

January 21, 2025

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Human Resource Report

Item Description

This item requests Board approval for personnel actions.

Overview and Background

The College brings forth a request to approve appointments, separations and outside employment.

Past Actions by the Board

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

Funding/ Financial Implications

This item is funded by the 2024-2025 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date
None to Report			

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Kyndra Light	Corporate Solutions Manager	Workforce Development	November 12, 2024
Timothy Jones	Custodial Services Specialist	Facilities - Custodial Services	November 12, 2024
Katharine Bahmann	Executive Assistant	Administrative Services	December 2, 2024
Stuart Dalton	Supervisor Landscape Services	Facilities Operations	December 4, 2024
TJ Smith	Maintenance Technician II	FPSI Facilities	December 5, 2024
Kyle Cooper	Student Financial Advisor	Student Financial Services	January 2, 2025
Rachel Johnson	Administrative Assistant	Transfer Services	January 2, 2025
Taj Bhuiyan	Network Technician	Information Technology	January 2, 2025

Original Appointments - Faculty

Name	Position	Department	Effective Date
None to Report			

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Wenyi Li	Psychometrician	DOE - Test Development Center	November 13, 2024
Heather Lasher	Career Development Specialist	DOC 100 Hour - Century CI	November 12, 2024
Ikema Morris	English Language Arts Content Specialist	DOE - Test Development Center	November 12, 2024
Stephanie Bailey	Career Development Specialist	DOC 100 Hour - Walton C.I.	November 18, 2024
Carly Branning	Regional Civics Coach	DOE - Civics Literacy Program - Region 4	November 18, 2024
Claude Smith	Program Manager	DOE - FL Education Foundation	December 2, 2024
Erica Anderson	Program Manager	DOE - FL Education Foundation	December 2, 2024
Natalie DuPont-Bradwell	Regional Coordinator - Northwest	DJJ Statewide Regional	January 2, 2025
Chelsea Henry	Postsecondary Assessment Specialist	DOE - Postsecondary Assessment	January 2, 2025

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Effective Date	Prior Position
None to Report				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
Carol Andersen	Radiologic Technology Faculty	Healthcare Professions	December 1, 2024	11/30/2032

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Sharon Pereira	Career Development Specialist	DOC 100 Hour - Polk C.I.	November 5, 2024	Resigned
Nicolas Crespo	Career Development Specialist	DOC 100 Hour - Dade CI	November 8, 2024	Dismissed
Cody Law	Landscaper	Facilities	November 12, 2024	Resigned
Derrick Lane	Food Service Assistant	FPSI Food Services	November 12, 2024	Resigned
Whitney Johnson	Program Logistics Coordinator	DOC - Vocational Training	November 12, 2024	Dismissed
Maddy Bowers	Store Manager, FPSI	FPSI Business Office	November 26, 2024	Resigned
Emily Frost	Recruitment Specialist	Human Resources	November 29, 2024	Resigned
Jekita Williams	Career Development Specialist	DOC 100 Hour - Putnam CI	December 5, 2024	Resigned
Christopher Markham	Economics Faculty	Applied Science and Technology	December 11, 2024	Contract Not Renewed/End-of-Contract Grants
Karen Washington	Computer Literacy Faculty	Applied Science and Technology	December 16, 2024	Resigned
Julia Steiner	Biological Science Faculty	Science and Mathematics	December 19, 2024	Resigned
Angela Chavers	Custodial Services Specialist	FPSI Custodial Services	December 31, 2024	Dismissed
Beth Fera	Senior Business Intelligence Analyst	DJJ - Contracted Research	December 31, 2024	Contract Not Renewed/End-of-Contract Grants
Deborah Potier	Custodial Services Specialist	FPSI Custodial Services	December 31, 2024	Dismissed
Jeff Liang	Sociology Faculty	Social Science	December 31, 2024	Retired
Kim Manning	Interim Director, TSC Online	TSC Online	December 31, 2024	Retired
Patrick McDermott	College Success Faculty	Social Science	December 31, 2024	Resigned
Susanne Wood	Health Education Faculty	Science and Mathematics	December 31, 2024	Retired

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Lovely Dorleans	Career Services & Internship Coordinator	Student Affairs	Wasabi and Well	Registered Mental Health Counselor
Natalie Montgomery	Elementary Education Faculty	Applied Science and Technology	Pearson	Associate Committee Recruiter
Alecia Donaldson	Office Manager - Human Resources	Human Resources	Target	Sales Associate
Megan Muhlbach	Teen Traffic Safety Program Assistant	FDOT Teen Traffic Safety	Hub City Soapery	Co-Owner
Charlotte Huff	Office Manager - Financial Services	Financial Services	Hotel Duval	Front Office Manager

Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
Paula Capps	Career Development Specialist	DOC 100 Hour - Calhoun C.I.	November 8, 2024	Career Development Specialist
Austin Lacher	Welding Technologies Instructor	Workforce Development	November 12, 2024	Technical Educator Instructor
Chloe Schwipper	Multimedia Operations and Production Specialist	Communications and Marketing	November 12, 2024	Strategic Communications Specialist
Amanda Wallace	Director, TSC Online	TSC Online	January 6, 2025	English Faculty
Karen Crapps	Dental Clinic Office Coordinator	Dental Health	January 6, 2025	OPS