

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Dr. Douglas Treadway
DATE: September 8, 2004
SUBJECT: Approval of Change of Status: Instructional Assistant

Consent Agenda

Ms. Mikelyn Stacey, Dean, Language Arts and Social Sciences, requests a change of status from a 10 month, 50% position to an 11 month, 50% position for David Wood, Instructional Assistant, English Department, to better address the needs of the District.

RECOMMENDATION

The President/Superintendent recommends the approval of a change of status from a 10 month, 50% position to an 11 month, 50% position for David Wood, Instructional Assistant, English Department, effective June 21, 2004, with eligibility for pro-rated benefits.

DT/LE/sq