

Board of Trustees Agenda Item

Board Meeting Date: July 12, 2010

Title of Item: Human Resources Report

Background and Analysis:

The Human Resources report is presented for Board Approval. The report reflects the personnel actions in the following categories: new hires, new positions, promotions, reassignments, reclassifications, separations, 39 month re-employment, permanent contract changes, professional growth awards, service recognition awards and longevity awards.

Recommendation: (specify if information only)

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

Submitted by:	Dorene Novotny, Vice Chancellor of Human Resources & Equal Opportunity
Additional contact names:	
Is backup provided?	Yes

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES BOARD ITEMS - JULY 12, 2010

TO: THE BOARD OF TRUSTEES

RECOMMENDATION - ACTION: APPROVE THE FOLLOWING EMPLOYMENT ACTIONS

NEW HIRES

Employee Name	Date	Level & Step	Job Title	Division	Campus
NONE					

NEW HIRES - CLASSIFIED HOURLY EMPLOYEES

Employee Name	Date	Level & Step	Job Title	Division	Campus
NONE					

NEW POSITIONS

Job Title	Level	Position Number	Months - FTE	Funding Source	Division	Campus
ACADEMIC ADVISOR	46	230775	12 - 100% FTE; API GRANT 50% & BSI GRANT 50%		Learning Resources	DA
ACADEMIC ADVISOR	46	230780	12 - 100% FTE; 120081 230030 619000		Learning Resources	DA

PROMOTIONS

Employee Name	Date	Level & Step	Position Title	Division	Campus
FLANDEZ, ALERIE	7-1-2010	46 (5)	230775 ACADEMIC ADVISOR	Learning Resources	DA
LAM, PHONG	7-1-2010	46 (4)	230780 ACADEMIC ADVISOR	Learning Resources	DA

REASSIGNMENTS

Employee Name	Date	Level & Step	Job Title	Division	Campus
NONE					

RECLASSIFICATIONS

Employee Name	Date	Level & Step	Position Title	Division	Campus
VACANT	6-18-2010	30	AUTOMOTIVE TECHNOLOGY TOOL ROOM ASST	BHES/AUTO TECH	DA

*Supervisory Unit

Prepared By Kristine Lestini
Updated - July 6, 2010

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES BOARD ITEMS - JULY 12, 2010

VOLUNTARY DEMOTION

Employee Name	Date	Level & Step	Job Title	Division	Campus
LISTER, CYNTHIA	7-1-2010	46	230770 ACADEMIC ADVISOR	Learning Resources	DA

ACCEPT SEPARATIONS OF THE FOLLOWING EMPLOYEES:

Employee Name	Date	Years Of Services	Job Title	Division	Campus
COLE, SHERI	8-05-2010	7.75	ADMISSIONS & RECORDS ASSISTANT	VICE PRESIDENT STUDENT SERVICES	DA
CRANDALL, JOAN	8-31-2010	21.75	EXECUTIVE ASSISTANT	VICE PRESIDENT INSTRUCTION	DA

PERMANENT CONTRACT INCREASES

Employee Name	Date	Change	Job Title	Division	Campus
NONE					

PROFESSIONAL GROWTH AWARDS (\$42.00 PER MONTH)

Employee Name	Date	Number Of Awards	Job Title	Division	Campus
NONE					

PROFESSIONAL GROWTH AWARDS (\$70.00 PER MONTH)

Employee Name	Date	Number Of Awards	Job Title	Division	Campus
EHLE, TAMARA	7-01-2010	1	BROADCAST COORDINATOR	EDUCATIONAL RESOURCES & COLLEGE OPERATIONS	DA
JOHNSTONE, NORMA	7-01-2010	3	SECRETARY, SENIOR	SPECIAL EDUCATION	DA

SERVICE RECOGNITION AWARDS (\$70.00 PER MONTH)

Employee Name	Date	Number Of Awards	Job Title	Division	Campus
NONE					

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES BOARD ITEMS - JULY 12, 2010

LONGEVITY AWARDS

Employee Name	Date	Years Of Service	Monthly Amount	Job Title	Division	Campus
ABBRUSCATO, JOHN V	7-01-2010	23	\$ 590.00	SYSTEMS & NETWORK PROGRAM, SR	EDUCATIONAL TECHNOLOGY SERVICES	CS
CHEDID, KAMAL M	7-01-2010	13	\$ 270.00	WKST & SYSTEMS SUPPORT TECH SR	EDUCATIONAL TECHNOLOGY SERVICES	CS
DURAN, ALEXANDRA	7-01-2010	8	\$ 130.00	OUTREACH SPECIALIST	MIDDLEFIELD CAMPUS	FH
LE, CHUONG HUY	7-01-2010	8	\$ 130.00	EOPS SERVICES COORDINATOR	VICE PRESIDENT STUDENT SERVICES	DA
PINGALI, SIRISHA NAGA	7-01-2010	8	\$ 130.00	ACCOUNTANT	STUDENT AFFAIRS & ACTIVITIES	FH
ROWE, TERRANCE LYNN	7-01-2010	8	\$ 130.00	WKST & SYSTEMS SUPPORT TECH II	EDUCATIONAL TECHNOLOGY SERVICES	CS
TRINH, LAN NGUYET	7-01-2010	8	\$ 130.00	ADMINISTRATIVE ASSISTANT I	VICE PRESIDENT STUDENT SERVICES	DA
VELA, JENNY	7-01-2010	23	\$ 590.00	INSTRUCTIONAL ASSOCIATE	CTIS	FH

