

11-2-04

Deanna Walston
Deputy Superintendent
Vice President, Business Services

Dear Deanna,

This letter is my notice of resignation from Ohlone College and the position of Director of Information Services effective close of business February 28, 2005.

I appreciate all of the opportunities the college has afforded me over the years and I am very proud of our many accomplishments. I wish all the best for the college in its many endeavors.

I will work closely with you and the Information Services staff to provide for a smooth transition. Please feel free to contact me at any time if I can be of further assistance to the college.

Sincerely,

Douglas Burns