

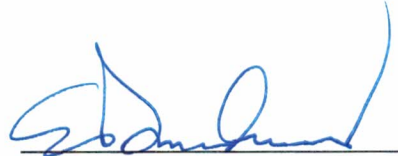
PENSACOLA STATE COLLEGE

Director, Human Resources
Memorandum

Phone: 850-484-1766
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April 2, 2019

TO: Dr. Ed Meadows
President


Approved

VIA: Gean Ann Emond
Vice President, Business Affairs

FROM: Tammy R. Henderson

SUBJECT: Human Resources Action Items for Board of Trustees – April 2019

Action Items:

1. Approval of March 2019 Human Resources Report.
2. Special Contracts (Open Item)



HUMAN RESOURCES REPORT
Summary of Personnel Actions
March 2019

Career Service

- 2 Career Service employees were hired (Public Safety; and Cashiers' Office)
- 1 Career Service employee resigned for other employment (Systems Support)

Executive, Professional/Managerial

- 3 Professional/Managerial employees were hired ([2] Academic Advising; and Trio – Educational Opportunity Center)
- 1 Professional/Managerial employee resigned for personal reason (WSRE)
- 2 Professional/Managerial employees resigned for other employment (WSRE)

Faculty

No transactions to report.

Other

- 5 Assignments for adjuncts were processed
- 6 Overloads for full-time faculty were processed

[PERSREPORT]
RUN DATE 04/01/2019
TIME 07:14

S R PENSACOLA STATE COLLEGE
PERSONNEL EMPLOYED OR TERMINATED
PERIOD MARCH 01 2019 THROUGH MARCH 31 2019

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CAREER SERVICE

TYPE OF POSITION	ACTION/REASON	EMP. ID NAME	DEPARTMENT TITLE	POSITION	S X	R C
COLLEGE POLICE OFFICER	NEW HIRE	05347762 FOREHAND BLAKE	17200100000054000 PUBLIC SAFETY	C04731A00	M	W
ACCOUNTING SPECIALIST	NEW HIRE	05347754 FREEMAN ASHLEY	16222000000054000 CASHIERS' OFFICE	C01361A00	F	B
SYSTEMS & COMPUTER OPERATION T	RESIGNED RESIGNED FOR OTHER EM	05041637 ANTHONY WAYNE	16310100000054000 SYSTEMS SUPPORT	C01511A00	M	W

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PERSONNEL EMPLOYED OR TERMINATED
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ADMIN./EXECUTIVE/PROFESSIONAL

TYPE OF POSITION	ACTION/REASON	EMP. ID NAME	DEPARTMENT TITLE	POSITION	S X	R C
STUDENT SERVICES ADVISOR	NEW HIRE	05347746 FERO MICHELE	15301001000053000 ACADEMIC ADVISING - PENSACOLA	P03441A00	F	W
PROGRAM DIRECTOR, ED. OPP. CEN	NEW HIRE	05349461 MCGOWAN TIMOTHY	23100001183253000 TRIO-ED OPPORTUNITY CTR 18/19	P00142A00	M	W
STUDENT SERVICES ADVISOR	NEW HIRE	05349479 TENNIMON DONOVAN	15301001000053000 ACADEMIC ADVISING - PENSACOLA	P00051A00	M	M
DIRECTOR, DEVELOPMENT, WSRE	RESIGNED PERSONAL REASONS	04718724 HUNTINGHOUSE MARYETTE	23201059180953000 WSRE CPB - CSG 10/17-09/19	A01232A00	F	W
MANAGER, DONOR SERVICES, WSRE	RESIGNED RESIGNED FOR OTHER EM	00524670 MCCLELLAN MARY	23201059180953000 WSRE CPB - CSG 10/17-09/19	P02382A00	F	W
MANAGER, UNDERWRITING & CORPOR	RESIGNED RESIGNED FOR OTHER EM	05242128 NETTLES CHRISTINA	23201059180953000 WSRE CPB - CSG 10/17-09/19	P03622A00	F	W

