

October 16, 2003

04-045

COMMENDATION OF RETIRING EMPLOYEE –
HELEN ANDREWS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Gerard "Jerry" Berger, Interim President

REPORT: Helen Andrews has performed faithfully in her duties as a Clerk, Office Support Series 1 (OSS1), and Instructional Administrative Assistant 1 (IAA1) for Portland Community College since May 3, 1976. She retires effective November 30, 2003.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

Director Williams moved to approve Resolutions 04-044 through 04-055 and it passed unanimously.