TO:   Board of Trustees
FROM:  Dr. Gari Browning
DATE:  April 14, 2010
SUBJECT:  Unrepresented Confidential Interpreter/Coordinator for Dean of Deaf Studies and Deaf Studies Division staff and faculty members

The Dean of Deaf Studies needs to be provided with a confidential interpreter to serve as a dedicated Interpreter to allow the Dean to fully participate in the District’s shared governance system. With the hire of this new position, the Dean will be able to fully participate and deal with confidential personnel matters pertaining to college bargaining unit members, as well as matters related, in general, to collective bargaining contract negotiations and implementation.

This 10 month/50% position will report to the Dean of Deaf Studies and will coordinate services for the Dean and professional faculty and staff. Currently, the Supervisor for Interpreting Services, DSPS, coordinates services for students as well as the Dean of Deaf Studies and other professional staff. This new position will alleviate the need for DSPS staff to coordinate and provide services for staff. Services for both areas are expected to be improved as a result.

This position is being funded by savings in the Deaf Studies budget. Currently there is a full time vacancy in the department. Each time there is a vacancy in the district, the duties and need for the position is thoroughly reviewed to determine if there is a need to refill the position at the same level. In this case, the full-time, 12-month Executive Assistant vacancy will be reduced to a 50% position. The savings from this reduction will provide the funding for the new Interpreter/Coordinator position and supporting short-term interpreters, and still leave a net savings for the district.

RECOMMENDATION
The President/Superintendent recommends the approval of this unrepresented position of Confidential Interpreter/Coordinator for Deaf Professionals and Staff. This is a 10-month, part-time (20 hours per week) position with a salary range of $30.87 - $37.45 per hour.