

April 15, 2016

Human Resources Staffing Update

Full Time Positions:

- Student Life Coordinator (Student Affairs) – 1 Unlimited FT – Re-posted
- Executive Director of Research and Planning (Research and Planning) – 1 Unlimited FT – Posted
- OAS Intermediate – (TriO) – 70% Unlimited – Search Committee Reviewing Applicants

Faculty Positions for 2016:

- MDLT/Phlebotomy (Nursing) – 2 Adjunct – Posted
- Farm Business Management Instructor (Agribusiness) – Unlimited FT – Scheduling Interviews
- Math (LAS) – 1 Adjunct – Posted

Grant Positions:

- None at this time

Interim Positions:

- Registrar (Student Affairs)– Deann Schloesser appointed interim Registrar – Feb 10th 2016-Sept 10th, 2016 (6 month assignment)
- Student Life Coordinator (Student Affairs) – Elaine Hardwick appointed interim Student Life Coordinator – Dec 16th, 2015-May 31st, 2016

Filled Positions:

- Nursing – 6 Adjunct openings – Filled
- Medical Assisting Instructor – 1 Adjunct opening - Filled
- Dental Assisting – 1 TFT – Filled
- Dental Assisting – 1 TPT - Filled
- Biology – 1 Adjunct opening – Filled
- Geography – 1 Adjunct opening – Filled
- Community and Social Services – Filled
- Psychology – 1 Adjunct opening – Filled
- Health and Human Performance - 2 Adjunct opening –Filled
- Physics – Posted - General keep open continuously
- Reading - 1 Adjunct opening – Filled
- English - 1 Adjunct opening – Filled
- Journalism and Mass Comm – Filled
- Philosophy -1 Adjunct – Filled
- Grant Project Associate - Grant Funded –1 Limited FT – Filled – Emma Baumann
- Writing Tutor Coordinator –1 Unlimited FT – Filled – Teresa Neubert
- CFO (Admin) – 1 Unlimited FT – Filled – David Armstrong
- Secondary Relations Coordinator (Student Affairs) – 1 Unlimited FT – Filled – Jeannie Meidlinger
- Chief Diversity Officer and Trio Director (Student Affairs) – 1 Limited FT – Filled – Mitzi Kennedy

- Financial Aid Officer (Student Affairs) – 1 Unlimited FT – Filled – Bonnie Scheffler – Starting March 9th, 2016
- MnAMP Grant Administrative Assistant – OASI - Grant Funded – 1 Limited FT – Filled – Karen Young – March 23rd, 2016
- Geography (LAS) – 1 Adjunct – Filled – Cindy Sparrow – Fall 2016
- OAS Intermediate- Registration (Student Affairs) - 1 Unlimited FT – Filled - Heather Tyree – Starting April 20, 2016

Positions On Hold:

- Customized Training Rep (Grant CBI) – MAPE – Grant Funded –1 Limited FT – CLOSED - Not Filling Position
- Transportation Ed Coordinator (CBI) - MAPE– 1 Limited FT – CLOSED – Not Filling Position
- OAS Intermediate (CBI) AFSCME–1 Unlimited FT – on HOLD
- Service Tech – College Lab Assistant - 75% Unlimited Seasonal
- Accounting Instructor – Unlimited FT Faculty
- Marketing Instructor – Unlimited FT Faculty

Positions Pending:

- Registrar (Student Affairs) - MMA – On HOLD during interim assignment
- Associate Director of Admissions and Recruitment (Student Affairs) - MAPE– waiting for Position Request
- Temp General Maintenance Worker - (FB Campus) - AFSCME - Waiting for Cabinet Approval
- College Lab Assistant (CBI) – AFSCME – Waiting for finalized job description – Job Audit Required
- Temporary Customer Service Specialist (Financial Aid) – AFSCME – At system office for Job Audit
- Temporary OAS (Allied Health & Nursing) – AFSCME – Preparing for Job Audit
- Director of CBI (CBI) – MMA – Preparing for Job Audit
- General Maintenance Worker – (FB Campus) – AFSCME - Unlimited FT – Assessing financials and waiting on Cabinet approval – Backfill Kenny Ernste Retirement May 6th, 2016
- General Maintenance Worker – (NM Campus) – AFSCME – Unlimited FT - Assessing financials and waiting on Cabinet approval – Backfill Tom Kusick Retirement May 31st, 2016
- Admissions Advisor (Student Affairs) – MAPE – Unlimited FT – Backfill for Ramiro leaving May 3, 2016