

August 21, 2014

15-022

APPROVAL FOR SYLVIA KELLEY AS COLLEGE VICE PRESIDENT

PREPARED BY: Lisa Bledsoe, Director, Human Resources Department

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Ms. Kelley holds a Master of Arts in Interdisciplinary Studies from the University of Texas at Dallas, a Bachelor of Science in Organizational Behavior and Human Relations from the University of San Francisco and an Associate of Science from the College of the Sequoias and is currently employed as Vice President for Development and Executive Director of Foundation with Southern Oregon University.

Ms. Kelley has previously held positions as Vice President for Institutional Advancement at Texas A&M University-Commerce, Director of Marketing and Public Affairs with Alliance for Higher Education in Dallas/Fort Worth, Director of Corporate Education and Workforce Development/Contract Training with Dallas County Community College District, Executive Director of Workforce Education Consortium and Instructor in the College of Business with Collin County Community College District, Director of Resource Development and Public Affairs with Porterville Community College, Kern Community College District and as Senior City Planner, City Planner and Zoning Inspector with the cities of Tulare and Visalia, California.

RECOMMENDATION: That the Board of Directors approve the appointment of Sylvia Kelley as College Vice President effective August 29, 2014. That the Board authorize the Administration to execute an employment contract with Ms. Kelley with the following terms: the contract shall be for two years (terminating on June 30, 2016), with a base salary of \$154,000; an automobile allowance of \$4,815 annually; general expense allowance of \$2,500 annually.

Ms. Kelley shall be entitled to other benefits available to other Executive Officers and College Administrative staff as approved by the Board. The College will provide a one-time relocation assistance of \$15,000 as an allowance or documented actual moving expenses reimbursement up to a maximum of \$25,000. The taxability of the payment is governed by the Internal Revenue Services regulations.