

# 2003—2004 Academic Year Payment Options For Newly Hired 10-month Faculty

As a 10-month faculty member at Valencia Community College, you have the option of having your base salary disbursed in 22 payments over ten months, based on your academic appointment, or in 26 payments over a twelve month period.

If you do not complete this form and return it to Human Resources in time to establish your payroll records for the first payday of the academic year, your pay will be disbursed in 22 payments over ten months, based on your academic appointment.

Please be aware that once the first payroll for the academic year is processed, this option may not be changed.

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| s to be taken in 20 ind flexible spending | nstallments depending account deductions |
| s to be taken in 24 i                     | nstallments — including                  |
| Date /                                    | /03                                      |
| 1   |  |



### Sarai Roman Toro

From:

Sarai Roman Toro

Sent:

Monday, December 03, 2012 4:55 PM

To:

John Tobia

Subject:

**RE: Address verification** 

Thank you Mr. Tobia

The address has been changed.

Be blessed!

Sarai E. Roman

Support Specialist II Records Department

MC: 3-33

Valencia College

8600 Valencia College Lane

Orlando, FL 32825 Direct (407) 582-8035

Fax (407) 582-8082

sroman3@valenciacollege.edu

"For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future". Jeremiah 29: 11

From: John Tobia

Sent: Monday, December 03, 2012 4:51 PM

To: Sarai Roman Toro

Subject: Re: Address verification

8062 S highway A1A

Melbourne beach. Fl. 32951

Sorry, John

Sent from my iPhone

On Dec 3, 2012, at 4:49 PM, "Sarai Roman Toro" < <a href="mailto:sroman3@valenciacollege.edu">srote:</a>

<image001.gif>
Good evening, Mr. Tobia

We have recently sent you some information via mail and the information was sent back because of a change of address with the post office. Our records show 1437 Pineapple Avenue, Apt 401, Melbourne, FL 32935 as your current active mailing address, if this is incorrect please reply to this email with the correct address so we can make the change and re-mail this information to you. Thank you so much and we apologize for any inconvenience this may cause.

### Be blessed!

Sarai & Roman
Support Specialist II
Records Department
MC: 3-33
Valencia College
8600 Valencia College Lane
Orlando, FL 32825
Direct (407) 582-8035
Fax (407) 582-8082
sroman3@valenciacollege.edu

"For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future". Jeremiah 29:11

# VALENCIACOLLEGE

Valencia College P.O. Box 3028 Orlando, FL 32802-3028

valenciacollege.edu

LY 3-33 RETURN SERVICE REQUESTED

**D URGENT** 

ZIP 32 041L1220 λGE

\$00.4

FIRST-CLAS

John Tobia 1437 Pineapple Avenue, Apt 401 Melbourne, FL 32935

123 IRCWN11 32802@3028

RETURN TO SENDER
TOBIA JOHN J
RO67 S HIGHWAY A1A
MELBOURNE BCH FL 32951-3948

RETURN TO SENDER

Sent email

2/3

### Aleshia Pauldo

From:

John Tobia

Sent:

Tuesday, January 26, 2010 11:13 AM

To: Subject:

Aleshia Pauldo address change

alisha,

it was a pleasure speaking with you. I appreciate your time and help with the address change.

old address:

606 Market St. # 330 Celebration FL 34747

NEW ADDRESSS:

1437 Pineapple Ave # 401 Melbourne FL 32935

thanks so much.

John Tobia

cell: 321.591.4990

1/8 26.10

RECEIVED
JAN 26 2010
PAYROLL



### Aleshia Pauldo

From:

√Jöhn Tobia

Sent:

Tuesday, January 26, 2010 11:13 AM

To: Subject: Aleshia Pauldo address change

alisha,

it was a pleasure speaking with you. i appreciate your time and help with the address change.

old address:

606 Market St. # 330 Celebration FL 34747

**NEW ADDRESSS:** 

1437 Pineapple Ave # 401 Melbourne FL 32935

thanks so much.

John Tobia

cell: 321.591.4990

Changed in Choicelinks 1-29-10 V

12 Po. 10

John Joseph Tobia

XXX-XX-7112



Home

Сотрапу

Submit

**Employee** 

Help | Log off

Friday, January 29, 2010

Employee | Address

**Address** 

**Employee Search** 

Valencia Community College

**New Search** Last Search

<sup>™</sup> My Profile

Profile Info

**Address** 

Phone Number

**Email Address** 

Job History

Dependents

Trusts

Compensation

Password

Issue Tracking

**External Information** 

♥My Manager

Transaction History

♥ My Benefits

**Current Benefits** 

✓ Life Events

**New Life Events** 

Workflow

Recognized

Scheduled

Partially Recognized

Log off

Address Line 1\*: Apt 401

Address Line 2: 1437 Pineapple Ave

City\*: ¡Melbourne

State/Province: FL

ZIP or Postal Code: 32935

Country: United States

Address Type\*: Residence

Restore Values





### Valencia Community College



| Home   | Employees       | Reports     | HR Toolbox | Resource Center |             | Help   🖾   My Accou | nt   Logou |
|--------|-----------------|-------------|------------|-----------------|-------------|---------------------|------------|
|        |                 |             |            |                 | Name or SSN |                     | Search     |
| Previo | ous Results > 1 | TOBIA, JOHN |            |                 |             |                     |            |

Tasks for this Employee

Personal

Work

Benefits

None

Summary

Reports

**Update Employee** 

Terminate Employment

Update Earnings/Salary

Change Categories

**Contact Information** 

Employee Detail Report Employee Benefit Summary Report History of Changes

TOBIA, JOHN J 1437 Pineapple Ave Apt 401 Melbourne, FL 32935

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BA BE 001 032007

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Technical Questions? Call A Service Representative at 1-866-775-7022 Monday through Friday 8:30 a.m. to 5:00 p.m. ET

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(L.S.)

# CONTRACT OF EMPLOYMENT FOR RECEIVED INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

STATE OF FLORIDA COUNTY OF ORANGE

OCT 07 2004

THIS CONTRACT is entered into between the District Board of Trustees of Valencia Valencia Valencia Community College, hereinafter called the Board, and Tobia, Mr John Joseph, hereinafter called the Faculty Member.

In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of Professor.Political Science - Osceola.Faculty.0376 in the Valencia Community College for a period of 194 work days beginning August 19, 2004, and ending August 2, 2005, and to pay the Faculty Member for services rendered not less than \$37,784.00 in 22 bi-weekly installments.

2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. In the event prescribed services have not been completed on the final day of this contract term, the Board may withhold the last month's salary until duties have been performed.

3. The Board may suspend or dismiss the Faculty Member for cause pursuant to law and rules of the State Board of Education.

4. It is expressly understood and agreed by and between the parties hereto that neither the Faculty Member nor the Board owes any further contractual obligation to the other after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 2. The Faculty Member understands that unless and until he/she shall receive a continuing contract under and by virtue of the provisions of Rule 6A-14.0411, F.A.C., he/she shall have probationary status and no legal cause shall be required of the Board in the event that the Faculty Member is not re-employed by the Board after August 2, 2005. It is understood that the recommendation of the faculty member for continuing contract is based on successful performance of duties and demonstration of professional competence, including the successful completion of the faculty academy.

5. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the

erm of this contract.

Given under our hands and seals this 22nd day of June, 2004, at Orlando, Florida.

dulty Member

The District Board of Trustees of Valencia Community College, Florida.

• ...

(President)

EAL OF THE BOARD

This contract form is to be executed in duplicate on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets the aforementioned conditions of this contract. After being duly signed by the Faculty Member and representatives of the Board, one-copy is to be retained by the Board and one by the Faculty Member.

This contract form must be signed and returned to the Board by not later than October 12, 2004.

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION



OCT 02 2001

HUMAN RESOURCES Valencia Community College:-T

### CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

### **TEMPORARY**

THIS CONTRACT form must be signed and returned to the District Board of Trustees of Valencia Community

College, Florida, hereinafter called the Board, by not later than <u>October 10, 2001</u>.

THIS CONTRACT is entered into between the Board of Valencia Community College and <u>John J. Tobia</u>, hereinafter called the Faculty Member.

The parties agree as follows:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of <u>Professor</u>, <u>Political Science</u> in the Valencia Community College for a period of <u>4</u> calendar months beginning <u>August 20</u>, 2001, and ending <u>December 14</u>, 20<u>01</u>.

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed <u>\$14,121</u> in <u>9</u>

installments.

3. The Faculty Member is employed in a temporary position and the Faculty Member shall not perform, or be entitled to be paid for, services rendered after the termination date.

- 4. It is expressly understood and agreed that (except as provided in Paragraph 6 below) neither the Faculty Member nor the Board owes any further obligation under this agreement after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 6. By signing this agreement, the Faculty Member affirms that he/she is employed in a position that will not lead to an award of a continuing contract (or tenure) and that no legal cause shall be required of the Board in making a decision not to enter into a future contract with the Faculty Member.
- 5. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board.

  6. In the event prescribed services have not been completed on the final day of this contract term,
- the Board may withhold the last month's salary until duties have been performed.

The Board may suspend or dismiss the Faculty Member for cause, or for failure to comply with the terms of this contract, at any time during the term of this agreement.
 This contract shall include and be subject to all applicable laws enacted by the Legislature and

all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

This contract is made this 26th day of September, 2001, at Orlando, Florida.

The District Board of Trustees of Valencia Community Co ege,

(Fa

This contract form is to be executed on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets any conditions imposed by the Board. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

. . . . . . . . . . . . . . . .

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION

# **VALENCIACOLLEGE**

August 30, 2012

Mr John Joseph Tobia 6-3

Dear Professor Tobia,

Welcome back to another exciting year at the best college in America. I hope you had a restful summer. I am writing to inform you of procedural changes related to your contract with the college.

As a matter of good practice we have determined that a copy of your continuing contract should be provided to you each year. In addition we have begun to incorporate your benefits information into the contract so you have one document where you can reference all of your employment information. As you can see in the enclosed contract, we have updated the form to include information related to the following:

- 1. The date you were awarded continuing contract
- 2. Position information for the current year
- 3. Salary and, if applicable, the number of payments you selected for the current year
- 4. Benefits and retirement information

Going forward, we will send you a contract that has been updated with the most current information at the beginning of each year.

As a reminder, all employees can access their pay and position information in Atlas by simply logging in and clicking on the "Employees" tab. From there, click on "Job History" in the Employee Services channel. You may contact Joe Livingston at ext. 8069 with any other questions you may have.

I would like to take this opportunity to again thank you for your devotion and continued service to Valencia College

Sincerely,

Vice President, Human Resources & Diversity

Cc: Personnel File



# CONTINUING CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COLLEGE

### STATE OF FLORIDA, COUNTY OF ORANGE

THIS CONTINUING CONTRACT of employment is made and entered into this 8/22/2006, between the District Board of Trustees of Valencia College, Florida, hereinafter called the "College" or "Board," and Mr John Joseph Tobia, hereinafter called the Faculty Member. In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

- 1. The Board agrees to the appointment and continuing employment of the Faculty Member in an instructional position in accordance with the duty/academic calendar and the Faculty Member agrees to accept the position of **Professor**, **Political Science** at Valencia College during the 2012-2013 academic year, and to pay the Faculty Member for services rendered a base salary in the sum of \$57,480.00 in 22 biweekly installments, which shall be direct deposited into a bank account authorized by the Faculty Member on designated college pay dates. This salary is the gross salary for the indicated period and is subject to deductions required by state and federal law, college insurance premiums and other deductions that are authorized by the Faculty Member.
- 2. The College shall provide health and dental benefits under a plan or plans as may be available to College employees from time to time. The College shall provide life insurance coverage which will pay to the beneficiary or beneficiaries designated by the Faculty Member an amount equal to \$25,000.00.
- 3. The College shall contribute on behalf of the Faculty Member to one of the following retirement plans, Florida Retirement System (FRS), or Community College Optional Retirement Plan (CCORP) if chosen in writing by the Faculty Member, at the rates prescribed by law.
- 4. The Faculty Member shall devote his/her knowledge, skill and working time to the interests of Valencia College and shall execute his/her duties to the satisfaction of the president or designee. The Faculty Member agrees to perform those services required for the aforementioned position at times and locations designated by the president or designee, and not to be absent from duty without authorized leave or release from this contract by the College. The Faculty Member agrees to be present and to perform those services outlined in the current job description and such other duties as may be assigned; the Faculty Member's job description, as may change from time to time, is incorporated into this contract by this reference. The College may, upon recommendation of the president or designee, transfer and assign the Faculty Member to a similar position within the College, provided the services required are similar to those originally assigned and the salary shall be as hereto set forth. In the event prescribed services have not been completed on the final day of the adopted calendar of a given year, the College may withhold the last month's salary until duties have been performed.
- 5. This continuing contract of employment shall remain in full force and effect from year to year, subject to all provisions herein set forth, unless terminated by mutual consent in writing by the parties hereto or unless the Faculty Member is suspended or this contract is terminated pursuant to law and policies and procedures of the College. This contract may also be terminated by written resignation of the Faculty Member, or by the College in the event of insufficient legislative funding, necessary reduction in force, elimination of a program(s) or other financial exigencies.
- 6. In the event this Contract is construed to contain a provision for severance pay, as defined by s. 215.425, F.S., it is expressly understood and agreed that such severance pay may not exceed an amount greater than 20 weeks of Administrator's compensation, and such severance pay is prohibited if this contract is terminated due to Faculty Member's misconduct, as defined in s. 443.036(29), F.S.
- 7. This contract shall include and be subject to all applicable federal and state laws and all applicable administrative rules adopted or promulgated by the State Board of Education, and each other state or local governmental agency having jurisdiction to take action affecting the operations of the College. This contract shall be subject to acceptance or rejection for cause by the District Board of Trustees. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract. The Faculty Member is bound by the policies and procedures enacted or authorized by the College and as may be adopted and amended from time to time, and the Faculty Member's signature below acknowledges the Faculty Member's obligation to review all policies and procedures which generally are available on the college's web site or in the Human Resources Office.

Given under our hands and seals this 6/19/2012, at Orlando, Florida.

