

Board of Trustees Agenda Item

Board Meeting Date: January 5, 2010

Title of Item: Personnel Items

Background and Analysis:

Name: **Charles DeNault**
Position: Faculty
College: Foothill College
Division: Physical Sciences, Mathematics and Engineering
Action: **Resignation**
Effective Date: December 30, 2009

Name: **Phil Green**
Position: Faculty
College: De Anza College
Division: Applied Technologies
Action: **Resignation for purposes of retirement under Article 19**
Effective Date: June 25, 2010

Name: **Ronald McFarland**
Position: Division Dean
College: De Anza College
Division: Business and Computer Systems
Action: **Employment**
Compensation: Range K, Step 1 @ \$9,803.74/month
Effective Date: January 19, 2010 through June 30, 2010

Name: **James McMahon**
Position: Director
College: De Anza College
Division: Campus Safety and Security
Action: **Employment**
Compensation: Range H, Step 3 @ \$8,526.01/month
Effective Date: January 6, 2010 through June 30, 2010

Name: **Randolph Splitter**
Position: Faculty
College: De Anza College
Division: Language Arts
Action: **Resignation for purposes of retirement under Article 20**
Effective Date: June 24, 2011

Name: **Lakshmi Vanniasagaram**
Position: Faculty
College: De Anza College
Division: Physical Sciences Math & Engineering
Action: **Resignation for purposes of retirement under Article 19**
Effective Date: June 25, 2010

Recommendation: (specify if information only)

Vice Chancellor of Human Resources and Equal Opportunity Dorene Novotny recommends **approval.**

Submitted by:	Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity, ext. 6211
Additional contact names:	Kim Chief Elk, Director of Human Resources, ext. 6109
Is backup provided?	Yes

Charles DeNault
450 Marshall Avenue
San Jose, California
95125

Peter Murray
Dean, Physical Sciences, Mathematics, and Engineering
Foothill College
12345 El Monte Road
Los Altos Hills, California
94022

December 18, 2009

Dear Peter,

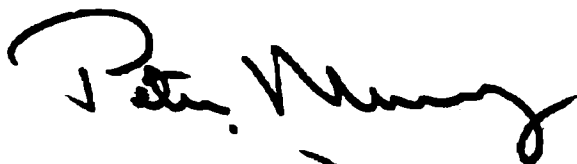
This letter is to inform you that I am resigning my position as Mathematics Instructor, effective December 30, 2009. The decision to resign was one of the hardest decisions of my career, but given the uncertainty of my employment beyond June 2010 and job opportunity I have been offered, I feel this is the best decision for my family and me.

If I can be of assistance in helping fill the open teaching assignments for Winter and Spring quarters, do not hesitate to contact me.

Sincerely,

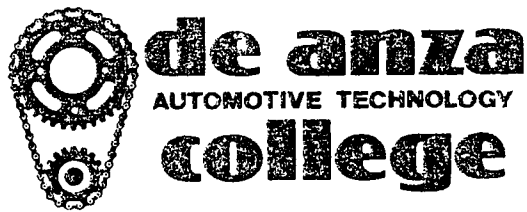


Charles DeNault



received on 12/18/09

for 21-09



21250 Stevens Creek Blvd. • Cupertino, California 95014

2 Dec. 2009

To: Steve Sellitti
From: Phil Green
RE: Retirement

Dear Steve,

After 38 years of service to the district and with mixed emotions, I have made the decision to retire at the end of the 2009-10 academic school year. I would also like to exercise my option under Article 19 to teach part-time during the following academic year.

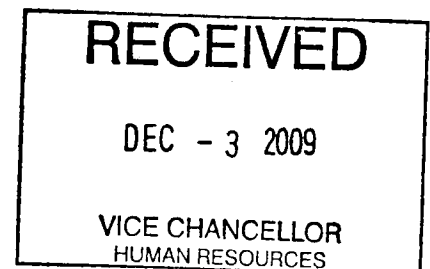
Respectfully,

A handwritten signature in cursive script, appearing to read "Phil Green".

Phil Green
Automotive Technology

cc: Brian Murphy
FHDA Board of Trustees
Human Resources

Approved
S.L. Sellitti
12/2/09



Hiring Recommended:

Start Date:

Jan. 19, 2009



[Close Window](#)

Employment Application

Job #: 10-018		Position Title: Division Dean, Business & Computer Systems		
Last 4 digits of SSN [REDACTED]	Birth Day: [REDACTED]	Birth Month: [REDACTED]	Name: [REDACTED]	
Address: [REDACTED]		City: [REDACTED]	State: [REDACTED]	Zip Code: Country: [REDACTED]
Home Telephone: [REDACTED]	Work Telephone: [REDACTED]	Cell/Other Telephone: [REDACTED]	Email Address: [REDACTED]	
Can you provide authorization to work in the U.S.? Yes			Are you currently a District employee? No	
If a current District employee, select type: No Response				

EDUCATION/TRAINING

Education	Name and Location	Degree	Major Area of Study	If no degree, units earned:
High School / GED	Woodbridge Sr. High School Woodbridge, VA USA	High School	pre-college	
College / University	University of Phoenix Phoenix, AZ US	Bachelor's Degree	Business Administration	128
College / University	University of Phoenix Phoenix, AZ US	Master's Degree	Business Administration	42
College / University	Western New Mexico University Silver City, NM US	Master's Degree	Ed Leadership and Counseling	40
College / University	Nova Southeastern University Ft Lauderdale, FL US	Ph.D/Doctoral	Computer Technology in Educati	72

EMPLOYMENT HISTORY

Position Title	Employer Name	Primary Responsibilities
Job Title: Professor MIS and Comp Sci Dates of Employment: From: 08/11/2002 To: present Supervisor: Name: DeAnn Miller Title: Department Chair Phone: 575-538-8255 Employment Type: Full Time 100 % of full time	Employer: Western New Mexico University Silver City , NM US Phone Number: 575-538-8784 May we contact this employer? Yes If no, when may we contact this employer?	Duties Full Tenured Professor of Computer Science and Management Information Systems. Faculty member of the Mathematics and Computer Science Department. I use Blackboard Vista as the Learning Management System extensively for both online and mixed-mode courses. In addition, I am highly involved in faculty governance and curriculum management. I have been a key member on the faculty senate (Vice President of the Faculty Senate, and Faculty Senator), served several years as the Chair of the Graduate council, and am a member of the Academic Assessment team for re-accreditation. I was an active member and assisted in the re-accreditation process for the university. Each of these positions involved academic and program management, oversight, managing grievance proceedings, reporting to the Vice-President of Academic Affairs, and working with many departments of the university at large.
Job Title: Distance Learning Program Manager Dates of Employment: From: 10/05/1999 To: 05/03/2002 Supervisor: Name: Mike Lainoff Title: Dean Extended Learning Phone: 928-527-1222 Employment Type: Full Time 100 % of full time	Employer: Coconino Community College Flagstaff , AZ Phone Number: 928-527-1222 May we contact this employer? Yes If no, when may we contact this employer?	Duties As a Distance Learning Program Manager, I performed several administrative and managerial functions including: . Program management and personnel management involving budget accountability, management of human resources, and reporting of progress to college Vice President, President, and board for the Title III grant. . Developed and implementing policies and procedures for department. . Represented the college at various activities involving other community colleges in Arizona (Northland Pioneer, Rio Salado) and universities (Northern Arizona University). Monitoring budgetary expenditures for Title III/Activity 2, Arizona Learning System (ALS) and Bond monies and other state-level funding. . Articulation and coordination of Distance Learning Activities throughout the college including ADA compliance, Student Advising, NCA compliance, management of bond monies, and collaboration with the various departments at the college including Administration, Information Technology and the various academic departments. . Assisted in the re-accreditation process for the college.
Job Title: IS Project Director Dates of Employment: From: 11/12/1997 To: 09/03/1998 Supervisor: Name: Roger Bickle Title: VP of Information	Employer: MTG Consulting Inc. Tempe , AZ US Phone Number: 602-966-7200 May we contact this employer? No If no, when may we contact this	Duties Full-Cycle Budgetary Controls and Financial Management. Provided leadership and management of up to 24 technical personnel. Extensive amount of technical Project Management skills. Reported to the Vice President and Chief Information Officer.

