

Board of Trustees Agenda Item

Board Meeting Date: December 6, 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

Board of Trustees Agenda Items

Board Meeting Date: December 6, 2010

Human Resources Report - Employment and Personnel Actions

FULL-TIME FACULTY AND ADMINISTRATORS						
RATIFICATION						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Coleman, Judy	Counselor	Counseling	De Anza College	Unpaid Leave of Absence per Article 16.23.	AY 2010-2011	n/a
APPROVAL						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Moen, Loraine	Instructor	PSME	De Anza College	Partial Unpaid Leave of Absence, load reduction of 0.444.	Winter and Spring 2011	n/a

CLASSIFIED

RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED EMPLOYEES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Yepiz, Linda	Computer Laboratory Instructional Coordinator	Bio/Health & Environmental Sciences	De Anza College	Ratification	November 3, 2010	52 (1)
APPROVALS NEW HIRES - CLASSIFIED EMPLOYEES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED HOURLY EMPLOYEES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
APPROVALS NEW HIRES - CLASSIFIED HOURLY EMPLOYEES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
NEW POSITIONS						
<i>Position #</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Months / FTE / Fund</i>	<i>Salary (Level)</i>
430685	Buyer, Senior	Purchasing	Central Services	Approval	12 mos / .75% / 465501	54
PROMOTIONS						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Witkop, Inna	Financial Aid Outreach Coordinator	Student Support Programs & Services	Foothill College	Ratification	November 1, 2010	48 (5)
DEMOTIONS						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Schrage, Paul	Admissions & Records Assistant	VP Student Services	De Anza College	Approval	January 10, 2011	41 (6)
REASSIGNMENTS						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
TRANSFER						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						

RECLASSIFICATIONS						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Dam, Tuyet Mai	Program Coordinator II	Bio/Health & Environmental Sciences/OTI	De Anza College	Approval	November 20, 2010	52 (4)
ACCEPT SEPARATIONS OF THE FOLLOWING EMPLOYEES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Years of Service</i>
Deiparine II, Primitivo	Secretary	High Tech Center Training Unit	De Anza College	n/a	October 25, 2010	9.50
Ota, Wayne	Journey - Hardware	Operations	Central Services	n/a	November 15, 2010	34.00
Sivek, Marcia	Administrative Assistant I	Biological & Health Sciences	Foothill College	n/a	October 29, 2010	2.25
39 MONTH RE-EMPLOYMENT						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
PERMANENT CONTRACT INCREASES						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
None						
PROFESSIONAL GROWTH AWARDS (\$42.00 PER MONTH)						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i># of Awards</i>
None						
PROFESSIONAL GROWTH AWARDS (\$70.00 PER MONTH)						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i># of Awards</i>
Brewer, Pamela	Admissions & Records Assistant	Student Support Programs & Services	Foothill College	Ratification	November 1, 2010	3
Campbell, Mary	Laboratory Technician	Bio/Health & Environmental Sciences/OTI	De Anza College	Ratification	November 1, 2010	5
Creamer, Bradley	College Web Coordinator, Senior	Educational Resources & College Operations	De Anza College	Ratification	November 1, 2010	1
Eberhardt, Pamela	Executive Assistant	Educational Technology Services	Central Services	Ratification	November 1, 2010	4
Garrido, David	Instructional Designer	Academic Services	De Anza College	Ratification	November 1, 2010	10
Ho, Shuk-Yin	Division Administrative Assistant	Physical Education	De Anza College	Ratification	November 1, 2010	5
Kaliangara, Araceli	Human Resources Technician I	Human Resources & Equal Opportunity	Central Services	Ratification	November 1, 2010	7

Marte, Jose	Laboratory Technician	Bio/Health & Environmental Sciences/OTI	De Anza College	Ratification	November 1, 2010	3
Parent, Lourdes Del Rio	Research Analyst Senior/Data Warehouse Coordinator	Educational Technology Services	Central Services	Ratification	November 1, 2010	3
Perez, Annette	Buyer, Senior	Purchasing	Central Services	Ratification	November 1, 2010	11
Tran, Phuong	Administrative Assistant I	Adaptive Learning & Disability	Foothill College	Ratification	November 1, 2010	2
SERVICE RECOGNITION AWARDS (\$70.00 PER MONTH)						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	# of Awards
Nguyen, Ha Van	Custodian II	College Services	De Anza College	Ratification	December 1, 2010	1
LONGEVITY AWARDS						
Employee Name	Position	Department / Division	Location	Years of Service	Effective Date	Salary (Level / Step)
Dorcak, John	Police Officer	District Safety & Security	Central Services	8	December 1, 2010	50 (7)
Nguyen, Hieu	Accountant	Business Services	Central Services	8	December 1, 2010	51 (7)
Phan, Duc	Press Operator, Senior	College Services	De Anza College	23	December 1, 2010	44 (7)
Zink, Paul	Systems & Network Program, Senior	Educational Technology Services	Central Services	23	December 1, 2010	72 (6)