The District Board of Trustees of Valencia College, Florida.

ford C. Shugart

By Col

Attest

### SEAL OF THE BOARD

This contract form is to be executed in duplicate on appointment of the Faculty Member by the College or as soon thereafter as the Faculty Member meets the aforementioned conditions of this contract. After being duly signed by the Faculty Member and representatives of the College, one copy is to be retained by the College and one by the Faculty Member.

Contract Form Prescribed by the District Board of Trustees of Valencia College, Florida.

# CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

STATE OF FLORIDA COUNTY OF ORANGE

THIS CONTRACT of continuing employment is made and entered into this August 22, 2006, between the District Board of Trustees of Valencia Community College, Florida, hereinafter called the Board, and Tobia, Mr John Joseph, hereinafter called the Faculty Member.

In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

1. The Board agrees to the appointment and continuing employment of the Faculty Member in an instructional position in accordance with the duty calendar and salary schedule duly adopted by the Board from time to time.

2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. The Board may, upon recommendation of the President, transfer and assign the Faculty Member to a similar position within the community college, provided the services required are similar to those originally assigned and the salary shall be as hereto set forth. In the event prescribed services have not been completed on the final day of the adopted calendar of a given year, the Board may withhold the last month's salary until duties have been performed.

3. This contract of continuing employment shall remain in full force and effect from year to year, subject to all provisions herein set forth, unless terminated by mutual consent in writing by the parties hereto or unless the Faculty Member is suspended or removed for cause pursuant to law and rules of the State Board of Education. This contract may also be terminated by written resignation of the Faculty Member submitted not later than four (4) weeks before the close of any academic year, to take effect at the end of the academic year, or by the Board because of discontinuance of the position as provided by law and rule.

4. The Faculty Member, at his or her expense, agrees to submit to the Board, if required, prior to the effective date of this contract and annually thereafter if required, written evidence of good health based on a medical examination, including a negative report of a Tuberculosis examination. The Faculty Member, at the expense of the Board, further agrees upon the request of the Board at any time, during the term to submit to medical examination by a qualified physician or physicians to be selected by the Faculty Member from a list consisting of not less than three names approved by the Board, and to allow the report of this examination to be submitted to the Board with a copy being forwarded to the Faculty Member.

5. Failure of either party to fulfill the obligations under this contract unless prevented from so doing by reason of personal illness of the Faculty Member shall constitute sufficient grounds for the termination of the contract by the other party, provided, however, no termination shall be effective without reasonable notice.

6. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

Given under our hands and seals this 20th day of June, 2006, at Orlando, Florida.

Faculty Member (L.S.)

The District Board of Trustees of Valencia Community College, Florida.

Attest \_

RECEIVED

AUG 28 2006

HUMAN RÉSOURCES valencia Community Collage

SEAL OF THE BOARD

Chairman)

This contract form is to be executed in duplicate on appointment of the Administrator by the Board or as soon thereafter as the Administrator meets the aforementioned conditions of this contract. After being duly signed by the Administrator and representatives of the Board, one copy is to be retained by the Board and one by the Administrator.

This contract form must be signed and returned to the Board by not later than September 5, 2006.

Prescribed by the Commissioner of Education as Authorized by Rule 6A-14.041
Florida Administrative Code and Rules of the State Board of Community Colleges

May 25, 1988

# CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

STATE OF FLORIDA COUNTY OF ORANGE

THIS CONTRACT is entered into between the District Board of Trustees of Valencia Community College, Florida, hereinafter called the Board, and Tobia, Mr John Joseph, hereinafter called the Faculty Member.

In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of Professor.Political Science - Osceola.Faculty.0376 in the Valencia Community College for a period of 194 work days beginning August 23, 2005, and ending August 3, 2006, and to pay the Faculty Member for services rendered not less than \$39,793.00 in 22 bi-weekly installments.

2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. In the event prescribed services have not been completed on the final day of this contract term, the Board may withhold the last month's salary until duties have been performed.

3. The Board may suspend or dismiss the Faculty Member for cause pursuant to law and rules of the State Board of Education.

4. It is expressly understood and agreed by and between the parties hereto that neither the Faculty Member nor the Board owes any further contractual obligation to the other after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 2. The Faculty Member understands that unless and until he/she shall receive a continuing contract under and by virtue of the provisions of Rule 6A-14.0411, F.A.C., he/she shall have probationary status and no legal cause shall be required of the Board in the event that the Faculty Member is not re-employed by the Board after August 3, 2006. It is understood that the recommendation of the faculty member for continuing contract is based on successful performance of duties and demonstration of professional competence, including the successful completion of the faculty academy.

5. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

Given under our hands and seals this 21st day of June, 2005, at Orlando, Florida.

Faculty Member

The District Board of Trustees of Valencia Community College, Florida.

(President

RECEIVED

(L.S.)

SEP 15 2005

Human Resources Valencia Community College

SEAL OF THE BOARD

This contract form is to be executed in duplicate on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets the aforementioned conditions of this contract. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

This contract form must be signed and returned to the Board by not later than September 22, 2005.

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

### CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

STATE OF FLORIDA COUNTY OF ORANGE

THIS CONTRACT is entered into between the District Board of Trustees of Valencia Community College, Florida, hereinafter called the Board, and Tobia, Mr John Joseph, hereinafter called the Faculty Member.

In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of Professor.Political Science - Osceola.Faculty.0376 in the Valencia Community College for a period of 194 work days beginning August 25,2003, and ending August 3, 2004, and to pay the Faculty Member for services rendered not less than \$34,934.00 in 22 bi-weekly installments.

2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. In the event prescribed services have not been completed on the final day of this contract term, the Board may withhold the last month's salary until duties have been performed.

3. The Board may suspend or dismiss the Faculty Member for cause pursuant to law and rules of the State Board of Education.

4. It is expressly understood and agreed by and between the parties hereto that neither the Faculty Member nor the Board owes any further contractual obligation to the other after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 2. The Faculty Member understands that unless and until he/she shall receive a continuing contract under and by virtue of the provisions of Rule 6A-14.0411, F.A.C., he/she shall have probationary status and no legal cause shall be required of the Board in the event that the Faculty Member is not re-employed by the Board after August 3, 2004. It is understood that the recommendation of the faculty member for continuing contract is based on successful performance of duties and demonstration of professional competence, including the successful completion of the faculty academy.

5. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the

term of this contract.

Given under our hands and seals this 15th day of July, 2003, at Orlando, Florida.

(L.S.) Faculty Member

The District Board of Trustees of Valencia Community College, Florida.

Chairman

RECEIVED

HUMAN RESOURCES Valencia Community College

This contract form is to be executed in duplicate on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets the aforementioned conditions of this contract. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

This contract form must be signed and returned to the Board by not later than September 26, 2003.

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION

### CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

### TEMPORARY

THIS CONTRACT form must be signed and returned to the District Board of Trustees of Valencia Community College, Florida, hereinafter called the Board, by not later than <u>October 11, 2002</u>.

THIS CONTRACT is entered into between the Board of Valencia Community College and <u>John J. Tobia</u>, hereinafter called the Faculty Member.

The parties agree as follows:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position  $\frac{1}{2}$  sor, Political Science in the Valencia Community College for a period of  $\frac{4}{2}$  calendar months beginning of <u>Professor</u>

August 26, 2002, and ending December 21, 2002.

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed \$14,325 in 9

installments.

3. The Faculty Member is employed in a temporary position and the Faculty Member shall not perform, or be entitled to be paid for, services rendered after the termination date.

- It is expressly understood and agreed that (except as provided in Paragraph 6 below) neither the Faculty Member nor the Board owes any further obligation under this agreement after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 6. By signing this agreement, the Faculty Member affirms that he/she is employed in a position that will not lead to an award of a continuing contract (or tenure) and that no legal cause shall be required of the Board in making a decision not to enter into a future contract with the Faculty Member.
- 5. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty

without authorized leave or release from this contract by the Board. 6. In the event prescribed services have not been completed on the final day of this contract term,

the Board may withhold the last month's salary until duties have been performed.
7. The Board may suspend or dismiss the Faculty Member for cause, or for failure to comply with the terms of this contract, at any time during the term of this agreement.

This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

This contract is made this 27th day of September, 2002, at Orlando, Florida.

The District Board of Trustees of Valencia Commun College, Florida.

Member)

THE BOARD

contract form is to be executed on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets any conditions imposed by the Board. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

. . . . . . . . . . . . . . . .

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION

RECEIVED

OCT OR 2002 HUMAN KESCURCES Valencia Community College

IC-T





CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

THIS CONTRACT form must be signed and returned to the District Board of Trustees of Valencia Community

College, Florida, hereinafter called the Board, by not later than March 8, 2001.

THIS CONTRACT is entered into between the Board of Valencia Community College and John J. Tobia, hereinafter called the Faculty Member.

The parties agree as follows:

The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of <u>Professor</u>, <u>Political Science</u> in the Valencia Community College for a period of <u>4</u> calendar months beginning <u>January 2</u>, <u>2001</u>, and ending <u>April 27</u>, <u>2001</u>.

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed <u>\$12,718</u> in <u>9</u>

installments.

3. The Faculty Member is employed in a temporary position and the Faculty Member shall not perform, or be entitled to be paid for, services rendered after the termination date.
4. It is expressly understood and agreed that (except as provided in Paragraph 6 below) neither the Faculty Member nor the Board owes any further obligation under this agreement after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 6. By signing this agreement, the Faculty Member affirms that he/she is employed in a position that will not lead to an award of a continuing contract (or tenure) and that no legal cause shall be required

of the Board in making a decision not to enter into a future contract with the Faculty Member.

5. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board.

In the event prescribed services have not been completed on the final day of this contract term,

the Board may withhold the last month's salary until duties have been performed.

7. The Board may suspend or dismiss the Faculty Member for cause, or for failure to comply with the

terms of this contract, at any time during the term of this agreement.

8. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

This contract is made this 23rd day of February, 2001, at Orlando, Florida. . Florida. The District Board of Trustees of Valencia Comm ty Co Member) (F

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MAR 0 6 2001

HUMAN RESOURCES Valencia Community College

orm is to be executed on appointment of the Faculty Member by the Board or as soon thereafter Faculty Member meets any conditions imposed by the Board. After being duly signed by the Faculty Member resentatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

> Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

> > May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION

### CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE TEMPORARY

STATE OF FLORIDA COUNTY OF ORANGE

THIS CONTRACT is entered into between the District Board of Trustees of Valencia Community College, Florida, hereinafter called the Board, and **Tobia**, **Mr John Joseph**, hereinafter called the Faculty Member.

In consideration of the mutual agreements, covenants, terms and conditions herein contained, the parties hereto agree as follows:

- 1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of Professor.Political Science Osceola.Faculty.0376 in the Valencia Community College for a period of 80 work days beginning January 6, 2003, and ending May 3, 2003, and to pay the Faculty Member for services rendered not less than \$13,627.00 in 8 bi-weekly installments.
- 2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. In the event prescribed services have not been completed on the final day of this contract term, the Board may withhold the last month's salary until duties have been performed.
- 3. The Board may suspend or dismiss the Faculty Member for cause pursuant to law and rules of the State Board of Education. Further, when the Faculty Member is employed in a program funded by a corporate partner, if the program is terminated or the funds available for the program are reduced, this agreement may, at the sole discretion of the Board, be terminated. The Faculty Member is employed in a temporary position and shall not perform, or be entitled to be paid for, services rendered after the termination date.
- 4. It is expressly understood and agreed by and between the parties hereto that neither the Faculty Member nor the Board owes any further contractual obligation, under the terms of this agreement, to the other after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 2. No legal cause shall be required of the Board in the event that the Faculty Member is not re-employed by the Board in the position held by the Faculty Member under the terms of this agreement after May 3, 2003. By signing this agreement, the Faculty Member affirms that he/she is employed in a position that will not lead to an award of a continuing contract (or tenure) and that no legal cause shall be required of the Board in making a decision not to enter into a future contract with the Faculty Member.
- 5. This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

Given under our hands and seals this 18th day of February, 2003, at Orlando, Florida.

Faculty Member

The District Board of Trustees of Valencia Community College, Florida.

(Chairman

Attest \_\_\_\_

SEAL OF THE BOARD

This contract form is to be executed in duplicate on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets the aforementioned conditions of this contract. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

This contract form must be signed and returned to the Board by not later than 5-Mar-03.

RECEIVED

(L.S.)

FEB 20 2003

HUMAN RESOURCES
Valencia Community College

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988



### CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

THIS CONTRACT form must be signed and returned to the District Board of Trustees of Valencia Community

College, Florida, hereinafter called the Board, by not later than <u>February 8, 2002</u>.

THIS CONTRACT is entered into between the Board of Valencia Community College and <u>John J. Tobia</u>, hereinafter called the Faculty Member.

The parties agree as follows:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of <a href="Professor">Professor</a>, Political Science in the Valencia Community College for a period of 4 calendar months beginning <a href="January 8">January 8</a>, 2002, and ending <a href="May 4">May 4</a>, 2002.

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed <a href="\$\frac{\$\frac{13}{432}\$}{13,432}\$ in 9</a>

installments.

The Faculty Member is employed in a temporary position and the Faculty Member shall not perform,

or be entitled to be paid for, services rendered after the termination date.

4. It is expressly understood and agreed that (except as provided in Paragraph 6 below) neither the Faculty Member nor the Board owes any further obligation under this agreement after the contract ending date set forth in Paragraph 1, except for the Faculty Member's obligation to perform uncompleted duties in accordance with Paragraph 6. By signing this agreement, the Faculty Member affirms that he/she is employed in a position that will not lead to an award of a continuing contract (or tenure) and that no legal cause shall be required of the Board in making a decision not to enter into a future contract with the Faculty Member.

5. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty

without authorized leave or release from this contract by the Board.

6. In the event prescribed services have not been completed on the final day of this contract term, the Board may withhold the last month's salary until duties have been performed.

7. The Board may suspend or dismiss the Faculty Member for cause, or for failure to comply with the terms of this contract, at any time during the term of this agreement.

This contract shall include and be subject to all applicable laws enacted by the Legislature and all applicable administrative rules adopted or promulgated by the State Board of Education, the State Board of Community Colleges, the Board of Trustees of this College and each other state or local governmental agency having jurisdiction to take action affecting the operations of this College. Furthermore, this contract shall include and be subject to the right of such governmental bodies to lawfully make modifications, additions, and deletions to those laws, rules, regulations, policies and guidelines during the term of this contract.

