

Board of Trustees Agenda Item

Board Meeting Date: August 29, 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: Vice Chancellor of Human Resources and Equal Opportunity Dorene Novotny recommends approval

Submitted by:	Dorene Novotny, Vice Chancellor of Human Resources & Equal Opportunity x6211
Additional contact names:	Suzanne Pfeiffer, Director of Human Resources x6109
Is backup provided?	Yes

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

Board of Trustees Agenda Items

Board Meeting Date: August 29, 2011

Human Resources Report - Employment and Personnel Actions

FULL-TIME FACULTY AND ADMINISTRATORS							
RATIFICATION							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Centanni, Deborah	Instructor	DSPS	De Anza College	Temporary one month contract increase from 11 months to 12 months	CY 2011-2012	227013	n/a
Shirley, Jefferson	Instructor	PSME	De Anza College	Resignation	July 15, 2011	n/a	n/a
APPROVAL							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
CLASSIFIED							
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Gilmore, Justin	Financial Aid Outreach Assistant	VP, Student Services	De Anza College	Ratification	August 29, 2011	120071	41 (1)
APPROVALS NEW HIRES - CLASSIFIED EMPLOYEES							
Employee Name	Position	Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED HOURLY EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Gebreab, Sabina	Customer Support Associate - Bookstore	College Services	De Anza College	Ratification	August 22, 2011	114080	35 (1)
APPROVALS NEW HIRES - CLASSIFIED HOURLY EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
NEW POSITIONS							
Position #	Position	Department / Division	Location	Action Requested	Months / FTE	Fund	Salary (Level)
430690	Buyer, Senior	Business Services - Purchasing	Central Services	Approval	12 / 1.00	465510	54
PROMOTIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Aguilar, Melissa	Program Supervisor	Learning Resources	De Anza College	Ratification	August 1, 2011	114000	59 (1)

DEMOTIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
REASSIGNMENTS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
TRANSFER							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
RECLASSIFICATIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Liao, Chien-Hui	Database Administrator, Senior	ETS	Central Services	Ratification	June 2, 2011	114000	70 (5)
Rapczynski, Matthew	Database Programmer Analyst	ETS	Central Services	Ratification	June 6, 2011	464360 / 114000	70 (4)
ACCEPT SEPARATIONS OF THE FOLLOWING EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Years of Service
Crumpton, Dina	Administrative Assistant I	Counseling	De Anza College	Ratification	August 17, 2011	140000	11.50
39 MONTH RE-EMPLOYMENT							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PERMANENT CONTRACT INCREASES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PERMANENT CONTRACT DECREASES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PROFESSIONAL GROWTH AWARDS (\$42.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
None							
PROFESSIONAL GROWTH AWARDS (\$70.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
None							
SERVICE RECOGNITION AWARDS (\$70.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
None							
LONGEVITY AWARDS							
Employee Name	Position	Department / Division	Location	Years of Service	Effective Date	Fund	Salary (Level / Step)