Services Phone: 602-966-7200 Employment Type: Full Time 100 % of full time	employer? MTG was purchased by a larger entity and I am uncertain of where my past supervisor is currently (over 10 years ago)	
Job Title: Dates of Employment: From: To: Supervisor: Name: Title: Phone: Employment Type: No Response % of full time	Employer: Phone Number: May we contact this employer? No Response If no, when may we contact this employer?	Duties
Job Title: Dates of Employment: From: To: Supervisor: Name: Title: Phone: Employment Type: No Response % of full time	Employer: Phone Number: May we contact this employer? No Response If no, when may we contact this employer?	Duties

DIVERSITY STATEMENT

In the spaces below, provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. You may use all of the text fields below, but each text area can only hold up to 1200 characters (including spaces).

The work that I do as an educator, administrator and a human being, is founded in the belief that all people are enriched by understanding and is dedicated to the advancement of learning and the search for truth; to sharing of this knowledge through education for a diverse community; and to the application of this knowledge to benefit all people, in all walks of life. My philosophy is that diversity in a college environment must embrace both multiculturalism and multi-generationalism. My current work environment and community provides me with an on-going opportunity addressing diversity and multiculturalism.

In addition, I come from and am part of a multi-diverse, multi-cultural family system and, as a result, have developed a quiet listening and understanding about socio-economic, religious, and cultural backgrounds with a firm stance of an advocate for all as it pertains to education and social justice. I celebrate that I am a member of a multicultural

family which has enhanced by awareness about diversity in families which translates to my community and working with individuals.

AGREEMENT

I hereby certify that all entries on this Application for Employment and other statements made by me are true and correct, and that I have not omitted or withheld any material information. I also authorize my former employers and other individuals to give any information concerning me, whether or not it is in their records, and I hereby release them and their companies or institutions from any liability whatsoever. I understand that I will be subject to dismissal if anything in this application and the supporting documents I have provided is found to be untrue.

BY SIGNING BELOW, I certify that I have read and agree with these statements.

Ronald McFarland

Applicant's Name

Applicant's Signature

Date

[Close Window](#)

R. D. McFarland, Ph.D.
[REDACTED]

Foothill-De Anza Community College District
Human Resources Department
12345 El Monte Road
Los Altos Hills, CA 94022

Re: Division Dean, Business & Computer Systems

I am excited about the possibility of working at Foothill-De Anza Community College District in an administrative position that I think is a match between your requirements and my background and experience. Supporting my additional excitement about this position, I have many years of teaching in the university setting in both on-campus and online modes and also 20+ years of experience in the Business Administration and Computer Systems industry in administrative and management roles. More specifically, I'd like to address several key elements of this position, as follows:

Leadership: I've had numerous opportunities to lead in my career. In the past several years, I have taken on leadership roles at Western New Mexico University (WNMU), Coconino Community College (CCC), Northland Family Help Center, The Mimbres Arts Council, and at IBM. At CCC, WNMU and IBM, I served in a leadership capacity that involved a high level of visioning and planning. At both Northland Family Help Center (a domestic violence support program) and at the Mimbres Arts Council, I served in leadership roles for budgeting and visioning. My knowledge about leadership is primarily derived by my lead-management philosophy where exceptional listening skills and the elicitation of input in a collaborative approach is a key element to achieve the vision and goals of the organization. My skills in leadership include being an empathetic listener, having excellent people-skills, and having the ability to create a positive behavioral-support environment.

Human Resource Management: Hiring and development of staff: At WNMU, CCC and IBM, I was involved in the hiring and employee performance-review process. At CCC and WNMU, I created scoring-matrices and developed interview and reference questions used in the hiring process for both faculty and staff positions. Further, in each of these positions, I closely worked with Human Resources in the full-cycle of hiring, budgeting, and development of co-workers. I have knowledge of EEOC, employee law, and best practices for Human Resources that are used in the university/college environments. I also have knowledge (and experience) in the development of job descriptions that match open positions in the department.

Budget management: Throughout my career, I've had responsibility for budgeting. As a Project Manager with IBM, I was responsible for the budgeting of human resources, training, and equipment expenditures for a large information systems project. Later, at Coconino Community College, I was accountable for managing the human resources, equipment, contractor payments, and the full life-cycle of the fiscal aspects of a Title III (U.S. Department of Education) grant.

R. D. McFarland, Ph.D.

This grant required stringent federal reporting as well as reporting to the board of the community college and utilized SCT/Banner as the main method of integrating the funding into the college's overall budget. At Northland Family Help Center (Sheltersoft), I also had full budget life-cycle control for a significant-sized technology project. At Western New Mexico University, I developed the budget plan for a National Science Foundation grant.

Long and short-term planning: My experience with long- and short-term planning mirrors my budgeting experience. As a Project Manager with IBM, I was directly involved with the project planning for a very large database system conversion. The planning involved short-term deliverables as well as long-term planning for human resources and equipment. At Coconino Community College, I worked with the Dean of Extended Learning to integrate faculty training and distance learning into the community college's offerings. I also reported to the college's board. At WNMU, I proposed a long-term plan along with a 5-year budget for an NSF grant. I also participated in 2 other National Science Foundation grants at WNMU, as well. Finally, my responsibility at Sheltersoft was to plan for short-term tasks (Project Management) and long-term visioning of the organization.

Program development: My experience with leading and managing academic program development has been with Coconino Community College and Western New Mexico University. At CCC, the focus of my position was to manage the implementation of the college's infrastructure that supported transfer and technical programs for the community and the campus at large. In addition, I lead the development and delivered a few corporate-sponsored training, on-site, for the City of Flagstaff and W.L. Gore. Further, I was on the Articulation Committee at CCC that reviewed college credit transfer with universities in Arizona. At Western New Mexico University, I am responsible for market-appropriate changes to several undergraduate technical courses in the Computer Science/Management Information Systems curriculum. In my current position, I was the key lead for the development and management of the *MS program in Information Security (MSIS)* and of the *MA Interdisciplinary program in Business Administration and Management Information Systems* at Western New Mexico University, which is delivered in a seminar format to learners in alternate formats that serve, primarily, adult learners who are part of organizational and corporate learning. I am also on the Assessment Committee and the Graduate Council which supports academic program development at the university. These efforts required the coordination of various resources and input/adjustment to meet the university and other administrative criteria required for new programs.

Recruitment and retention of students: Throughout my academic career, I have always felt my responsibility in teaching is to foster both recruitment and retention. My philosophy of education is student-centered. At Coconino Community College, a major item of focus for building up the technology and distance education learning infrastructure included discussions and planning for the recruitment and retention of students. These discussions (which included board members, the

R. D. McFarland, Ph.D.

Director of Information Technology, the Vice President of Academic Affairs, etc.) elicited methods for us to recruit "our" students and provide support and follow-up for their learning needs. We also examined the retention of students by using data-driven methods (i.e. using Banner and surveys to determine where and why students left the college). This also provided useful information for us to plan future enhancements to support retention. At WNMU, my role as an Associate Professor is to encourage and thereby retain students for the university. My faculty role is to support the student learning needs by providing additional resources (mentoring, tutoring, technology, etc.) to our students. As one example of how I am providing learning support to students is by encouraging students to take the "Discover" program at the university (a computer-based skills and interest inventory). The feedback that learners receive is important to proper advising and placement of students at the college. Further, to this end, I am responsible for academic advising for the BBA in Management Information Systems, BS in Computer Science, and MSIS programs at WNMU which involves both recruitment and retention for this program.