This contract is made this 24th day of January, 2002, fat Orlando, Florida. RECEIVED The District Board of Trustees of Valencia Community Col lida JAN 29 2002 (Facul **HUMAN RESOURCES** 

This contract form is to be executed on appointment of the Faculty Member by the Board or as soon thereafter as the Faculty Member meets any conditions imposed by the Board. After being duly signed by the Faculty Member and representatives of the Board, one copy is to be retained by the Board and one by the Faculty Member.

Prescribed by the Commissioner of Education Pursuant to Rules of the State Board of Education and Rules of the State Board of Community Colleges

May 25, 1988

THIS FORM SHALL NOT BE CHANGED WITHOUT PRIOR APPROVAL OF THE COMMISSIONER OF EDUCATION

1/10

# Valencia Community College Database Entry for Credit Faculty Credentials Application

| Name                   | TOBIA, JOHN J         |
|------------------------|-----------------------|
| SSN                    |                       |
| Status                 | СТС                   |
| Teaching Discipline    | Political Science     |
| Graduate Hours         |                       |
| Status                 |                       |
| Teaching Discipline    |                       |
| Graduate Hours         |                       |
| Highest Degree         | MA                    |
| School                 | University of Florida |
| Major                  | Political Science     |
| Other Degree           | ВА                    |
| School                 | University of Florida |
| Major                  | Political Science     |
| Other Degree           |                       |
| School                 |                       |
| Major                  |                       |
| Comment                | also DUAL ENROLLMENT  |
| Last Date File Changed | 2/5/2001              |

### Credit Faculty Credentials Form

(For Written or Typed Input)

Directions: Items 1-9 can be completed by faculty applicant or department, but should be reviewed for accuracy by department. Items 10-18 are to be completed by the department only. As indicated, Item 19 is to be signed by faculty applicant. (1) Name of Faculty Applicant (4) Department Pas 1041 (5) Assigned Course(s) (9) Date (8) Institution Granting Degree/Credit (6) Degree (7) CrHrs in Discipline\* DREVARD A. A. B. A. TORIDA ZORIDA M. A (10) Accreditation. Are degree/credit granting institutions regionally accredited? Note: International institutions require additional verification procedures (11) Communication Skills. Has written and oral command of English been verified? Note: Applicant's writing sample must be attached (12) Exception. Is review based on experience and professional contributions? Note: See item 17 below. As appropriate for English, ESL, Reading and Mathematics only (13) Remedial Education. Is there graduate training in remedial education? (14) College Preparatory Instruction. Limited to college prep instruction? CREDENTIAL STATUS (check appropriate category) (V) CTC (Credentialed for Transfer Curriculum) (15)RECEIVED Minimum: Master's degree in discipline or master's degree with 18 hours in discipline ( ) CNC (Credentialed for Non-Transfer Curriculum, Occupational and College Prep Courses) (16).1AN 0 9 2001 Education and training consistent with SACS 4.8.2.1 requirements ( ) CE (Credentialed as an Exception) Approval of President required (17)**HUMAN RESOURCES** Status based on documented experience and contributions to the teaching discipline Valencia Community College **DOCUMENTATION** ✓Y N (18) Have official transcripts and required supporting materials been received? The faculty applicant certifies by signature below that all information provided on this form and all supporting documentation is correct and accurate to the best of his/her knowledge. (19) Faculty Applicant (20) Chair/Director (21) Campus Provost Date (22) President (Credential Status CE) \* Note to Department Chair, Director, or other assigned reviewer: Degree title and completion date should be "circled" and relevant graduate courses should be "checked" on the accompanying

transcripts.

### **Application Addendum**

According to Section 4.8.1 of the Criteria for Accreditation of the Southern Association of Colleges and Schools: "Institutions, prior to the appointment of an applicant, must determine that the applicant's proficiency in oral and written communication in the language in which the course(s) being taught is such that the appointment is appropriate."

Recent college-wide research efforts and planning initiatives have been directed at making Valencia a more "learning-centered" institution. This transformation will involve college-wide change and reform. To date, over 300 staff members have participated in roundtable discussions, contributing their thoughts and ideas to help shape Valencia's vision of a more learning-centered institution in the future. In the space below, please describe your concept of a learning-centered institution. You may use the back of this page if addition space is needed. \*

A learning-centered institution places student learning as its paramount goal. For this goal to be realized, two questions must be answered: How will an activity improve and expand student learning? and How will we know it has? To achieve a learning-centered environment, performance—based learning must occur. A combination of critical thinking and experimental learning must be fostered. Together, an intelligent faculty and motivated student body can succeed and thrive in this type of college environment.

| Name      | John | Tobi | a | <br>S | ubject Area(s | s) <u>Politi</u> | cal Science     |
|-----------|------|------|---|-------|---------------|------------------|-----------------|
| Signature | Ì    |      | 0 | ž' ,  |               | Da               | $\frac{12}{30}$ |
| 8         |      |      | 1 |       |               |                  | -               |

<sup>\*</sup>Some departments may require that this exercise be completed on site.

Dr. Richard Scher's, my freshman political science professor at the University of Florida, enthusiasm, passion, and teaching methods are a model for success of which I plan to emulate. I believe a professor must have an open door policy, allowing students generous office houses and many contact numbers. Access in teaching, as in government, is key. In addition, class must be a combination of lecture and discussion. Students should be encouraged to participate and debate. Each student brings a unique perspective into class; and with few finite solutions in political science, they should feel free to explain their varying viewpoints. Finally, and most importantly, the students should leave class with a lasting functional knowledge of government. The topic of American Government on Jeopardy or at a cocktail party should not frighten, but excite the students for years to come. These are my goals as a professor of political science at a learning centered institution.

RECEIVED

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HUMAN RESOURCES Valencia Community College

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DEC 07 2000

HUMAN RESOURCES Valencia Community College Registrar's Office P.O. Box 160114 Orlando, FL 32816-0114 (407) 823-3100 FICE 003954

> JOHN TOBIA 606 MARKET STREET UNIT 330 CELEBRATION, FL 34747

Date Printed: 05/23/2006

Page 1 of 1

Name : Tobia, John Joseph

Birthdate: 01/06/xxxx Gender: M Residency: FL Resident for Tuition Calc

Dennis J. Dulniak, University Registrar

RECEIVED

- - - - Academic Program

appear on alternate

Educational Leadership EdD Educational Leadership

- - - - Beginning of UCF Graduate Record

Attempt Earned Grde Typ Points Spring 2004 (01/05/2004 to 04/26/2004) EDA 7192 ED LEADERSHIP 4.00 16.000 Totals for GPA Attempt Earned Points Term / UCF Cumulative 4.00 Summer 2004 (05/10/2004 to 07/30/2004) EDA 6502 ORG/ADM INST PROG EDH 6946 INTERNSHIP 3.00 12.000 Totals for GPA Attempt Earned Points Term UCF Cumulative for GPA 6.00 4.000 4.000 Fall 2004 (08/23/2004 to 12/11/2004) 12.000 6540 ORG & ADM HIGH ED EDA 7195 POL GOV FIN ED OR Attempt Earned Points Totals for GPA GPA 7.00 17.00 UCF Cumulative for GPA Spring 2005 (01/10/2005 to 05/02/2005) EDH 6505 FINANCE HIGH EDUC 3.00 3.00 A 12.000 Attempt Earned Points 3.00 3.00 12.00 Totals for GPA GPA 20.00 20.00 UCF Cumulative for GPA Summer 2005 (05/16/2005 to 08/05/2005) EDA 7205 PLN RES EVAL SYST Totals for GPA Attempt Earned Points 4.00 4.00 13.00 GPA 4.00 4.00 24.00 24.00 UCF Cumulative for GPA Fall 2005 (08/22/2005 to 12/10/2005) 7225 EDUC PERSONNEL 4.00 4.00

\* Total Credit Accepted Including Not for GPA :

7.00 31.00

Attempt Earned Points

7.00

24.00 113.00

Summer 2006 (05/15/2006 to 08/04/2006) (Current Term Courses)

6232 LEGAL ASP SCH OP EDH 6908 INDEPENDENT STUDY

7403 QUANT ED RESEARCH Totals for GPA

UCF Cumulative for GPA

- - - - End of UCF Graduate Record

END OF TRANSCRIPT

JUN 09 2006

**Human Resources** Valencia Community College

Received

MAY 30 2006

Business, IT & Social Sciences

opened by: Rosa E. Srikey

Bholocod Elensonipl prior to delivery

3.645



### Transcript Key

### Accreditation

The University of Central Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees at the associate, baccalaureate, master, specialist and doctoral levels.

### History

The University of Central Florida was established in 1963 and was first named Florida Technological University. Classes began in 1968. The name was changed by action of the Florida Legislature on December 6, 1978. The University of Central Florida is one of eleven universities in the State University System of Florida.

### Credit and Grades

Quarter credit hours were used at UCF from Fall 1968 through Summer 1981. Semester credit hours have been used since Fall 1981. All credit hours on this record have been converted to semester credit hours.

A semester hour of credit represents one class hour of work (or two or more laboratory hours of work) per week for a semester. Classes may be offered for a six-week period during the Summer term. During this shortened term, two class hours of work (or four or more laboratory hours of work) per week are required to represent a semester hour of credit.

All undergraduate credit transferred to UCF is shown on the permanent record. The listing of courses on the transcript does not assure acceptance toward any specific graduation requirement.

The plus/minus grading system became effective Fall 2001.

| Grading System | Used in GPA Co | nputation (Grade | and Grade Points) |
|----------------|----------------|------------------|-------------------|
|----------------|----------------|------------------|-------------------|

| A  | 4.00 | (- | 1.75                   |  |
|----|------|----|------------------------|--|
| A- | 3.75 | D+ | 1.25                   |  |
| B+ | 3.25 | D  | 1.00                   |  |
| B  | 3.00 | D- | 0.75                   |  |
| B- | 2.75 | F  | 0.00 Failing           |  |
| C+ | 2.25 | WF | 0.00 Withdrawn Failing |  |
| C  | 2,00 |    |                        |  |
|    |      |    |                        |  |

### Course Levels

The UCF course numbers appearing on this transcript are part of the Florida Common Course Numbering System.

The first digit indicates the level of instruction:

| ophomore |
|----------|
| unior    |
| enior    |
|          |

5 and higher Post-Baccalaureate or Graduate

### Grading Not Used in GPA Computation

| 1  | Incomplete                         |
|----|------------------------------------|
| N  | No Grade Reported                  |
| NC | No Credit                          |
| S  | Satisfactory (with credit)         |
| U  | Unsatisfactory (no credit)         |
| W  | Withdrawn                          |
| WH | Withdrawn (health form withdrawal) |
| WM | Medical Withdrawal                 |
| WP | Withdrawn Passing                  |
| Y. | Andit                              |

### Course Type (located next to Grade)

| Digities | Regular Credit                        |  |
|----------|---------------------------------------|--|
| T        | Reneated Course (not included in GPA) |  |

R Repeated Course (for Grade Forgiveness, included in GPA)

### Service Learning

Specific courses with Service Learning component include (SL) in the title.

### Academic Standing

A student is placed on academic probation when his/her UCF cumulative GPA drops below 2.0. A student on academic probation is disqualified upon failure to achieve a minimum term 2.0 GPA while on academic probation. A student who is disqualified may not enroll at UCF for two semesters following disqualification. Disqualified students who require 15 or more semester hours of "B" grade course work to raise the UCF cumulative GPA to 2.0 are not eligible for readmission to UCF. A student readmitted following disqualification who fails to achieve a minimum 2.0 GPA is excluded from the University. Excluded students are not eligible for readmission to UCF.

### Academic Amnesty

Effective Fall 2004, the Academic Amnesty Program provides undergraduate students who are not eligible for readmission for academic reasons the opportunity to readmit to UCF after five or more years of separation. Upon successful completion of the Amnesty Program, UCF nullifies up to two consecutive terms of UCF coursework from the UCF cumulative GPA. All coursework remains part of the student's permanent record and is recorded with nullified terms and courses identified by the "T" Course Type.

080/04

TO TEST FOR AUTHENTICITY: Translucent globe icons MUST be visible from both sides when held toward a light source. The face of this transcript is printed on burnt orange SCRIP-SAFE\* paper with the name of the institution appearing in white type over the face of the entire document.

UNIVERSITY OF CENTRAL FLORIDA • UNIVERSITY OF CENTRAL FLORIDA

ADDITIONAL TESTS: When photocopied, a latent security statement containing the institutional name and the words VOID VOID VOID appear over the face of the entire document. When this paper is touched by fresh liquid bleach, an authentic document will stain. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document. This document cannot be released to a third party without the written consent of the student. This is in accordance with the Family Educational Rights and Privacy Act of 1974. If you have any questions about this document, please contact our office. ALTERATION OF THIS DOCUMENT MAY BE A CRIMINAL OFFENSE!

04194404 SCRIP-SAFE Security Products, Inc. Cincinnati, OH•U.S. Patent 5,171,040

Office of the University Registrar Gainesville, FL 32611-4000 222 Criser Hall, Box 114000 352-392-1374

Do Not Release to Third Party Without Student Permission

12.00 GRADE PTS 45.00 HRS CARRIED 12.00

EARNED HRS

MR. KEVIN MULHOLLAND VALENCIA COMMUNITY COLLEGE 1800 DENN JOHN LANE KISSIMMEE FL 34744 SFUA

STUDENT NAME: JOHN JOSEPH TOBIA SOCIAL SECURITY NUMBER:

DATE OF BIRTH: JANUARY 06, 1978

GENDER: MALE

BASIS OF ADMISSION: TRANSFER COLLEGE: LIBERAL ARTS & SCIENCES MAJOR: POLITICAL SCIENCE

RESIDENCY STATUS: FLORIDA RESIDENT DATE PRINTED: DECEMBER 20, 2000 TYPE OF CREDIT: SEMESTER HOURS

COPIES REQUESTED: 01 COPY NUMBER: 01 PAGE NO.: 01

This transcript is not valid without the university seal and signature of the University Registrar.

