



April 26, 2010

MEMORANDUM

TO: District Board of Trustees
FROM: William D. Law, Jr., President
SUBJECT: Human Resources Report

Item Description:

This item requests Board approval for personnel actions.

Overview:

The College brings forth a request to approve Appointments, Separations, DROP Retiree Participants, Contracts for Professional Services, Outside Employment, Adjunct Listing for Spring 2010 B Term, and Recommendations for Annual Contract Renewal.

Salient Facts:

Pursuant to College Policy 6Hx27:04-06, Personnel Actions, the President shall recommend personnel actions required for Board approval, including, but not limited to, appointments, contracts, salary adjustments, reclassifications, transfers, promotions, demotions, and separations. Although the President may initiate these actions prior to official action of the Board, such actions shall be considered temporary until approved by the Board at its regular meeting. Should the Board fail to approve an action as recommended; an employee will be paid only for days of service performed.

Past Actions:

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

Future Actions:

No further activity on the part of the Board is necessary for this item.

Funding/Financial Matters:

This item is funded by the 2009-10 Operating Budget.

Staff Resource:

Teresa Smith

Recommended Action:

Approve the report as presented.

Original Appointments - TCC

Benjamin Achong
Computer Specialist
Information Technology
March 29, 2010

Daphne Houston
Staff Assistant I
Center for Workforce Development
April 1, 2010

Misty Heard
Sr. Enrollment Clerk
Enrollment Services/Student Success
April 1, 2010

Alejandro Rodriguez
Multicultural Adviser (Counseling Specialist)
Enrollment Services/Student Success
April 1, 2010

Bonita Holub
Director, TCC Wakulla Center
Center for Workforce Development
March 1, 2010

Reappointments - TCC

Claudia McDaniel
Human Resources Specialist I
Staff Assistant II
FL Public Safety Institute
March 30, 2010

Karen Wilson
Senior Accounting Specialist
Senior Accounting Specialist
FL Public Safety Institute
March 30, 2010

Separations - TCC

Penny Malone
Custodial Worker
Plant Operations
Resigned - March 12, 2010

Carol Strickland
Sign Language Interpreter Specialist
Disability Support Services
Deceased - March 12, 2010

Original Appointments - Contracts & Grants Funding

Marie Bailey
Public Health Statistics Manager
DOH - Health Statistics & Assessment
March 19, 2010

Vicki Maldonado
Program Specialist I
DOE - McKay Scholarship Program
March 1, 2010

Tatia Jordan
Postsecondary Assessment Coordinator
DOE - Educational Assessment
April 1, 2010

Separations - Contracts & Grants Funding

Patricia Aronoff
Consumer Service Manager
Independent Schools
Resigned - March 3, 2010

Wendy Sikora
Program Specialist I
DOE - McKay Scholarship Program
Resigned - March 16, 2010

Michelle French
Systems Administrator
Volunteer Florida
Ending DROP - March 31, 2015

Scott VanDeman
Director of Communications
Volunteer Florida
Resigned - March 31, 2010

Drop Retiree Participants - All Employees

Mark Druash
Assistant to the Dean
History & Social Science
April 1, 2010 - March 31, 2015

Contracts for Professional Services/Special Projects

Sandra Chessher
DOT- DUI Course Instructor
FL Public Safety Institute
February 16, 2010 – February 18, 2010

John Pretti
DOT - Traffic Course Instructor
FL Public Safety Institute
February 15, 2010 – February 18, 2010

Lorena Goldsmith
DOT - Traffic Course Instructor
FL Public Safety Institute
February 11, 2010 - February 11, 2010

Michael Rodes
DOT - Traffic Training Course Preparation
FL Public Safety Institute
February 15, 2010 - February 18, 2010

Christopher Loyko
DOT - DUI Course Instructor
FL Public Safety Institute
February 16, 2010 - February 18, 2010

Donald Shaw
DOT - DUI Course Instructor
FL Public Safety Institute
March 1, 2010 - March 5, 2010

John Mulligan
DOT - Traffic Course Instructor
FL Public Safety Institute
February 8, 2010 - February 12, 2010

Lynn Tacher
Access Points Resource Reviewer
DOE/CLASP
February 1, 2010 - September 30, 2010

Jim Polan
DOT - Traffic Course Instructor
FL Public Safety Institute
February 15, 2010 - February 18, 2010

Outside Employment

Brenda Reid
Associate Professor
English Department
Bedford St. Martins Publisher
Evaluate/Review on online handbook

Chip Singletary
Director, Information Technology
Information Technology
Withers & Associates Realty
Real Estate Sales

Current Adjuncts Spring 2010 - B Term

Jennifer Beauregard
Elizabeth Delancy
Larry Hensel
Shayn Lloyd
Lisa McBride
Steven Panton
Sarah Syrjanen

Science & Math
Communications & Humanities
Technology & Professional Programs
Health Care Professions
Technology & Professional Programs
Technology & Professional Programs
Communications & Humanities



Recommendations – Annual Contract Renewal, July 1, 2010 – June 30, 2011

The following employees in executive, administrative, managerial/professional, or classified staff positions are recommended for renewal of their annual contracts pending completion of the evaluation process prior to June 30, 2010.

Administrative staff members identified with an asterisk are on continuing contracts as faculty members. It is recommended they be given administrative leave from faculty status to serve on the administrative staff on annual year contracts in the positions indicated.

- John Chapin, Vice President for Workforce Development
- * Sharon Jefferson, Vice President for Student Affairs
- Robin Johnston, Vice President for Institutional Advancement/Executive Director for TCC Foundation
- James Murdaugh, Assistant Vice President for Florida Public Safety Institute
- Gerald Schilling, Assistant Vice President for Administrative Services
- Barbara Sloan, Vice President for Academic Affairs
- Teresa Smith, Vice President for Administrative Services & Chief Financial Officer

- * Margaret Banocy-Payne, Dean, Division of Communications & Humanities
- * Frank Brown, Dean, Division of Science & Math
- * Monte Finkelstein, Dean, Division of History & Social Sciences
- Sheri Rowland, Dean, Division of Enrollment Management & Student Success
- * Sally Search, Dean, Division of Academic Support Programs
- * Kathryn Stewart, Dean, Division of Technology & Professional Programs

Benjamin Alonzo, Foundation Association Director & Chief Financial Officer
Karinda Barrett, Director, Center for Teaching Excellence
John Burch, Director, Mainframe & Web Technology
Chad Call, Director, Center for Instructional Technology
Lana Easley, Director, Workforce & Adult Education Operations
E. E. Eunice, Chief, Campus Police
Richard Frazier, Director, Business & Industry Service Center
Barbara Gill, Director, Educational Research
Catherine Goodman, Director, Career Center
Lana Green, College Registrar
Susan Hall, Director, Communications & Public Information
Patricia Manning, Administrative Compliance Officer
Alice Maxwell, Director, Communications & Public Information
Alice Nied, Director, Nursing Program
John Norris, Director, Plant Operations
William Singletary, Director, Information Technology Support Services
Lori Smith, Controller

HUMAN RESOURCES REPORT

William Spiers, Director, Financial Aid
Clarence Stallworth, Director, Facilities Planning & Construction
Janie Tolson, Director, Human Resources
Curtis Watkins, Director, Budget & General Services
Samuel Wilson, Director, Network Telecommunication Systems
Charles Wood, Director, Grants and Special Projects

Teresa Atkinson, Head Coach, Women's Basketball
Eddie Barnes, Head Coach, Men's Basketball
Patty Townsend, Head Coach, Women's Softball