

June 19, 2003

03-149

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- Lori Conover

Employment Specialist, Employment and Training, Continuing Education, Capital Career Center, Open Campus

Annual Salary Rate: \$38,098 Level: 3 Step: 5

Effective: April 7, 2003

Education: no degrees

Most Recent Experience: Portland Community College
Employment Specialist, Steps to Success Program

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

2. Academic Professional (Non-General Fund) Appointment- Heidi Edwards

Employment Specialist Coordinator, Employment and Training, Continuing Education, Capital Career Center, Open Campus

Annual Salary Rate: \$39,202 Level: 4 Step: 4

Effective: May 19, 2003

Education:	Portland State University	MS	1998
	Communication		
	Purdue University	BS	1996
	Cultural Anthropology		

Most Recent Experience: Portland Community College
Employment Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	2 Female	2 Caucasian
	<hr/> 2 Total	<hr/> 2 Total

3. Administrative Appointment – Larry Clausen

Division Dean, Medical Technology and Science, Cascade Campus
Annual Salary Rate: \$78,000 Level: 33
Effective: July 21, 2003

Education:	Harvard University	EDD	1994
	Higher Education		
	Harvard University	MED	1988
	Administration, Planning, and Social Policy		
	University of Michigan	MPH	1971
	Medical Care Organization		
	Pacific University	OD	1970
	Optometry		
	Pacific University	BS	1969
	Psychology		

Most Recent Experience: Wenzhou Medical College
International Program Consultant

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	16 Male	15 Caucasian
	8 Female	2 African American
		3 Asian/Pacific Islander
		1 American Indian/Alaska Native
		3 Unspecified
	<hr/> 24 Total	<hr/> 24 Total

4. Administrative Appointment – Jan Smith

Contracts and Grants Accounting Supervisor, Financial Services Operations,
Annual Salary Rate: \$48,281 Level: 24
Effective: June 21, 2003

Education: no degrees

Most Recent Experience: Portland Community College
Interim Contracts and Grants Accounting Supervisor

Applicant Flow: Direct Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN JUNE 19, 2003 PERSONNEL REPORT**

Female	3
Male	1
	<hr/>
	4
Caucasian	4
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	4

Director Anderson moved to approve Resolutions 03-149 through 03-162 and Resolutions 03-164 through 03-168 by consent agenda and it passed unanimously.