Diversity: The on-going challenge with my current environment is addressing diversity and multiculturalism. Unfortunately, the ethnic and cultural balance between faculty and learners is off-kilter. How I've addressed this issue is to, first, educate myself about the problems of diversity and multiculturalism in order to bring in a deeper understanding of learning. Second, and more profoundly, I have incorporated various ways to teach (and, thereby achieve better learning results) by designing activities in the class that address (or eliminate) cultural aspects. This approach has helped me to address this issue more clearly and to resolve the conflict of teaching in a multicultural environment. My philosophy and approach to effective teaching and leadership has changed as a result of my continued effort to learn and incorporate cultural aspects into my teaching

My philosophy is that diversity in a college environment must embrace both multiculturalism and multi-generationalism. This is accomplished by supporting programs that address the way learners learn and should incorporate andragogy (adult-learning principles) as well as collaborative learning modalities. Throughout the past several years, I have researched, developed curriculum, and implement programs that serve this need through the following:

- a. Extensive research, budget planning and application for an NSF (National Science Foundation) grant for Hispanic Serving Institutions to infuse technology and adapt curriculum to address our Hispanic learners in the Computer Science program at Western New Mexico University.
- b. Project leadership and participation and curriculum development for collaborative teaching methods accomplished through a Title V "Hispanic-Serving Institutions" (Department of Education) grant at Western New Mexico University.
- c. Spearheaded the implementation of a Master of Science in Information Security curriculum and program that would extend the reach of the Computer Science

R. D. McFarland, Ph.D.

department's programs at WNMU in a distance mode. This program is being developed, in particular, with a focus on adult learners.

d. Project Management and budget management of a Title III grant to provide faculty training and technology support for new programs that address Navajo, Hopi, and 'other learners' (adult learners) using Interactive Television and web-supported environments at Coconino Community College in Flagstaff, Arizona.

e. Project Director for the development of a database system at Northland Family Help Center – a social service organization with a mandate to reduce domestic violence in Coconino County Arizona (Flagstaff, Arizona). This very extensive development project involved the use of large amounts of data from a pluralistic population. In addition, this project required a large amount of coordination with various constituents in the community to achieve success.

f. From a generational aspect, I have the background of teaching a significant number of classes and provided training that were centered on the adult-learner and adapted both my instructional methods and curriculum to address the unique needs of adult learners and the traditional student. Not only have I done extensive research in multiculturalism and adult learning modalities, I have published research in peer-reviewed journals. These publications are indicated in my resume/C.V.

In conclusion, I believe that my strong academic, leadership, in-depth industry and administrative experiences combined with my graduate course work and research background, educational technology and instructional systems make me a strong candidate for the position outlined in your notice. I have included my resume and would be happy to send you additional materials such as you require. I will be available to meet with you for an interview at your convenience. I can be reached at my phone number or email noted above. I thank you for your consideration and look forward to hearing from you.

Sincerely,

R. D. McFarland, Ph.D.
Attachments: C.V.

Ronald D. McFarland, Ph.D.

OBJECTIVE

I am interested in a position at Foothill-De Anza Community College District where I can effectively combine and utilize my academic and industry-related experience.

SUMMARY OF QUALIFICATIONS

- Technology professional with a degree in Technology and extensive background in Higher-education.
- Progressively responsible management experience in Information Technology with an additional 10+ years of experience in higher education.
- Experience with and commitment to working in a multiethnic, multilingual, and multicultural environment.
- Planning, organizing, development, supervision, budgeting, and evaluation experience in both the academic and industry environments.
- Developed and maintained ongoing divisional plans that provided for academic employee, classified staff, equipment and facilities, planning for repairs, maintenance and modifications to facilities and equipment.
- Provide competency-based education to undergraduate and graduate learners.
- Senior-level industry computer consulting and management experience that compliments teaching.
- Organizational experience in leadership, project management, budgeting, information technology planning, and interfacing with diverse user communities.
- Mentoring and management of new faculty members to assist them with both online course delivery and face-to-face classes.
- Experience in leading and managing educational initiatives and teams
- Significant experience in teaching/instruction in non-traditional environments (online, adult learner communities).
- Significant experience teaching a variety of courses including Information Systems Networking, Database Design and Development, Management Information Systems, System Design, Programming, and Project Management.
- Highly familiar with Career and Technical Education (CTE) programs, mathematics, computer science, and information systems programs at the community college and university levels.
- Experience with a variety of Learning Management Systems including BlackBoard (Vista), WebCT, and eCollege.
- Experience in and commitment to on-going, outcomes-based, program assessment of teaching and learning.
- Development and management of online course deliverables for faculty members in the department.
- Leadership and active engagement in university committees, special task forces, and student

- advising and retention initiatives.
- Highly self-motivated goal-setter and achiever.

EXPERIENCE

Western New Mexico University
Silver City, NM
8/2002 to current

Full Tenured Professor of Computer Science and Management Information Systems. Faculty member of the Mathematics and Computer Science Department. I teach Management Information Systems and Computer Science courses to undergraduate and graduate students. Course topics include systems analysis and design (using Object-Oriented methodologies, UML, etc.), computer programming (C++, Java, Visual Basic, etc.), database design and development (mySQL, Oracle, UDB2, SQLServer/Access), Project Management, Information Systems Networking, and management information systems, Project Management, and Computer Forensics courses. I use Blackboard Vista as the Learning Management System extensively for both online and mixed-mode courses.

In addition, I am highly involved in faculty governance and curriculum management. I have been a key member on the faculty senate (Vice President of the Faculty Senate, and Faculty Senator), served several years as the Chair of the Graduate council, and am a member of the Academic Assessment team for re-accreditation. I was an active member and assisted in the re-accreditation process for the university. Each of these positions involved academic and program management, oversight, managing grievance proceedings, reporting to the Vice-President of Academic Affairs, and working with many departments of the university at large.

EDMC/Art Institute Online and South University Online (SUO)
10/2004 to 2/2009

Instructor: I teach part-time as an instructor teaching general education and technology courses for Art Institute Online and South University Online (currently teach with SUO). With AIO and South, I utilize a learning management system to deliver courses to learners. I taught subject areas such as Computer Literacy, Web Page Design, PHP/mySQL databases, and other computer technology-related courses using the eCollege Learning Management System.

Coconino Community College
Flagstaff, AZ
10/1999 to 5/2002

As a **Distance Learning Program Manager**, I performed several administrative and managerial functions including:

- Program management and personnel management involving budget accountability, management of human resources, and reporting of progress to college Vice President, President, and board for the Title III grant.
- Developed and implementing policies and procedures for department.
- Represented the college at various activities involving other community colleges in Arizona (Northland Pioneer, Rio Solado) and universities (Northern Arizona University). Monitoring budgetary expenditures for Title III/Activity 2, Arizona Learning System (ALS) and Bond monies and other state-level funding.

- Articulation and coordination of Distance Learning Activities throughout the college including ADA compliance, Student Advising, NCA compliance, management of bond monies, and collaboration with the various departments at the college including Administration, Information Technology and the various academic departments.
- Assisted in the re-accreditation process for the college.
- Product/vendor/platform selection (SCT, Blackboard, WebCT, JonesKnowledge, etc.) Assisted with the integration of Distance Learning environment into the college's SCT/Banner administrative and registration systems.

