

November 15, 2016

17-039

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: Human Resources Department Staff

APPROVED BY: Mark Mitsui, College President

RECOMMENDATION: That the Board of Directors approve the following actions:

1. Academic Professional Appointment (Temporary)– Erica Benoit

PAC Rental/Technician Coordinator

Visual and Performing Arts and Design Division, Sylvania Campus

Annual Salary: \$49,806 @ .70 FTE Grade: 5 Step: 2

Effective: October 21, 2016 to June 20, 2017

Education: West Virginia Wesleyan College BA, Dramatic Arts

Most Recent Experience: Portland Community College
Rental and Technical Coordinator (Casual)

Applicant Flow: Targeted Recruitment

2. Academic Professional Appointment (Temporary)– Magdalena Cruse

Student Outreach and Orientation Coordinator

Academic and Student Affairs

Annual Salary: \$65,587 Grade: 5 Step: 10

Effective: October 31, 2016 to August 1, 2017

Education: Portland State University BA, Psychology 2002

Most Recent Experience: Portland Community College
Health Admissions Advisor

Applicant Flow: Article 3.64 Appointment

3. Academic Professional Appointment (Temporary)– Elizabeth Guzman-Arroyo

Multicultural Center Assistant Coordinator

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$43,912 @ .50 FTE Grade: 2 Step: 3

Effective: October 21, 2016 to June 30, 2017

Education: Linfield College BA, International Business 2014

Most Recent Experience: Portland Community College
Multicultural Center Administrative Assistant

Applicant Flow: Article 3.64 Appointment

4. Academic Professional Appointment (Temporary)– Erica Hand

Education Coordinator

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$43,912 @ .50 FTE Grade: 4 Step: 6

Effective: October 21, 2016 to June 30, 2017

Education: Linfield College BA, International Business 2014
 Most Recent Experience: Portland Community College
 Instructional Administrative Assistant II
 Applicant Flow: Article 3.64 Appointment

5. Academic Professional Appointment (Temporary)– Gabriel Hunter-Bernstein

Center for Equity and Education Coordinator

Liberal Arts and Pre-College Programs, Cascade Campus

Annual Salary: \$78,351 Grade: 4 Step: 17

Effective: October 15, 2016 to October 16, 2017

Education: California State University MA, Education 1983

Boston University BS, Education 1977

Most Recent Experience: Portland Community College
 Interim Director of Educational Programs

Applicant Flow: Article 3.64 Appointment

6. Academic Professional Appointment –Jordan Ritchie

Academic Advising Specialist

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$42,429 Grade: 3 Step: 1

Effective: October 14, 2016

Education: Oregon State University BS, Sociology 2011

Portland Community College AAS, General Studies 2010

Most Recent Experience: Portland Community College
 Testing Assistant

Applicant Flow:

Gender		Ethnicity	
45	Male	92	White (not of Hispanic Origin)
79	Female	4	Black or African American
4	Not Disclosed	3	Asian
		14	Hispanic/Latino
		1	Native Hawaiian/Pacific Islander
		1	Two or More
		13	Not Disclosed
		<u>128</u>	Total

7. Academic Professional Appointment – Lynn Robinson

New Student Orientation and Advising Specialist

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$45,450 Grade: 3 Step: 3

Effective: October 10, 2016

Education: Marygrove College MA, Human Resource Management 1996

Central Michigan University BS, Business Administration 1989

Most Recent Experience: Portland Community College
 Academic Advisor (Casual)

25	Female	4	Black or African American
		2	Asian
		4	Hispanic/Latino
		1	American Indian or Alaska Native
		1	Native Hawaiian or Other Pacific Islander
		3	Two or More Selections
		3	Not Disclosed
		<u>37</u>	Total

10 Administrative Appointment– Christina Diss

Donor Engagement Manager

Office of the President

Annual Salary: \$75,000 Grade: J

Effective: December 2, 2016

Education: Arizona State University MA, Nonprofit Studies 2010
 University of Oregon BS, Journalism and Mathematics 2005

Most Recent Experience: Boys and Girls Aid
 Director of Development

Applicant Flow:

Gender		Ethnicity	
3	Male	8	White (not of Hispanic Origin)
8	Female	1	Black or African American
1	Not Disclosed	2	Asian
		1	Not Disclosed
		<u>12</u>	Total

11 Administrative Appointment – Emma Kallaway

Government Relations Manager

Office of the President

Annual Salary: \$90,000 Grade: M

December 5, 2016

Education: University of Oregon BS, Business Administration 2010

Most Recent Experience: Our Oregon: Vote Yes on Measure 97 Campaign
 Deputy Campaign Manager

Applicant Flow:

Gender		Ethnicity	
29	Male	36	White (not of Hispanic Origin)
22	Female	7	Black or African American
2	Not Disclosed	1	Asian
		5	Hispanic/Latino
		1	American Indian or Alaska Native
		3	Not Disclosed
		<u>53</u>	Total

12 Administrative Appointment (Temporary)– James Reece

Information Technology/Network Services Manager
Office of the President

Annual Salary: \$68,547 Grade: K

October 21, 2016 to April 20, 2017

Education: DeVry University BS, Computer Science 2013
DeVry University AAS, Network Administration 2012

Most Recent Experience: Portland Community College
Technology Specialist III

Applicant Flow: Direct Appointment

13 Faculty Appointment (Temporary) – Sharon Delcambre

Instructor, General Science

Mathematics and Science Division, Cascade Campus

Annual Salary: \$52,922 Step: 2

Effective: December 21, 2016 to August 20, 2017 (Winter, Spring and Summer terms)

Education: University of Wisconsin - Madison PhD, Atmospheric and Oceanic Sciences 2012
University of Wisconsin - Madison MS, Atmospheric and Oceanic Sciences 2010
Gustavus Adolphus College BA, Physics 2005

Most Recent Experience: Portland Community College
Instructor, General Science (Adjunct)

Applicant Flow: Article 3.64 Appointment

14 Faculty Appointment (Temporary)-Irene Seto

Instructor, Business Administration

Mathematics, Sciences and Career Technical Education Division, Southeast Campus

Annual Salary: \$55,596 Step: 3

Effective: August 21, 2016 to August 20, 2017 (winter, spring and summer terms)

Education: Portland State University MS, Business Administration
Portland State University BA, Advertising and Marketing
Portland State University BA, Foreign Language, Chinese

Most Recent Experience: Portland Community College
Academic Advising Specialist

Applicant Flow: Article 3.64 Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN NOVEMBER 15, 2016 PERSONNEL REPORT**

Male	4
Female	10
	<hr/> 14
White (not of Hispanic Origin)	10

Asian
Hispanic/Latino

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