

Board of Trustees Agenda Item

Board Meeting Date: November 7, 2011

TITLE OF ITEMS:

- Human Resources Reports
- PAA Applications 2011-2012

BACKGROUND AND ANALYSIS:

Human Resources Reports

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.

The Board is requested to approve the Professional Achievement Awards for Foothill and De Anza College faculty employees in accordance with Article 38 of the *Agreement* between the District and the Faculty Association. A summary of the application is included for the Board's review.

RECOMMENDATIONS:

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:	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: November 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	Salary (Level / Step)
Coleman, Judy	Counseling	Counseling and Matriculation	De Anza College	Resignation for the purpose of retirement	October 28, 2011	n/a
Pierre, Adrienne	Counseling	Counseling and Matriculation	De Anza College	Professional Achievement Award	September 1, 2011	n/a
Sciacchitano, Roseanne	Project Manager	Operations	Central Services	Unpaid leave of absence	October 26, 2011 through December 4, 2011	n/a

APPROVAL

Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
Bruch, Susan	Instructor	BHES	De Anza College	Resignation for the purpose of retirement	June 29, 2012	n/a
Castillo, Cindy	Director	Financial Aid	De Anza College	Resignation for the purpose of retirement	March 4, 2012	n/a
Geisinger, William	Instructor	Creative Arts	De Anza College	Resignation for the purpose of retirement under Article 19	June 29, 2012	n/a
Heffner, Scott	Instructor	Social Sciences /Humanities	De Anza College	Resignation for the purpose of retirement under Article 19	December 16, 2011	n/a
New Position	EMT/Parametric Instructor/Program Director	BH/EMTP	Foothill College	Temporary Leave Replacement	January 1, 2012 through June 30, 2012	FT Faculty Salary Schedule A

Pelzel, Robert	Instructor	Fine Arts & Communication	Foothill College	Resignation for the purpose of retirement	June 29, 2012	n/a
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CLASSIFIED						
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED EMPLOYEES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
Delgado, Ricardo	Instructional Support Technician - Math, Science & Technology	Learning Resources	De Anza College	Ratification	October 24, 2011	45 (1)
Kahler, Victoria	Instructional Support Technician - Language Arts	Learning Resources	De Anza College	Ratification	October 24, 2011	45 (1)
Morales, David	Job Developer	OTI	De Anza College	Ratification	October 3, 2011	46 (1)
APPROVALS NEW HIRES - CLASSIFIED EMPLOYEES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED HOURLY EMPLOYEES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
APPROVALS NEW HIRES - CLASSIFIED HOURLY EMPLOYEES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
NEW POSITIONS						
Position #	Position	Department / Division	Location	Action Requested	Months / FTE	Salary (Level)
None						
PROMOTIONS						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
DEMOTIONS						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
REASSIGNMENTS						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						

<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>
Heggland, Michael	Community Education Programs, Lead	Community Education	De Anza College	Ratification	March 17, 2011	60 (7)
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>
Dai, David	Apprentice III, HVAC	Operations	Central Services	Approval	December 29, 2011	28.00
Fifield, Patricia	Associate Registrar	VP Student Services	De Anza College	Approval	November 10, 2011	13.25
Lomax, Mary-Jo	Health Educator	VP Student Services	De Anza College	Approval	January 17, 2012	21.25
Nguyen, Diep	Apprentice III, Utility Maintenance	Operations	Central Services	Ratification	October 26, 2011	26.50
Richardson, Keith	Custodian I	Operations	Central Services	Approval	January 3, 2012	1.25

Walker, Eloise	Division Administrative Assistant	College Services	De Anza College	Ratification	October 17, 2011	10.00
39 MONTH RE-EMPLOYMENT						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
PERMANENT CONTRACT INCREASES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
None						
PERMANENT CONTRACT DECREASES						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary (Level / Step)
Mai, Trung	Tutorial Assistant	VP Student Services	De Anza College	Ratification	September 22, 2011	35 (1)
PROFESSIONAL GROWTH AWARDS (\$42.00 PER MONTH)						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	# of Awards
None						
PROFESSIONAL GROWTH AWARDS (\$70.00 PER MONTH)						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	# of Awards

