

REQUESTS TO FILL (IN PROCESS)  
FOR February 13, 2017

Pending Re-opening of position			Recruitment on hold; RTF returned to hiring manager							HR has been waiting to discuss recruitment with hiring manager				
Department/Division Manager	Division	Position Title	Position #	Classification	FTE	Reason	Recruiter	Date PC approved	Date assigned	Posting date	1st Considerati on Date	Interview dates	Expected Board Approval	Recent Activity Comments
Fiscal Services / Mike Gregoryk	Administrative Services	Associate Vice President, Fiscal Services	MC9996	Management	1.00	Rosa Royce (Transfer)	Erika	11/15/16	11/21/16	11/17/16	1/3/17	1/31/17	3/8/17	On Target to meet established Timeline
Information Technology/ Ron Bean	Administrative Services	Computer Facilities Assistant	CA9615	262-Classified	0.475	Mason Core (VLT)	Maria	11/22/16	11/29/16	12/15/16 11/28/16	1/17/17 12/6/16	2/9/17	3/8/17	New Hire Recommendation: Rodrigo Luzuriaga Aguirre
Information Technology/ Ron Bean	Administrative Services	Computer Facilities Assistant	CA9724	262-Classified	1.00	Leonard Cardona (Released from	Leticia	1/24/17	2/3/17	1/31/17 (VLTP)	2/8/17 (VLTP)			VLTP in process
Custodial Services/ Ken McAlpin	Administrative Services	Custodian Substitute Pool					Zaira		12/10/16	12/14/16	1/9/17		3/8/17	Tentative Timeline and Committee Formation sheet emailed to HM
Fiscal Services / Duetta Langevin	Administrative Services	Director of Fiscal Resources	MC9973	Management	1.00	Monica Cantu (Reclass)	Erika	12/20/16	1/10/17	1/5/17	2/2/17	3/10/17	4/12/17	Tentative Timeline established; pending Committee Formation
Fiscal Services/ Steve Garcia	Administrative Services	Executive Assistant I	CO9984	Confidential	1.00	Brigitte Hebert (VLT)	Maria	12/20/16	1/10/17	1/9/17	1/31/17	3/10/17	4/12/17	On Target to meet established Timeline
Fiscal Services/ Rosa Royce	Administrative Services	Fiscal Technician II	CA9635	262-Classified	1.00	Julie Ann Moreno (Promotion)	Maria	11/29/16	12/2/16	1/24/17 12/1/16	2/13/17 12/15/16	3/13/17 & 3/15/17	4/12/17	On Target to meet established Timeline
Fiscal Services / Shelly Zahrt-Egbert	Administrative Services	Fiscal Technician II	CA9954	262-Classified	1.00	Jodi Carter (Resignation)		2/7/17		2/13/17 (VLTP)	2/24/17 (VLTP)			VLTP in process
Information Technology/ Ron Bean	Administrative Services	Help Desk Support Technician	CA9997	262-Classified	1.00	New Position		1/31/17		2/6/17 (VLTP)	2/14/17 (VLTP)			VLTP in process
Facilities Planning & Management/	Administrative Services	Manager, Construction Project	MC9952	Management	1.00	Caryn Cowin (Resignation)	Leticia	9/20/16	10/28/16	12/16/16	1/25/17	3/14/17	4/12/17	On Target to meet established Timeline
Public Safety/ Dave Wilson	Administrative Services	Public Safety Officer	CA9918	262-Classified	1.00	Randall Yang	Maria	12/6/16	12/10/16	12/09/16 (VLTP)	12/19/16 (VLTP)		3/8/17	New Hire Recommendation: Olga Castillo
Administrative Services/ Mike Gregoryk	Administrative Services	Risk Management Specialist	CA9794	262-Classified	1.00	Beth Sullivan (Resignation)	Erika	5/31/16	1/10/17	1/9/17	1/30/17	3/15/17	4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