39 MONTH RE-EMPLOYMENT (EFFECTIVE JULY 1, 2010)

Employee Name	Effective Date	Job Title
ARMSTRONG, SHANI		READINESS TEACHING ASST I
BROCKMANN, BETTINA		READINESS TEACHING ASST II
CLAEYS, RICHARD		READINESS TEACHING ASST I
CORTLAND, JOHN		READINESS TEACHING ASST II
DEROSA, JANE		READINESS TEACHING ASST I
EDEN, TERRY		READINESS TEACHING ASST II
FARAVASHI, SORENA		READINESS TEACHING ASST II
GILFORD, JUDITH		LANGUAGE ARTS LAB ASSISTANT
GOMEZ, KENNEDY		READINESS TEACHING ASST II
GRIFFIN, HAROLD		READINESS TEACHING ASST II
GRUNWALD, DAVID		READINESS TEACHING ASST II
GUIDO, ANDREA		READINESS TEACHING ASST I
JAFARI-FARAHANI, JENIFER		READINESS TEACHING ASST I
JOSEPH, ROSHINI		READINESS TEACHING ASST II
KALTENBACH, DAWN		READINESS TEACHING ASST II
KRITZER, JACQUELINE		INSTRUCTIONAL ASSOCIATE
LANDES, NORMAN		INSTRUCTIONAL ASSOCIATE
LEE, HO		READINESS TEACHING ASST I
LEUNG, ANDREW		READINESS TEACHING ASST I
LEVY, MARILYN		READINESS TEACHING ASST I
LISTER, CYNTHIA		PROGRAM COORDINATOR II
MEHTA, ANJANA		READINESS TEACHING ASST II

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FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES BOARD ITEMS - JULY 12, 2010

39 MONTH RE-EMPLOYMENT (EFFECTIVE JULY 1, 2010)

Employee Name	Effective Date	Job Title
MELTON, MIKI		READINESS TEACHING ASST II
MERKHOFFER, JEAN		READINESS TEACHING ASST I
MODIRZADEH, MAHSA		READINESS TEACHING ASST II
NORTON QUINN, FLANNERY		READINESS TEACHING ASST I
ORLANDO, RONALD		READINESS TEACHING ASST II
SANDERS, JULIE		READINESS TEACHING ASST II
SHAH, VIPINCHANDRA		READINESS TEACHING ASST II
SHEAHAN, JEROME		READINESS TEACHING ASST I
WILLIAMSON, JOAN		READINESS TEACHING ASST I
WONPAT, CHARLENE		ADAPTIVE LEARNING ASSISTANT II
ZERCHER, CHRISTINE		READINESS TEACHING ASST II

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
Office of Human Resources and Equal Opportunity

Report on Short Term Employees - July 12, 2010

RATIFICATION

SHORT TERM						
Employee Name	Org	Title	Start Date	End Date	Division	Campus
Chapman, Stacy	227011	Interpreter IV	6-28-2010	6-30-2010	Special Education	DA
Chapman, Stacy	227011	Interpreter IV	7-01-2010	7-12-2010	Special Education	DA
Dehn, Klaus	581010	Professional Expert	7-01-2010	6-30-2011	College Services	DA
Jensen, Rosemary	227011	Interpreter IV	6-28-2010	6-30-2010	Special Education	DA
Jensen, Rosemary	227011	Interpreter IV	7-01-2010	7-12-2010	Special Education	DA
Nakahara, Christine	227011	Interpreter V	6-28-2010	6-30-2010	Special Education	DA
Nakahara, Christine	227011	Interpreter V	7-01-2010	7-12-2010	Special Education	DA
Rebhan, Cayla	581011	Administrative Support II	6-08-2010	6-30-2010	Bookstore	DA
Rueda, Jose L	232008	Technical Specialist	11-01-2009	6-30-2010	Academic Services	DA

