

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Douglas Treadway

DATE: June 14, 2006

CONSENT

SUBJECT: Approval of New Classified Job Description – Transfer Center Specialist

---

Martha Brown, Dean of Counseling, requests that the Board approve a new classified job description, Transfer Center Specialist, to better address the needs of the District.

This has been negotiated with the appropriate collective bargaining unit.

RECOMMENDATION

The President/Superintendent recommends the approval of the new classified job description, Transfer Center Specialist.