Johns Dundge
Barbara Talmadge
University Barbara



| 34744   | porposa Small   |
|---|---|
|   | Barbara Talmadge<br>University Registrar  |
| Prefix & Course Number Course Title S Credit Credit for GI  |   |
| GRE VRB QUN ANL TOTAL DATE<br>460 720 720 1180 11/97  | UNIVERSITY OF FLORIDA 3LS 1997 SPRING   |
|   | AMH 3371 INDUS REVOLU IN US B+ 3.00 3.00 3.0  |
| BREVARD CMTY COLLEGE-FL 1995 FALL   | AMH 4270 US SINCE WORLD WAR 2 S 3.00 3.00   |
|   | PAD 3003 INTRO TO PUBLIC ADMIN B+ 3.00 3.00 3.0   |
| MAC 1104 COLLEGE ALGEBRA A 3.00 3.00  |   |
| EARNED HRS 3.00 GRADE PTS 12.00 HRS CARRIED 3.00  |   |
|   | REL 3127 CHURCH/STATE AMERICA W 3.00  |
| CREDIT BY EXAM - ADV PLACEMENT 1996 SPRING  | EARNED HRS 15.00 GRADE PTS 45.00 HRS CARRIED 12.00  |
| AMH 2010 U.S. HISTORY 1 P 3.00 3.00 AMH 2020 U.S. HISTORY 2 P 3.00 3.00 EARNED HRS 6.00 GRADE PTS . 0 HRS CARRIED .00 BREVARD CMTY COLLEGE-FL 1996 SPRING                                       | BREVARD CMTY COLLEGE-FL 1997 SUMMER   |
| AMH 2020 U.S. HISTORY 2 P 3.00 3.00   |   |
| EARNED HRS 6.00 GRADE PTS . 0 HRS CARRIED .00   | BSC 2085 C HUMAN ANATOMY/PHYSIOL W 4.00   |
|   | OCE 1001 OCEANOGRAPHY A 3.00 3.00   |
| BREVARD CMTY COLLEGE-FL 1996 SPRING   | EARNED HRS 3.00 GRADE PTS 12.00 HRS CARRIED 3.00  |
| AST 1002 INTRO TO ASTRONOMY A 3.00 3.00 CCJ 1020 AMER CRIMINL JUSTICE A 3.00 3.00   | UNIVERSITY OF FLORIDA 3LS 1997 SUMME  |
| CCJ 1020 AMER CRIMINL JUSTICE A 3.00 3.00   | MAY-JUNE - 6 WEEK   |
| HUM 2230 HUMANITIES 2 A 3.00 3.00   | AML 3270 AFRICAN-AMER LIT 1 S 3.00 3.00   |
| ISS 1012 SOCIAL SCIENCE 2 A 3.00 3.00   | CPO 3633 POLITICS IN RUSSIA A 3.00 3.00 3.  |
| STA 2023 STATISTICS A 3.00 3.00   | EARNED HRS 6.00 GRADE PTS 12.00 HRS CARRIED 3.0   |
| EARNED HRS 15.00 GRADE PTS 60.00 HRS CARRIED 15.00  |   |
|   | UNIVERSITY OF FLORIDA 4LS 1997 FALL   |
| BREVARD CMTY COLLEGE-FL 1996 SUMMER   |   |
|   | AML 3031 AMERICAN LIT 1 S 3.00 3.00   |
| BSC 1010 C GENERAL BIOLOGY A 4.00 4.00  | AML 4170 STUDIES AM LIT FORMS A 3.00 3.00 3.  |
| ENC 1101 COMMUNICATIONS I A 3.00 3.00   | HIS 3931 HY OF CRIM. JUST. AM. A 3.00 3.00 3.   |
| ENC 1102 COMMUNICATIONS 2 A 3.00 3.00   | POT 4414 COMMUNISM THEO & PRAC B 3.00 3.00 3.   |
| ENC 1101 C GENERAL BIOLOGY A 4.00 4.00 ENC 1101 COMMUNICATIONS I A 3.00 3.00 ENC 1102 COMMUNICATIONS 2 A 3.00 3.00 HUM 2210 HUMANITIES 1 A 3.00 3.00 POS 2041 AMERICAN NATL GOVERNM A 3.00 3.00 | ELECTED TO GOLDEN KEY NATL HONR SOCIETY   |
| POS 2041 AMERICAN NATL GOVERNM A 3.00 3.00  | EARNED HRS 12.00 GRADE PTS 33.00 HRS CARRIED 9.0  |
| PSY 2013 GENERAL PSYCHOLOGY 1 A 3.00 3.00   |   |
| SPC 2022 FUND SPEECH COMMUN A 3.00 3.00   | UNIVERSITY OF FLORIDA 4LS 1998 SPRIN  |
| SPN 1120 SPANISH 1 A 4.00 4.00<br>SPN 1121 SPANISH 2 A 4.00 4.00  | PGG 0006 FUOLU FGGL 6 PFUAUTOD 5 3 00 3 00  |
|   | BSC 2006 EVOLU ECOL & BEHAVIOR S 3.00 3.00 ECO 2013 PRIN MACROECONOMICS B 3.00 3.00 3.    |
| COMMUNICATION & COMPUTATION COMPLETE  | ECO 2023 PRIN MICROECONOMICS A 3.00 3.00 3.   |
| COMMUNICATION & COMPUTATION COMPLETE<br>EARNED HRS 30.00 GRADE PTS 120.00 HRS CARRIED 30.00   | ECO 2023 PRIN MICROECONOMICS A 3.00 3.00 3. POS 6127 STATE GOVT & POLITICS A 3.00 3.00 3. |
|   | TOD OTE, DINIE COTT & TODELLED II OTTO OTTO   |
| CREDIT BY EXAM - CLEP 1996 FALL   | AWARDED BACHELOR OF ARTS  |
| MOR 0404 COLLEGE MATHEMATICS 7 D 6 00 6 00  | GRADUATED MAY 02 1998   |
| MGF 0101 COLLEGE MATHEMATICS Z P 6.00 6.00<br>EARNED HRS 6.00 GRADE PTS . 0 HRS CARRIED .00   | WITH HONORS   |
| ENRIED HAS 0.00 GRADE FIS . O HAS CARRIED .00   | MAJOR POLITICAL SCIENCE   |
| BREVARD CMTY COLLEGE-FL 1996 FALL   | MINOR ENGLISH   |
| DALITARD CHAIL COLLEGE FE 1990 FALL   | EARNED HRS 15.00 GRADE PTS 43.50 HRS CARRIED 12.00  |
| AWARDED ASSOCIATE OF ARTS DEGREE  |   |
| IIIIII IIII VI IIII DOVIGO  | UNIVERSITY OF FLORIDA 7LS 1998 SUMME  |
| UNIVERSITY OF FLORIDA 2LS 1996 FALL   |   |
|   | ADMITTED TO GRADUATE SCHOOL   |
| CPO 2001 COMPARATIVE POLITICS A 3.00 3.00 3.00  | MMC 6400 MASS COMM THEORY B+ 3.00 3.00 3.   |
| INR 2001 INTERNATIONAL RELATES B 3.00 3.00 3.00   | MMC 6660 MASS COMM & SOCIETY A 3.00 3.00 3.   |
| POS 2112 AM STATE & LOCAL GOVT A 3.00 3.00 3.00   |   |
| POS 4443 POL PARTIES/ELECTIONS A 3.00 3.00 3.00   |   |
| TABLES USE 40 00 COART DEC 45 00 USE CAPITED 42 00  |   |

(SEE NEXT PAGE)

### ity of Florida Transcript Explanation

The student is in good standing and is eligible ter the University of Florida unless a statement ap on the transcript to indicate otherwise. This record may be used as the basis for admission to another institution.

### Accreditation

The University of Florida (UF) is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the degrees of bachelor, master, specialist and engineer, as well as doctoral and professional degrees. UF is a member of the Association of American Universities and is recognized by the Carnegie Commission on Higher Education as one of the nation's leading research universities.

### History

The university traces its origins to 1853 when the state-funded East Florida Seminary acquired the private Kingsbury Academy in Ocala. After the Civil War, the seminary was moved to Gainesville. It was consolidated with the state's land-grant Florida Agricultural College, then in Lake City, to become the University of Florida in 1906. Today, with more than 40,000 students, UF is among the 10 largest universities in the nation.

The university encompasses 21 colleges and schools and 100 interdisciplinary research and education centers, bureaus and institutes. UF offers 100 undergraduate degree programs, 200 graduate programs and professional degrees in dentistry, law, medicine, pharmacy and veterinary medicine.

The university, the oldest and largest of Florida's 10 state universities, is governed by the Board of Regents of the State University System.

### Credit and Testing

 Course credit hours are recorded in semester hours or quarter hours. Refer to the information box in the upper right-hand corner of the transcript to determine the type of credit hour.

· Before September 1967, the university operated on both the semester and trimester systems. The unit of credit was a semester hour, representing one hour per week of lecture or two or more laboratory hours per week for a 16-week semester or a 14-week trimester, or its equivalent in the summer terms.

. In September 1967, the university converted to the quarter system. The quarter hour represented one hour per week of lecture or two or more laboratory hours per week for an 11-week quarter. The summer quarter had a five-week and a 10-week session.

• From September 1967, disciplinary infractions are not specified on the transcript. While a conduct penalty is in effect, the record indicates the student is not in good standing. Records of conduct penalties are maintained by the Office of Judicial Affairs; inquiries should be made to that office.

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 From September 1978, the university's grading system has included plus grades. The College of Law implemented plus grades in Fall 1972, Law grades and grade point averages for all terms between Fall 1972 and Fall 1978 must be obtained from the College of Law

 Transfer credit may include courses which are not acceptable for certain degree programs. Students must consult their college dean's office to determine any remaining degree requirements.

• CLEP - College Level Examination Program credit generally is awarded at the national 50th percentile sophomore norm.

• AP - Advanced Placement examination scores of 3, 4 and 5 result in varying semester hours of credit.

 IB - International Baccalaureate higher-level examination scores of 5, 6 and 7 result in varying semester hours of credit.

• CLAST - College Level Academic Skills Test required by state statute (from August 1984) of all students entering the upper division. The four subtests recorded on the transcript include essay (E), English language skills (W), reading (R) and mathematics (M).

· SAT = Scholastic Aptitude Test = American College Test · ACT

• EACT = Enhanced American College Test • GRE = Graduate Record Examination

• GMAT = Graduate Management Admissions Test

TOEFL = Test of English as a Foreign Language

# FLORIDA FLORIDA

### Classification of Students

Nondegree students, including special transient and high school students.

Freshmen with fewer than 30 credits.

Sophomores with 30 or more credits, but fewer than 60 credits.

Juniors with 60 or more credits, but fewer than 90 credits.

Seniors with 90-120 credits.

5th-year undergraduates in 10-semester degree programs.

Postbaccalaureate students.

Graduate students seeking a first master's degree.

Graduate students with a master's degree, or 36 or more credits toward a graduate degree, who are not admitted to doctoral candidacy.

Graduate students who are admitted to doctoral candidacy.

Colleges, Schools and Special Designations

|    | Agriculture                       | HI | (until Fall 1995)                |
|----|-----------------------------------|----|----------------------------------|
|    | Architecture                      | HS | High School Dual Enrollment      |
| AS | Arts and Sciences                 |    | Journalism and Communications    |
| BA | Warrington College of             | LW | Law                              |
|    | Business Administration           | LS | Liberal Arts and Sciences        |
| BC | M.E. Rinker Sr. School of         | MD | Medicine                         |
|    | Building Construction             | NE | Natural Resources and Environmen |
| CD | Concurrent Degree Program         | NR | Nursing                          |
| CE | Continuing Education              | PA | Physician Assistant              |
| DN | Dentistry                         | PD | Pharmacy Doctor                  |
| ED | Education                         | PE | Physical Education, Health and   |
| EG | Engineering                       |    | Recreation                       |
| FA | Fine Arts                         | PH | Pharmacy                         |
| FY | School of Forest Resources        | UC | University College               |
|    | and Conservation                  | UF | Lower Division                   |
| HH | Health and Human Performance      | UN | Unclassified                     |
| HP | Health Professions (Fall 1995 on) | VM | Veterinary Medicine              |

| Passing | Grades-C   | rade Points                   | Non-Pu  | nitive Grades and Symbols-                          |
|---------|------------|-------------------------------|---------|---|
| Grade   | Gr. Points | Description                   | No Gra  | de Points/Not in GPA                                |
| A       | 4.0        | Excellent                     | H       | Deferred grade                                      |
| B+      | 3.5        | Good                          | I.      | Incomplete; not in GPA                              |
| B       | 3.0        | Good                          | N       | No credit   |
| C+      | 2,5        | Average                       | N.      | No grade reported                                   |
| C       | 2.0        | Average                       | W       | Withdrew from course                                |
| D+      | 1.5        | Poor                          | X*      | Absent from final exam                              |
| D       | 1.0        | Poor                          |         |   |
| S       | 0.0        | Satisfactory                  | Failing | Grades-No Grade Points                              |
| 5+      | 0.0        | Law School                    | Grade   | Description   |
|         |            | Honors                        | E       | Failure   |
| P       | 0.0        | Passing                       | 1       | Incomplete  |
|         |            |                               | NG      | No grade reported                                   |
| Sum 1   | otal       | Cumulative                    | U       | Unsatisfactory                                      |
|         | (2)        | hourseamed                    | WF      | Withdrew failing                                    |
| UFC     | 0          | Cumulative UF<br>grade points | EW      | Dropped for nonattendance or<br>unsatisfactory work |
| UFC     | im HC      | Cumulative UF                 | X       | Absent from final exam                              |

Note 1: Satisfactory and unsatisfactory grades are not calculated into the UF grade point average.

Note 2: The GPA is calculated by dividing the number of grade points by the number of hours carried. Because colleges, universities and agencies use different factors to calculate GPA, the UF transcript does not include a GPA calculation.

### Classification of Course Types

Grade forgiven G Not applicable to degree; no credit

Credit below acceptable level M Repeated course; credit allowed R Repeated course; no credit

V Vocational course; no credit

Advanced placement

Z College level examination program credit

### 03462**4**-062100

Authentication and Release of This Record

Official transcripts are blue. They bear the university seal and the signature of the University Registrar on the face of the document.

