

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees  
FROM: Dr. Douglas Treadway  
DATE: February 13, 2008  
SUBJECT: Approval of Revised Management Job Description,  
Director of Admissions and Records

- Consent Agenda item

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Ron Travenick, Vice President, Student Development, requests that the Board approve a revised management job description for Director of Admissions and Records, to better address the needs of the District.

RECOMMENDATION

The President/Superintendent recommends the approval of the revised management job description, Director of Admissions and Records.