Sheltersoft.com

Flagstaff, AZ

9/1995 to 2/2000

President and Chief Technology Officer. As president and CTO, I lead a 501-C3 technology organization that developed and delivered software used for women and children's shelters and for adjudicated programs. The software and hardware was installed in various shelters throughout the Flagstaff and Phoenix areas in Arizona. I was responsible for direction and leadership of the organization overall, including the technology. In addition to the leadership, I was responsible for the budget management and federal/state reporting as well as human resource management. Also, since Sheltersoft was located in Flagstaff, we worked with the College of Business Administration and employed interns from Northern Arizona University who received senior-level college credit for their work on a coop basis.

University of Phoenix

Phoenix, AZ

9/1994 to 2/2002

Faculty Member of Business Administration . I taught for eight years at UOP, both in the on-campus and online mode for the College of Information Systems and Technology. I taught courses for the Bachelor's of Science/Master of Science Information Systems and Project Management areas, primarily. For online courses, UOP utilized, at the time, their uniquely developed Learning Management System. I taught Management Information Systems, Information Technology and Networking, and Project Management courses.

INFORMATION SYSTEMS INDUSTRY EXPERIENCE

(From 12/1977 to 5/1999)

- **Information Systems Project Director:** *From 11/1997 to 9/1999. MTG Company, Tempe, AZ.* Full-Cycle Budgetary Controls and Financial Management. Provided leadership and management of up to 24 technical personnel. Extensive amount of technical Project Management skills. Reported to the Vice President and Chief Information Officer.
- **Data Analyst: Senior.** *From 11/1992 to 9/1997. American Express through IBM. Phoenix, AZ.* Information Systems Project management and highly involved in budgetary responsibilities, human resource management, design and implementation of database projects.
- **Project Manager.** *From 9/1990 to 9/1992. Pacificorp through IBM. Portland, OR.* Information Systems Project management and personnel management of up to 15 human resources, Data Analysis and design in an Oracle, C++, Oracle*Case, PL/SQL LAN and Mainframe environment (COBOL/IMS, MVS/JCL).

- **Project Leader/Manager.** *From 12/1987 to 6/1990. ASARCO, Cranston, NJ (located in Tucson, AZ). Significant technical leadership and Information Systems management responsibilities. Database design (Oracle, SyBase), application coding (MicroFocus Cobol and OS/COBOL, OS/JCL), testing and implementation.*
- **Systems Analyst.** *From 1/1986 to 10/1987. Valley National Bank Systems analyst for the on-line electronic transfer department, I was responsible for Debit Card/Credit Card transfer systems using Hogan Umbrella with IMS DB/DC (COBOL) with multiple transaction types (DDA, SAV, TDA, ILC, etc.) with 65 other programmers, I was one of two people to receive special recognition for my efforts on the project.*
- **Programmer/Analyst.** *From 11/1982 to 1/1986. Arizona Public Service Company Responsible for the design, development, coding, and implementation of major enhancements to the payroll/personnel system using PL/1, COBOL and IMS DB/DC in an IBM mainframe environment for a public utility company.*
- **Programmer/Analyst.** *From 12/1977 to 11/1982. State of Arizona, Arizona Department of Transportation Responsible for coding, testing, and implementation of application programming modifications in a state government agency (COBOL/IMS and COBOL/IDMS with MVS/JCL).*

EDUCATION

1993-1997

Nova Southeastern University

Ft Lauderdale, FL 33316

Ph.D. in Computing Technology in Education. Coursework emphasized learning styles in Computer-Mediated Instruction, Managing the Information Systems environment, Systems Analysis and Design, Object-Oriented design and programming, and Multimedia design. The Dissertation yielded four peer-reviewed journal articles.

2002-2005

Western New Mexico University

Silver City, NM 88061

Masters (MA) Interdisciplinary Studies. Western New Mexico University, Silver City, NM.

Graduate studies in an interdisciplinary curriculum that combined coursework in Educational Leadership and Counseling. Taken as a part of my personal continued professional development.

1995-1997

Northern Arizona University

Flagstaff, AZ 86001

Masters (M.Ed.) in Educational Leadership program. Graduate coursework. Classes included the discussion of curriculum design, leadership skills, and teaching/learning styles.

1989-1991

University of Phoenix

Phoenix, AZ 85207

Masters of Business Administration (MBA and BSBA). Graduate studies in Business, Management Information Systems, Accounting and Management. The UOP serves, primarily, Adult and non-traditional learners. UOP is accredited by the Association of Collegiate Business Schools and Programs (ACBSP).

1977-1982

Arizona State University

Tempe, AZ 85221

Computer Information Systems (BS in CIS) courses taken at ASU. Completed 96 credit hours and went into the job market.

GRANTS AND RESEARCH

Principle Investigator (PI): National Science Foundation (2008- current) – Principle Investigator : Collaborative Research: Building Information Assurance Education Capacity in conjunction with Auburn University.

Project Participant: Department of Education Serving Hispanic Institutions Title IV Grant at Western New Mexico University (2004-2006).

Project Manager: Title III Grant at Coconino Community College (2000 – 2002).

Writer: U.S. Department of Education (PI): Serving Hispanic Institutions grant; (not funded) Applied for a National Science Foundation Grant for Western New Mexico University entitled “Collaborative Learning Environments: A Research Study to Enhance the Efficacy of Computer Science Education at Hispanic-serving Institutions” to enhance the technology and labs in the Mathematics and Computer Sciences area.

Writer: National Science Foundation (PI): (not funded) Applied for a National Science Foundation Grant for Western New Mexico University to enhance the technology and labs in the Mathematics and Computer Sciences area.

Writer and Project Manager: NARBHA (Northern Arizona Regional Behavioral Health Authority) (PI) (funded) grant participant written to fund the computer hardware and software development for a database management information system to support the intake, administration and counseling of clients at the women's and children's shelter for Northland Family Help Center in Flagstaff, Arizona. Grant was funded at \$16,000.

Co-Writer and Co-Project Manager: FIPSE (The Comprehensive Program Fund for the Improvement of Post-secondary Education) (USDOE) (funded) grant proposal participant written to develop a three-year project to support the design and implementation of an interactive World Wide Web site containing teaching modules for community college educators to be developed at Northern Arizona University (NAU). Primary Project Director: Dr. Ronda Beaman, Northern Arizona University. I worked on the grant and was a Point of Contact for the grant.

WRITING/PUBLISHING

Effective Design Considerations to Address Hispanic Learners in the MIS/CS Curriculum. Journal of Computing Sciences in Colleges. October, 2004. Published by the Consortium for Computing Sciences in Colleges (CCSC) (<http://www.ccsc.org>).

Development of a CS0 course at Western New Mexico University. Journal of Computing Sciences in Colleges. October, 2004. Published by the Consortium for Computing Sciences in Colleges (CCSC) (<http://www.ccsc.org>).

Teaching in the Computer Science and Information Technology Curriculum: Creating a Distinction about Teaching Content and Teaching about Learning. Journal of Computing Sciences in Colleges. October, 2003. Published by the Consortium for Computing Sciences in Colleges (CCSC) (<http://www.ccsc.org>).

The Instructional Systems Design Model in the Design of Technology-Based Adult Learning Environments (Part II). HyperNexus: Journal of Hypermedia and Multimedia Studies. July, 1998.

The Instructional Systems Design Model in the Design of Technology-Based Adult Learning Environments (Part I). HyperNexus: Journal of Hypermedia and Multimedia Studies. June, 1998.

The Assessment of Learning Styles in the Adult Technology-based Learning Environment. Adult Assessment Forum. May, 1998.

Ten Design Points for the Human Interface to Instructional Multimedia. Technological Horizons in Education (T.H.E.) Journal. February, 1995.

How to buy a PC for your Income Tax Business. National Association of Tax Preparers (NATP) Quarterly. January 1990.

