December 14, 2017

<u>18-071</u> <u>APPROVAL OF PERSONNEL ACTIONS</u>

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Mark Mitsui, College President

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

1. Academic Professional Appointment (NonGeneral Fund) – Kelly Love

Resource Program Coordinator

Office of the Campus President, Southeast Campus

Annual Salary: \$53,792 Grade: 4 Step: 6

Effective: November 21, 2017

Education: Portland State University MS, Education

Reed College BA, Psychology

Most Recent Experience: Portland Community College

College Success Coach

Applicant Flow:

Gender Ethnicity

3 Female 0 American Indian or Alaska Native

2 Male 0 Asian

0 Not Disclosed1 Black or African American

0 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

1 Not Disclosed

1 Two or More Selections

1 White (not of Hispanic Origin)

5 Total

2. Academic Professional Appointment- Clifford Meeks

Retention and Multicultural Coordinator (Interim)

Office of the Campus President, Cascade Campus

Annual Salary: \$51,673 Grade: 5 Step: 3

Effective: November 6, 2017 to June 30, 2018

Education: National University of Natural Medicine DNP, Naturopathic Doctor

Armstrong State University MPH, Public Health

Prairie View A&M University BS, Biology

Most Recent Experience: Portland Community College

Student Resource Specialist

Applicant Flow: Article 3.64 Appointment

3. Academic Professional Appointment (Temporary) – Rondi Schei

Online Development Facilitator

Academic Affairs

Annual Salary: \$55,351 Grade: 5 Step: 5

Effective: November 14, 2017 to March 13, 2018

Education: Portland State University MS, Economics

Whitworth College BA, Chemistry

Most Recent Experience: Portland Community College

Instructional Technology Specialist

Applicant Flow: Article 3.64 Appointment

4. Academic Professional Appointment - Cassandra Shearholdt

Cooperative Education/Student Employment Specialist

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$44,016 Grade: 3 Step: 2

Effective: November 20, 2017

Education: University of Northern Colorado MA, Clinical Mental Health

Counseling

Northwest Missouri State BS, Psychology

University

Most Recent Experience: University of Northern Colorado

Professional Experience Coordinator

Applicant Flow:

Gender Ethnicity

47 Female 1 American Indian or Alaska Native

26 Male 3 Asian

5 Not Disclosed 2 Black or African American

4 Hispanic/Latino

1 Native Hawaiian or Other Pacific Islander

11 Not Disclosed

3 Two or More Selections

53 White 78 Total

5. Academic Professional Appointment – **Tan Tran**

International Student Admissions Specialist

Student Affairs

Annual Salary: \$41,329 Grade: 2 Step: 2

Effective: November 27, 2017

Education: Columbia Southern University MS, Business Administration

University of Da Dang BA, English

Most Recent Experience: Multnomah Education Service District

Administrative Assistant II

Applicant Flow:

Gender Ethnicity

41 Female 14 Asian

21 Male 2 Black or African American

3 Not Disclosed 5 Hispanic/Latino

- 1 Native Hawaiian or Other Pacific Islander
- 6 Not Disclosed
- 3 Two or More Selections
- 34 White

6. Academic Professional Appointment - Molly Triplett

Cooperative Education/Student Employment Specialist

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$45,558 Grade: 3 Step: 3

Effective: November 20, 2017

Education: Kansas State University MS, Student Affairs Higher Ed

Northern Arizona University BS, Journalism

Most Recent Experience: Portland Community College

Academic Advisor

Applicant Flow:

Gender Ethnicity

47 Female 1 American Indian or Alaska Native

26 Male 3 Asian

5 Not Disclosed 2 Black or African American

4 Hispanic/Latino

1 Native Hawaiian or Other Pacific Islander

11 Not Disclosed

3 Two or More Selections

3 White

78 Total

7. Administrative Appointment – Mariah Cisse

Director, Organizational Development Office of the Executive Vice President

Annual Salary: \$104,500 Grade: N

Effective: December 18, 2017

Education: Eastern Washington University BA, Business Administration

Most Recent Experience: National Parks Service

Acting Superintendent

Applicant Flow:

Gender Ethnicity

83 Female 1 American Indian or Alaska Native

62 Male 5 Asian

8 Not Disclosed 13 Black or African American

9 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

13 Not Disclosed

4 Two or More Selections

108 White (not of Hispanic Origin)

153 Total

8. Administrative Appointment- Rachel Todd

Continuing Education Program Manager Workforce and Community Development

Annual Salary: \$70,000 Grade: K

Effective: December 13, 2017

Education: Pepperdine University MBA, Business

Lewis and Clark College BS, Communications

Most Recent Experience: Pepperdine University

Director of Operations - Executive Programs

Applicant Flow:

Gender Ethnicity

36 Female 0 American Indian or Alaska Native

17 Male 1 Asian

2 Not Disclosed 5 Black or African American

7 Hispanic/Latino

1 Native Hawaiian or Other Pacific Islander

6 Not Disclosed

2 Two or More Selections

33 White (not of Hispanic Origin)

55 Total

ETHNIC AND GENDER DESCRIPTION OF STAFF PROPOSED TO BE HIRED IN DECEMBER 14, 2017 PERSONNEL REPORT

Female Male Not Disclosed	6 2 0 8
American Indian/Alaskan Native	3
Asian	0
Black or African American	1
Hispanic/Latino	0
Native Hawaiian/Pacific Islander	0
Not Disclosed	0
Two or More Selections	0
White	4