

BOARD REPORT NO. 21-09-01A

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Marie Billie, Interim 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

District Office

Kurt Scholler*	Director of Community Fitness	Chancellor’s Office
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New temporary full-time, 12-month classified supervisory employment (Grade 193E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$135,240 - \$171,324), effective September 10, 2021 through June 30, 2022. This position was previously Board approved on July 28, 2021.

Skyline College

Joseph Morello Jr.	Vice President of Administrative Services	Administrative Services
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Reassigned from Dean of Kinesiology/Dance/Athletics (Grade AD of the Management Salary Schedule 20; Salary Range: \$169,668 - \$215,580) into this administrative assignment (Grade AB of the same Salary Schedule; Salary Range: \$180,804 - \$232,260), effective October 1, 2021, replacing Eloisa Briones who will be retiring.

B. PUBLIC EMPLOYMENT

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

College of San Mateo

Mondana Bathai	Staff Assistant	Student Life/SparkPoint/Promise
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New full-time, 12-month classified employment (Grade 21 of the Classified Salary Schedule 60; Salary Range: \$59,112 - \$75,552), effective September 13, 2021. This position was previously Board approved on March 25, 2020.

Jessica Tohmc	Instructor, Nursing	Math and Science
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Correction: At its meeting on August 25, 2021, the Board approved Jessica Tohmc’s new Contract II status academic employment, effective August 16, 2021. A correction is being made to this item. Jessica Tohmc’s academic employment should reflect Contract I status. Therefore, with the adoption of this report, the Board rescinds its approval previously granted to this item.

2. Re-Employment

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

G. LEAVE OF ABSENCE

None

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

District Office

Luis Hernandez Maintenance Engineer Facilities

Retirement effective August 31, 2021, with 32.5 years of District service. Eligible for District retiree benefits.

2. Post-Retirement

None

3. Resignation

Cañada College

Graciano Mendoza Vice President of Administrative Services Administrative Services

Correction: At its meeting on August 25, 2021, the Board approved Graciano Mendoza’s resignation effective September 12, 2021, with 1.5 years of District service. A correction is being made to this item. Graciano Mendoza’s years of District service is 2.5 years. Therefore, with the adoption of this report, the Board rescinds its approval previously granted to this item.

College of San Mateo

Julian Billot

Athletic Equipment Manager

Kinesiology/Athletics/Dance

Resignation effective August 31, 2021, with 2 years of District service.

Skyline College

Kristina Brower

Program Services Coordinator

Business, Education and Professional Programs

Resignation effective August 27, 2021, with 22.5 years of District service.

Patricia Mendoza

Financial Aid Technician

Enrollment Services

Resignation effective September 3, 2021, with 13 years of District service.

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

J. 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	Business, Design and Workforce	1	09/10/2021	12/31/2021	Professional Expert: Consultant (Non-Instructional) This position's scope of work will encompass speaking to small businesses for a speaker series and leading the design for new curriculum. Requesting Manager/Administrator: Tammy Robinson
College of San Mateo	Kinesiology /Athletics / Dance	1	09/23/2021	06/01/2022	Professional Expert: Academic Coach – Math in the End Zone is a new Learning Community dedicated to football playing student athletes. The goal is to emulate the success of Writing in the End Zone. The Academic Coach will instill specific coaching methodologies into the math class with the goal that students will be more engaged in math. The coaching methodologies include strategies such as developing friendly competition in the classroom, goal setting, teamwork, case loading, commitment to completing, dedication, accountability, perseverance, resiliency to overcome setbacks, etc. Requesting Manager/Administrator: Andreas Wolf