Technical Services/ Kevin Owen	Administrative Services	Theatrical Audio Engineer	CA9755	262-Classified	1.00	Alvaro Rodriguez (Promotion)	Leticia	6/28/16	10/28/16	12/21/16	2/15/17	3/21/17	4/12/17	On Target to meet established Timeline
Human Resources	Human Resources	Administrative Specialist II	Pending Fiscal	262-Classified	1.00	New Position	Zaira	12/15/15	12/10/16	12/13/16 11/29/16 (VLTP)	1/12/17 12/8/16 (VLTP)	2/6/17	3/8/17	On Target to meet established Timeline
Business Division/ Jennifer Galbraith	Instruction	Administrative Specialist I		262-Classified	0.475	New Position		2/7/17		2/13/17 (VLTP)	2/24/17 (VLTP)			VLTP in process
Humanities & Social Sciences/ Jim Jenkins	Instruction	Administrative Specialist I (Study Abroad)	CA9362	262-Classified	0.475	New Position	Erika	10/18/16	10/28/16	01/09/17 11/15/16 (VLTP)	01/30/17 11/23/16 (VLTP)	2/28/17	4/12/17	On Target to meet established Timeline
Technology & Health/ Sarah Plesetz	Instruction	Administrative Specialist II	CA9552	262-Classified	0.80	Teresita Hood (Retirement)	Erika	10/18/16	10/28/16	12/5/16 11/14/16 (VLTP)	1/3/17 11/22/16 (VLTP)	2/8/17	3/8/17	New Hire Recommendation: Yen Hang
Instruction / Don Sciore	Instruction	Administrative Specialist III	CA9413	262-Classified	1.00	Marlyn Lanuza (Promotion)	Leticia	12/13/16	1/4/17	1/20/17	2/9/17	3/27/17	5/11/17	On Target to meet established Timeline
Instruction/ Lianne Greenlee	Instruction	Administrative Specialist III (Teaching & Learning Center) (VP Priority List)	CA9376	262-Classified	0.475	New Position	Leticia	6/15/16	10/5/16	12/7/16	1/20/17	2/22/17	4/12/17	On Target to meet established Timeline
Business Division/ Jennifer Galbraith	Instruction	Administrative Specialist IV (VP Priority List)	CA9891	262-Classified	1.00	Karen Newsome (Transfer)	Erika	10/18/16	10/28/16	11/28/16 11/3/16 (VLTP)	01/6/17 11/14/16 (VLTP)	2/13/17	3/8/17	On Target to meet established Timeline
ESL/Jody Fernando	Instruction	Admissions and Registration Clerk	CA9378	262-Classified	0.475	New Position	Cristal	6/7/16	10/28/16	11/16/16	1/4/17	2/9/17	3/8/17	On Target to meet established Timeline
Kinesiology / Joe Jennum	Instruction	Athletic Trainer		262-Classified	1.00	New Position	Maria	1/10/17		2/14/17 1/18/2017 (VLTP)	3/8/17 1/26/2017 (VLTP)		4/12/17	VLT process complete: Move on to reg. recruitment process
Natural Sciences / Matt Judd	Instruction	Career Services Specialist		262-Classified	1.00	New Position		2/7/17		2/13/17 (VLTP)	2/27/17 (VLTP)			VLTP in process
Business Division/ Jennifer Galbraith	Instruction	Career Services Specialist	CA9361	262-Classified	1.00	New Position	Maria	9/20/16	10/5/16	1/12/17	2/16/17		4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
Technology & Health/ Sarah Plesetz	Instruction	Coordinator, Health Programs (VP Priority List)	CA9856	262-Classified	1.00	Kathy Killiany (Resignation)	Erika	2/2/16	6/21/16	12/16/16	1/20/17	2/15/17	4/12/17	On Target to meet established Timeline
ESL/Jody Fernando	Instruction	Coordinator, Noncredit Student Success and Support Program (SSSP)	CA9977	262-Classified	1.00	Deejay Santiago (Resignation)	Maria	12/6/16	12/14/16	12/13/16	1/12/16	2/13/17	4/12/17	On Target to meet established Timeline

REQUESTS TO FILL (IN PROCESS)  
FOR February 13, 2017

