

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

Consent Agenda Item

FROM: Gari Browning

DATE: August 13, 2008

SUBJECT: Ratification of Contract with Carol Green for Assignment as Interim Dean of Human Resources

Lyle Engeldinger, Dean of Human Resources, has taken a six month leave of absence from his position. The Dean's position manages and directs the provision of critical human resources services to the District. As such, this position cannot remain vacant during this six (6) month period.

The District has conducted a search for individuals possessing successful human resources managerial experience who would be available for an interim assignment. Carol Green, retired Director of Human Resources for the San Mateo Community College District, has been selected to fill this interim assignment. Carol spent thirty (30) years in the Human Resources Department at San Mateo District, performing a variety of functions during that time and concluding with her retirement. Since her retirement Carol has been on a number of interim and consulting human resources assignments for many of the Bay Area community college districts including Peralta, West Valley-Mission, Foothill-De Anza and Chabot-Las Positas, among others. Additionally, Carol has spent several years as an adjunct instructor at the Santa Clara University graduate division. Carol possesses a Bachelor's degree from the California State University at Los Angeles and a Master's degree from Golden Gate University. A copy of Carol's resume is attached.

The District has negotiated a not to exceed contract with Carol Green in the amount of \$55,000 at the hourly rate of \$85. These services will be funded using salary savings from the Dean's position.

RECOMMENDATION

The President/Superintendent recommends that the Board of Trustees ratify the contract with Carol Green for an interim assignment as Dean of Human Resources at the not to exceed amount of \$55,000.