

Unit 1.1: Business Services

UNIT

- 1 Budget/Finance
- 2 Bursar/Cashier
- 3 Keys, Parking Services & Work Orders
- 4 Mailroom/Switchboard/Phone Services/Tower Information Desk
- 5 Custodial Services

Shared Governance/Resources Committees

- 1 Health and Safety Committee
- 2 Budget Advisory Committee

BUDGET		2010-11	2010-11	2011-12
		Budgeted	Actual	Goal
Fund 01	General Fund			
Fund 11	Categoricals			
Fund 11	Grants			

Permanent Personnel

Name	Fund Source	Unit of Work	Load	ADMIN	INST	CLASS	VACANCY
Benvenuti, MaryBeth	01	Business Manager	1.00	X			
Administrator Total			1.00				
1000 Barnett, Kinetta	01		1.00			X	
1000 Chen, Guang	01	Account Clerk II	1.00			X	
1000 Le, Viet	01	Sr Clerical Assistant	1.00			X	
1000 Logan, Maryjane	01	Staff Asst/Communication Svcs	1.00			X	Retired, 2011
1000 Nguyen, Hoa	01	Principal Accounting Technician	1.00			X	
1000 Parris, Kanika	01	Superv, Admin & Bus Supp Svcs	1.00			X	Retired, 2011
1000 Redmon, Jaimie	01	Accounting Technician	1.00			X	Resigned, 2011
1000 Stallings, Alma	01	Clerical Assistant II	1.00			X	Retired, 2011
1000 Tran, Kinh	01	Bursar	1.00			X	
1074 Tucker, Peter Magee	01	Sr Clerical Assistant	0.75			X	
Classified Staff Total			9.75				

Unit 1.2: Custodial & Storekeeper Services**Permanent Personnel**

Name	Fund Source	Unit of Work	Load	ADMIN	INST	CLASS	VACANCY
1000 Arrington, Gary	01	Custodian	1.00			X	
1000 Carter, Edward	01	Custodian	1.00			X	
1001 Chen, Guang Ning	01	Custodian	1.00			X	
David, James	01	Custodian	1.00			X	Retired, 2009
1000 Dixon, Quaran	01	Custodian	1.00			X	
1000 Gibson, Marvin	01	Custodian	1.00			X	
1000 Gonzalez, Margaret	01	Custodian	1.00			X	
1000 Highsmith, William	01	Lead Custodian (B)	1.00			X	(Head Custodian -OOC, Int.)
1000 Hurui, Salahadin	01	Custodian	1.00			X	
Lee, Kwi	01	Custodian	1.00			X	(Transferred to Berkeley)
1000 Nguyen, Kim	01	Custodian	1.00			X	
1000 Nuno, Samuel	01	Custodian	1.00			X	(vacant)
1008 Taylor, Trent Darnell	01	Custodian	1.00			X	
1000 Vasquez, Norma	01	Custodian	1.00			X	
1029 Wilborn, Carlos D	01	Sr Storesworker	1.00			X	
1000 Williams, Christine	01	Head Custodian	1.00			X	Retired, 2011
Classified Staff Total			16.00				