

December 8, 2005

06-029

COMMENDATION OF RETIRING EMPLOYEE –  
JANICE MELTON

PREPARED BY:

Human Resource Department Staff

APPROVED BY:

Dr. Preston Pulliams, District President

REPORT:

Janice Melton has performed faithfully in her duties as a Secretary, Office Support Series 3 (OSS3), OSS6, and Instructional Administrative Assistant 3 (IAA3) for Portland Community College since January 4, 1982. She retires effective November 30, 2005.

RECOMMENDATION:

That the Board commend her for her service to Portland Community College and wish her well in her retirement years.