

## SAC Continuing Education Reorganization: Modifications to Classified Positions

A key component to the updated Continuing Education Organizational Chart is expanded number of classified positions to ensure our institution runs effectively as we continue to grow and processes evolve to meet the changing landscape of Continuing Education.

**New Positions:** Positions that have not previously part of the organizational structure

**Reorgs:** Positions that have been recategorized to better fit the needs of the institution

**Funded:** Positions that are part of the organizational structure but are currently not funded

### New Positions:

Position	Department	Grade
Support Services Assistant	Employee Services	11
Student Services Coordinator	Career Education	15
Administrative Clerk	Counseling	10
A&R Technology Specialist	A&R	15
Student Services Coordinator	Equity Initiatives	15
Student Services Specialist	Equity Initiatives	10
Division Administrative Asst	PR/Website	13
Student Services Coordinator	Welcome Center	15
Associate Dean	Administration	D
Associate Dean	Administration	D

### Funding Positions:

Position	Department	Grade
Instructional Assistant	Assessment	5
Instructional Assistant	Assessment	5
Instructional Assistant	Assessment	5
Instructional Assistant	Assessment	5
Instructional Assistant	ESL	5
Instructional Assistant	ESL	5
Instructional Assistant	ESL	5
Instructional Assistant	ESL	5
Instructional Assistant	HSS	5
Instructional Assistant	HSS	5
Instructional Assistant	HSS	5
Instructional Assistant	HSS	5
Instructional Assistant	HSS	5
Instructional Center Technician	HSS	7
Student Program Specialist	Welcome Center	10
Senior Clerk	Equity	8
Senior Clerk	Marketing/Student Support	8

Reorgs:

Current Permanent Position	Department	Grade	New Reorg Position	Grade
Accountant	Employee Services	13	Senior Accountant	15
Intermediate Clerk	Employee Services	6	Administrative Clerk	10
Support Services Assistant	Employee Services	11	Instructional Analyst	13
Student Program Specialist	Counseling	10	Student Services Coordinator	15
Counseling Assistant	Counseling	5	Administrative Clerk	10
A&R Specialist III	A&R	10	A&R Specialist Senior	11
A&R Specialist II	A&R	8	A&R Specialist Senior	11
A&R Specialist I	A&R	6	Administrative Clerk	10
A&R Specialist II	A&R	8	Administrative Clerk	10
A&R Specialist I	A&R	6	Administrative Clerk	10
A&R Specialist I	A&R	6	Administrative Clerk	10
Admissions Assistant	A&R	3	A&R Specialist I	6
A&R Specialist I	A&R	6	Administrative Clerk	10
A&R Specialist II	A&R	8	Administrative Clerk	10
A&R Specialist I	A&R	6	Administrative Clerk	10
A&R Specialist I	A&R	6	Administrative Clerk	10
A&R Specialist I	A&R	6	Administrative Clerk	10
Student Services Coordinator	Outreach	15	Add Bilingual Stipend ONLY	
Administrative Clerk	Purchasing	10	Division Administrative Assistant	13
Instructional Assistant	PDC	5	Administrative Clerk	10
Intermediate Clerk	PDC	5	Administrative Clerk	10
Learning Center Specialist	PDC to Welcome Center	8	Administrative Clerk	10
Learning Center Specialist	PDC to Welcome Center	8	Student Services Specialist	10
Learning Center Specialist	PDC to Welcome Center	8	Student Services Specialist	10
General Office Clerk	Assessment	3	Administrative Clerk	10