Coelho Jr, Joseph	Network & Communications Admin	ETS	Central Services	Ratification	October 1, 2011	1
DeLaCruz, Teresa	Administrative Assistant I	Instruction & Institutional Research	Foothill College	Ratification	October 1, 2011	3
Quiros, Amelia	Bookstore Shipping & Rec Asst	Educational Resources & Instruction	Foothill College	Ratification	October 1, 2011	3
Rowe, Terrance	Wkst & Systems Support Tech II	ETS	Central Services	Ratification	October 1, 2011	5
Quach, Thuy	Human Resources Technician I	Human Resources & Equal Opportunity	Central Services	Ratification	October 1, 2011	1
Apodaca, Maria Elena	Outreach Specialist	Student Support Programs & Services	Foothill College	Ratification	November 1, 2011	5
Knittel, Gregory	Instructional Support Technician, Discipline	Learning Resources	De Anza College	Ratification	November 1, 2011	7
Noone, Leslye	Division Administrative Assistant	Language Arts	Foothill College	Ratification	November 1, 2011	5
Perez, Denise	Academic Scheduling Coordinator	Educational Resources & Instruction	Foothill College	Ratification	November 1, 2011	9
SERVICE RECOGNITION AWARDS (\$70.00 PER MONTH)						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	# of Awards
None						
LONGEVITY AWARDS						
Employee Name	Position	Department / Division	Location	Years of Service	Effective Date	Salary (Level / Step)
None						
NEW PART-TIME FACULTY						
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary
Ali, Zainab F.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(2)
Andonian, Krikor G.	Instructor	Bio/Health & Env Sciences	De Anza College	New Hire	Fall 2011	(1)

Benkman, Noel W.	Instructor	Fine Arts & Communication	Foothill College	New Hire	Fall 2011	(1)
Berg, Roseann L.	Instructor	Biological & Health Sciences	Foothill College	New Hire	Fall 2011	(1)
Bozidarevic, Ivana	Instructor	PSME	De Anza College	New Hire	Fall 2011	(3)
Carrillo, Ralf J.	Instructor	PSME	De Anza College	New Hire	Fall 2011	(1)
Casparro, Elizabeth G.	Instructor	Biological & Health Sciences	Foothill College	New Hire	Fall 2011	(1)
Cheung, Michael P.	Instructor	Special Education	De Anza College	New Hire	Fall 2011	(5)
Eaton, Mary E.	Instructor	Fine Arts & Communication	Foothill College	New Hire	Fall 2011	(5)
Ferrer, Frederick J.	Instructor	Social Sciences	De Anza College	New Hire	Fall 2011	(6)
Franzini, Maurizio	Instructor	PSME	De Anza College	New Hire	Fall 2011	(1)
Friedman, Jaynes T.	Instructor	Adaptive Learning & Disability	Foothill College	New Hire	Fall 2011	(5)
Galas, Robin K.	Instructor	Non-Credit	Foothill College	New Hire	Fall 2011	(1)
Garbe, Emily K.	Instructor	Business/Computer Systems	De Anza College	New Hire	Fall 2011	(1)
Hamer, John H.	Instructor	Social Sciences	De Anza College	New Hire	Fall 2011	(5)
Ko, Shannon M.	Instructor	PSME	Foothill College	New Hire	Fall 2011	(1)
Lyall, Angus C.	Instructor	Business & Social Sciences	Foothill College	New Hire	Summer 2011	(1)
Maertens, Nathan T.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Malatesta, Sunny J.	Instructor	Language Arts	De Anza College	New Hire	Fall 2011	(1)
Maskalevich, Tatsiana V.	Instructor	PSME	Foothill College	New Hire	Fall 2011	(1)
McCullough, Deborah J.	Instructor	PSME	Foothill College	New Hire	Fall 2011	(1)
McElroy, Gail S.	Instructor	Language Arts	De Anza College	New Hire	Fall 2011	(2)
Morgan, Dionne C.	Instructor	Business/Computer Systems	De Anza College	New Hire	Fall 2011	(1)
Nadkarni, Datta G.	Instructor	Business & Social Sciences	Foothill College	New Hire	Fall 2011	(3)
Nguyen, Binh T.	Instructor	Business & Social Sciences	Foothill College	New Hire	Fall 2011	(5)
Paul, Margaret A.	Instructor	Language Arts	De Anza College	New Hire	Fall 2011	(5)

