03-092

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- Ray Allen

Career Placement Specialist, Workforce Network, Cascade Open Campus

Annual Salary Rate: \$35,565 Level: 3 Step: 3

Effective: March 20, 2003

Education:

University of Oregon

East Asian Studies

BA 1965

Most Recent Experience:

Better People

Employment Specialist

Applicant Flow:

Gender

Ethnicity

21 Male

23 Caucasian

15 Female

5 African American

3 Hispanic

1 Asian or Pacific Islander

1 American Indian/Alaska Native

3 Unspecified

36 Total

36 Total

2. Academic Professional (Non-General Fund) Appointment- DeAnne Hardy

Employment Specialist, Employment and Training Program, Capital Career Center,

Cascade Open Campus

Annual Salary Rate: \$35,565

Level: 3 Step: 3

Effective: March 31, 2003

Education:

Marylhurst University

Interdisciplinary Studies

Most Recent Experience:

Portland Community College

Career Specialist (Temporary Casual Employee)

Applicant Flow:

Gender

Ethnicity

13 Male

29 Caucasian

2 African American 25 Female

3 Hispanic

1 Asian or Pacific Islander

BA

1996

3 Unspecified

28 Total

28 Total

3. Academic Professional (Non-General Fund) Appointment- Jessica Katz

Program Coordinator, Even Start - Corrections, Workforce Development -Corrections, Cascade Open Campus

Annual Salary Rate: \$39,202

Level: 4 Step: 4

Effective: March 31, 2003

Education:

Columbia University

MSW 2002

Social Work

Clark University

1992 BA

Semiotics

Most Recent Experience:

Children's Aid Society

Program Coordinator

Applicant Flow:

Gender

Ethnicity

6 Male

21 Caucasian

25 Female

2 African American

2 Asian or Pacific Islander

1 American Indian/ Alaska Native

5 Unspecified

31 Total

31 Total

4. Academic Professional (Non-General Fund Temporary) Appointment- Patricia McCoy

Student Resource Specialist, National Science Foundation CASE (Creating Avenues, Support and Equity) Project, Student Support Services Division, Sylvania Campus

Annual Salary Rate: \$33,200 @ .90 FTE Level: 3 Step: 1

Effective: April 21, 2003 through June 30, 2004

249

Education:

Portland State University

Political Science

Most Recent Experience:

Portland Community College

Instructional Administrative Assistant 2

Applicant Flow:

Direct Appointment

5. Academic Professional (Non-General Fund Temporary) Appointment- Sharida Melton

Mental Health Specialist/ Diagnostician, Workforce Development Programs,

Corrections, Cascade Open Campus

Annual Salary Rate: \$41,750 Effective: March 31, 2003 through March 31, 2004

Level: 5 Step: 4

Education:

Arizona State University

1985 MA

1999

BA

Counselor Education Arizona State University

1982 BA

Psychology

Most Recent Experience:

Coffee Creek Correctional Facility

Diagnostician

Applicant Flow:

Direct Appointment

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

Employment Specialist, Employment and Training Program, Capital Career Center,

Cascade Open Campus

Annual Salary Rate: \$38,098

Level: 3 Step: 5

Effective: April 28, 2003

Education:

Rutgers University

1995 MA

Political Science

Montclair State University

1992 BA

Political Science

County College of Morris

1989 AA

Social Science

Most Recent Experience:

Portland Community College

Employment Specialist

Applicant Flow:

Gender

Ethnicity

1 Male

1 Hispanic

1 Total

1 Total

250

7. Academic Professional (Non-General Fund) Appointment- Dawn Montefusco

Program Enhancement Coordinator (Student Resource Specialist), Alternative Programs, Cascade Open Campus

Annual Salary Rate: \$34,362

Level: 3 Step: 2

Effective: April 8, 2003

Eastern Washington University Education:

MFA 1996

Creative Writing

New York University

1992 BA

Liberal Arts

Most Recent Experience:

Portland Community College Student Resource Specialist

Applicant Flow:

Gender

Ethnicity

1 Male 4 Female 4 Caucasian 1 Hispanic

5 Total

5 Total

8. Academic Professional (Non-General Fund) Appointment- Melinda Myrick

Program Advisor, Educational Talent Search, TRIO, Student Development, Rock

Creek Campus

Annual Salary Rate: \$33,200 @ .85 FTE Level: 3 Step: 1

Effective: April 21, 2003

Education:

University of Oregon Ethnic Studies

2001 BS

Most Recent Experience:

Windermere Real Estate

Administrative Assistant

Applicant Flow:

Gender

Ethnicity

31 Male

73 Caucasian

82 Female

6 African American

2 Unspecified

20 Hispanic

5 Asian or Pacific Islander

1 American Indian/Alaska Native

10 Unspecified

115 Total

115 Total

9. Academic Professional (Non-General Fund) Appointment- Kathryn Ruiz

Family Advocate/Early Childhood Educator, Corrections - Workforce Development,

Cascade Open Campus

Annual Salary Rate: \$33,200

Level: 3 Step: 1

Effective: May 19, 2003

Education:

Oregon College of Education

BS 1982

Elementary Education

Most Recent Experience:

Portland Community College

Applicant Flow:

Gender 2 Male **Ethnicity**

19 Caucasian

26 Female

1 African American

4 Unspecified

1 Hispanic

3 Asian or Pacific Islander

8 Unspecified

32 Total

32 Total

10. Administrative (Temporary) Appointment- Narcedalia Rodriguez

Campus Director, Student Services, Student Development Division,

Rock Creek Campus

Annual Salary Rate: \$37,876 plus \$4,800 yrly stipend Level: 24

Effective: March 17, 2003 through June 20, 2004

Education:

Oregon State University

MA 1994

Interdisciplinary Studies

Oregon State University

BA 1988

Sociology

Most Recent Experience:

Portland Community College

Retention and Multicultural Coordinator

Applicant Flow:

Direct Appointment

11. Administrative (Non-General Fund Temporary) Appointment- Laurel Dukehart

Replication Project Manager, Alternative Programs, Cascade Open Campus

Annual Salary Rate: \$48,000

Level: 25

Effective: April 8, 2003 through September 30, 2003

Education:

University of Puget Sound

BA 1981

English

252

Most Recent Experience:

Impresa

Policy Consultant

Applicant Flow:

Direct Appointment

ETHNIC AND GENDER DESCRIPTION OF STAFF PROPOSED TO BE HIRED IN MAY 15, 2003 PERSONNEL REPORT

| Female | 9 |
|-------------|----|
| Male | 2 |
| | 11 |
| Caucasian | 8 |
| Hispanic | 2 |
| Unspecified | 1 |
| | 11 |

Resolutions 03-092 through 03-144 were moved for approval by Director Anderson and the motion carried unanimously.