Pending Re-opening of position			Recruitment on hold; RTF returned to hiring manager							HR has been waiting to discuss recruitment with hiring manager				
Department/Division Manager	Division	Position Title	Position #	Classification	FTE	Reason	Recruiter	Date PC approved	Date assigned	Posting date	1st Considerati on Date	Interview dates	Expected Board Approval	Recent Activity Comments
ESL/Margaret Teske	Instruction	Coordinator, Project Program (ESL)	CA9573	262-Classified	0.475	Caridad Oppenstein	Cristal	5/17/16	10/5/16	11/21/16	1/6/17	2/14/17	4/12/17	On Target to meet established Timeline
Instruction/ Lianne Greenlee	Instruction	Coordinator, Project/Program (Teaching & Learning Center) (VP Priority List)	CA9377	262-Classified	1.00	New Position	Leticia	6/15/16	10/5/16	11/15/16	12/7/16	1/25/17	3/8/17	New Hire Recommendation: Yolanda Haro
School of Continuing Ed/ Madelyn Arballo	Instruction	Coordinator, School of Continuing Education (Vacancy 1 of 2)	CA9358	262-Classified	1.00	New Position	Maria	6/15/16	11/10/16	11/10/16	12/6/16	1/30/17	3/8/17	New Hire Recommendation: Shelly Laddusaw
School of Continuing Ed/ Madelyn Arballo	Instruction	Coordinator, School of Continuing Education (Vacancy 2 of 2)	CA9359	262-Classified	1.00	New Position	Maria	9/27/16	11/10/16	11/10/16	12/6/16	1/30/17	3/8/17	New Hire Recommendation: Krystal Yeo
School of Continuing Education / Madelyn Arballo	Instruction	Director, Education for Older Adults & Adults with Disabilities	MA9957	Management	1.00	New Position	Leticia	1/24/17		1/31/17	3/2/17			Hiring Mgr contacted. Next follow-up scheduled: 2/15/17
Learning Assistance Center/ Meghan Chen	Instruction	Director, Learning Assistance Center	MA9990	Management	1.00	Bailey Smith (Resignation)	Leticia	8/24/16	10/28/16	11/15/16	12/14/16	2/2/17	3/8/17	New Hire Recommendation: Tommie Vitzelio
Instruction/ Irene Malmgren	Instruction	Director, Strong Workforce Initiatives	MC9931	Management	1.00	New Position	Cristal	11/15/16	11/17/16	11/18/16	12/19/16	1/27/17	3/8/17	On Target to meet established Timeline
Research & Institutional Effectiveness/ Barbara McNeice Stallard	Instruction	Educational Research Assessment Analyst	CA9371	262-Classified	0.475	New Position	Leticia	9/13/16	10/5/16	11/14/16	12/7/16	1/27/17	3/8/17	New Hire Recommendation: Shannon Rider
Commerical & Entertainment Arts/ Mark Lowentrou	Instruction	Lab Tech - Photography	CA9912	262-Classified	0.475	Chris Benoe (VLT)	Maria	8/9/16	10/28/16	11/4/16	1/6/17	2/15/17	3/8/17	On Target to meet established Timeline
Natural Sciences / Matt Judd	Instruction	Laboratory Technician - Natural Sciences	CA9743	262-Classified	1.00	Matthew Naas	Leticia	1/10/17		1/17/17	2/7/17	4/6/17	5/11/17	Tentative Timeline established; pending Committee Formation
Natural Sciences / Karelyn Hoover	Instruction	Laboratory Technician II - Chemistry	CA9945	262-Classified	1.00	Steven Bernard	Erika	1/10/17		1/17/17	2/7/17		4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
Natural Sciences / Matt Judd	Instruction	Laboratory Technician II, Chemistry		262-Classified	1.00	New Position		2/17/17		2/13/17 (VLTP)	2/27/17 (VLTP)			VLTP in process