CERTIFICATIONS AND WORKSHOPS

- Microsoft Certified Trainer (MCT certification)
- Microsoft Visual Basic Developer Certification
- CompTIA A+ Certification
- Project Management (PMP) training
- Expert Witness training
- APA Workshop
- WNMU: Leadership Academy
- Computer Forensics
- State Board of Directors for Community Colleges of Arizona:
 - Regular (A.1.a) Community College Teaching Certificate (Area of certification: Business Administration and Computer Information Systems)

PROFESSIONAL MEMBERSHIPS

- Association for Career and Technical Education member: <http://www.acte.org>
- Project Management Institute (PMI) member: <http://www.pmi.org> (PMI 411314)
- Consortium for Computing Sciences in Colleges (CCSC) – member, previous Vice President and previous Publicity Director (SW region): <http://www.ccsc.org>



Approved
for hire
12/17/09
RJ
Start date 01/06/10

[Close Window](#)

Employment Application

Job #: 10-001		Position Title: Director, Campus Safety & Security			
Last 4 digits of SSN	Birth Day:	Birth Month:	Name:		
Address:		City:	State:	Zip Code:	Country: USA
Home Telephone:	Work Telephone:	Cell/Other Telephone:	Email Address:		
Can you provide authorization to work in the U.S.? Yes			Are you currently a District employee? No		
If a current District employee, select type: No Response					

EDUCATION/TRAINING

Education	Name and Location	Degree	Major Area of Study	If no degree, units earned:
High School / GED	Monta Vista High School Cupertino, CA USA	High School	Science	4 years
College / University	De Anza College Cupertino, CA USA	Associate's Degree	Political Science	90
College / University	University of California, Davis Davis, CA USA	Bachelor's Degree	Political Science/Intl Relatio	90
Graduate School	Golden Gate University San Francisco, CA USA	Master's Degree	Public Administration	120
Graduate School	Lincoln Law School San Jose, CA USA	Ph.D/Doctoral	Law / Intellectual Property	150

EMPLOYMENT HISTORY

Position Title	Employer Name	Primary Responsibilities
Job Title: Principal Consultant Dates of Employment: From: 1990 To: Present Supervisor: Name: Self Employed in this venue	Employer: McMahon & Associates San Jose , CA USA Phone Number: 408-464-5158 May we contact this employer? Yes If no, when may we contact this	Duties Principal, Risk Management and Security (1989-Present) Execute a wide array of services to the business and Law Enforcement communities, with a concentration in information security and risk management consulting to Fortune 500 companies such as Apple, Hewlett Packard, American Airlines, Allendale Insurance, and other companies. Have provided expert testimony for prosecutors in California and other states on various law enforcement matters. Participate in strategy meetings with staff in order to define team goals and objectives; troubleshoot and resolve risk management

<p>Title: President</p> <p>Phone: 408-778-0331</p> <p>Employment Type: Full Time</p> <p>10-100 % of full time</p>	<p>employer?</p>	<p>issues. Bring immediate solutions consistent with "Big Picture" requirements on time and within budget.</p>
<p>Job Title:</p> <p>Senior Director Risk Management</p> <p>Dates of Employment:</p> <p>From: Feb 2005</p> <p>To: Jan 2009</p> <p>Supervisor:</p> <p>Name: Mr. Roger George</p> <p>Title: General Counsel</p> <p>Phone: 408-470-1106</p> <p>Employment Type: Full Time</p> <p>100 % of full time</p>	<p>Employer:</p> <p>Align Technolgy, Inc.</p> <p>Santa Clara , CA</p> <p>USA</p> <p>Phone Number:</p> <p>408-470-1000</p> <p>May we contact this employer?</p> <p>Yes</p> <p>If no, when may we contact this employer?</p>	<p>Duties</p> <p>Using my legal education & investigative skills to run or delegate investigations for multi-billion dollar corporation more efficiently & lower costs. Reorganizing the team increased productivity & achieved savings. We redesigned the development & execution of technology in risk management, including communications, HIPAA and SOX requirements, saving time & money. I coached, planned & organized the daily jobs of the Security Staff, to meet company needs. We added an internal security web site for information and data security programs, policies, and processes allowing access any time anywhere.</p> <p>Saved over \$250,000 in 4 years by authoring, implementing and managing an in-house corporate security, risk management and business continuity education and awareness program.</p> <p>Ensured safety of movement for overseas executives and foiled kidnap attempts by hiring trustworthy security personnel and choreographing safety routes until legally moving them to the United States.</p> <p>Raised overall efficiency of operations by drafting and updating policies and procedures for Business Continuity Program (BCP), managing staff training and coordinating test events for worldwide distribution.</p>
<p>Job Title:</p> <p>Sr. Director Global Security</p> <p>Dates of Employment:</p> <p>From: Feb 1996</p> <p>To: Jan 2005</p> <p>Supervisor:</p> <p>Name: Mr. Joseph Sweeney</p> <p>Title: General Counsel</p> <p>Phone: 408-727-5555</p> <p>Employment Type: Full Time</p> <p>100 % of full time</p>	<p>Employer:</p> <p>APplied Materials, Inc.</p> <p>Santa Clara , CA</p> <p>USA</p> <p>Phone Number:</p> <p>408-727-5555</p> <p>May we contact this employer?</p> <p>Yes</p> <p>If no, when may we contact this employer?</p>	<p>Duties</p> <p>Lead team of 1000 workers in 18 nations. We "Sold" security and risk mitigation, leveraging common knowledge, & persuasion for positive impact & cost savings. By personally designing courses, some translated into 3 languages, putting them on internal web sites for 24 by 7 access to global "internal customers" we increased acceptance & cut costs. All of this helped ensure protection of C-level execs, confidential information, assets & intellectual property globally. Learning from security risk assessments & audits I allocated and managed \$5M budget directly and \$27M indirectly. Matching security requirements & through information security improvements helped meet goals. We reduced costs by \$1 million, streamlined major investigations via use of internal employees, retired law enforcement and IT security specialists. I trained, mentored & led staff in all aspects of investigations. My team earned stock grants for designing and implementing new methods to effectively track useful end of life & recyclables for re-use. We helped save a \$500 million contract working with C-level executives and Directors to create a new IP identification and segregation program.</p>
<p>Job Title:</p> <p>Detective Sergeant / Unit Supv</p> <p>Dates of Employment:</p> <p>From: Jan 1976</p> <p>To: Feb 1996</p> <p>Supervisor:</p> <p>Name: Various, now all retired</p> <p>Title: Lieutenant, Captain, or Deputy</p> <p>Phone: 408-277-4000</p> <p>Employment Type: Full Time</p>	<p>Employer:</p> <p>City of San Jose Police Dept.</p> <p>San Jose , CA</p> <p>USA</p> <p>Phone Number:</p> <p>408-277-4000</p> <p>May we contact this employer?</p> <p>Yes</p> <p>If no, when may we contact this employer?</p>	<p>Duties</p> <p>Created High Tech Crime Unit & Child Exploitation Unit, leading both to international prominence. Built local-state-federal task forces to combat computer crimes. Led Police Personnel Unit recruiting in 3 year record for highest number of protected class officers recruited & completing probation. MANY are now command officers at SJPd or other agencies. Selected to handle the most challenging & sensitive investigations the department had including sex crimes and crimes involving prominent persons. Trained command staff officers in hostage barricade, mass disturbance, and critical incident handling. Have retained peace officer status as reserve officer for past 15 years. Cross designated & sworn as Special Deputy US Marshall. Lead 300 case investigations of identity theft, trade secrets, chip robberies, burglaries, theft of software, conspiracy, extortion, phone cloning, hazardous material waste dumping & software piracy. When the media cited me as</p>

100 % of full time		The "Cyber Cop", I used that platform to educate companies, employee groups, & law enforcement how to combat this crime, the personal issues involved, & successful tactics for corporate and personal survival of criminal activity.
Job Title: Adjunct Instructor Dates of Employment: From: Jan 1985 To: June 1999 Supervisor: Name: Emily Elliot (Kuzak) Title: AJ Supervisor Phone: 408-924-2184 Employment Type: Part Time 10-15% % of full time	Employer: CSU San Jose San Jose , CA USA Phone Number: 408-924-3330 May we contact this employer? Yes If no, when may we contact this employer?	Duties ? Training police officers from 6 nations in the investigation of computer crimes, child molestation, serial rape, child pornography, and pedophilia. Created nationally accepted formats for investigations and reporting. Trained in Japan, Canada, Taiwan, United Kingdom and elsewhere.

