



Date of Board Meeting: August 18, 2026

Subject: New Positions – Fiscal Year 2027

Recommendation: Approve new positions proposed as part of the budget recommendations for Fiscal Year 2027.

Background and Rationale:

During the budget planning process for FY2027, the following new positions were recommended:

Request #1: Create one full-time Coordinator of Payroll & Benefits position under the Office of Human Resources.

Justification: *This position restores administrative capacity in Payroll and Benefits following the elimination of previous admin-level position. Reestablishing the role will strengthen operational efficiency, customer service, and compliance.*

Request #2: Create two full-time mid-level IT positions under the Office of Information Technology.

Justification: *These positions provide dedicated functional support for the College's Enterprise Resource Planning (ERP) system, ensuring the effective configuration, maintenance, optimization, and support of critical administrative systems.*

Request #3: Retitle Dean of Human Resources to Associate Vice President of Human Resources.

Justification: *Retitle recommendation is based on alignment with standard nomenclature practices within higher education and updated placement on revised salary schedules.*

Salaries and benefits for these positions have been included in the expenditure assumptions for the FY2027 operating budget.

Budgetary Implications: \$170,000 (Salary and benefits, included as part of the FY 2027 unrestricted operating budget)

Strategic Priority Alignment:

☐ Student Success	☐ Community Impact
☒ Resource Optimization	☐ Institutional Excellence

Resource Personnel: Amanda Allen, Ed.D., President

Approval:



President