

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

Michiko Kealoha	Director of Equity (NP)	Student Services
------------------------	-------------------------	------------------

Correction: At its meeting on June 28, 2023, the Board approved Michiko Kealoha’s reassignment through the hiring process from a full-time classified exempt supervisory Student Life and Leadership Manager (Grade 180E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$91,668 - \$116,112) into this full-time classified exempt supervisory position (Grade 193E of the same Salary Schedule; Salary Range: \$142,008 - \$179,892), effective July 1, 2023. A correction is being made to this item. The position classification is Academic Supervisory. Therefore, with the adoption of this report, the Board rescinds its approval previously granted to this item.

Anniqua Rana	Interim Dean of Academic Support and Learning Technologies	Academic Support and Learning Technologies
---------------------	---	---

New interim administrative assignment (Grade AD of the Management Salary Schedule 20; Salary Range: \$178,152 - \$226,356), effective August 14, 2023, replacing David Reed who resigned.

College of San Mateo

David Crafts*	Dean of Enrollment Services and Support Programs	Enrollment Services
----------------------	---	---------------------

New full-time, 12-month administrative employment (Grade AD of the Management Salary Schedule 20; Salary Range: \$178,152 - \$226,356), effective August 14, 2023, replacing Alma “Lizette” Bricker who resigned.

Linda Truong Director of High School Transitions And Dual Enrollment Strategic Initiatives and Economic Development

Reassigned through the hiring process from Project Director (Grade 175S of the Classified Professional-Supervisory Salary Schedule 40; Salary Range: \$82,320 - \$105,156) into this academic supervisory assignment (Grade 193E of the Academic-Classified Exempt Supervisory Schedule 35; Salary Range: \$142,008 - \$179,892), effective August 10, 2023. Linda Truong previously held this position as Interim Director of High School Transitions and Dual Enrollment.

District Office

Grey Sanderson Athletics Center Manager Community Fitness

New classified exempt supervisory employment (Grade 190E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$116,832 – \$147,972), effective August 10, 2023. This position was previously Board approved on April 27, 2022. Grey Sanderson previously held this position as Interim Athletics Center Manager.

B. PUBLIC EMPLOYMENT

1. New Hires (NP = New Position, * = New Employee)

Cañada College

Lesly Ta* Program Services Coordinator (NP) Humanities and Social Science

New part-time (48%), 12-month classified employment (Grade 27 of the Classified Salary Schedule 60; Salary Range: \$36,984.96 - \$47,185.92), effective August 10, 2023. This position was previously Board approved on February 22, 2023.

College of San Mateo

Mark Hollandsworth Nursing Instructor Mathematics & Science

New Contract I status academic employment, effective August 14, 2023, replacing Leann Kennedy.

District Office

Steve Kim* IT Support Technician II ITS

Correction: At its meeting on June 28, 2023, the Board approved Steve Kim's new full-time, 12-month classified employment (Grade 31A of the Classified Salary Schedule 60; Salary Range: \$85,848 - \$109,668), effective July 17, 2023, replacing Salpy Yousef who was reassigned to IT Support Specialist. A correction is being made to this item. The Office of Human Resources was informed that Steve Kim's effective date of employment changed from July 17, 2023, to July 31, 2023. Therefore, with the adoption of this report, the Board rescinds approval previously granted to this item.

Skyline College**Megdelawit Abebe**

Librarian

Academic Support &
Learning Technologies

Correction: At its June 28, 2023, meeting, the Board approved Megdelawit Abebe's new Contract I status academic employment, effective August 14, 2023, replacing Athena Nazario who retired. Megdelawit Abebe withdrew acceptance of the Librarian position offer. With the adoption of this report, the Board rescinds approval of new employment.

Christine Herndon*Child Development
Center CoordinatorBusiness, Education and
Professional Programs

New Contract I status academic employment, effective August 14, 2023, replacing Jacinda Watts who transferred.

Ryan Lescure*

Communication Studies Instructor

Language Arts

New Contract I status academic employment, effective August 14, 2023, replacing Vincent Chandler who resigned.

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS

None

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

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****Peggy Perruccio**

Instructional Aide II

Business, Design & Workforce

Retirement effective July 31, 2023, with 15 years of District service. Not eligible for District retiree benefits.

2. Post-Retirement

None

3. Resignation**Skyline College****Flor Lopez**

SparkPoint Coordinator

Counseling

Resignation effective July 7, 2023, with 6.5 years of District service.

J. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS**College of San Mateo****Mark Hollandsworth**

Nursing

Math and Science

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 Nursing discipline.

K. PROFESSIONAL EXPERT/CONTRACT POSITIONS

None

L. SHORT-TERM, NON-CONTINUING 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>
College of San Mateo	Enrollment Services	1	08/16/2023	12/21/2023	<p>Admissions and Records Assistant III: <i>Previously Requested Position</i> To support the processing of reviewing, uploading, and confirming enrollment to expand the college's Dual Enrollment program during the peak enrollment period. Requesting Manager: Steven Trinh</p>
Cañada College	Administrative Services	1	08/10/2023 12/11/2023	08/31/2023 12/22/2023	<p>Accounting Technician: <i>Previously Requested Position</i> To assist with coverage in the cashier's office during registration periods and peak hours from August 10, 2023, to August 31, 2023, and December 11, 2023, to December 22, 2023. Duties include processing payments, issuance of parking permits when applicable, researching student accounts, and other Accounting Technician duties. Requesting Manager: Ludmila Prisecar</p>