

March 21, 2002

02-074

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 – Andrea Clinkscates

Employment Specialist, Steps to Success, PCC Metropolitan Workforce Training Center, Cascade/Open Campus

Annual Salary Rate: \$32,536 Step: 1 Level: 2

Effective: February 18, 2002

Education: University of Oregon BA 2000
Sociology

Most Recent Experience: International Summerstays
School Visit Presenter

Applicant Flow:

Gender

34 Female
17 Male
2 Unspecified

Ethnicity

39 White
4 African American
2 Hispanic
3 Asian or Pacific Islander
1 American Indian/Alaska Native
4 Unspecified

53 Total

53 Total

2. Academic Professional (Non-General Fund) Appointment – Cynthia Dailey-Hewkin

Employment Specialist, Dislocated Workers Program, Cascade/Open Campus

Annual Salary Rate: \$32,536 Step: 1 Level: 2

Effective: January 24, 2002

Education: Rogue Community College AA 1997
 General Studies
 Portland Community College CERT 1994
 Management/Supervision

Most Recent Experience: Rogue Community College
 Student Employment Specialist

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
21 Female	24 White
10 Male	3 Hispanic
3 Unspecified	3 Asian or Pacific Islander
	4 Unspecified
34 Total	34 Total

3. Academic Professional (Non-General Fund) Appointment – Edward Garnica

Employment Specialist, Dislocated Workers Program, Cascade/Open Campus
 Annual Salary Rate: \$32,536 Step: 1 Level: 2
 Effective: February 11, 2002

Education: University of Kansas BA 1995
 Latin American Studies

Most Recent Experience: Plazm Design
 Account Executive

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
21 Female	24 White
10 Male	3 Hispanic
3 Unspecified	3 Asian or Pacific Islander
	4 Unspecified
34 Total	34 Total

4. Academic Professional (Non-General Fund) Appointment – Catherine Hackney

Employment Specialist, Steps to Success, PCC Metropolitan Workforce Training
 Center, Cascade/Open Campus
 Annual Salary Rate: \$32,536 Step: 1 Level: 2
 Effective: February 25, 2002

Education: St Martin's College BA 1993
 Marketing

Most Recent Experience: DB Professionals, Inc
Technical Recruiter

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
34 Female	39 White
17 Male	4 African American
2 Unspecified	2 Hispanic
	3 Asian or Pacific Islander
	1 American Indian/Alaska Native
	4 Unspecified
<hr/> 53 Total	<hr/> 53 Total

5. Academic Professional (Non-General Fund) Appointment – Kathy Krug

Employment Specialist, Steps to Success North, Cascade/Open Campus
Annual Salary Rate: \$35,148 Step: 3 Level: 2
Effective: February 11, 2002

Education: Portland State University BS 1999
Psychology

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

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
9 Female	14 White
5 Male	2 Unspecified
2 Unspecified	
<hr/> 16 Total	<hr/> 16 Total

6. Academic Professional (Non-General Fund) Appointment – Adam Miller

Organic Food Production Trainer, Coffee Creek Correctional Facility, Cascade/
Open Campus
Annual Salary Rate: \$37,660 Step: 5 Level: 2
Effective: March 1, 2002

Education: Northern Arizona University MA 2001
Secondary Science Education
University of San Francisco BS 1996
Environmental Science

Most Recent Experience: TCB International
HAZMAT Technician

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	4 Female	6 White
	4 Male	1 Hispanic
		1 Unspecified
	<u>8 Total</u>	<u>8 Total</u>

7. Academic Professional (Non-General Fund) Appointment – Martha Titterton

Employment Specialist, Steps to Success, PCC Metropolitan Workforce Training Center, Cascade/Open Campus
Annual Salary Rate: \$33,791 Step: 2 Level: 2
Effective: February 25, 2002

Education: University of North Carolina BA 1992
Psychology

Most Recent Experience: Mt Hood Community College
Workforce Development Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	34 Female	39 White
	17 Male	4 African American
	2 Unspecified	2 Hispanic
		3 Asian or Pacific Islander
		2 American Indian/Alaska Native
		4 Unspecified
	<u>53 Total</u>	<u>53 Total</u>

8. Academic Professional (Non-General Fund) Appointment – Tracee Wells

Career Placement Specialist, Steps to Success North, Cascade/Open Campus
Annual Salary Rate: \$32,536 Step: 1 Level: 2
Effective: February 1, 2002

Education: Kentucky State University BM 1987
Music

Most Recent Experience: Portland Community College
Resource Support Assistant 4

Applicant Flow:

<u>Gender</u>
34 Female
17 Male
2 Unspecified

<u>Ethnicity</u>
39 White
4 African American
2 Hispanic
3 Asian or Pacific Islander
1 American Indian/Alaska Native
4 Unspecified

53 Total

53 Total

9. Academic Professional (Non-General Fund) Appointment – Paula Wenzl

Employment Specialist, Steps to Success, PCC Metropolitan Workforce Training Center, Cascade/Open Campus

Annual Salary Rate: \$33,791 Step: 2 Level: 2

Effective: February 18, 2002

Education:

University of Portland MFA 2001
Directing

Western Oregon University BS 1994
The Arts

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

Applicant Flow:

<u>Gender</u>
34 Female
17 Male
2 Unspecified

<u>Ethnicity</u>
39 White
4 African American
2 Hispanic
3 Asian or Pacific Islander
3 American Indian/Alaska Native
4 Unspecified

53 Total

53 Total

10. Administrative (Temporary) Appointment – Jan Hilderbrand

Supervisor, Food Services, Sylvania Campus

Annual Salary Rate: \$35,633 Level: 20

Effective: February 21, 2002 through December 31, 2003

Education:

no degrees

Most Recent Experience: Portland Community College
Casual, Supervisor Food Services

Applicant Flow: Direct Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN MARCH 21, 2002 PERSONNEL REPORT**

Female	8
Male	2

10

White	8
African American	1
Hispanic	1

10

Director Anderson moved to approve Resolutions 02-074 through 02-083 by consent agenda. It passed unanimously.