NEW PART-TIME FACULTY

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Action Requested</i>	<i>Effective Date</i>	<i>Salary (Level / Step)</i>
Sengupta, Amit		Computer, Technology & Information Systems	Foothill College	New Hire	Fall 2010	50 (4)
Simkins, Michael B		Computer, Technology & Information Systems	Foothill College	New Hire	Fall 2010	50 (5)

SHORT TERM EMPLOYEES

RATIFICATION OF SHORT TERM EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
Bilderback, Nancy	Administrative Support III	Career/Workforce & Technology	Foothill College	November 2, 2010	June 30, 2011	145001
Holmes, Randolph	Specialist I	Operations	Foothill College	November 15, 2010	June 30, 2011	419000
Rainieri, Allyson C.	Technical Support IV	Educational Technology Services	Central Services	November 1, 2010	June 30, 2011	431002

APPROVAL OF SEASONAL EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
Cefalu, John	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2010	January 31, 2011	226008
Clements, Gene	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Cornell, Ray	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Fitzpatrick, Chris	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	February 28, 2011	226008
Frisby, Jenni	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	April 30, 2011	226008
Gorshenin, Sergey	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Hanson, Dave	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	April 30, 2011	226008
Hanson, Mark	Technical Specialist	Fine Arts & Communication	Foothill College	December 15, 2011	February 28, 2010	143101
Harlow, Steve	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Hovey, Gordon	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Kobata, Dave	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Landefeld, Mark	Assistant Coach	Physical Education & Human Performance	De Anza College	December 7, 2010	December 17, 2010	226008
Mahlow, Paul W.	Assistant Coach	Physical Education & Human Performance	De Anza College	December 7, 2010	April 30, 2011	226008
Mansouri, Karim	Coordinator I	Krause Center of Innovation	Foothill College	January 3, 2011	April 30, 2011	151001
Mayes, Mike	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Mitchell, Tai	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Miveschi, Radu	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008

Noble, JJ	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Obenour, Dave	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Paranthaman, Jessica	Assistant Coach	Physical Education & Human Performance	De Anza College	December 7, 2010	April 30, 2011	226008
Pendelton, Josh	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	April 30, 2011	226008
Powell, Megan	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	April 30, 2011	226008
Prasad, Ravina	Assistant II	Child Development	De Anza College	December 7, 2010	June 30, 2011	226009
Ransome, Andrew	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	February 28, 2011	226008
Rivera, Junior	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Ryken, Michael	Technical Specialist	Fine Arts & Communication	Foothill College	December 15, 2011	February 28, 2010	143101
Salter, Dave	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Santos, Tony	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Senegal, Ahmad	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Toni, Adriano	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	February 28, 2011	226008
Wilson, Quiana	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011	226008
Wu, Ying-Kuang G	Professional Expert	Business Services	Central Services	January 1, 2011	June 30, 2011	415000
Yusim, Daniel	Assistant Coach	Physical Education & Human Performance	De Anza College	February 1, 2011	April 30, 2011	226008

APPROVAL OF SHORT TERM EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
Gonzalez, Gustavo	Specialist I	Biological, Health Sciences	Foothill College	December 7, 2010	June 30, 2011	141071
Pech, Malina	Administrative Support IV	Vice President Student Services	De Anza College	January 3, 2011	June 24, 2011	224001
Ruiz, Alex	Specialist I	Biological, Health Sciences	Foothill College	December 7, 2010	June 30, 2011	141071

APPROVAL OF INTERMITTENT EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
None						

APPROVAL OF ALLIED HEALTH PROFESSIONALS

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
Corbet, Mark W.	RN Program Support	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011	237056
Gurung, Smriti	RN Program Support	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011	237056
Roman, Rolando J.	RN Program Support	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011	237056
Tajji, Susan	RN Program Support	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011	237056
Zhang, Jing Hua	RN Program Support	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011	237056
APPROVAL OF EDUCATIONAL AGREEMENTS (INSTRUCTION)						
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
None						