

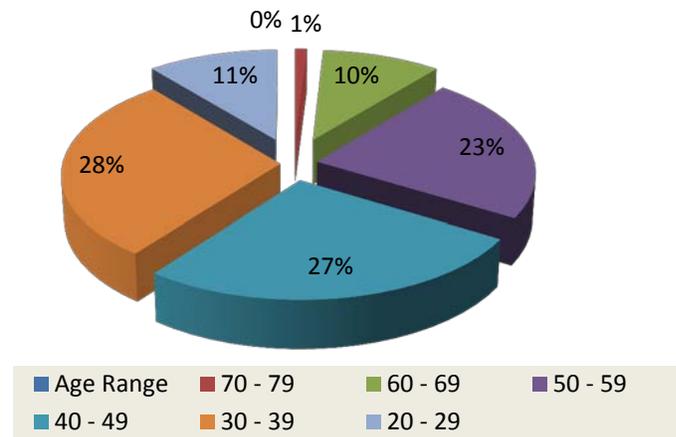
and planning process, managers are encouraged to use temporary staffing solutions until the position goes through the planning and budget process or is otherwise allocated and approved.

To meet accreditation standards, the college “must maintain a sufficient number of staff...with appropriate preparation and experience to provide ...services necessary to support the institution’s mission and purposes.”²

As of fall 2012, Skyline College currently has 101 permanent classified staff members and fifty-eight short-term hourly employees. One third of the classified staff is over the age of fifty, with about a quarter

of the staff likely to retire within ten years (age 55 or older). As the Administrative Leadership Unit Reviews are completed, administrators are required to consider the staffing trend of the recent four years and the upcoming three years. This data is considered in the position allocation process.

Classified Staff



Administrators Hiring Priorities Process

This human resource plan is intended to support the college in meeting the accreditation standard that “the institution maintains a sufficient number of ...administrators with appropriate preparation and experience to provide the administrative services necessary to support the institution’s mission and purposes.”³ The administration of the college is composed of

² ACCJC (August 2012) Guide to Evaluating Institutions, p. 38. (Standard III.A.2).

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