

July 17, 2003

04-001

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Jesus "Jess" Carreon, President

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

A. Approval of new hires, new positions and change of position

1. Academic Professional (Non-General Fund) Appointment- Heidi Edwards

Employment Specialist Coordinator, Employment and Training, Continuing Education, Capital Career Center, Open Campus
Annual Salary Rate: \$39,202 Level: 4 Step: 4
Effective: May 19, 2003

Education:	Portland State University	MS	1998
	Communication		
	Purdue University	BS	1996
	Cultural Anthropology		

Most Recent Experience: Portland Community College
Employment Specialist

Applicant Flow:	<u>Gender</u>	<u>Ethnicity</u>
	2 Female	2 Caucasian
	<u>2 Total</u>	<u>2 Total</u>

2. Academic Professional Appointment- Molly McManus-Oliver

Career Services Coordinator, Career Services, Student Services Division, Cascade Campus
Annual Salary Rate: \$39,202@ .80 FTE Level: 4 Step: 4
Effective: June 30, 2003

Education:	Willamette University	BA	1984
	Economics		

Most Recent Experience: Portland Community College
Student Employment Specialist

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
1 Male	4 Caucasian
4 Female	1 African American
<hr/> 5 Total	<hr/> 5 Total

3. Academic Professional (Non-General Fund) Appointment- Andrew Roessler

Career Pathways Education Coordinator, Dislocated Worker Program, Cascade
Open Campus

Annual Salary Rate: \$40,574 Level: 4 Step: 5

Effective: July 18, 2003

Education: University of Oregon BA 1994
International Studies

Most Recent Experience: Portland Community College
Employment Specialist

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
16 Male	28 Caucasian
19 Female	4 African American
	1 Hispanic
	1 Unspecified
<hr/> 35 Total	<hr/> 35 Total

4. Administrative Appointment- Louissa Currey

Manager, Campus Computer and Facilities Resources, Sylvania Campus

Annual Salary Rate: \$54,000 Level: 25

Effective: June 21, 2003

Education: Portland Community College AAS 1986
Applications Programming

Most Recent Experience: Portland Community College
Programmer/Analyst I

Applicant Flow:

Gender
9 Male
6 Female

Ethnicity
11 Caucasian
1 Hispanic
2 Asian/Pacific Islander
2 Unspecified

15 Total

15 Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN JULY 17, 2003 PERSONNEL REPORT**

Female	3
Male	1
	<hr/>
	4
Caucasian	4

Director Anderson moved for approval of Resolutions 04-001, 04-010 through 04-021 and 04-023 and it was approved unanimously.