



February 21, 2022

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Human Resource Report

Item Description

This item request Board approval for personnel actions.

Overview and Background

Pursuant to College Policy 04-06 and 04-17, the College brings forth a request to approve appointments, separations and outside employment.

Past Actions by the Board

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

Funding/ Financial Implications

This item is funded by the 2021-2022 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date
<i>None to Report</i>			

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Ernest McGriff	Custodian	Facilities	January 4, 2022
Patrice Robinson	Lead Instructor, Commercial Vehicle Driving Program	CDL Program	January 4, 2022
Cindy Barefield	Dental Clinic Office Coordinator	Dental Health Programs	January 4, 2022
India Rhodes	Media Relations Specialist	Strategic Communications	January 4, 2022
Kym Mattson	Call Center Representative	Call Center	January 5, 2022
Caleb Butkowski	Information Technology Support Specialist	Help Desk	January 10, 2022
Losias Israel	Student Support Specialist	Student Records	January 10, 2022
David Hadzima	Program Coordinator, Transportation & Logistics	Continuing Workforce Education	January 10, 2022
Catherine Harris	Career and Academic Advisor	Advising	January 18, 2022

Original Appointments - Faculty

Name	Position	Department	Effective Date
Marty Walker	Nursing Faculty	Nursing Faculty	January 4, 2022
Tina Hollie	Nursing Clinical Faculty	Nursing Faculty	January 4, 2022

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Samantha Dunaway	Director of CTE Outreach & Recruitment	Workforce Development	December 13, 2021
Julius Williams	Career Development Specialist	Campus 100 - DOC - Jefferson C.I.	January 4, 2022
Veronica Sitaras	Program Specialist I	DOE McKay Scholarship	January 4, 2022
Viodelda Page	Special Education Assistant	DOC Marion/Lowell/FWRC C.I.	January 4, 2022
Shannon Kelley-Garcia	Career Development Specialist	Compass 100 DOC - Charlotte C.I.	January 18, 2022

Re-Appointments (All Employees)

Name	Position	Department	Effective Date	Prior Position
<i>None to Report</i>				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
Santiago Molina	Biological Science Faculty	Biological Science Faculty	September 1, 2021	October 31, 2025
Debra Burtoft	Dental Hygiene Faculty	Dental Health Faculty	January 1, 2022	December 31, 2026
Patricia Chukes	Senior Custodian	Facilities	January 1, 2022	December 31, 2026
Mary Kornegay	Client Support Manager	Information Technology - User Services	February 1, 2022	January 31, 2027

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Jackelyn Baldwin	Program Specialist I	DOE McKay Scholarship	December 2, 2021	Resigned
Kayla Ealum	Career Development Specialist	Compass 100 DOC - Walton C.I.	December 3, 2021	Resigned
Sarah Skidmore	Special Education Assistant	DOC - Charlotte C.I.	December 3, 2021	Resigned
Brooke Kurzen	Career Development Specialist	Compass 100 DOC - Sago Palm C.I.	December 17, 2021	Resigned
Jason Standley	Maintenance Technician II	Facilities	December 31, 2021	Resigned
Jessica Cahill	Career Development Specialist	Compass 100 - DOC - Hamilton C.I.	December 31, 2021	Dismissed
Lenda Kling	Executive Coordinator	President's Office	December 31, 2021	Retired
Michelle Rehwinkel	Legal Studies and Applied Ethics Faculty	Political Science, Criminal Justice & Paralegal Studies Faculty	December 31, 2021	Retired

Tim Frost	Maintenance and Material Management Supervisor	Physical Plant, Facilities, Planning and Construction	December 31, 2021	Retired
Steven Humphries	Program Coordinator for Adult Education	Continuing Workforce Education	January 4, 2022	Resigned
Lauren Bradley	Social Media and Digital Content Specialist	Strategic Communications	January 5, 2022	Resigned
Anthony Hall	Research and Business Analyst	Institutional Research and Planning	January 7, 2022	Resigned
Margaret Bronson	Staff Assistant	Communications and Humanities	January 7, 2022	Resigned
Emily Maurer	Coordinator of Internal Student Services	Advising & Retention	January 14, 2022	Resigned
Heather Redfield	Nursing Faculty	Nursing Faculty	January 17, 2022	Resigned
Serina Montijo	Scholarship Coordinator	Financial Aid	January 18, 2022	Resigned
Charles Frazier	Career Development Specialist	Compass 100 DOC - Cross City C.I.	January 19, 2022	Resigned
Brenda Hehe	Cashier	Financial Aid	January 21, 2022	Resigned
Jennifer Russell	Associate Dean	Healthcare Professions	January 21, 2022	Resigned
Joseph Kervin	Campus Police Sergeant	Campus Police	January 28, 2022	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Katina Smith	Office Manager	Transitional Studies	Red Lobster	Server Assistant
Heather Hamlin	Program Manager	Healthcare Professions	Tallahassee Memorial Hospital	Office Manager
Angela Long	Chief Engagement Officer	President's Office	Self	Consultant

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
<i>None to Report</i>				

Reclassifications (All Employees)

Name	Position	Department	Effective Date	Prior Position
Susan Bulecza	Director of Nursing Programs	Healthcare Professions	January 4, 2022	Nursing Faculty
Makeshia Barnes	Nursing Faculty	Nursing Faculty	January 4, 2022	Adjunct
Tammy Paarlberg	Nursing Faculty	Nursing Faculty	January 4, 2022	Adjunct
Caroline Sherlock	Testing Specialist	Testing Services	January 4, 2022	OPS
Iris Davis	Early Childhood Education Faculty	Education & Early Child Development	January 4, 2022	Adjunct
Marissa Chandler	Staff Assistant	Campus & Civic Engagement - Office Staff	January 18, 2022	OPS
Karen Bevis	Security Administrator	Enterprise Applications	January 18, 2022	Information Technology Support Specialist