

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF PERSONNEL ITEMS

New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

**A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT, AND REASSIGNMENT
(NP = New position, * = New Employee)**

Cañada College

Janhavi Pendse* Interim Director of Workforce Development Business and Workforce

New interim academic supervisory assignment (Grade 192E of the Academic-Classified Exempt Supervisory Schedule 35; Salary Range: \$128,820 – \$163,152), effective September 5, 2023, replacing Julian Branch who resigned.

College of San Mateo

David Lau Interim Dean of Language Arts Language Arts

Reassigned through the interim recruitment process from Faculty (Faculty Salary Schedule 80) into this interim administrative assignment (Grade AD of the Management Salary Schedule 20; Salary Range: \$178,152 - \$226,356), effective August 24, 2023. This position was previously vacant.

Skyline College

Torria Davis Dean of Academic Support and Learning Technologies Academic Support & Learning Technologies

New administrative employment (Grade AD of the Management Salary Schedule 20; Salary Range: \$178,152 - \$226,356), effective September 5, 2023, replacing Rolin Moe who resigned.

B. PUBLIC EMPLOYMENT**1. New Hires (NP = New Position, * = New Employee)****College of San Mateo**

Carlos Bugarin* Library Support Specialist Academic Support
& Learning Technologies

New full-time, 12-month classified employment (Grade 24 of the Classified Salary Schedule 60; Salary Range: \$71,724 - \$91,716), effective August 24, 2023, replacing Renee Lopez.

Angel Filimoehala* Financial Aid Assistant Enrollment Services

New full-time, 12-month classified employment (Grade 22A of the Classified Salary Schedule 60; Salary Range: \$68,712 - \$88,164), effective August 24, 2023, replacing Steven Liao who was reassigned to Admissions and Records Assistant III.

District Office

Lucila Lozoya-Gutierrez Clay* Office Assistant II Community Fitness

New full-time, 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$61,908 - \$78,924), effective September 5, 2023. This position was previously Board approved on June 28, 2023.

Robin Liu* Groundskeeper Facilities

New full-time, 12-month classified employment (Grade BA of the Buildings and Grounds Salary Schedule 70; Salary Range: \$60,516 - \$75,312), effective August 29, 2023, replacing Robert Nolasco who retired.

Omar Padilla Urrea* Groundskeeper Facilities

New full-time, 12-month classified employment (Grade BA of the Buildings and Grounds Salary Schedule 70; Salary Range: \$60,516 - \$75,312), effective August 24, 2023, replacing Julio Pineda who resigned.

Juan Rodriguez* Groundskeeper Facilities

New full-time, 12-month classified employment (Grade BA of the Buildings and Grounds Salary Schedule 70; Salary Range: \$60,516 - \$75,312), effective August 28, 2023, replacing Omar Guzman Lopez who will be reassigned to Custodian.

Skyline College

Khai Yip (Vincent) Kang* Instruction and Digital Services Librarian Academic Support
& Learning Technologies

New Contract I status academic employment, effective October 1, 2023, replacing Athena Nazario who retired.

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS

District Office

Sean Wen

Office Assistant II

Community Fitness

Reassigned through the hiring process from an Office Assistant II position (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$61,908 - \$78,924) at Skyline College into this full-time 12-month position at the same grade level of the same salary schedule, effective September 5, 2023, replacing Meylin Alvarez Quinteros who was reassigned to Administrative Assistant.

Skyline College

Angelica Soria Mendoza

Division Assistant

Social Science
& Creative Arts

Reassigned through the hiring process from Administrative Assistant (Grade 27 of the Classified Salary Schedule 60; Salary Range: \$77,052 - \$98,304) into this full-time, 12-month position at the same grade of the same salary schedule, effective August 24, 2023, replacing Kathleen Fitzpatrick who retired.

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

District Office

Omar Guzman Lopez

Custodian

Facilities

Voluntary reassignment from a full-time Groundskeeper (Grade BA of the Buildings and Grounds Salary Schedule 70; Salary Range: \$60,516 - \$75,312) into this full-time 12-month position (Grade AA of the same Salary Schedule; Salary Range: \$56,916 - \$70,548), effective August 24, 2023. The position was previously vacant.

E. NON-REPRESENTED EMPLOYEES ADDITIONAL DUTIES ASSIGNMENT

None

F. CHANGES IN STAFF ALLOCATION

None

G. PHASE-IN RETIREMENT

None

H. LEAVE OF ABSENCE

None

I. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION**1. Retirement****Cañada College**

Deborah Joy Executive Assistant Student Services

Retirement effective December 30, 2023, with 23 years of District service. Eligible for District retiree benefits.

Skyline College

Susan Lorenzo Registrar Enrollment Services

Retirement effective October 27, 2023, with 25.5 years of District service. Eligible for District retiree benefits.

2. Post-Retirement

None

3. Resignation**Cañada College**

Jilian Gomez Retention Specialist Counseling

Resignation effective July 31, 2023, with 4 years of District service.

Skyline College

Alexandra Kaplan Counselor Counseling

Resignation effective August 13, 2023, with 1 year of District service.

J. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS**College of San Mateo****Riley Goulding**

Kinesiology

Kinesiology/Athletics/Dance

In accordance with Education Code 87359, the Academic Senate, the Vice President of Instruction, and the President have approved the Equivalence Committee's validation of equivalent academic qualifications to teach in the Kinesiology discipline.

K. PROFESSIONAL EXPERT/CONTRACT POSITIONS

<i>Location</i>	<i>Division / Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada College	Enrollment Services Health Center	1	07/01/2023	06/30/2024	Professional Expert: College Physician: Plans, implements, and leads professional College health care services in conjunction with public health nursing staff; provides medical advice and treatment in the College Health Center; writes prescriptions as needed; confers with medical plan providers and emergency medical personnel regarding follow-up care; sets up and maintains confidential documentation of treatment and services provided; completes required medical provider and emergency forms; makes presentations to students, organization and other groups as assigned. Requesting Manager: Wissem Bennani
College of San Mateo	Creative Arts / Social Science / Music	15	08/16/2023	05/31/2024	Professional Expert: Music: Requesting up to 15 music experts in piano, jazz piano, guitar, voice, violin, low bass, bass, oboe, clarinet, trumpet, jazz trumpet, drums, percussion, saxophone, flute, and French horn. Classes that require professional experts are Music 501, 502, 503, and 504 - Studio Lessons I, II, III & IV. Requesting Manager: Jeanne Marie Velickovic

College of San Mateo	Creative Arts / Social Science / Music	60	08/16/2023	05/31/2024	Professional Expert: Art Model: Requesting up to 60 models in ART 208, 209, 215, 216, 206, 230, 207 and 213. Requesting Manager: Jeanne Marie Velickovic
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L. SHORT-TERM, NON-CONTINUING POSITIONS

None