This document is printed on controlled stock paper. The face of the transcript has a blue background and the name of the institution appears continuously in small print. When photocopied, the word VOID appears vertically across the face of the entire document. The back of this document contains an artificial watermark: hold at a 45° angle to view. A black and white document is not authentic and should not be accepted as an official University of Florida academic transcript.

Alteration and/or forgery of this document with the intent to deceive another party is a criminal offense. BEAUNFO3 IRNS, RIP 1/65 Rev. 10/98 Office of the University Registrar Gainesville, FL 32611-4000 222 Criser Hall, Box 114000 352-392-1374

Do Not Release to Third Party Without Student Permission

^

STUDENT NAME: JOHN JOSEPH TOBIA SOCIAL SECURITY NUMBER:

DATE OF BIRTH: JANUARY 06, 1978

GENDER: MALE

Prefix & Course Number

BASIS OF ADMISSION: TRANSFER COLLEGE: LIBERAL ARTS & SCIENCES

MAJOR: POLITICAL SCIENCE

RESIDENCY STATUS: FLORIDA RESIDENT DATE PRINTED: DECEMBER 20, 2000 TYPE OF CREDIT: SEMESTER HOURS

COPIES REQUESTED: 01 COPY NUMBER: 01 PAGE NO.: 02

This transcript is not valid without the university seal and signature of the University Registrar.

Course Title

Parton Dundge

Barbara Talmadge
University Registrar

Credit for GPA

The name of the university appears in small letters across the face of this 8 1/2" X 11" document.

Credit Earned

| Prefix & Course<br>Number | Course Title   |               | Type<br>Grade | Credit       | Credit<br>Earned | Credit<br>for GP |
|---------------------------|--|---------------|---------------|--------------|------------------|------------------|
| UNIVERSITY                | OF FLORIDA   | 7LS           |               | 19           | 98 FA            | LL               |
| POS 6274                  | POLITICAL CAMPAIG  | NING          | A             | 3.00         | 3.00             | 3.00             |
| POS 6453                  | POLITICAL CAMPAIG  | UPS           | В             | 3.00         | 3.00             | 3.00             |
| POS 6736                  | CONDUCT OF INQUIR  | Y             | В             | 3.00         | 3.00             | 3.00             |
| EARNED HRS                | 9.00 GRADE PTS   | 30.00         | HRS           | CARR         | IED              | 9.00             |
| UNIVERSITY                | OF FLORIDA   | 7LS           |               | 19           | 99 SP            | RING             |
| MMC 6405                  | SEM MASS COMM PUB<br>POLITICAL BEHAVIO<br>ADV CAMPAIGN STRA  | OP            | B+            | 4.00         | 4.00             | 4.00             |
| POS 6207                  | POLITICAL BEHAVIO  | R             | В             | 3.00         | 3.00             | 3.00             |
| POS 6278                  | ADV CAMPAIGN STRA  | TEGY          | В             | 3.00         | 3.00             | 3.00             |
| POS 6933                  | THE PRESIDENCY   |               | C+            | 3.00         | 3.00             | 3.00             |
| EARNED HRS                | 13.00 GRADE PTS  | 39.50         | HRS           | CARR         | IED 1            | 3.00             |
| UNIVERSITY                | OF FLORIDA   | 7LS           |               | 19           | 99 SU            | MMER             |
| POS 6127<br>STA 6126      | REDIT FOR THE FOLL AKEN PRIOR TO ADMI: RADUATE SCHOOL STATE GOVT & POLL STAT METH SOC RES 6.00 GRADE PTS | SSION<br>TICS | TO T          | 3.00<br>3.00 | 3.00             | 3.00             |
|                           | OF FLORIDA   |               |               |              | 99 SU            |                  |
| UNIVERDITI                | OI I LOKIDII   | , 20          | MAY-          | JUNE         |                  |                  |
| POS 5935                  | ADV TOP POLITICAL  |               |               |              |                  |                  |
| EARNED HRS                | 3.00 GRADE PTS   | 12.00         | HRS           | CARR         | IED              | 3.00             |
| UNIVERSITY                | OF FLORIDA   | 7LS           |               | 19           |                  |                  |
|                           |  |               |               | UST -        |                  |                  |
| PAD 6946                  | INTERNSHIP IN GOV  | T             | 1             | 3.00         | 3.00             |                  |
| / A                       | WARDED MASTER OF A   | RTS           |               |              |                  |                  |
|                           | RADUATED AUG 07 19   |               |               |              |                  |                  |
|                           | AJOR POLITICAL SCI   |               |               |              | 1                |                  |
|                           | ONCENTRATION POLIT:<br>3.00 GRADE PTS  |               |               |              |                  | .00              |
| SUM TOTAL                 | 40.00 UF CUM GP  | 126.5         | 50 U          | F CUM        | нс               | 37.00            |
| END OF TRA                | NSCRIPT.   |               |               |              |                  |                  |
|                           |  |               |               |              | /                |                  |
| 110                       |  |               |               |              |                  |                  |

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HUMAN RESOURCES

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GMAT = Graduate Management Admissions To
 TOEFL = Test of English as a Foreign Language

| FLORIDA | FLORIDA | FLORIDA    | FLORIDA |
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| FLORIDA | FLORIDA | FLORIDA    | FLORIDA |

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4 Seniors with 90-120 credits.

5 5th-year undergraduates in 10-semester degree programs.

6 Postbaccalaureate students.

7 Graduate students seeking a first master's degree.

8 Graduate students with a master's degree, or 36 or more credits toward a graduate degree, who are not admitted to doctoral candidacy.

9 Graduate students who are admitted to doctoral candidacy.

Colleges, Schools and Special Designations

HP Health Related Professions AC Fisher School of Accounting AG Agriculture (until Fall 1995) AR Architecture High School Dual Enrollment Arts and Sciences Journalism and Communications BA Warrington College of LW Law **Business Administration** Liberal Arts and Sciences M.E. Rinker Sr. School of MD Medicine **Building Construction** NE Natural Resources and Environment Concurrent Degree Program NR Nursing Continuing Education PA Physician Assistant DN Dentistry Pharmacy Doctor ED Education Physical Education, Health and EG Engineering Recreation PH Pharmacy FA Fine Arts School of Forest Resources UC University College UF Lower Division and Conservation HH Health and Human Performance UN Unclassified

HP Health Professions (Fall 1995 on) VM Veterinary Medicine

| Passing | Grades-C   | Grade Points                   | Non-Pu                         | nitive Grades and Symbols-                          |  |  |
|---------|------------|--------------------------------|--------------------------------|---|--|--|
| Grade   | Gr. Points | Description                    | No Gra                         | de Points/Not in GPA                                |  |  |
| A       | 4.0        | Excellent                      | H                              | Deferred grade                                      |  |  |
| B+      | 3.5        | Good                           | I.                             | Incomplete; not in GPA                              |  |  |
| В       | 3.0        | Good                           | N                              | No credit   |  |  |
| C+      | 2.5        | Average                        | N.                             | No grade reported                                   |  |  |
| C       | 2.0        | Average                        | W                              | Withdrew from course                                |  |  |
| D+      | 1.5        | Poor                           | X*                             | Absent from final exam                              |  |  |
| D       | 1.0        | Poor                           |                                |   |  |  |
| S       | 0.0        | Satisfactory                   | Failing Grades-No Grade Points |   |  |  |
| S+      | 0.0        | Law School                     | Grade                          | Description   |  |  |
|         |            | Honors                         | E                              | Failure   |  |  |
| P       | 0.0        | Passing                        | 1                              | Incomplete  |  |  |
|         |            |                                | NG                             | No grade reported                                   |  |  |
| Sum     | otal       | Cumulative                     | U                              | Unsatisfactory                                      |  |  |
|         | (2)        | hours earned                   | WF                             | Withdrew failing                                    |  |  |
| UFC     | -          | Cumulative UF<br>grade points  | EW                             | Dropped for nonattendance or<br>unsatisfactory work |  |  |
| UFC     | ım HC      | Cumulative UF<br>hours carried | X                              | Absent from final exam                              |  |  |

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Y Advanced placement

Z College level examination program credit

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Alteration and/or forgery of this document with the intent to deceive another party is a criminal offense.

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# FULL-TIME EMPLOYEE EMERGENCY DATA SHEET

| NAME:         | TOSIA           | JOHN                                  |              | J <sub>M.I.</sub> | <u>-</u> |
|---------------|-----------------|---------------------------------------|--------------|-------------------|----------|
|               | Last            | First                                 | _            | M.1.              |          |
|               | TIFY IN CASE OF | EMERGENCY:                            | DAD          |                   |          |
| ADDRESS:      | 519 TEMPLE      | STREET SATELLITE                      | BEACIT       | FIORIDA           | 32931    |
| TIDD RELIGIO. | Street          | City                                  | State        | Zip Code          |          |
| HOME TEL      | EPHONE NO:      | STREET SATELITE<br>(321)<br>407 779-3 | 312          |                   |          |
| WORK TEI      | LEPHONE NO:     | (321) SEF 72                          | 6-7027       | <del></del>       |          |
|               |                 |                                       | ,            |                   |          |
| PHYSICIAN'S N | NAME:           |                                       |              |                   | ÷        |
| TELEPHON      | NE NO:          |                                       |              |                   |          |
| COMMENTS:     |                 |                                       | <del> </del> |                   |          |
|               |                 |                                       |              |                   |          |
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| a comment     |                 |                                       |              |                   |          |

R.F. C.F. I. I. S. P. 2 9 200 UNIVERSE CONTRIBUTE COLORS

Personnel Form #33 Revised 6-93

# PERSONAL INFORMATION FORM

|                    |                              |                          | Date:                | 0/06                      |                     |
|--------------------|------------------------------|--------------------------|----------------------|---------------------------|---------------------|
| NAME TOBIA         |                              | JOHN                     | T                    |                           |                     |
| Last               | Subtitle (i.e., Jr, Sr, etc) | First                    | M.I.                 | Preferred First Name (i.e | ., Pat, Bill, etc.) |
| SS#                |                              |                          | DATE OF BIRTH        | 1/6/1978                  | ·                   |
| SPOUSE'S NAME      | NA                           |                          | ······               |                           |                     |
| HOME ADDRESS       | 519 TEMP                     | LE St.                   | SATELLITE D          | SEACH F                   | 32937               |
|                    | Number                       | Street                   | City                 | State                     | Zip                 |
| TELEPHONE NUM      | BERS Home<br>Busine          | <u>321</u><br><u>321</u> | 626-3312<br>119-3312 |                           |                     |
| NAME <u>STEP</u> I | NOTIFY IN                    | _                        | AN EMERGENC          | Y                         |                     |
| TELEPHONE NUM      | BERS Home Busine             | 305                      | 325 1417             | 2                         |                     |

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JAN 1 0 2001

HUMAN RESOURCES
Valencia Community College

### FULL-TIME EMPLOYEE EMERGENCY DATA SHEET

| NAME:           | TOBIA    |          | ToH       | $\sim$ | 7      | <del>/</del> |
|-----------------|----------|----------|-----------|--------|--------|--------------|
|                 | Last     |          | First     |        | M      | I.           |
| PERSON TO NOTII | TY IN CA | SE OF EN | MERGENCY: | STEPH  | EN TOB | À            |
| ADDRESS:        |          |          |           |        |        |              |
|                 | Street   | į        |           | City   | State  | Zip Code     |
| HOME TELEPHON   | E: _     |          |           | ·····  |        |              |
| WORK TELEPHON   | E: _     | (786)    | 897-3     | 312    |        | \ <b>-</b>   |
| PHYSICIAN'S NAM | E:       |          |           |        |        |              |
| TELEPHONE       | : #:     |          |           |        |        | <del> </del> |
| COMMENTS:       |          |          |           |        | · .    |              |
|                 |          |          |           |        |        |              |
|                 |          | · .      |           |        |        | · .          |

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JAN 25 2001

HUMAN RESOURCES Valencia Community College

HR Form #33 Revised 10/98



# Memorandum

To:

Mr. John Tobia 6-1

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From:

Human Resources, Records Processing

MAY 2 7 2003

Date:

May 15, 2003

Subject: Updating Your HR and Emergency Contact Information

HUMAN RESCORDES Valencia Community College

Periodically, a review of information contained in your human resources file is conducted to ensure accuracy and completeness. We are currently in the process of reviewing contact information for all employees at the college. The following information reflects what is on file and in the HR/Payroll computer system. Please review this information and if necessary, make changes directly on this memo and return it to Human Resources at mail code 4-25. Additionally, complete the emergency contact information section at the bottom of this memo. Please provide the emergency contact information and return this memo even if there are no other changes required.

If you have questions or need any other assistance, feel free to contact us at extension 1333. Thank you for prompt attention to this request.

