Sonoma County Junior College District
Personnel Agenda for May 2002

Management

Employment

1. Livingstone, Brenda: Human Resources Analyst, Confidential/Human Resources, 1.0 FTE, 12 months/year, new position, effective 04-15-02.
2. Omrcen, Tatjana: Transfer, change in status from faculty to management, from Instructor/Chemistry to: Dean I, Science and Applied Technology.

Resignation

1. Boag, Thomas: Director, SRJC Technology Academy/ Petaluma campus, 1.0 FTE, 12 months/year, effective 06-30-02.

Faculty

Employment

1. Geer, William: Temporary Contract, Instructor/Behavioral Sciences, 1.0 FTE, long term substitute (partial coverage)/J. Ray, effective 01-14-02 to 05-25-02.
2. Poulson, Diana: Temporary Contract, Instructor/Behavioral Sciences, 1.0 FTE, long term substitute (partial coverage)/ J.Ray, effective, 01-14-02 to 05-25-02.

Leave of Absence

1. Ray, John: Request for Medical Leave of Absence With Pay, Instructor/Behavioral Sciences, 1.0 FTE, request for medical leave of absence with sick leave pay & benefits to continue, effective 01-14-02 to 05-25-02.

Permanent Pre-Retirement Load Reduction

1. Bernstein, Steve: Instructor/Philosophy, from: 1.0 FTE to: .80 FTE, (.80 FTE fall semesters; .80 FTE spring semesters), effective 08-15-02 to end of spring semester 2012.

Resignation/Request for Early Retirement

1. Franci, Caren: Instructor/Physical Education, Dance & Athletics, .80 FTE, date of hire 09-09-70, resignation effective 08-30-02, retirement effective 08-31-02.

Resignation/Intent to Retire

1. Metha, Schuler: Request to revise retirement date, Instructor/Computer & Information Sciences, .675 FTE, from: 07-01-02 to: 06-01-02.

Classified

Employment

1. Barnes, Deborah: Continuation of temporary working out of class, Bookstore Specialist/ Bookstore, 1.0 FTE, 12 months/year, reason/additional duties in absence of Manager, effective 04-01-02 to 06-30-02.
2. Ellis, Judy: Continuation of Temporary working out of class, Bookstore Specialist/Bookstore, 1.0 FTE, 12 months/ year, reason/additional duties in absence of manager, effective 04-01-02 to 06-30-02.
3. Garcia, Rosa: Community Services Officer/District Police, 1.0 FTE, 12 months/year, replacement/ J. Cantrell, effective 03-29-02.
4. Heisler, Melanie: Continuation of temporary working out of class, Bookstore Specialist/Bookstore, 1.0 FTE, 12 months/year, coverage/additional duties in absence of Manager, effective 04-01-02 to 06-30-02.
5. Hull, Richard: Skilled Maintenance Worker/Mechanic/Facilities Operations, 1.0 FTE, 12 months/year, replacement/ S. Askim, effective 04-15-02.
6. Kalogiannis, Marie: A&R Technician III/ Admissions, Records & Enrollment Development/Petaluma campus, 12 months/year, from: .50 FTE to: 1.0 FTE, replacement/S.Long, effective 04-08-02.
7. Lake, Lorene: Continuation of temporary working out of class, Bookstore Specialist/Bookstore, 1.0 FTE, 12 months/ year, coverage/additional duties in absence of manager, effective 04-01-02 to 06-30-02.
8. Lennox, Amy: Clerical Assistant II/ Counseling/Reentry, 1.0 FTE, 12 months/ year, replacement/A. Dobson, effective 04-29-02.
9. Motherwell, Thomas: Continuation of temporary working out of class, Bookstore Clerk II/ Bookstore, 1.0 FTE, 12 months/year, reason/additional duties in absence of Manager, effective, 04-01-02 to 06-30-02.
10. Olsen, JoAnn: Continuation of temporary working out of class, Financial Aid Technician II/ Financial Aid, 1.0 FTE, 12 months/year, reason/assuming duties of Loan Specialist, effective 03-18-02 to 05-17-02.
11. Peterson, Robert: Continuation of temporary working out of class, Bookstore Assistant/Bookstore, 1.0 FTE, 12 months/year, reason/additional duties in absence of Manager, effective, 03-18-02 to 06-30-02.
12. Rowland, Craig: Continuation of temporary working out of class, Veterans Technician/ Veterans Affairs, 1.0 FTE, 12 months/year, reason/assuming partial duties of Supervisor, effective 03-18-02 to 05-17-02.

Promotions/Transfers

1. Muskar, Susan: From: Administrative Assistant I/ Human Resources, 1.0 FTE, 12 months/year, to: Human Resources Technician/Human Resources, 1.0 FTE, 12 months/year, new position: Board approved 03-12-02, effective, 04-02-02.

