

Board of Trustees Agenda Item

Board Meeting Date: February 7, 2011

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 x6211
Additional contact names:	
Is backup provided?	Yes

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

Board of Trustees Agenda Items

Board Meeting Date: February 7, 2011

Human Resources Report - Employment and Personnel Actions

FULL-TIME FACULTY AND ADMINISTRATORS					
RATIFICATION					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
Ray, Thomas	Division Dean	Language Arts	De Anza College	New Hire	January 18, 2011 through June 30, 2011
APPROVAL					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
Cordero, Juanita	Instructor	Social Science / Child Development & Education	De Anza College	Resignation for the purpose of retirement per Article 19 of the FA Agreement	June 24, 2011
Sherman, Stephanie	Dean	Biological, Health & Environmental Sciences	De Anza College	Resignation for the purpose of retirement per Chapter XIII of the Administrative Handbook	June 30, 2011
Stringer, David	Instructor	Business/Computer Systems	De Anza College	Resignation for the purpose of retirement per Article 19 of the FA Agreement	June 24, 2011

CLASSIFIED

RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED EMPLOYEES					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
Estrada, Luis	Maintenance Worker	Finance & Educational Resources	De Anza College	Ratification	January 10, 2011
Huynh, Hieu	Financial Aid Assistant	Vice President, Student Services	De Anza College	Ratification	December 22, 2010
Nguyen, Thanh Truc	Administrative Assistant I	Biological & Health Sciences	Foothill College	Ratification	January 12, 2011
APPROVALS NEW HIRES - CLASSIFIED EMPLOYEES					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED HOURLY EMPLOYEES					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
APPROVALS NEW HIRES - CLASSIFIED HOURLY EMPLOYEES					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
NEW POSITIONS					
Position #	Position	Department / Division	Location	Action Requested	Months / FTE / Fund
None					
PROMOTIONS					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
Contreras, Adam	Maintenance Worker	Finance & Educational Resources	De Anza College	Ratification	January 3, 2011
DEMOTIONS					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
REASSIGNMENTS					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
TRANSFER					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
RECLASSIFICATIONS					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
ACCEPT SEPARATIONS OF THE FOLLOWING EMPLOYEES					
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date
None					
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>
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>
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>
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>
Frieson, Willie	Program Coordinator I	Nasa/Ames	Foothill College	Ratification	January 1, 2011
Gilani Darya	Administrative Assistant, Sr	Instruction & Institutional Research	Foothill College	Ratification	February 1, 2011
Henderson McLeod, Joyce	Testing Proctor	Adaptive Learning & Disability	Foothill College	Ratification	February 1, 2011
Nieto, Alma Ang	Admissions & Records Assistant	Student Support Program & Services	Foothill College	Ratification	February 1, 2011
Pabros, Angelita	Division Administrative Assistant	Counseling	De Anza College	Ratification	February 1, 2011
Stenger, Jan Annette	Executive Assistant - President's Office	President's Office	Foothill College	Ratification	February 1, 2011
SERVICE RECOGNITION 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>
None					
LONGEVITY AWARDS					
<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Years of Service</i>	<i>Effective Date</i>
Aguilar, Paul	Technology Services Technician	Educational Technology Services	Central Services	13	February 1, 2011

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>
Allen-Requa, Laurie C.	Instructor	Biological & Health Sciences	Foothill College	New Hire	Winter 2011
Angeles, Miguel A.	Instructor	Biological, Health & Environmental Sciences	De Anza College	New Hire	Winter 2011
Atwood, Kathryn M.	Instructor	Biological, Health & Environmental Sciences	De Anza College	New Hire	Winter 2011
Bowman, Sean P.	Instructor	Business & Social Sciences	Foothill College	New Hire	Winter 2011
Chong, Taver S.	Instructor	Business & Social Sciences	Foothill College	New Hire	Winter 2011
Decker, Kathleen M.	Instructor	Biological, Health & Environmental Sciences	De Anza College	New Hire	Winter 2011
Donner, Matthew G.	Instructor	Fine Arts & Communication	Foothill College	New Hire	Winter 2011
Ghest, Amanda E.	Instructor	Language Arts	De Anza College	New Hire	Winter 2011
Hedgpeth III, Samuel M.	Instructor	Business & Computer Systems	De Anza College	New Hire	Winter 2011
Kerbey, Nicole D.	Instructor	Business & Social Sciences	Foothill College	New Hire	Winter 2011
Oliveira, Brian M.	Instructor	Business & Social Sciences	Foothill College	New Hire	Winter 2011
Srinivasan, Neela	Instructor	Biological, Health & Environmental Sciences	De Anza College	New Hire	Winter 2011
Stamp, Melody C.	Instructor	Physical Sciences, Math & Engineering	De Anza College	New Hire	Fall 2010

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>
Farahani, Shadi	Administrative Support IV	Business Services	Central Services	January 1, 2011	January 9, 2011
Farahani, Shadi	Administrative Support IV	Human Resources & Equal Opportunity	Central Services	January 10, 2011	January 31, 2011
Hanson, Mark	Technical Support II	Fine Arts & Communication	Foothill College	January 1, 2011	February 28, 2011
Lao, Wendy	Administrative Support III	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 30, 2011
McCusker, Michael	Graduate Student/Teacher Intern	Physical Sciences, Math & Engineering	Foothill College	January 3, 2011	June 30, 2011
Ongsansoy, Charisse	Allied Health Specialist	Biological, Health & Environmental Sciences	Foothill College	February 1, 2011	June 30, 2011
Rikkens, Amy	Interpreter II	Special Education	De Anza College	January 11, 2011	June 30, 2011
Singh, Vinita	Technical Support III	Human Resources & Equal Opportunity	Central Services	January 10, 2011	June 30, 2011
Thai, Minh Hung	Payroll Technician II	Business Services	Central Services	January 11, 2011	March 31, 2011
Tharp, David	Technical Support II	Biological, Health & Environmental Sciences	De Anza College	January 3, 2011	June 24, 2011
Tran, Bang	Administrative Support IV	Education Resources & College Operations	De Anza College	January 3, 2011	June 30, 2011
Vidunas, Laura	Administrative Support II	Human Resources & Equal Opportunity	Central Services	January 3, 2011	June 30, 2011