Fine Arts/ Sue Long	Instruction	Laboratory Technician, Fine Art	CA9412	262-Classified	0.475	Christina McCurdy	Leticia	11/1/16	11/10/16	12/7/16	1/20/17	2/21/17	4/12/17	On Target to meet established Timeline
Business Division/ Jennifer Galbraith	Instruction	Laboratory Technician, Foods		262-Classified	0.475	New Position		2/7/17		2/13/17 (VLTP)	2/24/17 (VLTP)			VLTP in process
Library/ Romelia Salinas	Instruction	Lead Library Technician	CA9739	262-Classified	1.00	Linda Small (Retirement)	Maria	8/30/16	10/28/16	11/22/16 11/3/16 (VLTP)	12/15/16 11/15/16 (VLTP)	2/6/17	3/8/17	New Hire Recommendation: Abigail Morales
Continuing Education/ Liza Becker	Instruction	Learning Lab Assistant	CA9379	262-Classified	0.475	New Position	Cristal	6/7/16	10/5/16	11/30/16	12/20/16	1/27/17	3/8/17	On Target to meet established Timeline
Library/ Romelia Salinas	Instruction	Library Technician	CA9879	262-Classified	1.00	Michelle Sanchez (Reclassification)	Erika	1/24/17	2/3/17	1/31/17 (VLTP)	2/8/17 (VLTP)		3/8/17	VLTP in process
Bridge Program/ Francisco Dorame	Student Services	Administrative Specialist I (VP Priority List)	CA9633	262-Classified	1.00	Sophia Salazar (VLT)	JenMay	7/19/16	9/27/16	11/9/16	12/2/16	1/24/17 & 1/25/17	3/8/16	On Target to meet established Timeline
Counseling / Tom Mauch	Student Services	Administrative Specialist II	CA9822	262-Classified	1.00	Katherine Butterbaugh (VLT)	Leticia	12/13/16	1/4/17	1/20/17	2/9/17	4/5/17	5/11/17	On Target to meet established Timeline
Counseling / Tom Mauch	Student Services	Administrative Specialist III		262-Classified	1.00	New Position	Leticia	1/31/17	2/7/17	2/7/17 (VLTP)	2/15/17 (VLTP)			VLTP in process
Student Services/ Audrey Yamagata-Noji	Student Services	Administrative Specialist III (VP Priority List)	CA9931	262-Classified	1.00	Irma Tepepa (VLT)	Leticia	5/10/16	Reassigned 9/2/16 (Erika) 8/11/16	10/28/16	11/21/16	2/22/17	4/12/17	On Target to meet established Timeline
Student Services / Andrea Sims	Student Services	Coordinator, Student Activities	CA9716	262- Classified	1.00	Edwin Romero (Resignation)	Erika	1/24/17		1/31/17	2/22/17	4/12/17	5/10/17	Tentative Timeline established; pending Committee Formation
Student Services/ Audrey Yamagata-Noji	Student Services	Dean, Student Services	MA9981	Management	1.00	Carolyn Keys (Retirement)	Leticia	9/27/16	10/28/16	12/14/16	2/8/17	3/27/17	4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
CalWORKs/ Grace Hanson	Student Services	Director, CalWORKs (VP Priority List)	MA9969	Management	1.00	Stephen Brown (Resignation)	Leticia	9/13/16	9/27/16	11/15/16	12/15/16	2/14/17	4/12/17	On Target to meet established Timeline
Financial Aid/ Chau Dao	Student Services	Student Services Program Specialist II (VP Priority List)	CA9388	262-Classified	1.00	New Position	Maria	6/15/16	10/5/16	11/18/16	12/12/16	1/23/17	4/12/17	On Target to meet established Timeline
High School Outreach/ Tannia Robles	Student Services	Student Services Program Specialist II (VP Priority List)	CA9369	262-Classified	1.00	New Position	Maria	8/9/16	10/5/16	11/16/16	12/8/16	2/13/17	4/12/17	On Target to meet established Timeline



REQUESTS TO FILL (IN PROCESS)  
FOR February 13, 2017