[PERSREPORT]
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S R PENSACOLA STATE COLLEGE
PERSONNEL EMPLOYED OR TERMINATED
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ADJUNCT

TYPE OF POSITION	ACTION/REASON	EMP. ID NAME	DEPARTMENT TITLE	POSITION	S X	R C
ADJUNCT PLUS (MASTERS -COLL CR	NEW HIRE	04337392 GLEICH PATRICIA	11172201000056001 HISTORY/LANGUAGE/SOC SCIENCE	J73191P00	F	W
ADJUNCT (MASTERS -COLL CRDT)	NEW HIRE	00228876 HENDERSON ELIZABETH	11150590000056001 BAS ADMIN & SUPERVISION	J75371P00	F	W
ADJUNCT (DOCTORATE -COLL CRDT)	NEW HIRE	05322863 LEBLANC MICHELE	11150590000056001 BAS ADMIN & SUPERVISION	J87521X00	F	W
ADJUNCT (MASTERS -COLL CRDT)	NEW HIRE	03349596 ROBBINS CARLY	11161701000056001 MATHEMATICS	J86911P00	F	W
ADJUNCT (BACHELORS -COLL CRDT)	NEW HIRE	03259802 STANHOPE MICHELLE	11230112130056001 EMERGENCY MEDICAL TECH	J86211X00	F	W

[PERSREPORT]
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PERSONNEL EMPLOYED OR TERMINATED
PERIOD MARCH 01 2019 THROUGH MARCH 31 2019

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OVERLOADS

TYPE OF POSITION	ACTION/REASON	EMP. ID NAME	DEPARTMENT TITLE	POSITION	S X	R C
OVERLOAD VOCATIONAL CREDIT	OVERLOAD	04101242 BREMER SHIRLAURA	11320200000052100 COLLEGIATE HIGH SCHOOL	F01351P00	F	W
OVERLOAD VOCATIONAL CREDIT	OVERLOAD	02535112 CLEMONS SUZANNE	11230102000052100 ALLIED HEALTH	F82141P00	F	W
OVERLOAD VOCATIONAL CREDIT	OVERLOAD	05056785 HABERBUSH JO	11230112000052100 NURSING	F02961X00	F	W
OVERLOAD COLLEGE CREDIT	OVERLOAD	03844554 HARPER KERRIYAN	11230112000052100 NURSING	F01321P00	F	B
OVERLOAD VOCATIONAL CREDIT	OVERLOAD	02606509 POWELL KELSEY	11320200000052100 COLLEGIATE HIGH SCHOOL	F01421P00	M	B
OVERLOAD VOCATIONAL CREDIT	OVERLOAD	01943564 WILLIAMS CARLA	11320200000052100 COLLEGIATE HIGH SCHOOL	F02471L00	F	B



District Board of Trustees
Human Resources Committee Meeting Minutes
Pensacola Campus, Building 7, District Conference Room
March 12, 2019, 5:00pm

Present: Ms. Margie Moore, Ms. Rhonda Likely, and Ms. Tammy Henderson, recording

Minutes from the February 20, 2019, Human Resources Committee meeting were reviewed and approved.

Action Items:

1. Approval of February 2019 Human Resources Report.
2. Request approval to create the new position of Completion Advisor, at Level 1, on the Professional/Managerial Salary Schedule, with funding from an upcoming vacancy due to retirement of an Admissions and Graduation Technician, at Level E, on the Career Service Salary Schedule. [Effective April 1, 2019] (Academic and Student Affairs)
3. Request approval to upgrade a vacant and funded Maintenance Supervisor at Level G, on the Career Service Salary Schedule, to Maintenance Supervisor – Transportation, at Level H, on the Career Service Salary Schedule. (Facilities, Planning and Construction)
4. Special Contracts (Open Item)

All items approved for recommendation to the full Board.