Leaves of Absence

1. Babbini, Carol: Request for leave of absence without pay, Administrative Assistant I/Physical Education, Dance & Athletics, 1.0 FTE, 12 months/year, effective 04-01-02 to 05-13-02.
2. Desai, Deepa: Request for maternity leave of absence and family leave of absence, Payroll Specialist/Payroll, 1.0 FTE, 12 months/year; maternity leave: 01-14-02 to 05-31-02; 100% family leave without pay, medical benefits paid: 06-01-02 to 06-30-02; 20% family leave without pay, medical benefits paid: 07-01-02 to 07-31-02.
3. Guiterrez-Morarity, Tera: Request for maternity leave of absence and family leave of absence, Community Services Officer/ District Police, 1.0 FTE, 12 months/year; maternity leave: 03-25-02 to 05-10-02; 100% family leave without pay, medical benefits paid: 05-11-02 to 07-26-02.
4. Tuscany, Barbara: Request for maternity leave of absence, A & R Technician III/ Admission, Records & Enrollment Development, 1.0 FTE, 12 months/year, maternity leave: 02-22-02 to 07-05-02.

Classified Staffing

1. Payroll, new position, Payroll Specialist, Senior/Payroll, 1.0 FTE, 12 months/year, grade N.

Approval to Hire

Management

1. Director, ADN Program, Health Sciences, new position/conversion from faculty to management, Board approved 12-11-01.

Classified

1. Administrative Assistant I, Human Resources, replacement: S Muskar.
2. Library Technician I, Mahoney Library, replacement: E. Freeman.

We Tip Our Hats

Dr. Richard Rose, Dean of Counseling and Matriculation at De Anza College, has accepted a position at San Diego Mesa College as Vice President of Student Services. Prior to taking the position at De Anza in 1999, he worked at SRJC for 17 years as counselor, Academic Senate President, and interim Dean of Admissions & Records. He'll begin work at San Diego Mesa on July 15.

insider

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SANTA ROSA JUNIOR COLLEGE

insider

Staff News for Santa Rosa Junior College, May 30, 2002

SRJC to Dedicate Public Safety Training Center June 6

The formal dedication of the SRJC state-of-the-art Public Safety Training Center is scheduled on Thursday, June 6, 2002, from 1:00 to 3:00 p.m. on the 20-acre Windsor site, 5743 Skylane Boulevard in the Defensive Tactics Building. The ceremony will begin promptly at 1:00 p.m., followed by an open house from 1:30 to 3:00 p.m. with multiple demonstrations.

The new training center includes a 10-acre driving training track with skid pad, a 15-lane indoor rifle and pistol range, a defensive tactics training building, modern classrooms, plus a miniature Main Street Scenario Village with residential and retail mockups that simulate situations law enforcement personnel face daily, computerized simulation technology for firearms, scenario, and driver training, among other cutting edge equipment and facilities.

Enrolling nearly 7,000 students annually, the Public Safety Training Center is renowned statewide for its outstanding career and educational options, including Law Enforcement, Fire Technology, Emergency Medical Care, Corrections, and Park Ranger options. The program's comprehensive curriculum offers students several educational paths: earning an associate degree to transfer to universities, state and federal mandated certificate programs, or in-service training courses for public safety professionals.

To Public Safety Training Center director Norm Cleaver, the dedication of the Public Safety Training Center "is the fulfillment of what I dreamed could evolve since I first came to the college in 1985."

Engineering Technology Day Draws High School Students

On Friday, May 3, the Engineering Transfer, Architecture & Construction, and Civil & Surveying Tech programs hosted approximately 30 students and teachers from seven different Sonoma County high schools. Students moved through four different activities: a tour of the CAD lab, 3-D animation demonstration, and CAD design competition; a hands-on civil engineering project; an architectural sketching activity; and an engineering game. Students learned about concurrent enrollment opportunities at SRJC, and participants were treated to a pizza lunch during which industry representatives addressed the group about career opportunities in Sonoma County. Each high school student received a raffle prize generously donated by Carlenzoli & Associates, Kirkwood-Bly, Stan Walker & Associates, Roofing Services, Inc., Allied Building Supplies, and Behler Construction. This outreach event was coordinated by SRJC's Tech Prep Career Pathways staff in partnership with SRJC faculty.

Strategic Capital Projects Update

As a result of Measure A's passage in March, SRJC's various construction project plans are starting to unfold. Capsulating Administrative Services recent email report to campus, a number of planning efforts are already underway. Design work for remodeling **Baker Hall** has started. The **Culinary Brickyard** remodeling project will commence shortly. Temporary housing is being sought for programs occupying **Analy Temps** to make room for construction of the new **Santa Rosa campus library**, with the demolition of the temps possibly by spring 2003. Preliminary plans for the new Santa Rosa campus library will likely receive state approval next month, enabling working drawings to be completed leading to the release of state funds by July 2003. Once the library construction begins, current access across Elliott will be lost, alternative access points are being explored. The College expects to appoint a master planning consultant by the June Board meeting. Planning work with programs and departments will commence this fall. For **Petaluma II** campus development, planning and drawing funds are scheduled for release in summer 2003. A parking and traffic consultant charged with providing an analysis of the overall parking challenges on the Santa Rosa campus will be appointed at the June Board meeting. A Final Project Proposal was submitted to the state for **Plover** modernization and conversion, a project that would commence in 2005-06. While SRJC's construction process will be challenging, it will be an exciting period in the college's history that requires cooperation of the entire campus community to navigate anticipated logistical changes.