DIVERSITY STATEMENT

In the spaces below, provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. You may use all of the text fields below, but each text area can only hold up to 1200 characters (including spaces).

A College degree or experience is today what a high school diploma was in the 1960's. It is the perceived minimum ticket to the "show" that is life in the 21st century. I've often thought that the ideal college education allows students & faculty to interact with and discover a wide selection of people, activities, experience, and exposure to others from around the world. Admissions policies and committee actions seek to provide the opportunity for education to a cross spectrum of individuals from not only geographically distinct locales but also from disparate socio economic and biographical diversity. So while a "four point oh GPA" is seen as consistently what may guarantee entrance, an equally compelling argument can be made that a "three point oh" matriculating high school Senior may bring as much to the education of the group because of economic or social impediments they needed to overcome to get to the same position. As compelling is the argument to bring a student on an education visa from Zimbabwe, whose life experience may be completely different from the second career engineer re-entering for study leading to a nursing degree.

Each of these students, "bumping" into one another in the mix of populations that are college consumers, imparts a unique learning experience. Service and support organizations serve the specific function they are responsible for, but also "live" the goal to mirror the population we serve & the surrounding community. Managers with hiring or selection authority are uniquely positioned to assure that this key element in a world class education is present. I ran the Personnel unit at San Jose PD. I knew we needed better outcomes recruiting protected class candidates as police officers. My "marketing team" held individuals from the populations we were under represented in. We developed strategy to attract the people we wanted. Sundays we went to churches serving groups we needed to attract. We developed rapport, attending activities and building trust. We took coffee breaks at Vietnamese coffee shops. We advertised exclusively in Vietnamese and Spanish language newspapers and radio. Radio & big newspapers called because our "buys" had been theirs, but things changed. Once sold on the goal they participated, helping shape messages, providing PSA's or targeted free ads.

Women and some minority populations are often physically smaller or lack upper body strength. In the mid seventies and early eighties there were not a lot of women officers and very few Vietnamese officers. Our city population was not well represented in the police officer ranks. Many of the tests for police officers test these abilities. It was one thing to recruit someone to come and try. What we wanted were people who we recruited to be successful! We started Saturday workouts, targeting women one week and others alternately at first, then later together to build the sense of camaraderie present in emergency services. We taught candidates how to scale a six or eight foot wall using alternative approaches and different muscle groups so they could be successful. We offered practice exams and oral boards so that candidates who had never been through a Civil Service Exam could see what was involved and appreciate that they COULD pass the exams and do well. All of these things helped to have the candidates see themselves as possible officers. But we needed to affect the population they would be joining too.

People join organizations or movements when they see others "like them" participating. We needed to have the existing population be ready to accept the "new" people. So we expanded the ranks of instructors and tutors to a diverse population of currently serving officers. They could participate and see these smaller stature or different gender people could learn ways to be successful and increase adoption. We developed running parties in different parts of the city so that candidates could run in groups to prepare for the mile and a half run required for passage of the test. We implemented a recruiting incentive program for current officers offering up to one week of extra vacation for the successful recruiting and completion of probation of a protected class officer. Recruit someone who passed the test and went to the Academy: you got a free vacation day. If they completed the Academy: another day off. Complete the Field Training Program: another day and complete one year probation one more day off. Suddenly everyone was a recruiter AND they were invested in insuring this new officer was completely successful. We had the beginnings of a mentoring program.

I believe in proof by actions that you understand and appreciate a world where not everyone is the same as you.

Sometime those actions create friction, because change is often an unwelcome dinner guest. I am a product of De Anza College. I had rarely been east of Saratoga Ave. When I became a police officer my first beat was at Story and King Road. Alvin Toffler's "Future Shock" was my predicate reading! I reacquainted myself with Spanish and increased my communications skills with the 23% of San Jose population that spoke limited or no English. My exposure at De Anza & at UC Davis and the US Marines helped me learn how differently the rest of the world lives. To be most helpful to the students that come to Foothill-De Anza College District each of the school's team members has to be a full participant in real life integration and interaction that education brings the world to them. How we manage the finite resources we get from tax base & our student body will help define our capabilities as we turn out world savvy consumers of education. Our success will show in their willingness to embrace change and difference in people and cultures.

AGREEMENT

I hereby certify that all entries on this Application for Employment and other statements made by me are true and correct, and that I have not omitted or withheld any material information. I also authorize my former employers and other individuals to give any information concerning me, whether or not it is in their records, and I hereby release them and their companies or institutions from any liability whatsoever. I understand that I will be subject to dismissal if anything in this application and the supporting documents I have provided is found to be untrue.

BY SIGNING BELOW, I certify that I have read and agree with these statements.

James McMahon

Applicant's Name

Applicant's Signature

Date

[Close Window](#)

JAMES (JIM) McMAHON, CISSP, CPP

LAW ENFORCEMENT /SECURITY MANAGEMENT EXECUTIVE

Law | Public Relations | Information Security | Regulatory Compliance | Team Leadership | Safety Regulations
Risk Management | Outsourcing | Loss Prevention Control | IT Security | International Business

Accomplished professional with comprehensive loss prevention, information security, and regulatory compliance background and success in achieving and exceeding company goals and objectives. Effectively define, develop and implement targeted action plans to maximize operational productivity, efficiency and profitability. Adept at leading all aspects of internal investigations and loss mitigation. Ability to juggle several projects simultaneously while working under pressure in fast-paced environments. Proficient in researching and evaluating industry trends and using findings toward designing and executing strategies to boost company leveraging. Set goals, establish priorities, manage resources and develop targeted safety plans. Innovate strategic marketing programs designed to stimulate growth and increase operational efficiency with a focus on security management and regulatory compliance. Excel at interacting with broad populations, including C-level executives, investigators, clients and related stakeholders.

- ❑ **Business Development Expert.** Progressive career path as Senior Director of Security and Risk Management for a leading medical device company with **annual sales of \$250 million**. Accumulated a wealth of proven expertise in business development, sales and marketing, training and performance management.
 - ❑ **High Energy Leader.** Information Security Risk Management experience in directing operations, management and multiple cross-functional teams while designing, developing and innovating an employee awareness program that generated **\$250,000 savings**.
 - ❑ **Business Performance Challenger.** Critical thinker with a focus on process streamlining and performance improvement. Unparalleled record of achieving business results demonstrated by key performance indicators: increased loss prevention, regulatory compliance and security management. **Thought Leader** creating innovative cross functional teams to implement and integrate information security and compliance into business processes.
-

PROFESSIONAL EXPERIENCE

ALIGN TECHNOLOGY, INC., Santa Clara, CA

Align Technology, Inc. is a multi-million dollar global medical-device company that pioneered the invisible-orthodontics market with the introduction of the Invisalign® system.

Senior Director, Risk Management (2005-2009)

Applied legal and investigatory background toward delegating global investigations for both Legal and Human Resources and IT departments. Involved staff members to optimize productivity and achieve expected results. Spearheaded the design, development and execution of technology in all aspects of risk management, including communications, HIPAA and SOX requirements, organization and management tasks. Innovated development and expansion of regulatory compliance and loss prevention activities within local, state and federal guidelines. Supervised the day-to-day functions of the Risk Management and Security Staff, including coaching, planning and organizing to meet departmental needs. Led a team of security managers and IT security personnel in risk management operations. Responsible for information and data security programs, policies, and processes.