None							
NEW PART-TIME FACULTY							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
SHORT TERM EMPLOYEES							
RATIFICATION OF SHORT TERM EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Crum, Natasha	Specialist I	Admissions & Records	Foothill College	July 5, 2011	June 29, 2011	114000	
Dehn, Klaus	Professional Expert	College Services	De Anza College	July 1, 2011	June 30, 2012	114080	
Meacham, Dokesha	Specialist I	Admissions & Records	Foothill College	July 5, 2011	June 29, 2011	114000	
Montegna, Elisabeth A	Teacher Intern	PSME	Foothill College	January 3, 2011	March 25, 2011	133586	
Oruc, Ibrahim	Teacher Intern	PSME	De Anza College	April 4, 2011	June 30, 2011	133550	
VanDame, Marguerite Lillian	Web Design Consultant	Human Resources	Central Services	August 1, 2011	June 30, 2012	114000	
Venkatesh, Rohini Bhimachar	Teacher Intern	PSME	Foothill College	April 4, 2011	June 30, 2011	133550	
RATIFICATION OF SEASONAL EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Anderson, Janet	Administrative Support III	Bookstore	De Anza College	July 1, 2011	July 11, 2011	114080	
Jahn, Elizabeth	Clerk III	Bookstore	De Anza College	July 1, 2011	July 11, 2011	114080	
McGregor, Steven	Clerk II	Bookstore	De Anza College	July 1, 2011	July 11, 2011	114080	
Paulsen, Kevin	Assistant Coach	Physical Education & Human Performance	De Anza College	August 15, 2011	November 30, 2011	115244	
Rosenberg, Debra	Clerk II	Bookstore	De Anza College	July 1, 2011	July 11, 2011	114080	
Salazar-Segovia, Jorge	Assistant Coach - Soccer	Physical Education & Human Performance	De Anza College	August 15, 2011	November 30, 2011	115244	
Wargon, Lucy	Clerk III	Bookstore	De Anza College	July 1, 2011	July 11, 2011	114080	
RATIFICATION OF INTERMITTENT EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Bruins, Carleen	Instructional Specialist	Marketing, Public Relations & Design Service	Foothill College	July 1, 2011	December 31, 2011	114000	
RATIFICATION OF EDUCATIONAL AGREEMENTS (INSTRUCTION)							

Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Amendt, Linda	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Arnold, Diane	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Barrilleaus, Ann	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Blinick, Gene	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Broida, Dave	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Chiriaeva, Larissa	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Chu, Cynthia	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Davey, Kit	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Davis, Janet	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
DiNucci, Linda	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
DeMatteis, Bob	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Dvorak, Robert	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Franklin, Carolyn	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Florenda, Leo	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Godwin, Steve	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Gonzales, Sergio	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Hawthorn, Ken	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Higgins, Nancy	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Holley, Peter	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Johnston, Marlene	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Kenney, Deborah	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Knopf, Karl	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Leekley, John	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Lencioni, Cathleen	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Lewis, Stephen	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218

Ligocki, Christel	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Lohmann, Scott	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Main, Diane	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Maybury, John	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
McCann, Anthony	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
McCoy-Scriven, Faith	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
McKulle, David	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Moncini, Paola	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Morrison, Richard	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Ni, Preston	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
O'Loughlin, Rita	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Pomerantz, Howard	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Putz, Steve	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Rene, Helene	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Rosche, Linda	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Sartori, Luca	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Schmidt, Jeff	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Schmidt, Karl	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Sheridan, Rick	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Shoemaker, Parry	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Steward-Wetzel, Joanne	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Taber, Tom	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Tong, Beverly	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Tyler Cragg, John	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Vance-Lee, Davida	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218

Von Ahnen, Garth	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Von Ahnen, Karl	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Wallen, Gloria	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Yoshikawa, Brian	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218
Young, Linda	Short Course Instructor	Community Education	Foothill College	July 1, 2011	June 30, 2012	115218
Zuniga, Gabriela	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218

RATIFICATION 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>
None						

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>
None						

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>
None						

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>
Bean, Mike	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Buchanan, Erin	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Cone, Robert	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Day, Michael	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Divecchio, Nicolette	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Higgins, Jeffrey	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Ho, Thanh	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000

Kerbyson, Michael	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Mayfield, David	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Nevitt, Lisa	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Phillips, Matthew	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Ragsac, Robert	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Rowley, Brandon	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Stanovcak, Steve	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000
Starz, Melanie	Paramedic Lab Support II	Middlefield/EMT	Foothill College	August 30, 2011	June 30, 2012	114000

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						

<i>Fund #:</i>	<i>Description of Fund:</i>
114...	General Purpose
115...	Self-Sustaining
120...	Categorical
121/131...	Categorical
122...	Special Education
123...	Work Study
125...	Parking
128...	Campus Center Fees
200...	Debt Service
300...	Child Development
400...	Capital Projects
500...	Enterprise
600...	Internal Services
700...	Financial Aid