Pelletier, Joshua M.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Perry, Martha G.	Instructor	Language Arts	De Anza College	New Hire	Fall 2011	(1)
Rashedi, Roxanne N.	Instructor	Language Arts	De Anza College	New Hire	Fall 2011	(1)
Ritchie, John E.	Instructor	Business/Computer Systems	De Anza College	New Hire	Fall 2011	(1)
Sandhu, Malkiat S.	Instructor	Business & Social Sciences	Foothill College	New Hire	Fall 2011	(5)
Sharangpani, Mukta H.	Instructor	Social Sciences	De Anza College	New Hire	Fall 2011	(1)
Siegel, Matthew S.	Instructor	Language Arts	De Anza College	New Hire	Summer 2012	(2)
Smith Jr, Charles E.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Sorman, Audra B.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Thompson, Jamel L.	Instructor	Social Sciences	De Anza College	New Hire	Fall 2011	(5)
Weydemuller, Brian	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
White, Alexandria R.	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Yan, Jackson	Instructor	Language Arts	Foothill College	New Hire	Fall 2011	(1)
Zanardi, Richard M.	Instructor	Creative Arts	De Anza College	New Hire	Fall 2011	(4)

SHORT TERM EMPLOYEES

RATIFICATION OF SHORT TERM EMPLOYEES

Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Arbunich, Jack	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Bains, Navpreet	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Benjamin, Arthur J	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Goularte, Ronald	Specialist II	Student Affairs & Activities	Foothill College	October 18, 2011	June 30, 2012	114080
Holcroft, Carolyn	Academic Senate President	Biological & Health Sciences	Foothill College	July 1, 2011	August 31, 2011	114000
Kikoshima, Helen	Administrative Support IV	Admissions & Records	Foothill College	October 10, 2011	June 30, 2012	114000
McCusker, Michael Vance	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000

Rosales Zambrano, Claudia	Administrative Support III	VP Student Services	De Anza College	October 1, 2011	June 30, 2012	114000
Srinivasan, Arthi	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Steger, Eric	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Stroman II, McTate M	Administrative Support III	VP Student Services	De Anza College	September 27, 2011	June 22, 2012	120071
Thananjayan, Nimalini	Administrative Support III	Special Education	Foothill College	October 1, 2011	June 30, 2012	122010
Worley, Chad	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
Yeh, Hsiangchun Ariel	Teacher Intern	PSME	Foothill College	October 4, 2011	June 30, 2012	114000
Yuen, Yin	Teacher Intern	PSME	Foothill College	September 26, 2011	June 30, 2012	114000
RATIFICATION OF SEASONAL EMPLOYEES						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Benton, Laura	Assistant Coach - Waterpolo	Physical Education & Human Performance	Foothill College	August 15, 2011	December 15, 2011	115117
Custer, Christopher S	Assistant V	Bookstore	Foothill College	November 1, 2011	June 30, 2012	114080
Pan, Theresa	Coordinator I	Academic Services	De Anza College	November 1, 2011	January 31, 2012	133032
RATIFICATION OF ALLIED HEALTH PROFESSIONALS						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Roman, Rolando	RN Program Support	Biological, Health & Env Sciences	De Anza College	October 4, 2011	December 18, 2011	135006
APPROVAL OF SEASONAL EMPLOYEES						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Landefeld, Mark	Assistant Coach - Football	Physical Education	De Anza College	November 8, 2011	November 15, 2011	115244
Paull, Jeffrey	Assistant Coach - Football	Physical Education	De Anza College	November 8, 2011	November 15, 2011	115244
APPROVAL OF SHORT TERM EMPLOYEES						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
None						
APPROVAL OF INTERMITTENT EMPLOYEES						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
None						
APPROVAL OF ALLIED HEALTH PROFESSIONALS						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund

Flanagan, Graham	Paramedic Lab Support II	Middlefield/EMT	Foothill College	November 8, 2011	June 30, 2012	114000
APPROVAL OF EDUCATIONAL AGREEMENTS (INSTRUCTION)						
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund
Kuo, Dianna	Allied Health Specialist	Biological, Health & Env Sciences	De Anza College	November 8, 2011	June 30, 2012	135006
Monh, Michael A	Allied Health Specialist	Biological, Health & Env Sciences	De Anza College	November 8, 2011	June 30, 2012	135006
Nazia, Fathimathu	Allied Health Specialist	Biological, Health & Env Sciences	De Anza College	November 8, 2011	June 30, 2012	135006
Fund #:	Description of Fund:					
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					

**De Anza College
Professional Achievement Awards
2011-2012**

**Adrienne Pierre
Counselor, Counseling and Matriculation Division**

Performance of Duties: Adrienne's contribution in Counseling is extraordinary. In her role as Counselor Adrienne consistently works with students in a very experienced manner. She not only helps students make good decisions about their educational goals, she also helps them access campus resources on-line and face-to-face.

Special Service: Adrienne has served on Faculty Tenure Committees, Career Services Committee, and De Anza's Accreditation Team. She has also developed and facilitated training workshops for the State Chancellor's Career Development Initiative.