Pending Re-opening of position			Recruitment on hold; RTF returned to hiring manager							HR has been waiting to discuss recruitment with hiring manager				
Department/Division Manager	Division	Position Title	Position #	Classification	FTE	Reason	Recruiter	Date PC approved	Date assigned	Posting date	1st Considerati on Date	Interview dates	Expected Board Approval	Recent Activity Comments
Full Time Faculty Recruitments														
Natural Sciences/ Matt Judd	Instruction	Professor of Agricultural Production (Animal Science)	FA9459	Faculty	1.00	L. Sullivan (Resignation)	Erika		1/12/17	1/12/17	3/17/17		5/10/17	Pending Tentative Timeline
Humanities & Social Science / Jim Jenkins	Instruction	Professor of American Language	FA9516	Faculty	1.00	Glenda Bro (Retirement)	Maria	11/22/16	12/6/16	12/2/16	2/6/17		4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
Technology & Health/ Sarah Plesetz	Instruction	Professor of Architecture	FA9518	Faculty	1.00	New Position	Leticia	11/22/16	12/6/16	12/6/16	02/10/17 (1/12/17)	3/10/17 & 3/11/17	4/12/17	First Consideration Date Extended
Natural Sciences/ Matt Judd	Instruction	Professor of Biological Sciences (Majors)		Faculty	1.00	New Position	Erika		1/13/17	1/13/17	2/15/17	3/17/17	5/1017	On Target to meet established Timeline
Humanities & Social Sciences/ Jeanne-Marie Velickovic	Instruction	Professor of Communication	FA9519	Faculty	1.00	New Position	Maria	11/22/16	12/6/16	12/6/16	2/3/17		4/12/17	Tentative Timeline established; pending Committee Formation
Business Division/ Jennifer Galbraith	Instruction	Professor of Computer Information Systems	FA9807	Faculty	1.00	Shui-Lien Huang (Retirement)	Maria	11/22/16	12/6/16	12/6/16	2/6/17	3/3/17 & 3/6/17	4/12/17	On Target to meet established Timeline
Technology & Health/ Sarah Plesetz	Instruction	Professor of Manufacturing Technology	FA9547	Faculty	1.00	New Position	Erika	11/22/16	12/6/16	12/6/16	1/12/17	3/17/17 & 3/18/17	4/12/17	On Target to meet established Timeline
Natural Sciences/ Karelyn Hoover	Instruction	Professor of Mathematics (vacancy 1 of 2)	FA9520	Faculty	1.00	A. Nitta (Resignation)	Erika		1/5/17	1/5/17	2/6/17	3/23/17	4/12/17	On Target to meet established Timeline
Natural Sciences/ Karelyn Hoover	Instruction	Professor of Mathematics (vacancy 2 of 2)	FA9862	Faculty	1.00	C. Graham (Retirement)	Erika		1/5/17	1/15/17	2/6/17	3/23/17	4/12/17	On Target to meet established Timeline
Arts Division/Sue Long	Instruction	Professor of Photography	FA9513	Faculty	1.00	Jesse Mezquita (Retirement)	Leticia	11/29/16	12/6/16	12/6/16	2/6/17	3/17/17 & 3/20/17	4/12/17	On Target to meet established Timeline
Humanities & Social Sciences / Jim Jenkins	Instruction	Professor of Sociology		Faculty	1.00	David Medina (Retirement)	Maria	11/22/16		12/16/16	2/10/17		5/10/17	Tentative Timeline and Committee Formation sheet emailed to HM
Humanityes & Social Sciences / Jim Jenkins	Instruction	Professor of World Languages (Japanese)	FA9515	Faculty	1.00	Yuki McPhail (Retirement)	Maria	12/13/16	12/20/16	12/20/16	2/10/17		4/12/17	Tentative Timeline and Committee Formation sheet emailed to HM
DSPS / Grace Hanson	Student Services	Professor of DSPS - Instructional Specialist (Math Emphasis	FA9640	Faculty	1.00	Christine Tunstall (Retirement)	Erika	1/10/17	1/19/17	1/19/17	2/21/17	3/29/17	5/10/17	On Target to meet established Timeline
