

December 13, 2001

02-051

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Jesus "Jess" Carreon, President

RECOMMENDATION: That the Board of Directors approve the following actions:

A. Approval of new hires, new positions and change of position

1. Academic Professional (Non-General Fund) Appointment – Douglas Evans

Computer Specialist, Steps to Success North, Cascade/Open Campus  
Annual Salary Rate: \$33,791 Step: 2 Level: 2  
Effective: November 2, 2001

Education: Portland State University BS 1999  
Psychology

Most Recent Experience: Portland Community College  
Computer Specialist (Casual)

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	7 Female	18 White
	17 Male	1 African American
	1 Unspecified	1 Hispanic
		2 Asian or Pacific Islander
		1 Unspecified
	<hr/> 25 Total	<hr/> 25 Total

2. Academic Professional (Non-General Fund) Appointment – Joseph Garza

Career Specialist, Employment and Training Programs, Steps to Success  
Programs, Cascade/Open Campus  
Annual Salary Rate: \$32,536 Step: 1 Level: 2  
Effective: November 14, 2001

Most Recent Experience: Immigrant and Refugee Community Organization  
Career Coach

Applicant Flow:	<u>Gender</u>		<u>Ethnicity</u>	
	5	Female	9	White
	11	Male	2	African American
			4	Hispanic
			1	Asian or Pacific Islander
		2		
	<hr/> 16 Total		<hr/> 16 Total	

3. Academic Professional (Non-General Fund) Appointment – Diane Jantze

Career Specialist, Employment and Training Programs, Steps to Success Programs, Cascade/Open Campus  
 Annual Salary Rate: \$33,791 Step: 2 Level: 2  
 Effective: October 25, 2001

Education: Oregon State University BS 1992  
 Nutrition and Food Systems Management

Most Recent Experience: Portland Community College  
 Career Specialist (Casual)

Applicant Flow:	<u>Gender</u>		<u>Ethnicity</u>	
	27	Female	26	White
	11	Male	4	African American
			5	Hispanic
			2	Asian or Pacific Islander
		1	American Indian/Alaska Native	
	<hr/> 38 Total		<hr/> 38 Total	

4. Academic Professional (Non-General Fund) Appointment – Lori Miller

Education Coordinator, Workforce Development Program, Cascade/Open Campus  
 Annual Salary Rate: \$41,426 Step: 5 Level: 3  
 Effective: November 19, 2001

Education: University of Wisconsin BS 1990  
 Public Relations

Most Recent Experience: Lents Tech Center  
 Job Developer

Applicant Flow: Direct Appointment

5. Academic Professional (Non-General Fund) Appointment – Marcos Miranda

Career Specialist, Employment and Training Programs, Steps to Success  
Programs, Cascade/Open Campus  
Annual Salary Rate: \$35,148 Step: 3 Level: 2  
Effective: October 25, 2001

Education:	Rutgers University	MA	1995
	Political Science		
	Montclair State University	BA	1992
	Political Science		

Most Recent Experience: Portland Community College  
Career Specialist (Casual)

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	27 Female	26 White
	11 Male	4 African American
		5 Hispanic
		2 Asian or Pacific Islander
		1 American Indian/Alaska Native
	<hr/> 38 Total	<hr/> 38 Total

6. Academic Professional (Non-General Fund) Appointment – Kristi Oyler-Smith

Career Specialist, Employment and Training Programs, Steps to Success  
Programs, Cascade/Open Campus  
Annual Salary Rate: \$32,536 Step: 1 Level: 2  
Effective: October 30, 2001

Education:	Brigham Young University	BA	1997
	Linguistics		

Most Recent Experience: Intel Corporation  
Recruiter

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	27 Female	26 White
	11 Male	4 African American
		5 Hispanic
		2 Asian or Pacific Islander
		1 American Indian/Alaska Native
	<hr/> 38 Total	<hr/> 38 Total

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7. Academic Professional (Non-General Fund) Appointment – Moon Reilly

Computer Specialist, Steps to Success North, Cascade/Open Campus  
 Annual Salary Rate: \$32,536 Step: 1 Level: 2  
 Effective: November 2, 2001

Education: University of California, Davis BS 1981  
 Wildlife and Fisheries Biology

Most Recent Experience: Portland Community College  
 Computer Specialist (Casual)

Applicant Flow:	<u>Gender</u>		<u>Ethnicity</u>	
	7	Female	18	White
	17	Male	1	African American
	1	Unspecified	1	Hispanic
			2	Asian or Pacific Islander
		1	Unspecified	
	<hr/> 25 Total		<hr/> 25 Total	

8. Academic Professional Appointment – Debbie Stone

Assistant Coordinator – Women’s Resource Center, Division of Student Services,  
 Cascade Campus  
 Annual Salary Rate: \$35,148 Step: 3 Level: 2  
 Effective: November 13, 2001

Education: Reed College BA 1995  
 English Literature

Most Recent Experience: Mt. Hood Community College  
 Career Specialist

Applicant Flow:	<u>Gender</u>		<u>Ethnicity</u>	
	35	Female	30	White
	1	Male	2	Hispanic
	5	Unspecified	2	Asian or Pacific Islander
			7	Unspecified
	<hr/> 41 Total		<hr/> 41 Total	

9. Administrative (Non-General Fund) Appointment – Kelly Williamson

Manager, Workforce Development Administration, Open Campus  
Annual Salary Rate: \$42,000 Level: 24  
Effective: November 7, 2001

Education: University of Colorado BA 1993  
Anthropology

Most Recent Experience: Portland Community College  
Contracts Coordinator

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	1 Female	1 White
	<u>1 Total</u>	<u>1 Total</u>

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN DECEMBER 13, 2001 PERSONNEL REPORT**

Female	7
Male	2
	<u>9</u>
White	8
Hispanic	1
	<u>9</u>

Director Margolin moved for approval of Resolutions 02-051 and 02-052; it passed unanimously.