



April 26, 2011

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, 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, and Recommendations for Annual Contract Renewal of executive, administrative, and managerial/professional personnel.

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 regularly scheduled meeting. Should the Board fail to approve an action as recommended; an employee will be paid only for the 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 2010 - 2011 Operating Budget.

Staff Resource:

Teresa Smith

Recommended Action:

Approve the report as presented.

Original Appointments - TCC

Jacqueline Irvin
Custodial Worker (Morning Shift)
Plant Operations/Custodial Services
March 2, 2011

Chadrick "Chad" Whitter
Financial Aid Technician
Financial Aid
February 28, 2011

John Rittwage
Research Analyst
Institutional Research &
Effectiveness Dept /Information Technology
April 8, 2011

Separations - TCC

Jennifer Fountain
Staff Assistant I
Science & Math
Dismissal
April 1, 2011

Original Appointments - Contracts & Grants Funding

Caprecia Mortimer
Purchasing Analyst
DOE/CFO/RTTT
April 1, 2011

Shawn Wilson
Distributed Computer Systems Technician II
CCLA
March 21, 2011

Sally Sanders
Science Content Specialist
DOE/RTTT
March 14, 2011

Separations - Contracts & Grants Funding

Lamar Dunkle
Transition Coordinator
DOC
Resigned
March 31, 2011

Terry Martin
Manager, Technology Integration
CCLA
Deceased
March 21, 2011

Amy Gent
Staff Assistant
DOE – McKay Scholarship
Resigned
March 9, 2011

Benjamin Palazesi
PostSecondary Assessment Coordinator
DOE
Resigned
March 7, 2011

Reappointments - All employees

Rowena Ford
Sr. Contracts & Grants Accountant
Contracts & Grants Coordinator
Contracts & Grants/RTTT
March 21, 2011

Patricia Manning
Acting Controller
Controller
Administrative Services/Business Office
April 1, 2011

Drop Retiree Participants - All Employees

Lynn Curtright
Professor
History & Social Science
May 1, 2011 - April 30, 2016

Clarence Langston
Maintenance Technician II
FPSI
May 1, 2011 - April 30, 2016

Outside Employment

Kim Manning
Instructional Technologist
Center for Distance Learning
Barry University
Teacher

Chadrick Whitter
Financial Aid Technician II
Financial Aid
Pat Live
Professional Answering Service

Contracts for Professional Services/Special Projects

Tiffany Anderson
Pediatric EMS Preceptor
Health Care Professions – EMS
February 9, 2011 – April 29, 2011

Robert Mixon
PSC Instructor
DOT – DUI
January 19, 2011 – January 21, 2011

Terri Brown
PSC Instructor
FPSI
January 31, 2011 – February 4, 2011

John Mulligan
PSC Instructor
DOT – Traffic Safety
January 10, 2011 – January 12, 2011

Timothy Clarke
PSC Instructor
DOT – Traffic Safety
January 28, 2011 – February 4, 2011

Justin Maloy
PSC Instructor
DOT – Traffic Safety
January 24, 2011 – February 4, 2011

Sandy Chesser
PSC Instructor
DOT – DUI
January 24, 2011 – January 26, 2011

Mike Norris
Music Director for Chicago
Communications & Humanities
January 18, 2011 – April 16, 2011

Marty Chastain
PSC Instructor
DOT – Traffic Safety
January 31, 2011 – February 8, 2011

Celeste de St. Aubin
Props Manager for Chicago
Communications & Humanities
January 18, 2011 – April 16, 2011

Glenn Ford
PSC Instructor
DOT – DUI
January 24, 2011 – January 25, 2011

Lorena Goldsmith
PSC Instructor
DOT – DUI
January 20, 2011 – January 20, 2011

Jim Hage
Assistant Baseball Coach
Sports
September 1, 2010 - October 31, 2010

Carl Herold
PSC Instructor
DOT – Traffic Safety
December 6, 2010 – December 10, 2010

Carl Herold
PSC Instructor
DOT – Traffic Safety
January 24, 2011 – February 4, 2011

Krystof Kage
Director of Chicago
Communications & Humanities
January 18, 2011 – April 16, 2011

Steve Klapka
PSC Instructor
DOT – Traffic Safety
February 7, 2011 – February 11, 2011

Ashley Overstreet
Choreographer for Chicago
Communications & Humanities
January 18, 2011 – April 16, 2011

Jim Polan
PSC Instructor
DOT – Traffic Safety
January 31, 2011 – February 4, 2011

Dan Porten
Set Designer for Chicago
Communications & Humanities
January 18, 2011 – April 16, 2011

John Pretti
PSC Instructor
DOT – Traffic Safety
January 24, 2011 – February 4, 2011

Joseph Spaulding
PSC Instructor
DOT – Traffic Safety
February 7, 2011 – February 11, 2011

Lindsey Smitherman-Brown
Interim Director
Campus Life
February 1, 2011 – February 28, 2011

Dr. Janet Thompson
Learning Outcomes Evaluator
History and Social Sciences
February 7, 2011 – February 28, 2011

Robert Varble
PSC Instructor
FPSI
January 18, 2011 – January 19, 2011

Ann Winston
Program Developer
Technology & Professional Programs
February 1, 2011 – April 15, 2011

Chris Loyko
PSC Instructor
DOT – DUI
January 24, 2011 – January 26, 2011

Dan Marquith
PSC Instructor
DOT – DUI
January 24, 2011 – January 25, 2011

Robert Mixon
PSC Instructor
FPSI
January 31, 2011 – February 2011

Al Wofford
PSC Instructor
DOT – Traffic Safety
January 24, 2011 – February 4, 2011

Michael Woods
PSC Instructor
DOT – Traffic Safety
January 24, 2011 – February 4, 2011

Ryan Zimmerman
Videographer for Cupid on Ice
Campus Life
February 14, 2011 – February 14, 2011



Recommendations – Annual Contract Renewal, July 1, 2011 – June 30, 2012

The following employees in executive, administrative, managerial/professional, or classified staff positions are recommended for renewal of their annual contracts pending completing of the evaluation process prior to June 30, 2011.

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
- 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, Communications & Humanities
- * Frank Brown, Dean, Science & Math
- * Monte Finkelstein, Dean, History & Social Sciences
- Alice Nied, Dean, Health Care Professions
- Sheri Rowland, Dean of Enrollment Management & Student Success
- * Sally Search, Dean, Academic Support Programs
- * Kathryn Stewart, Dean, Technology & Professional Programs

Karinda Barrett, Director, Center for Teaching Excellence
John Burch, Director, Mainframe & Web Technology
Chad Call, Director, Center for Instructional Technology
Marilyn Dickey, Director, Distance Learning
Lana Easley, Director, Workforce & Adult Education Operations
Jenny Eason, Director, Food Services
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, Controller
Alice Maxwell, Director, Communications & Public Information

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John Norris, Asst. Director, Physical Plant, Facilities, Construction and Planning

Deborah Robinson, Director, Library Services

William Singletary, Director, Information Technology Support Services

William Spiers, Director, Financial Aid

Janie R. Tolson, Director, Human Resources

Douglas Waddell, Director, Campus Life

Curtis Watkins, Director, Budget & General Services

Samuel Wilson, Director, Network Telecommunication Systems

Margaret Wingate, Director, Institutional Research & Planning

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