

November 18, 2004

05-026

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Dr. Preston Pulliams, District 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-Kimberly Baarstad

Employment Specialist Coordinator, Capital Career Center, Extended Learning Campus
Annual Salary Rate: \$48,436 Level: 4 Step: 9
Effective: September 21, 2004

Education: Oregon State University BS 1992
Psychology

Most Recent Experience: Portland Community College
Career Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	0 Male	4 Caucasian
	4 Female	
	<u>4 Total</u>	<u>4 Total</u>

2. Academic Professional (Temporary Job Share) Appointment-Dina Birmingham

Financial Aid Coordinator, Sylvania Campus
Annual Salary Rate: \$40,545@.50FTE Level: 5 Step: 2
Effective: October 25, 2004 to June 20, 2005

Education: University of Oregon BA 1996
Political Science

Most Recent Experience: Willamette University
Assistant Director, Financial Aid

Applicant Flow: Direct Appointment
070

3. Academic Professional (Non-General Fund) Appointment-Michelle Butler

Learning Skills Specialist, Perkins Grant, Student Services, Cascade Campus
Annual Salary Rate: \$36,998 Level: 3 Step: 3
Effective: November 2, 2004

Education: Carroll College BA 1996
Speech Communications

Most Recent Experience: State of Oregon, DEQ, Air Quality Division
Program Operations Technician

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	13 Male	22 Caucasian
	18 Female	7 African American
		2 Asian/Pacific Islander
	<u>31</u> Total	<u>31</u> Total

4. Academic Professional (Non-General Fund) Appointment-Elenorah Crumble

Employment Specialist, Steps to Success North, Adult and Continuing Education,
Extended Learning Campus
Annual Salary Rate: \$35,747 Level: 3 Step: 2
Effective: November 1, 2004

Education: Portland State University BS 1994
Social Science

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

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	13 Male	22 Caucasian
	18 Female	7 African American
		2 Asian/Pacific Islander
	<u>31</u> Total	<u>31</u> Total

5. Academic Professional (Non-General Fund) Appointment-David Sahim

Employment Specialist, Steps to Success North, Adult and Continuing Education,
Extended Learning Campus
Annual Salary Rate: \$36,998 Level: 3 Step: 3
Effective: October 6, 2004

Education:	University of Hawaii	MED	1972
	Educational Psychology/Counseling		
	Brigham Young University	BS	1966
	Business		

Most Recent Experience: Worksource: Partners In Careers
Employment Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	13 Male	28 Caucasian
	26 Female	8 African American
		3 Asian/Pacific Islander
	<u>39 Total</u>	<u>39 Total</u>

6. Administrative Appointment-Lisa Bledsoe

Employee and Labor Relations Manager, Human Resources, Administrative Services,
Cascade Campus

Annual Salary Rate: \$77,000 Level: 31

Effective: November 1, 2004

Education:	Portland State University	BS	1982
	Political Science		

Most Recent Experience: City of Portland
Human Resources Coordinator

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	22 Male	24 Caucasian
	13 Female	1 Hispanic
		1 Asian/Pacific Islander
		1 American Indian/Alaska Native
		7 Unspecified
	<u>35 Total</u>	<u>35 Total</u>

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN NOVEMBER 18, 2004 PERSONNEL REPORT**

Female	5
Male	1
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Caucasian	4
African American	2
Hispanic	
Asian/Pacific Islander	
Unspecified	
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Resolutions 05-026 through 05-029, and Resolution 05-031 were moved for approval by Director Margolin and passed unanimously.