

Committee members,

In order to expedite our work over the next few weeks, I have copied the applicable sections of Administrative Regulation 7220 and inserted notations/suggestions for your consideration. I hope this helps. MW

AR 7220 -Administrative Recruitment and Hiring Procedures

Search Procedures

If a vacancy occurs unexpectedly and the normal recruitment time lines will cause a hardship, the Chancellor or College President or Vice Chancellor-North Centers may request recruitment for an interim administrator.

Recruitment for the SSS Director position will close 12/22/10 after a 30 day posting.

Human Resources is anticipating that there will be a sizable pool of candidates and it will take approximately one week for the candidate files to be sent to the Reedley Campus. That would place us on or around the week of 02/01/11 as a first opportunity to view applicant files.

Applicant Screening, Selection and Interview Process

The process for selecting the Screening Committee and the membership of the Screening Committee shall be developed and approved by the College President for college positions or developed and approved by the Vice Chancellor-North Centers for North Centers positions. Each administrative Screening Committee shall have representatives from academic and classified employee groups and reasonable representation from protected groups.

Committee members:

- 1. Michael White, V.P. of Student Services (area administrator)*
- 2. Michelle Johnson (classified)*
- 3. Diana Banuelos (administration)*
- 4. Marie Papoutsis (faculty)*
- 5. Jan Ziegler (faculty)*
- 6. Emily Berg (faculty)*
- 7. Jacob Alvarado (ASG)*