RATIFICATION 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>
Bowen, Cammi	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Cipolla, Carilyn	Captioner V	Special Education	De Anza College	January 11, 2011	June 30, 2011
Cortes, Yolanda	Interpreter IV	Special Education	De Anza College	January 3, 2011	June 30, 2011
David, Holly	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Duncan, Alfred	Interpreter	Special Education	De Anza College	February 1, 2011	June 30, 2011
Hadland, Norma	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Kameda, Derek	Assistant Coach	Physical Education & Human Performance	Foothill College	February 1, 2011	May 1, 2011
Landefeld, Mark	Assistant Coach	Physical Education & Human Performance	De Anza College	December 7, 2011	December 17, 2011

Libby, Bonnie	Interpreter IV	Special Education	De Anza College	February 1, 2011	June 30, 2011
Little, Brian	Assistan Coach	Physical Education & Human Performance	De Anza College	August 1, 2010	November 30, 2010
Miller, Rachel	Interpreter IV	Special Education	De Anza College	February 1, 2011	June 30, 2011
Mitchell, Tai	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011
Morris, Landa	Interpreter IV	Special Education	De Anza College	January 11, 2011	June 30, 2011
Morrone, Sharon A	Interpreter IV	Special Education	De Anza College	February 1, 2011	June 30, 2011
Nordstrom, Mark A	Interpreter IV	Special Education	De Anza College	February 1, 2011	June 30, 2011
Patton, Peggy	Interpreter V	Special Education	De Anza College	February 1, 2011	June 30, 2011
Quan, Trisha	Assistant Coach	Physical Education & Human Performance	Foothill College	February 1, 2011	May 31, 2011
Salter, Davin	Assistant Coach	Physical Education & Human Performance	De Anza College	January 3, 2011	April 30, 2011
Smyrniotis, Maria	Interpreter V	Special Education	De Anza College	February 1, 2011	June 30, 2011
Whitfield, Chelsea	Interpreter V	Special Education	De Anza College	February 1, 2011	June 30, 2011
Ziegler, Linda	Interpreter V	Special Education	De Anza College	February 1, 2011	June 30, 2011

RATIFICATION OF INTERMITTENT EMPLOYEES

Employee Name	Position	Department / Division	Location	Begin Date	End Date
Burton, Rorri	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Gunter, Janelle	Interpreter IV	Special Education	De Anza College	January 6, 2011	June 30, 2011
Nelson, Sherie	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Rohlin, Tracy	Interpreter	Special Education	De Anza College	January 3, 2011	June 30, 2011
Sullivan, Clare	Interpreter V	Special Education	De Anza College	January 3, 2011	June 30, 2011
Wang, Jessica	Interpreter IV	Special Education	De Anza College	January 3, 2011	June 30, 2011
Zienkiewicz, Christin	Interpreter V	Special Education	De Anza College	January 6, 2011	June 30, 2011

APPROVAL OF SEASONAL EMPLOYEES

Employee Name	Position	Department / Division	Location	Begin Date	End Date
Hall, Anthony	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Hernandez, Al	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011

Koch, Gerald	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Neishi, Scott	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Obenour, Dave	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Powell, Megan	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Robles, Marcia	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
Tanner, Brian	Assistant Coach	Physical Education & Human Performance	De Anza College	February 8, 2011	April 30, 2011
APPROVAL OF SHORT TERM EMPLOYEES					
Employee Name	Position	Department / Division	Location	Begin Date	End Date
NONE					
APPROVAL OF INTERMITTENT EMPLOYEES					
Employee Name	Position	Department / Division	Location	Begin Date	End Date
NONE					
APPROVAL OF ALLIED HEALTH PROFESSIONALS					
Employee Name	Position	Department / Division	Location	Begin Date	End Date
NONE					
APPROVAL OF EDUCATIONAL AGREEMENTS (INSTRUCTION)					
Employee Name	Position	Department / Division	Location	Begin Date	End Date
NONE					

Salary (Level / Step)
Range K, Step 1 @ \$9,803.74/month
Salary (Level / Step)
n/a
n/a
n/a

<i>Salary (Level / Step)</i>
42 (1)
41 (2)
42 (1)
<i>Salary (Level / Step)</i>
<i>Salary (Level / Step)</i>
<i>Salary (Level / Step)</i>
<i>Salary (Level)</i>
<i>Salary (Level / Step)</i>
42 (4)
<i>Salary (Level / Step)</i>
<i>Salary (Level / Step)</i>
<i>Salary (Level / Step)</i>
<i>Salary (Level / Step)</i>
<i>Years of Service</i>

Salary (Level / Step)
Salary (Level / Step)
of Awards
of Awards
7
2
6
2
4
3
of Awards
of Awards
2

Salary (Level / Step)
20 (2)
50 (5)
10 (4)
20 (1)
20 (1)
20 (1)
20 (5)
30 (1)
20 (5)
20 (1)
50 (4)
20 (1)
30 (4)

Fund
416000
531013
143101
581057
125001
237054
227011
421000
416000
581057
212004
531013
Fund
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227011
124111
226001

227011
226001
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