APPROVAL

SEASONAL						
Employee Name	Org	Title	Start Date	End Date	Division	Campus
Bandov, Ivan Tomo	124111	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH
Benton, Laura	124121	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH
Cowden, Jack	124119	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH
Fass, Adrienne	124112	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH
Kaur, Jasmeet	151001	Coordinator I	7-13-2010	12-30-2010	Krause Center for Innovation	FH
Lam, Phong	230033	Assessment Administrator	7-13-2010	9-14-2010	Student Success Center	DA
Leatiagaga, Christopher	124108	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH
LeCount, Gregory	124106	Assistant Coach	10-15-2010	3-15-2011	Physical Education & Human Performance	FH
Peace, Tyrone	124108	Assistant Coach	8-15-2010	11-15-2010	Physical Education & Human Performance	FH
Quan, Trisha	121401	Specialist I	8-10-2010	12-15-2010	Physical Education & Human Performance	FH
Saguid, Marc	124041	Assistant Coach	8-15-2010	12-12-2010	Physical Education & Human Performance	FH
Stanley, Matt	124109	Assistant Coach	10-01-2010	3-31-2011	Physical Education & Human Performance	FH
Taufalele, Joshua	124108	Assistant Coach	8-15-2010	11-30-2010	Physical Education & Human Performance	FH

SHORT TERM						
Employee Name	Org	Title	Start Date	End Date	Division	Campus
Arellano, Tony	211001	Specialist II	7-13-2010	6-30-2011	Educational Resources & College Operations	DA
Chapman, Stacy	227011	Interpreter IV	7-13-2010	8-05-2010	Special Education	DA
Chau, My	131151	Assistant II	9-09-2010	6-30-2011	Adaptive Learning Division & Disability Services	FH
Davis, Julie	581014	Assistant V	7-13-2010	6-30-2011	Biological & Health Sciences	FH
Jensen, Rosemary	227011	Interpreter IV	7-13-2010	8-05-2010	Special Education	DA
Kennedy, Colin	211001	Specialist II	7-13-2010	6-30-2011	Educational Resources & College Operations	DA
Kobara, Heidi	143104	Technical Specialist II	7-13-2010	6-30-2011	Fine Arts & Communication	FH
Kritzer, Jacqueline	531015	Administrative Support IV	7-26-2010	6-30-2011	Student Services	DA
Manzo, David	211001	Specialist II	7-13-2010	6-30-2011	Educational Resources & College Operations	DA
Nakahara, Christine	227011	Interpreter V	7-13-2010	8-05-2010	Special Education	DA
Rainieri, Allyson	431002	Technical Support IV	7-19-2010	10-31-2010	Educational Technology Services	CS
Russ, Kathleen	131161	Assistant II	9-09-2010	6-30-2011	Adaptive Learning Division & Disability Services	FH
Saitova, Ksenia	140211	Administrative Support IV	7-13-2010	6-30-2011	Career Workforce & Technology	FH
Zambrano, Martha	131151	Assistant II	9-09-2010	6-30-2011	Adaptive Learning Division & Disability Services	FH

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
Office of Human Resources and Equal Opportunity

Report on Short Term Employees - July 12, 2010

SHORT TERM (45 DAYS)

Employee Name	Org	Title	Start Date	End Date	Division	Campus
NONE						

ALLIED HEALTH PROFESSIONALS

Employee Name	Org	Title	Start Date	End Date	Division	Campus
McCowan, Kristen	141071	Specialist I	7-13-2010	6-30-2011	Biological & Health Sciences	FH
Rowley, Brandon	141081	Paramedic Lab Support II	7-13-2010	6-30-2011	Biological & Health Sciences	FH

EDUCATIONAL AGREEMENTS (INSTRUCTION)

Employee Name	Org	Title	Start Date	End Date	Division	Campus
Appio, Mike	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Blandino, Tomas	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Buckner, Patricia	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Carobus, Patricia	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Cartier, Ann	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Copp, Barrie	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Cormia, Bob	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Crower, Hollie	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Cruz, Mayra	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Edmunds, Mary	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Gayrard, Sue	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Goodman, Derek	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Gough, Michael	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Gould, Scott	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Kurtyka, John	581016	Short Course Instructor	7-19-2010	9-15-2010	Creative Arts	DA
Larson, Mark	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Levinger, Sonja	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Lopez-Morgan, Christina	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Marianetti, Noel	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Molino-Torres, Alejandro	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Murphy, Mike	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Murray, Petter	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Oman, Drew	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Pinheiro, Tui	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Pressa, Cynthia	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Rosenberg, Jerry	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Tarver, Donald	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Tatarakis, Mike	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Wagner, Debbie	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Walton, John	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Wiley, John	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA
Yamada, Margaret	146007	Short Course Instructor	7-13-2010	6-30-2011	Career Workforce & Technology	DA

FOOTHILL - DE ANZA COMMUNITY COLLEGE DISTRICT
OFFICE OF HUMAN RESOURCES

7/12/10 Board

New Part-Time Faculty List
2010 - 2011

NAME	CMP	DIVISION	SALARY	
			GRADE	STEP
Muse, Beverly	DA	Counseling	30	2

Prepared by: TQuach
6/29/10