Campus/Location:

**Osceola Campus** 

Building # - Room #:

1-222

Mail Code:

6-1

Office Extension:

4893

Supervisor's Name:

Mulholland, Mr Kevin

Home Address:

4201 Summit Creek Blvd

Apt 8205

Orlando, FL 32837

Home Phone:

407-852-2305

(X) Listed () Unlisted

# EMERGENCY CONTACT INFORMATION In the event I become injured or ill, please contact the following person on my behalf: NAME PHONE (305) Signature | Signature

# FULL-TIME EMPLOYEE EMERGENCY DATA SHEET

| NAME:         | TOBÍA              | JOHN                          |            | T                     |
|---------------|--------------------|-------------------------------|------------|-----------------------|
|               | Last               | First                         | M.I        |                       |
| PERSON TO NO  | OTIFY IN CASE OF E | mergency:                     | R. JOHN A  | . JOB. A, JR.         |
| ADDRESS:      | 519 TEMPLE S       | City                          | BEACH FORI | JA 328/37<br>Zip Code |
| HOME TEI      | EPHONE NO:         | (407) 852 23<br>(407) 299 500 | os         | <u> </u>              |
| PHYSICIAN'S N |                    |                               | ·          |                       |
| TELEPHON      | NE NO:             |                               | <u> </u>   |                       |
| COMMENTS: .   | Sprinkle MY        | ASHES OVER                    | VALENCIA   |                       |
|               | <u>.</u> .         |                               |            |                       |
|               |                    |                               |            |                       |
|               |                    |                               |            |                       |
|               |                    |                               |            |                       |
|               |                    |                               |            |                       |

1800 South Kirkman Road

P. O. Box 3028

Orlando, Florida 32802

Phone: 407-299-5000, enter "1" then x1333 DEC 07 2000

Website: http://valencia.cc.fl.us

Email address: pers@valencia.cc.fl.us

Fax: 407-295-7477

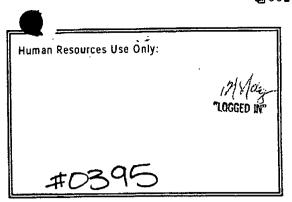
An equal opportunity employer

RECEIVED

B=4

RECEIVATEDRESOURCES
Valencia Community College

JAN 03 2001 XX



Application For Fine Employment

The application must be filled but in detail. The completed and signed application as well as all required supporting documents must be received before you are considered for the applicant pool. A resume may be attached but will not substitute for a completed application.

|    |  |                                       | SS #                | <u> </u>               |             |                     |
|----|--|---------------------------------------|---------------------|------------------------|-------------|---------------------|
| _  | Tobia  |                                       | John                |                        | Jose        | eph                 |
| Ι. | NAME: (Mr., Ms., Dr.)  please circle one Last  |                                       | First               | <del></del>            |             | Middle              |
| 2  | ADDRESS: 519 Temple Street   | •                                     | Satellite Bea       | ach F                  | lorida      | 32937               |
| ۷. | Street   | City                                  |                     | State                  |             | Zip Code            |
| 3  | HOME PHONE: 321-779-3312   |                                       | BUSINESS PHON       | E: 321-626-            | 3312        |                     |
| J. | Area Code  | Number                                |                     | Area Co                | ode         | Number              |
|    | aptb102@ac   | ol.com                                | FAX NUMBER:         | n/a<br>                |             |                     |
|    |  |                                       |                     | Area Coo               |             | Number              |
| 4. | POSITION DESIRED: Indicate the each position). Professor, Political Science  |                                       | or which you are ap | ptying <i>(a sepai</i> | ате аррисат | non is required for |
| 5. | How did you hear of the position   | n vacancy for whicl                   | n you are applying  | (i.e.; newspap         | er, VCC wei | bsite, etc.ʃ?       |
| 6. | Can you perform the essential for  | unctions of the job                   | with/without reaso  | nable accon            | nmodatior   | ns?                 |
| 7. | Are there any days, shifts, or ho  | ours you cannot wo                    | rk? Yes             | ✓No                    |             |                     |
|    | If yes, please explain.  | · · · · · · · · · · · · · · · · · · · | ·····               |                        |             |                     |
| 8. | Will you work overtime, if require   | red?                                  | Yes                 | No                     |             |                     |
| 9. | JOB-RELATED INFORMATION: related skills, training, or experience   |                                       |                     |                        | volunteer e | xperience, work     |
|    | Candidate for the Florida House of Re<br>Political Consultant<br>Assistant Congressional District Case<br>Master's Degree in Political Science | •                                     |                     |                        |             |                     |
|    |  |                                       |                     |                        |             |                     |

| Dates: From To                                  | Candidate, Florida House  Job Title  |  |  |  |  |
|---|--|--|--|--|--|
| n/a   | _ Full-Time Part-Time  |  |  |  |  |
| n/a   | Managing a political campaign that included  |  |  |  |  |
| Address of Employer                             | Duties fundraising, public speaking, policy development, and   |  |  |  |  |
| n/a   | door-to-door voter contact   |  |  |  |  |
| Supervisor                                      | Campaign ended   |  |  |  |  |
| Phone m 321-779-3312                            | _ Reason for Leaving   |  |  |  |  |
| 1998 _ 1999                                     | Campaign Consultant  Job Title   |  |  |  |  |
| Dates: From 1998 To 1999  Hon. Cynthia Chestnut |  |  |  |  |  |
| mployer   | Full-Time Part-Time Part-Time Voter  |  |  |  |  |
| 120 Sun Center Road Address of Employer         | Developing and supervising direct mail, voter  Duties  |  |  |  |  |
| Gainesville, Florida 32608                      | contact, polling, issue targeting, and fundraising plans   |  |  |  |  |
| Hon. Cynthia Chestnut<br>Supervisor             | in a State Senate race   |  |  |  |  |
| 352-955-3030                                    | Campaign ended Reason for Leaving  |  |  |  |  |
| Phone m   | Reason for Leaving   |  |  |  |  |
| 1997 To 1998                                    | Assistant Congressional District Caseworke Job Title   |  |  |  |  |
| Dates: From To To Hon. Karen Thurman            |  |  |  |  |  |
| Employer5700 SW 34th. Street., Suite 425        | Full-Time Part-Time Part-Time Direct constituent services including, but not   |  |  |  |  |
| Address of Employer                             | _ Duties   |  |  |  |  |
| Gainesville, Florida 32608                      | limited to, matters of naturalization, tax structure,  |  |  |  |  |
| Hon. Karen Thurman<br>Supervisor                | legislative policies, and dispute resolution   |  |  |  |  |
| 1-800-833-4352                                  | Entering graduate school Reason for Leaving  |  |  |  |  |
| Phone m   | Reason for Leaving   |  |  |  |  |
| Dates: From To                                  | Job Title  |  |  |  |  |
| Employer  | Full-Time Part-Time  |  |  |  |  |
| Address of Employer                             | Duties   |  |  |  |  |
| , tadi ooo o, aniproj o                         | RECEIVED   |  |  |  |  |
| Supervisor                                      | , IAN 03 2001  |  |  |  |  |
|   | HIMAN RESOURCES  |  |  |  |  |
| Phone m   | Treason for Low was the second to the second |  |  |  |  |
|   |  |  |  |  |  |

| 12/15/2000 FRI 11:55 FAX   |                                       |  | _                                       |   |                                    | <b>2</b> 004      |
|--|---------------------------------------|--|---|---|------------------------------------|-------------------|
| 12. Have you ever been discharged if yes, please explain.  |                                       | 3  | Yes                                     | ₽ No  |                                    |                   |
| 13. Did you receive any disciplinar  | y action in t                         | he last 12 mon   | ths of active en                        | nployment?  |                                    |                   |
| If yes, please explain.  |                                       |  | •                                       |   |                                    |                   |
| 14. Please explain any gaps in you   | ur employme                           | ent history  |   |   |                                    |                   |
| 15. EDUCATION/TRAINING:  |                                       | HATELEN HATELEN AND AND AND AND AND AND AND AND AND AN | seanchean drivelingscrootschus 35       | vo semente demostrativos se |                                    |                   |
| Name and Location<br>of School/College   | Graduate                              | or Certifica   | gree Su                                 | ibject/Major  | /Semeste<br>Hours*                 | 21/20/20/20/20/20 |
| Brevard Community College<br>Melbourne, Florida  |                                       | A.A.   | General                                 |   | 71                                 |                   |
| University of Florida<br>Gainesville, Florida  | <b>/</b>                              | B.A.   | Political Sci                           | ence  | 52                                 |                   |
| University of Florida<br>Gainesville, Florida  | <b>/</b>                              | M.A.   | Political Sci                           | ence  | 37                                 |                   |
| For Faculty Positions: During the application peach institution attended.  Note: If you are applying for a teaching po |                                       |  |   |   |                                    |                   |
| hours. Political Science   | 24                                    |  | 2                                       |   |                                    |                   |
| Discipline *Semester Hours = 2/3 X quarter hours   |                                       | ster Hours*  | Disc                                    | JAN 03  | VED <sub>Semester F</sub>          | łours*            |
| 16. CERTIFICATE/LICENSE REQU<br>License/Certificate  | IRED BY THI                           |  | ssued By                                | HUMAN RES<br>Valencia Commi                                     | OURCES unity College Expiration Da | <u>ite</u>        |
|  |                                       |  |   |   |                                    | -                 |
| 17. Has any state or governmental license, teaching certificate?   | agency ever                           | revoked your l   | icense or certific                      | ate, e.g.: drive  | r's license, nu                    | ırsing            |
| If yes, please explain   |                                       |  |   |   |                                    | <del></del>       |
| 18. Please list the cities and states lived in each (i.e., Chicago, IIII Satellite Beach, Florida: 1990-199            | inois: 1989:                          | -1991):  | ne last seven ye<br>e, Florida: 1996-19 | 200   | CO7 2000                           | ır you            |
|  | · · · · · · · · · · · · · · · · · · · |  |   | ער  | <u> </u>                           |                   |

| 8. All questions within this background section must<br>processed. NOTE: A 'yes' answer to these questions v<br>lature, job relatedness, severity, and date of offense in<br>considered.   |  |
|--|--|
| A. Have you ever been convicted, pled nolo contend<br>a pretrial diversion program, or had adjudication<br>misdemeanor? Yes  | lere (no contest), been placed on probation, enrolled in withheld in a criminal offense felony or first degree No  |
| If yes, give details below:  |  |
| Charges:   | Where arrested:  |
| Date of conviction/adjudication:   | Court location:  |
| Disposition:   |  |
| Charges:   | Where arrested:  |
| Date of conviction/adjudication:   | Court location:  |
| Disposition:   |  |
| B. Are there any criminal charges now pending again Yes  | inst you other than non-criminal traffic violations?   |
| If yes, give details below:  |  |
| Charges:   | Date:Where:  |
| APPLICANT'S ACK  | NOWLEDGMENT  |
| I certify that the answers given herein are true and complete. I user incomplete answers in any application document will disqualify methat, if employed, any deception, misrepresentation or omission of without prior notice regardless of when they are discovered. | enderstand that any deception, misrepresentation, omission of facts<br>e from further consideration for employment. I further understand<br>facts in any application document will be cause for my dismissal |
| I understand that within three days after employment, I must substituted States. $\label{eq:local_state}$  | omit documentation verifying that I am legally eligible to work in the   |
| I understand that if I accept an offer of employment it is contin-<br>nedical examination.   | gent upon satisfying a background investigation, drug test, and/or   |
| I understand that any employment offered to me by the college, unifficial, is employment-at-will. This means the employment relation tause, by either party if it is deemed to be in his/her/its best interest   |  |
| I hereby authorize investigation of all matters contained in this and to contact references and former employers whom I will not hold  | pplication, including authority to request any educational transcript d liable in the event their reply is in any way to my disadvantage.  |
| I understand inquiries regarding civil rights policies and procedure to college. I also understand that preference in hiring is given to elipprovided at the time of application.  | •  |
| I acknowledge that this application will be considered active unti-<br>his application will expire. If I want to be considered for employme<br>complete a new application form.  | JAN 03 2001<br>il the position for which I am applying has been filled. At that time,<br>ent after the expiration of this applyaging confidency college  |
| I further understand that employees of Valencia Community Colle<br>he State of Florida.  | ege are required to take an Oath of Loyalty to the United States and   |
| ML YOL   | DEC 07 2000 12/1/00  |
| Signature of Applicant (Electronic submissions are required to I   | be signed to Media RESOURCES  Valencia Community Callegen Resources Form #01 Revised 5/00  |

1/:4,

## **VALENCIA COMMUNITY COLLEGE**

1800 South Kirkman Road P. O. Box 3028

Orlando, Florida 32802 Phone: 407-582-1333

Website: http://valenciacc.edu

Email address: pers@valenciacc.edu

Fax: 407-582-1679

An equal opportunity employer

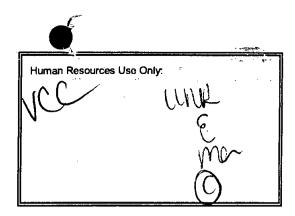
RECEIVED

JAN 06 2003

HUMAN RESOURCES Valencia Community College

The application must be filled out in detail. The completed and signed application as well as all required supporting documents must be received

before you are considered for the applicant pool. A resume may be attached but will not substitute for a completed application.



Application For Full-Time Employment

|   |  | SS#_  | <u> </u>  |  |
|---|--|---|---|--|
| NAME: (Mr. Ms., Dr.)TobiaLast   |  |   | <u>Joseph</u><br>Middle   |  |
| ADDRESS: 4201 Summit Creek Blvd.  | Apt. 8205  | Orlando Flo   | rida 32837<br>Zip Code  |  |
| HOME PHONE: (407) 852-2305  Area Code Number  | BUSINESS   | FIONE.  | <u> </u>  | 4893   |
| E-MAIL ADDRESS: aptbl02@aol.com   | FAX NUM  |   | Codo Numboo   |  |
| POSITION DESIRED: Indicate the title and nur is required for each position). NOTE: Applications v | nber of the position   | on for which you a  | re applying (a separate   | application  |
| Professor, Political Science  | ,  |   |   |  |
| How did you hear of the position vacancy for w  | /hich you are ap   | olying (i.e.; newsp   | aper, VCC website, etc.)?   |  |
| Can you perform the essential functions of the  |  |   | mmodations?   |  |
| Are there any days, shifts, or hours you cannot   | t work?  | Yes 🔀 No  |   |  |
| If yes, please explain.   |  |   |   |  |
| Will you work overtime, if required?  | X  | Yes No  |   |  |
| JOB-RELATED INFORMATION: Please tell work related skills, training, or experience you belief      | us of any specia<br>eve are relevant to  | l skills, publicatio<br>the job applied fo  | ns, awards, volunteer e<br>r:   | kperience,   |
| George W. Bush's Florida 2000 Team  | m, Brevard Co  | unty  | npus  |  |
|   | ,  | •   |   |  |
|   | ADDRESS: 4201 Summit Creek Blvd.  Street  HOME PHONE: (407) 852-2305  Area Code Number  E-MAIL ADDRESS: aptb102@ao1.com  POSITION DESIRED: Indicate the title and nur is required for each position). NOTE: Applications v  Professor, Political Science  How did you hear of the position vacancy for w  Mr. Kevin Mulholland  Can you perform the essential functions of the  Are there any days, shifts, or hours you cannot fill yes, please explain.  Will you work overtime, if required?  JOB-RELATED INFORMATION: Please tell work related skills, training, or experience you belief to the position vacancy for which is the pos | ADDRESS: 4201 Summit Creek B1vd. Apt. 8205  Street City  HOME PHONE: (407) 852-2305  Area Code Number  E-MAIL ADDRESS: aptb102@ao1.com FAX NUMI  POSITION DESIRED: Indicate the title and number of the position is required for each position). NOTE: Applications without the position Professor, Political Science  How did you hear of the position vacancy for which you are appended by the position of | NAME: Ms., Dr.)    Decided the position vacancy for which you are applying (i.e.; newspanning value) in the position the essential functions of the job with/without reasonable according value for each gas, shifts, or hours you cannot work?    Name | NAME: (Mr. Ms., Dr.) Tobia John Joseph  ADDRESS: 4201 Summit Creek Blvd. Apt. 8205 Orlando Florida 32837  Street City State Zip Code  HOME PHONE: (407) 852–2305  Area Code Number BUSINESS PHONE: Area Code Number  E-MAIL ADDRESS: aptbl02@aol.com FAX NUMBER:  Area Code Number F |

