1. What is the position being requested?

2. Will this position result in increased student FTE? How/How much?

3. Will this position increase student access, progress, and success? How?

4. What are the financial ramifications of filling, or not filling, the position?

5. What impact will the position (or not filling the position) have on workload distribution within the work unit?

6. How much part-time, overload/overtime is currently being used?

7. How does this position address strategic priorities and/or institutional priorities?

8. Does the position need to be opened/filled immediately?

9. What other benefits to CCC will result from filling this position?

10. Is there other information that should be considered when analyzing and evaluating this request?