

May 15, 2003

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 BA 1965
East Asian Studies

Most Recent Experience: Better People
Employment Specialist

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
21 Male	23 Caucasian
15 Female	5 African American
	3 Hispanic
	1 Asian or Pacific Islander
	1 American Indian/Alaska Native
	3 Unspecified
<hr/> 36 Total	<hr/> 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 BA 1996
Interdisciplinary Studies

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

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
13 Male	29 Caucasian
25 Female	2 African American
	3 Hispanic
	1 Asian or Pacific Islander
	3 Unspecified
<hr/> 28 Total	<hr/> 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 BA 1992
Semiotics

Most Recent Experience: Children's Aid Society
Program Coordinator

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
6 Male	21 Caucasian
25 Female	2 African American
	2 Asian or Pacific Islander
	1 American Indian/ Alaska Native
	5 Unspecified
<hr/> 31 Total	<hr/> 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

Education: Portland State University BA 1999
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 Level: 5 Step: 4

Effective: March 31, 2003 through March 31, 2004

Education: Arizona State University MA 1985
Counselor Education
Arizona State University BA 1982
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 MA 1995
Political Science
Montclair State University BA 1992
Political Science
County College of Morris AA 1989
Social Science

Most Recent Experience: Portland Community College
Employment Specialist

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
1 Male	1 Hispanic
<hr/> 1 Total	<hr/> 1 Total

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

Education:	Eastern Washington University	MFA	1996
	Creative Writing		
	New York University	BA	1992
	Liberal Arts		

Most Recent Experience: Portland Community College
 Student Resource Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	1 Male	4 Caucasian
	4 Female	1 Hispanic
	<hr/> 5 Total	<hr/> 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	BS	2001
	Ethnic Studies		

Most Recent Experience: Windermere Real Estate
 Administrative Assistant

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	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
	<hr/> 115 Total	<hr/> 115 Total

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
	<hr/>
	11
Caucasian	8
Hispanic	2
Unspecified	1
	<hr/>
	11

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