

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Douglas Treadway

DATE: May 7, 2008

SUBJECT: Approval of Revised CSEA Job Description,  
College Advancement Foundation Specialist

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- Consent Agenda item

Patrice Birkedahl, Director, College Advancement and Dave Smith, Executive Director, Ohlone College Foundation, requests that the Board approve a revised CSEA job description for College Advancement Foundation Specialist, to better address the needs of the District.

RECOMMENDATION

The President/Superintendent recommends the approval of the revised CSEA job description, College Advancement Foundation Specialist.