Selected Accomplishments:

- Generated over \$250,000 in estimated cost savings in 4 years by authoring, implementing and managing an in-house corporate security, risk management and business continuity education and awareness program.
 - Ensured safety of movement for overseas executives and foiled kidnap attempts by hiring trustworthy security personnel and choreographing safety routes until legally moving them to the United States.
 - Raised overall efficiency of operations by drafting and updating policies and procedures for Business Continuity Program (BCP), managing staff training and coordinating test events for worldwide distribution.
 - Boosted inventor morale and generated an increase in new invention alerts and patent issuances by creating an Inventor Awards Program with public recognition, cash benefits, tangible medals and certificates.
-

MCMAHON & ASSOCIATES, Inc., San Jose, CA

McMahon & Associates offers the business community a full range of professional security and risk management services on a worldwide scale. ***(This is my own S-Corp company which supplies consultants to organizations as independent contractors. The dates are concurrent with employment at SJPd, Applied Materials and Align Technology because it is a separate business operated by my wife and I independently.)***

Principal, Risk Management and Security (1989-Present)

Execute a wide array of services to the business community, with a concentration in information security and risk management consulting to Fortune 500 companies such as *Apple, Hewlett Packard, American Airlines, Allendale Insurance, and other companies*. Stay abreast of local, state and federal compliance rules and regulations. Participate in strategy meetings with staff in order to define team goals and objectives; troubleshoot and resolve risk management issues. Bring immediate solutions consistent with "Big Picture" requirements on time and within budget.

Selected Accomplishments:

- Successfully designed and implemented information and data security processes for Fortune 500 firms retraining thousands of workers in multiple countries to meet HIPAA and SOX requirements using accepted processes and tools such as ISO27001.
- Conducted on site security reviews for medical appliance company resulting in increased application and data security at 50% of expected costs and producing a year over year reduction in expenditures while creating a more secure environment for client.
- Integrated McMahon & Associates team members seamlessly into corporate data security teams resulting in higher data integrity and lower cost structure.

APPLIED MATERIALS, Inc., Santa Clara, CA

Applied Materials, Inc. is the global leader in Nanomanufacturing Technology™ solutions with a broad portfolio of innovative equipment, service and software products and approximately \$20 billion in annual revenues.

Senior Director, Global Security (1996-2005)

Served as a central point of contact for compliance issues to maximize the adoption of and support for global compliance plans and procedure. Ensured constant protection of C-level executives, confidential information, assets and intellectual property on a global scale. Conducted regular security risk assessments and coordinated auditor activities in support of compliance goals. Allocated, administered and managed \$5M budget directly and \$27M budget indirectly. Investigated technology security control requirements and implemented information security improvements. Trained, mentored and led staff in all aspects of investigations; educated more than 10,000 personnel on all aspects of security and loss prevention.

Selected Accomplishments:

- Reduced costs by \$1 million by streamlining major legal investigations through the cost-effective use of internal employees, retired law enforcement and IT security specialists.
- Served as an integral team member that earned a special international award and stock grants for designing and implementing a methodology that effectively tracked useful end of life and multiple kind objects for re-use.
- Saved a \$500 million contract by working with a team of C-level executives and Directors to create a new IP identification and segregation program.
- Integrated Security and Risk Management into Internal Audit teams conducting site audits worldwide, developing solutions to problems discovered and building joint responses to solve them resulting in closer coordination & improved global performance.

UNITED STATES NAVAL RESERVE, Various locations

The United States Navy Reserve is the reserve component of the United States Navy. ***(Service members in the reserve work (drill) one weekend a month and two weeks active duty per year. As a retired officer I no longer drill and NOT subject to recall to active duty. The service dates overlap because I was a member at the same time as I was a full time employee at SJPd and Applied Materials)***

Commander (1983-2003, Retired)

Served as an Intelligence officer 1635 and maintained TS/SCI/SBI clearances. I led various assignments afloat, ashore, and throughout different locales in conjunction with various federal agencies, which culminated in XO/CO tour as CO NCIS reserve Unit San Diego, CA. Utilized legal and management background to perform a wide array of intelligence duties, including ASW Briefer/Debriefer, Analyst, Command Intelligence Officer, Air Wing Intelligence Officer, and Foreign Counter Intelligence Officer.

JIM MCMAHON, CISSP, CPP— PAGE 3

Selected Accomplishments:

- Awarded The Navy Achievement Medal (twice) as well as numerous other awards and commendations for leadership and mission accomplishment. Deep selected for promotion to Lt. Commander and Commander.
- In August 2000, prepared to radically increase the number of NCIS agents developed the course structure and plan to quickly select, train, and accredit NCIS agents. November 2001 my plan with minimal changes produced 93 new NCIS agents in 6 weeks.
- While forward deployed personally set up a fully operational WAN/LAN in multi story office location with secure communications and data storage using only the available equipment and untrained subordinates. Trained staff to secure same.

SAN JOSE POLICE DEPARTMENT, Inc., San Jose, CA

The *San Jose Police Department (SJPd)* protects the streets of San Jose, California and keeps it one of the safest large cities in the United States

Police Sergeant (1976-1996)

Handled police duties, including securing crime scenes, administering first aid, arbitrating disputes and conducting preliminary and follow-up investigations. Gathered evidence, obtained witness statements, apprehended suspects and made arrests of a wide array of criminals. Spearheaded 300 cases involving trade secrets, chip robberies, burglaries, theft of software, conspiracy, extortion, phone cloning, hazardous material waste product dumping and software piracy. Wrote Affidavits and Search Warrants. Served as a key witness in support of multiple arrests and investigations. Stayed abreast of persons and places suspected of illegal activities. Participated actively in community outreach activities. Continually sought to improve operations, decrease turnaround times, streamline work processes and work cooperatively and jointly to provide quality seamless customer service.

Selected Accomplishments:

- Selected as second youngest officer ever to attain promotion to Police Sergeant.
- Created two new operational units (*High Tech Crimes Unit* and *Child Exploitation Detail*) leading both to National and International fame for inter agency cooperation and major cases solved.
- Honored by United States Customs Service for outstanding international case investigations and support to US Customs.
- Awarded Outstanding Police Duty Award for creation of High Technology Crimes Unit by San Jose City Council.

Career Note: Additional employment experience as an Instructor for Administrator of Justice courses for California State University.

EDUCATION/DESIGNATIONS/AFFILIATIONS

Juris Doctor (Member Law Review, Highest GPA as 3L), Lincoln Law School

Master of Public Administration Urban, State and Federal Governance
Golden Gate University

Bachelor of Arts Degree Political Science
University of California at Davis

Associate of Arts Degree, Political Science
De Anza College

Certified Protection Professional (CPP)
American Society of Industrial Security

Certified Information Systems Security Professional (CISSP)
ISC2

CSO Roundtable, ASIS, Society of Police Futurists, American Society of Industrial Security, International Electronic Security Group, Governor's High Technology Crime Advisory Committee, ISC2, High Technology Crime Investigation Association, City of Morgan Hill Personnel Board (Civil Service Commission), Association of Threat Assessment Professionals, International Association of Computer Investigative Specialists, Junior Chamber International Past Executive Vice President

28 May 2009

**Employment Services
Foothill-De Anza Community College District
12345 El Monte Road
Los Altos Hills, California 94022**

RE: Director of Campus Safety and Security Positions

Good morning and thank you for reviewing my attached resume and this cover letter. I am hopeful that consideration of my skills would allow me to fulfill a need for this position. I would welcome the challenge and opportunity to effectively lead and possibly improve an organization in the community I grew up in and have served in many other ways for years. I believe you will see that I have broad based leadership experience in managing people, assets, and projects across state and international boundaries with multi-national and cross functional teams. As part of my experience I know how important cross cultural communication and teamwork success is dependent on the views one brings to the table and willingness to learn and compromise.

