III. List of classified priorities does not carry over from one year to the next. This process will generate a new list each year in the Fall.

IV. Positions that are legally mandated (e.g. for accreditation) will not be in the prioritization cue, and will be automatically filled based on need.

Suggested Criteria for Prioritization

1) Vital program will cease to exist if position not filled.

2) Need to fill position based on specific program need, such as specialization, area of expertise, or maintenance of program quality or safety concerns.

3) Projected increase in program demand, based on current program growth, increasing need in the community and workforce, and/or greater opportunities for transfer of courses to other colleges.

4) Programs or positions which support other programs or positions.

5) Appropriate facilities, support staff, and other material resources are available to support the position.

6) Any other considerations implicit in the program plans related to college mission, college-wide needs, and strategic directions.

Ground Rules for Discussion

- We represent the interest of the college community as a whole. It is our expectation that decisions will be made based primarily on campus-wide needs and opportunities.
- Everyone has reviewed all relevant materials, thus no presentation or reading of program plans will be done by the co-chairs of the Prioritization Meeting.
- We spend a maximum of three minutes for each program plan discussion.
- Members of Fiscal Committee may only vote if they attend all of the presentations.
- All voting will be done by written ballots
    No names on ballot
    Contact number on back of ballot
    Ranking:___High ___Medium____Low