

Classified Staff Prioritization Rubric

The classified staff prioritization rubric was developed by Phillip Briggs (Dean of Institutional Effectiveness) and Michael Haydon. It borrows heavily from Moorpark College’s prioritization rubric, and is also aligned with the VC faculty prioritization rubric.

Classified Staff Prioritization Rubric

Criteria	1 (Low)	3 (Medium)	5 (High)
Discipline/Program need			
Campus and/or community impact			
Unique considerations			

Classified Staff Criteria Detail:

- Discipline/Program Need – how critical is this request to the program’s ability to function? For this metric, consider current staffing levels, as well as the current and future workload.
- Campus and/or Community Impact – how large of an impact would this position have on the campus, as a whole? What impact would this position have on the surrounding community?
- Unique Considerations – are there considerations unique to this position (i.e. legislative requirements, accreditation requirements, etc.)?