| mployer Valencia Community College  Address of Employer 1800 Denn John Lane  Kissimmee, Florida 34744  Supervisor Mr. Kevin Mulholland  Shone m (407) 299-5000 ext. 4108  Sates: From 11/1999 To 11/2000  mployer Self  Address of Employer 519 Temple Street  Satellite Beach, Florida 32937 | Duties Instruct and evaluate five or six classes each semester (including dual enrollment)  Reason for Leaving N/A  Job Title Candidate, Florida House of |
|---|---|
| Kissimmee, Florida 34744  Supervisor Mr. Kevin Mulholland  Thone m (407) 299-5000 ext. 4108  Pates: From 11/1999 To 11/2000  Imployer Self  Address of Employer 519 Temple Street   | six classes each semester (including dual enrollment)  Reason for Leaving N/A  Job Title Candidate, Florida House of                                      |
| thone m(407) 299-5000 ext. 4108  thone m(11/1999  | Reason for Leaving N/A  Job Title Candidate, Florida House of   |
| hone m(407) 299-5000 ext. 4108  Pates: From11/1999  | Reason for Leaving N/A  Job Title Candidate, Florida House of   |
| mployer Self  address of Employer 519 Temple Street   | Job Title Candidate, Florida House of   |
| mployer <u>Self</u> ddress of Employer <u>519 Temple Street</u>   |   |
| ddress of Employer 519 Temple Street  | Full-Time X Part-Time   |
| · -   |   |
| Satellite Beach, Florida 32937  | Duties Set strategy, organize   |
|   | volunteers, raise and account for   |
| upervisorN/A  | money, and meet and listen to vot   |
| hone mN/A   | Reason for Leaving Campaign ended   |
| ates: From To   | Job Title   |
| mployer   | Full-Time Part-Time   |
| ddress of Employer  | Duties  |
| upervisor   |   |
| none m  | Reason for Leaving  |
| ates: From To   | Job Title   |
| nployer   | Full-Time Part-Time   |
| ddress of Employer  | Duties  |
| upervisor   |   |
| none m  |   |
|   |   |

|   | ed or forc       | ed to                                   | resign?                          | es X No                                    |                 |  |
|---|------------------|---|----------------------------------|--|-----------------|--|
| If yes, please explain.   |                  |   |                                  |  |                 |  |
| 13. Did you receive any disciplina  | ary action       | in the                                  | last 12 months o                 | ·  |                 |  |
| If yes, please explain.   |                  |   |                                  |  |                 |  |
| 14. Please explain any gaps in yo   | our emplo        | yment                                   | history.                         |  |                 |  |
| 15. EDUCATION/TRAINING:   |                  |   |                                  |  |                 |  |
| Name and Location of School/College   | Grad             | luate?                                  | Diploma, Degree or Certification | Subject/Major                              | Semesi<br>Hours |  |
|   | Yes              | No                                      |                                  |  |                 |  |
| Brevard Community College<br>Melbourne, Florida   | х                |   | A.A.                             | General                                    | 63              |  |
| University of Florida<br>Gainesville, Florida   | X                |   | B.A.                             | Political Science                          | e 62            |  |
| University of Florida<br>Gainesville, Florida   | Х                |   | M.A.                             | Political Science                          | 37              |  |
| <u>For Faculty Positions:</u> During the application your concept of a learning-centered institut | ion. If hired, t | the colle                               | ge requires transcripts          | from each institution attended.            |                 |  |
| Note: If you are applying for a teaching polynome.  | osition, list th | ·                                       | ne(s) in which your colle        | ege courses at the graduate level total 18 | 3 or more       |  |
| 1. Political Science  Discipline  *Semester Hours = 2/3 X quarter hours                           | Se               | 23<br>emester                           |                                  | Discipline                                 | Semeste         |  |
| 16. CERTIFICATE/LICENSE REQU  | IRED BY 1        | THE PO                                  | OSITION:                         |  |                 |  |
|   |                  |   | Issued                           | By Expir                                   | ation [         |  |
| License/Certificate   |                  |   |                                  |  |                 |  |
| <u>License/Certificate</u>  |                  | *************************************** |                                  |  |                 |  |
| 17. Has any state or governmental license, teaching certificate?                                  | agency ev        | <br>/er rev                             | oked your license                | (CONTRACTOR)                               | ense, r         |  |
| 17. Has any state or governmental   |                  |   | Ye                               | s X No                                     | ense, r         |  |

18. All questions within this background section must be answered. Incomplete applications will not be processed. NOTE: A 'yes' answer to these questions will not automatically bar you from employment. The nature, job relatedness, severity, and date of offense in relation to the position for which you are applying are

| Α                   | Have you ever been convicted, pled nolo conte a pretrial diversion program, or had adjudicat misdemeanor?   | endere (no contest), be ion withheld in a crimical $X$            | en placed on probation, enrolled ir<br>inal offense felony or first degree           |
|---------------------|---|---|--|
|                     | If yes, give details below:   | _   |  |
|                     | Charges:  | Where arreste   | d:   |
|                     | Date of conviction/adjudication:  | Court location  | : <u> </u>   |
|                     | Disposition:  |   |  |
|                     | Charges:  | Where arreste   | d:   |
|                     | Date of conviction/adjudication:  | Court location  |  |
|                     | Disposition:  |   |  |
| В.                  | Are there any criminal charges now pending age Yes  If yes, give details below:   |   |  |
|                     | Charges:  | Date:   | Where:   |
|                     | •   | CKNOWLEDGMENT   |  |
| that, if e          | rtify that the answers given herein are true and complete. In plete answers in any application document will disqualify employed, any deception, misrepresentation or omission opinor notice regardless of when they are discovered. derstand that within three days after employment, I must states. | me from further consideration of facts in any application of      | on for employment. I further understand locument will be cause for my dismissal      |
| l un<br>medical d   | derstand that if I accept an offer of employment it is cont examination.  | ingent upon satisfying a bad                                      | ckground investigation, drug test, and/or  |
| Official, I         | derstand that any employment offered to me by the college, s employment-at-will. This means the employment relation either party if it is deemed to be in his/her/its best interest.  | onship may be severed at ar                                       | contract signed by an authorized college<br>ny time, for any reason, with or without |
| I her               | eby authorize investigation of all matters contained in this ontact references and former employers whom I will not ho  | application, including author<br>old liable in the event their re | rity to request any educational transcript eply is in any way to my disadvantage.    |
| rue collec          | derstand inquiries regarding civil rights policies and proced<br>ge. I also understand that preference in hiring is given to e<br>at the time of application.   | ures may be made to the Eq<br>digible veterans and their spe      | ual Access/Equal Opportunity Officer at ouses if substantiating documentation is     |
| trus appu           | knowledge that this application will be considered active un<br>cation will expire. If I want to be considered for employm<br>a new application form.   | itil the position for which I ar<br>ent after the expiration of t | m applying has been filled. At that time, his application, I understand that I must  |
| l furt<br>the State | ther understand that employees of Valencia Community Color of Florida   | llege are required to take an                                     | Oath of Loyalty to the United States and   |
| <del></del>         |   |   | 12/30/02   |
| Sigi                | nature of Applicant (Electronic submissions are required to   | be signed if hired)   | Date   |

Human Resources Form #01 Revised 5/01

| Fa                             | nnieMa                             | Request   | for Verifi                  | cation o                   | f Em                         | ploymen                                 | t   |             |
|--------------------------------|------------------------------------|---|-----------------------------|----------------------------|------------------------------|---|---|-------------|
| Privacy Act Not                | ISB: This information is to be     | used by the agency collectin                                    | g is or iss easignees in de | lermining whether you      | quality as a p               | prospective mortges                     | or under its program, it will not be                                    | disclosed   |
| delayed or rojeat              | od. The information requests:      | i in this form is sutharized by                                 |                             |                            |                              |   | i prospectivo mortgeger er berrew<br>Al; by 42 USO, Section 1453b (If M |             |
| hatrections:                   |                                    | ne 1 through 7. Have applican                                   |                             |                            |                              |   |   |             |
|                                | The form is to be tran             | spicia althor Part II or Purt til<br>smitted directly to the la | nder end lænet to be tr     | enemitted through t        | niy to fonder<br>he applican | named in Item 2.<br>1 or any other part | у-  |             |
|                                |                                    | · · · · · · · · · · · · · · · · · · ·                           | Part I - Re                 | <u> </u>                   |                              |   |   |             |
|                                | and address of employed COMMUNTIY  |   |                             | 2. From (Nama of FL9-700-0 |                              | e of lender)                            |   |             |
|                                | 28 ORLANDO                         |   |                             |                            |                              | ESTATE 26                               | 110   |             |
|                                | FL 32802                           |   |                             | BANK OF                    |                              |   |   |             |
| ATTN: PE                       | RSONNEL DEPT,                      |   |                             | P.O. BOX                   |                              |   | ,   |             |
| 1 14 15                        |                                    |   |                             |                            |                              | FL 3223261                              |   |             |
|                                |                                    | on pent directly to the   | 4. Title JENNIFER           |                            | the hends                    | s of the applican                       | at or any other Interested po   | <del></del> |
| 3. Signature o                 | of Fevori                          | N   | 4. HITE SENVIPER            |                            | 701-6538                     | 18/3/06                                 | 6. Lender's Number (0<br>6270535203                                     | ibtiouali   |
| I have applie                  | d for a mortgage loan w            | stated that I am no   | w or was formerly o         |                            |                              | 1 - 7 - 1 - 7                           | izes verification of this infe  | ormetion    |
|                                | Address of Applicant (             | include employee or t   | (redmun egbac               |                            | 8. Signer                    | ture of Applican                        | nt .  |             |
| JOHN TOBIA                     | ·T                                 |   |                             |                            | _                            |   | NITATIAN  |             |
| 5)8 YEMPLE S<br>MELBOURNE, F   |                                    |   |                             |                            | Y "                          | ORROWER AUTHOR                          | RIZATION  |             |
|                                |                                    | Part I/ -) V  | erification of              | Present En                 | nploym                       | ient)                                   |   |             |
| <b>Y</b> / 11                  | Date of Employment                 |   | resent Position             | ) , , , , , , ,            | . 7                          | 1). Probability                         | of Continued Employment   |             |
|                                | 2101                               |   |                             | olitical S                 | cience                       | Very o                                  | 1000  |             |
| (12A./Current                  | Gross Base Pay (Enter              |   |                             |                            | Military Pe                  | ersonnel Onl                            | 14./If Dyertime or Honus i<br>Applicable, is its Continuence            |             |
| 54.0                           | o60 É                              | Annual   Wee  | skly Other (Spe             | Cify) Pay Grade Type       | <u> </u>                     | Monthly Amount                          | Oversime N/A Bonus  | <b>.</b>    |
| \ <u>\</u>                     | 128. Gross                         | ·   | 117                         |                            | -                            |   | C. i paid hourly - everage hrs.   | per wk.     |
| Туре                           | Year To Date                       | Past Year D&  | Past Year O                 | Z Bees Pay                 |                              | s / 1                                   | / N/A   |             |
|                                | 0/1/0                              |   | <del>-  </del>              | Retiona                    |                              | <b></b> /}'                             | Date of applicant's next pay i  | juctasse    |
| Base Pay                       | thru <u>9[1109</u><br>\$ 48,589.62 | \$ 81,028.0   | 0 s 79.78                   | 7.03 Flight or I           | lezerd 1                     | -                                       | Unknown  The Projected emount of next pay                               | Increase    |
| Overtime                       | \$ 10,001-                         | \$  | - 8                         | Querters                   | - 1                          | ; / - (                                 | Lunknown  | 111010-00   |
| Commissions                    | \$                                 | S   | \$                          | Pro Pay                    | T i                          |   | B Date of applicant's last pay  |             |
| Bonus                          | \$ /                               | \$  | \$                          | Oversees o                 |                              | 3                                       | Hugus + 20  |             |
| Total                          | \$ 48, 589,62                      | \$ 81,028.0   | 9,79.78                     | No Allowence               | oveing                       | ,  ,                                    | Amount of last pay increases  |             |
| 20. Remarks                    | (if employee was off               | work for any langth o   | of time, please indi        |                            | and reaso                    | )<br>(n)                                | 7 0 1 70  |             |
|                                |                                    |   | •                           | ·                          |                              |   |   |             |
| 1                              | •                                  | •   |                             |                            |                              |   |   |             |
|                                |                                    | Part III - Va   | rification of               | Pravious Fr                | nnlovn                       | nent .                                  |   |             |
| 21. Date Hire                  | d                                  | 7 2:2 11:   | 23. Salary/Wage a           |                            |                              |   |   |             |
| 22. Date Term                  | nineted                            |   | Bess                        | Overtime                   |                              | annissions                              | Bonus   |             |
| 24. Resson fo                  | or Leaving                         |   |                             | 25. Position Held          |                              |   | ·-·   |             |
| Part IV - A                    | Authorized Signa                   | IIIFA — Endaral etatus  |                             | essision for pay           | formed into                  |   |   |             |
| or conspiracy<br>Assistant Sha | purposed to Influence              | the issuance of any g   | nacauth or juencauc         | e by the VA Secre          | stery, the                   | USDA, FmHA/Fh                           | esentation, or criminal con<br>IA Commissioner, or the H                | ID/CPD      |
| 26. Signature                  |                                    |   | / 27. Tidle (Ples           | se print or type)          |                              |   | ZR Pate   |             |
| 1/[ ;;                         |                                    | lores   |                             | in Reso                    |                              | s Spenia                                | 15 9/1/09   |             |
| 7 //                           | ype name signed in ite             | 00-   | Rumo                        | Cri INCOU                  | iui cc                       | s opecia                                |   |             |
| 29.                            | ```                                | ,   |                             |                            |                              |   | , ,   |             |
| 100                            | unne tlor                          | es  |                             |                            |                              |   | _   |             |
| 30. Phone No.                  | •                                  | ,   |                             | ( ~                        | $\overline{}$                | ゅくき                                     | 5203  |             |
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| Fannie Mas                     | . 000                              | -23 (900  | <br>173.0 <i>7</i>          | •                          |                              |   |   |             |
| Form 1005 Mer. !               | 90                                 | 20 (133   |                             |                            |                              |   |   |             |
| VМ                             | P MORTGAGE FORMS                   | - (800)521-7291   | VOE1 08/31/09 6:            | :49 AM 62705352(           | 03                           | •                                       |   |             |

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BANKOFAMERIB

PAGE 02/17

## Bank of America

## BORROWER'S CERTIFICATION & AUTHORIZATION

#### LOAN #:

#### CERTIFICATION

Bach of the undersigned certify the following:

t. I have applied for a mortgage loan from Bank of America, N.A. ("Lender"). In applying for the loan, I completed a loan application containing various information on the purpose of the loan, the amount and source of the down payment, employment and income information, and assets and liabilities. I certify that all of the information is true and complete. I made no misrepresentations in the loan application or other documents, nor did I omit any particular information.

