

Criteria for “Frost” Hiring DRAFT May 21, 2020

For review with bargaining agents both on criteria and for decisions on each vacancy

Criteria that support hiring the position:

1. Sufficient ongoing funds are available.
2. Position is needed to meet essential safety and security standards.
3. Position provides direct support to students.
4. Position is funded by an external source, e.g., federal grant, foundation donation, or internal restricted fund, e.g., Measure GO.
5. Position needed to meet regulatory standard, e.g. FON, Title IX Coordinator, EOPS Director.
6. Position creates income or efficiencies equal to or exceeding the full cost of the position.
7. Position replaces nonclassified employees (short term hourly, professional experts) doing work related to the vacant position whose total cost equals or exceeds that of the vacant position.
8. Position is needed to meet program accreditation, e.g., Radiologic Technology, or state licensure certification, e.g., Nursing.
9. Position would provide unique essential skills needed in the unit

Criteria that support continuing the vacancy:

1. Insufficient ongoing funds are available to fill the position
2. Existing staff time in the unit can be temporarily reallocated to meet the need left from vacancy.
3. Unit service levels can be temporarily reduced while still meeting essential needs.
4. Similarly situated units can be combined to create efficiencies equal to or exceeding the cost of filling the vacancy.
5. Work can be temporarily outsourced at a cost less than that of filling the vacancy.