ADJUNCT RECRUITMENTS														
Natural Sciences / David Mirman	Instruction	Adjunct Pool for Anatomy & Physiology		Adjunct Pool			Lisa/Zaira			6/25/15	6/30/17			
Natural Sciences / David Mirman	Instruction	Adjunct Pool for Biology		Adjunct Pool			Lisa/Zaira			7/12/16	6/30/17			
Natural Sciences / Eileen DiMauro	Instruction	Adjunct Pool for Chemistry		Adjunct Pool			Lisa/Zaira			7/12/16	6/30/17			
Business / Barry Andrews	Instruction	Adjunct Pool for Computer Information Systems		Adjunct Pool			Lisa/Zaira			11/17/15	11/30/16			
Natural Sciences	Instruction	Adjunct Pool for Earth Sciences (Astronomy)		Adjunct Pool			Lisa/Zaira			7/15/16	6/30/17			
Natural Sciences	Instruction	Adjunct Pool for Earth Sciences (Geology/Oceanography)		Adjunct Pool			Lisa/Zaira			6/9/16	6/30/17			
Technology & Health	Instruction	Adjunct Pool for Engineering		Adjunct Pool			Lisa/Zaira			6/3/16	6/30/17			
School of Continuing Ed	Instruction	Adjunct Pool for ESL (Non-Credit)		Adjunct Pool			Lisa/Zaira			1/28/16	6/30/17			
Business Division/ Jennifer Galbraith	Instruction	Adjunct Pool for Fashion and Related Technologies		Adjunct Pool			Lisa/Zaira			10/12/16	6/30/17			New Hire Recommendation: Kenneth Chang
Arts Division / Dan Smith	Instruction	Adjunct Pool for Film & Television		Adjunct Pool			Lisa/Zaira							
Arts Division / Steve Burgoon	Instruction	Adjunct Pool for Graphic Design		Adjunct Pool			Lisa/Zaira			11/29/16				
Technology & Health	Instruction	Adjunct Pool for Manufacturing Technology		Adjunct Pool			Lisa/Zaira			11/5/15	6/30/17			
Natural Sciences	Instruction	Adjunct Pool for Mathematics		Adjunct Pool			Lisa/Zaira			7/11/16	6/30/17			

REQUESTS TO FILL (IN PROCESS)  
FOR February 13, 2017

Pending Re-opening of position			Recruitment on hold; RTF returned to hiring manager							HR has been waiting to discuss recruitment with hiring manager				
Department/Division Manager	Division	Position Title	Position #	Classification	FTE	Reason	Recruiter	Date PC approved	Date assigned	Posting date	1st Considerati on Date	Interview dates	Expected Board Approval	Recent Activity Comments
Arts Division / Dan Smith	Instruction	Adjunct Pool for Media Proguction/Broadcasting		Adjunct Pool			Lisa/Zaira			11/29/16				
Natural Sciences / Malcolm Rickard	Instruction	Adjunct Pool for Physics		Adjunct Pool			Lisa/Zaira			7/16/16	6/30/17			
Natural Sciences / Stacy Bacigalupi	Instruction	Adjunct Pool for Psychology		Adjunct Pool			Lisa/Zaira			8/16/16	6/30/17			
Humanities & Social Sciences	Instruction	Adjunct Pool for Sociology		Adjunct Pool			Lisa/Zaira			7/13/16	6/30/17			
Humanities & Social Sciences	Instruction	Adjunct Pool for World Lanugages (Italian)		Adjunct Pool			Lisa/Zaira			6/8/16	6/30/17			
Business Division/ Jennifer Galbraith	Instruction	Adunct Pool for Family & Consumer Sciences/ Life Management		Adjunct Pool			Lisa/Zaira			9/1/16	6/30/17			
DSPS / Tim Engle	Student Services	Adjunct Pool for Counseling, DSPS		Adjunct Pool			Lisa/Zaira			8/11/16	6/30/17			
DSPS / Grace Hanson	Student Services	Adjunct Pool for Professor of DSPS		Adjunct Pool			Lisa/Zaira			8/11/16	6/30/17			