I have served as a Police officer then Sergeant in San Jose for twenty years having worked for three years previous in Davis and Oroville police agencies. While at Davis PD I worked closely with the University Police Department. While working at San Jose I had the opportunity to work alongside officers from CSU San Jose. While in police personnel I was asked to consult with and perform the pre-employment background checks for candidates for the Chief's position at CSU San Jose. These interactions helped me to understand some of the unique challenges of public safety work at large and small educational systems. After vesting my retirement at San Jose I ventured into private security work after a so called "head hunter" had approached me to try my hand at what essentially was a Chief of Police job inside a multinational corporation. For nine years I was CSO (Chief Security Officer) and Senior Director at Applied Materials, Inc. then a \$22 billion dollar company where my duties were very similar to those any executive position entails. I had multi-million dollar budget and project responsibilities and was accountable for on time as agreed delivery dates. At Applied Materials I supervised a staff of almost 1,000, of which 40% was matrix managed in information security and technology, spanned 18 nations and over 190 sites. We learned to "sell" security and build it into daily business practice, thus saving the company time, money and increasing efficiency. My team developed policy and procedures, applied world-wide in six languages, and I was responsible for protecting People, Information Security, and Asset security globally for the company. An effort I am proudest of took a negative event and enabled our cross functional team to sell and market an improved information security process, attracting a larger and happier customer base. I've managed Executive protection, travel security and protecting executives and managers in residence in many parts of the world. I have worked on Business Continuity teams and Emergency Response teams, leading several.

As part of my financial tasking I have managed small \$500,000 projects and \$12 million dollar operating and capital budgets. I am as comfortable speaking 'one on one' to "C" level Senior Executives as to operating engineers and accountants and enjoy presenting education and awareness classes to groups

of 10 or 1,000 at a time. A part of this I am sure comes from the years I spent as a college instructor and high school teacher!

Historically I've been the CSO of a 250 million dollar medical device company, joining as it started a "bet the company" lawsuit against a former founder. He had allegedly taken the intellectual property of the company using it to compete with a "knock off" product out of Pakistan. I ran a substantial part of the investigation in that case, protecting witnesses from harm including being kidnapped from their homes in Lahore. My team then moved them around the Middle East keeping them out of the clutches of those who would have harmed them to prevent their testimony in US courts. Our case was successfully prosecuted and the company's stock trebled in value over the next 96 hours thereafter. I also created the first BCP/DRP program at the company and established immediate responses and trained table top exercises for executive and middle management.

First as a Marine, then as a US Navy officer I have used proven leadership skills in service to my country working as an intelligence officer in the reserves before honorably retiring in 2003 as the Commanding Officer of an NCIS unit. I have built very good liaison with law enforcement world-wide, initially via the San Jose California Police Department where I as I mentioned earlier worked as a detective sergeant in fraud and then led the computer crimes unit for the last six of my 20 years service, building national and multinational cases with significant public acclaim. The FBI sent its agents to work with our team as training when assigned to their computer crimes unit. Being sworn as a Federal Officer, allowed me to bring both state and federal charges in crimes we investigated. While I have arrested bank robbers, salami slice fraudsters and computer criminals and extortionists, successfully preserving the safety of those involved, then completing criminal prosecutions and civil recoveries was always our goal.

I look forward to an opportunity to discuss how I might best fit into the success of your team.

Sincerely,

Jim McMahon

Article 20
EARLY NOTICE INCENTIVE

- 20.1 Within limits set annually as part of the budget process, an Early Notice Incentive shall be paid to contract and regular faculty employees who, during the Fall quarter, give the District an Early Notice as prescribed by this incentive plan and who subsequently comply with all of the other conditions of the plan.
- 20.2 The Early Notice Incentive shall consist of a base amount, as specified below, plus interest, as specified in 20.3.
- 20.2.1 If the Notice specifies a date that is at least five complete academic quarters (approximately 18 months) after the end of the Fall quarter during which it is filed, the base amount shall be \$1,500.
- 20.2.2 If the Notice specifies a date that is at least eight complete academic quarters (approximately 30 months) after the end of the Fall quarter during which it is filed, the base amount shall be \$2,500.
- 20.3 The interest paid on the Early Notice Incentive shall be the amount earned on the base amount from the time it is invested by the District in an interest-bearing account until the effective date of the employee's resignation from the District for the purpose of retirement in accordance with Article 30. The District shall invest the base amount in an interest-bearing account within five working days after the filing of the employee's Early Notice, except that the period of investment shall not begin earlier than eleven complete academic quarters (approximately 42 months) prior to the effective date specified in the Early Notice.
- 20.4 If, after filing an Early Notice, a faculty employee changes his or her retirement plans and submits an amended Notice (or submits a letter of resignation for the purpose of retirement with an effective date that is different from the date specified in his or her Notice), the initial notice shall be entirely disregarded and all amounts accumulated in the Early Notice Incentive account established for the employee shall remain the property of the District. However, if it otherwise qualifies, the amended notice shall be treated as if it were a new Early Notice.
- 20.5 The annual Early Notice filing period shall open on the first day of the Fall quarter and close on the last day of the Fall quarter. A Notice is not filed until it is actually received in the office of the Vice Chancellor of Human Resources. If the limit set on the maximum number of participants to any given year is lower than the number of early notices filed between the first day of the Fall quarter and October 1 of that year, those faculty employees who have the most years of service in the District shall be selected as participants. If years of service is an inadequate criterion by which to distinguish among prospective participants, years of service in California public schools shall be used as a secondary criterion. If those criteria are still inadequate, selection among the employees with equal years of service in the District and in California public schools shall be made by lot. If the limit imposed by the amounts allocated for the Early Notice Incentive as a part of the annual budget process has not been reached by October 1, participation shall be on a first come, first served basis.
- 20.6 Continued eligibility for the Early Notice Incentive is conditional upon each participant submitting an irrevocable letter of resignation for the purpose of retirement to the Board of Trustees for the Board's formal acceptance. The letter of resignation for the purpose of retirement shall be submitted to the Board at least twelve months before the participant's resignation from the District and shall specify an effective date that is the

same as the date contained in the participant's Early Notice. Once the letter of resignation for the purpose of retirement is accepted by the Board, the faculty employee shall resign from the District on the date specified in the letter. The Board shall act on resignations in accordance with the timelines established in Education Code 87730.

20.7 The Early Notice Incentive will be payable in the January 31 payroll following the participant's becoming a retired faculty employee in accordance with Article 30.

Nov. 8, 2009

I plan to retire at the end of 2011
the 2010-2011 academic year (June 2011) (RS)

Randolph Splitter
Randolph Splitter
English Dept.
De Anza College

RECEIVED

NOV 10 2009

VICE CHANCELLOR
HUMAN RESOURCES

November 24, 2009

Board of Trustees
Foothill - De Anza
Community College District
12345 El Monte Road
Los Altos Hills, CA 94022

[Handwritten signature]
11/24/09

Dear Sirs,

This is to inform you that I will be resigning on the last day of the spring quarter, 2010 and will be retiring on my [REDACTED] birthday which is [REDACTED]. For the past eighteen years, I have had great pleasure in teaching and working at De Anza College. Even in my retirement, I will continue to teach at De Anza College on Article 19.

Sincerely,

L. Vanniasagaram
Lakshmi Vanniasagaram

*Recommended
Approval:
[Signature] 11/24/09*

RECEIVED

NOV 30 2009

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