2. I understand and agree that Lender reserves the right to change the mortgage loan review process to a full documentation program.

This may include verifying the information provided on the application with the employer and/or the financial institution.

3. I fully understand that it is a Federal crime punishable by fine or imprisonment, or both, to knowingly make any fake sustements when applying for this mortgage, as applicable under the provisions of Title 18, United States Code, Section 1014.

4. I agree that Bank of America, N.A. may share information with its subsidiaries and efficiated companies ("Bank of America Companies") about its experience with me. Bank of America, N.A. may also share information provided to it relating to this and other applications, information it may obtain about me from outside sources, and consumer report information with the Bank of America Companies. I may request that application information, information from outside sources and consumer report information not be shared among the Bank of America Companies by calling Bank of America at 1-888-341-5000, enline at <a href="https://www.bankofbmerica.com/privacy">www.bankofbmerica.com/privacy</a> through Contact Us or by talking with a customer service representative at a banking center or my client relationship manager.

## **AUTHORIZATION TO RELEASE INFORMATION**

To Whom It May Concern:

1. I have applied for a mortgage loan from Lender. 'As part of the application process, Londer may verify information contained in my loan application and in other documents required in connection with the loan, ofther before the loan is closed or as part of its quality control program.

I authorize you to provide to Londer, and to any investor to whom Londer may sell my mortgage, all information and
documentation that they request. Such information includes, but is not limited to, employment history and income; bank, money
market, and similar account balances; credit history; copies of income tax returns, rent history, utility payments, phone payments.

3. Londer or any investor that purchases the mortgage may address this authorization to any party named in the loan application, and a copy of this authorization may be sedepted as an original.

4. Your prompt reply to Landor or the investor that purchased the mortgage is appreciated.

NOTICE TO BORROWERS: This is notice to you as required by the Right to Financial Privacy Act of 1978 that the Department of Veterans Affairs Loan Guaranty Service or the Department of Housing and Urban Development and the Federal Housing Administration (HUD/FHA) has a right to access financial records hold by a financial institution in connection with the consideration or administration of assistance to you. Financial records involving your transaction will be available to the Department of Voterans Affairs Loan Guaranty Service or HUD/FHA without further notice or authorization, but will not be disclosed or released by this institution to prother Government Agency or Department without your consent except as required or permitted by law.

|                            | ·                        |
|----------------------------|--------------------------|
| (Borrower's Signature)     | (Snala) Security Number) |
| (Borrower's Signature)     | (Snotal Security Number) |
| <br>(Renower's Signature)  | (Sacial Scourly Number)  |
| <br>(Dorrower's Signature) | (Social Becurity Number) |



### **Fax Cover Sheet**

To:

Company:

VALENCIA COMMUNTIY COLLEGE

Telephone Number:

407-582-8033

Fax Number:

407.582.8082

Date:

08/31/09

From:

Cindy Coleman

Department:

Jacksonville Loan Center

Telephone Number:

800-781-6638 ext 70111

Fax Number:

866-654-7680

Number of pages including this cover sheet 3

Loan Number

Please fax back to 866-654-7680.

The information contained in this FAX message is intended only for the confidential use of the designated recipient named above. This message may contain contractual and proprietary information and as such is privileged and confidential. If the reader of this message is not the intended recipient or an egent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error, and that any review, dissemination, distribution or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the message to us by mall.

| le | *****      | ·<br>· *** * * * | *** -CO | DMM. JOURNAL- | *****     | *****      | DATE S  | EP-01-2009 | *** | * TIME 15 | :16 ****** |
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## VALENCIA COMMUNITY COLLEGE HUMAN RESOURCES FAX COVER SHEET

\*\*\*\*\* DP-8045 v3 \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*



-VCC CJI Campus

| To: Cindy Coleman  Fax Number: 866-654-768 |
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| Fax Number: 866-654-768                    |
| Telephone:                                 |
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July 9, 2008

Bill Thompson Floridians Against Regressive Taxes 755 Triple Crown Ln. West Melbourne, Florida 32904

To Whom It May Concern:

This is to certify that John Joseph Tobia, Employee #V01004234, is employed at Valencia Community College as a Professor, Political Science on the Osceola Campus from May 1, 2001 until present. The following is a list of classes he taught:

| <b>Course Title</b>  | Course Number                       | <u>Dates</u><br>Taught |                | Credit<br>Hours |
|----------------------|-------------------------------------|------------------------|----------------|-----------------|
| 01-02-01 to 04-27-01 | Full-time 4-month Professor of Poli | tical Science 18       | 3 credit hours |                 |
| U.S. Government I    | POS 1041                            | 05-01-01 to 06         | 5-15-01        | 3 P/T           |
| 08-20-01 to 12-14-01 | Full-time 4-month Professor of Poli | tical Science 18       | 3 credit hours |                 |
| 01-08-02 to 05-04-02 | Full-time 4-month Professor of Poli | tical Science 18       | 3 credit hours |                 |
| U.S. Government      | POS 2041                            | 05-07-02 to 08         | 3-08-02        | 9 P/T           |
| 08-26-02 to 12-21-02 | Full-time 4-month Professor of Poli | tical Science 18       | 3 credit hours | *               |
| 01-06-03 to 05-03-03 | Full-time 4-month Professor of Poli | tical Science 15       | 5 credit hours |                 |
| U.S. Government      | POS 2041                            | 05-07-03 to 08         | 3-08-03        | 6 P/T           |

08-25-03 to present Full-time 10-month Tenure Professor of Political Science 18 credit hours per semester of U.S. Government classes.

If I can be of further assistance, please do not hesitate to contact me at 407-582-8086.

Cordially,

Joanne Flores

Human Resources Specialist

Jaanne Flores

B

| ****       | **** | ***** -C( | OMM. JOUTAL- | *****   | *****     | **   | DATE   | JUL -20    | 008 *: | **** | TIME   | 09:24  | ******  |
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-VCC CJI Campus

\*\*\*\*\* DP-8045 v2 \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

OK

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# VALENCIA COMMUNITY COLLEGE HUMAN RESOURCES FAX COVER SHEET



003/003 00:00:34

| From: Joanne Flores -<br>Human Resource Specialist | To: Bill Thompson  |
|--|--|
| <b>Fax Number:</b> 407-582-8082                    | Fax Number: 321-632-2334   |
| Telephone: 407-582-8086                            | Telephone:   |
|  |  |
| Date: 7 10 08                                      |  |
| Comments: 2095                                     |  |
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Floridians Against Regressive Taxes
755 Triple Crown Lane
West Melbourne, FL 32904

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To:

Joanne Flores

Fax:

407-582-8082

From:

Bill Thompson

Date:

6/25/2008

Re:

John Tobia - employment

Pages:

1

Cc:

□ Urgent

☐ For review

CI Please comment

☐ Please reply

D Please recycle

To Whom It May Concern:

Under the Freedom of Information Act, I am requesting documents pertaining to John Tobia's employment at Valencia Community College. Please provide the following Information:

- 1. Dates of Employment
- 2. Employment Status (Please include all titles with corresponding dates)
- 3. Names of Courses Taught (Please Include semesters in which courses were taught)

Please fax the information to Bill Thompson at fax number (321) 632-2334.

If you have any questions I can be contacted at (850) 206-9984.

Thank you.

Bill Thongs

## RECEIVED1/01

SEP 16 2004

## Osceola County Housing Office

**Employment Verification** 

Human Resources Valencia Community College

|   |   | 1/0.                         |  | COLLEGE  |   |                            |       |
|---|---|------------------------------|--|--|---|----------------------------|-------|
|   | Employer's n  | ame: VALE                    | TOWN LANE  | Attn:  | 407 299   | 5000                       |       |
|   | City: Kis   | SIMMEE                       | Zip:   | NITY COUTERIN: Ph: - Fax:                              | (- ; <b>-</b> - / /   |                            | •     |
|   |   |                              | SHIP Down Paymen   |  |   |                            |       |
|   | As part of our p  | processing, it is nec        | cessary that we obta   | in verification on Hi                                  | s/Her   |                            |       |
|   | Employment an   | it shiftipated gros          | es annual income, fo   | r the next 12 months                                   |   | <del></del> -              |       |
| Permission B  | у:  | Mah                          |  | ·  | _/OHN   | /OB; A                     |       |
|   |   | (Signature)                  |  |  | (P  | riot Name)                 |       |
|   | `   |                              |  |  | 9/16/   | 109                        |       |
|   |   | (Social Security Nur         | mber)  | · · · · · · · · · · · · · · · · · · ·                  | · · · · · · ·   | (Date)                     |       |
| If you prefe  | er to return via  | -fax, please far<br>Rosa Car | x to 407-870-967   | ed self-addressed<br>9. Thank You for<br>ag Specialist | or your pro   | mpt attention.  > 870-2019 |       |
| Authorized Sig  | qature  | Print Name                   | :  | Title  |   | Telephone Number           |       |
| T   |   |                              |  | Completed B  |   |                            | le G  |
| T   |   |                              |  | Completed Butths #37,7                                 |   |                            | le Gi |
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10/03

\* \* \* Memory TX Result Report (Sep. 22. 2004 > 40AM) \* \*

1) VALENCIA HR EMPLOYMENT 2) VALENCIA HR EMPLOYMENT

Date/Time: Sep. 22. 2004 9:39AM

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Reason for error
E. 1) Hang up or line fail
E. 3) No answer
E. 5) Exceeded max. E-mail size

E. 2) Busy
E. 4) No facsimile connection

#### VALENCIA COMMUNITY COLLEGE

#### HUMAN RESOURCES

## FAX COVER SHEET

| TO: Rosa Carrion  Housing Specialist  EAN NUMBER: 407-870-9679  TELEPHONE: | FROM: Human Resources Specialist  FAX NUMBER: (497).5R2-1450  TELEPHONE: (497).299-3000 EXT. 1742 |
|--|---|
| PAX NUMBER: 407-870-9679   | FAX NUMBER:(407)_582=1450   |
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| TELEPHONE:   | TELRPHONE: (407) 299-5000 EXT. 1742   |
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## VALENCIA COMMUNITY COLLEGE

## RETIREMENT ENROLLMENT STATUS

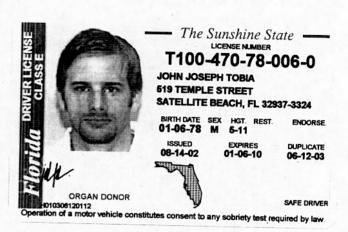
(State of Florida Retirement System)

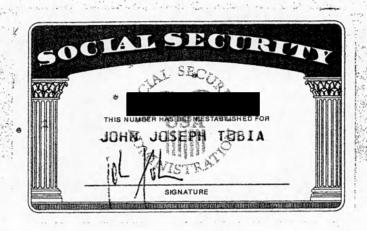
| NAM   | Ε: -               | JOHN                    | TOBIA                    |   | SS                                     | S#:  |   |
|-------|--------------------|-------------------------|--------------------------|---|--|--|---|
| . ]   | Part-time          | e Afi                   | ıll-time                 | Position Title:   | PROFESSOR                              |  |   |
| Pleas | e check            | one of t                | /<br>he approp           | riate statements b  | elow:                                  |  |   |
| 回     |                    |                         |                          | l in a State of Flor  | •                                      | retirement p   | lan.  |
| 口     | State of           | Florida                 | administe                | d, but have credita<br>red retirement pla                     | n, however, I am                       |  | nd/or Part-time employee in a rom such a plan.  |
| ٠     |                    | RS Regula<br>pecial Ris |                          | [ ] Investm<br>[ ] Special                                    | ent Plan<br>Risk Administrativ         | e Support  | [ ] Senior Management Service<br>[ ] Elected State & County   |
| △     |                    |                         |                          | the following Star  |  | inistered reti   |   |
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| 1     |                    |                         |                          | ng in the Deferred  |  |  | DROP). ROP Start Date:  |
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|       |                    |                         | •                        |   | Plan Name                              | , FRS Regular, S   | pecial Risk, Investment Plan, etc.)   |
|       | nderstar<br>plies: | nd that                 | if I retire              | l under a State of  | f Florida admini                       | istered retire   | ement system the following  |
| 1.    | of retire          | ment, m                 | y retireme               | pe of position (tement is void, all ben<br>will be effective. | porary, part-time<br>efits received mu | , or regular e<br>st be repaid a   | stablished) during the first month<br>and I must reapply for retiremen  |
| 2.    | monthly law (par   | retirem<br>rt-time, 1   | ent benefi<br>ion-contra | ts, unless I am elig<br>ectual adjunct instr                  | ible for the 780 h<br>uctors with comm | our exemption our exemption of the contract of | the FR-23 Form suspending my<br>on to the limitation as provided by<br>es). If eligible for the exemption,<br>as of work reach 780 hours during |
| Sign  | the limi           | tation p                | ribd                     | <u></u>   |  | Date   | e: 8/20/03  |
|       |                    | - {                     | V                        |   |  |  | HR Form #5  |

## **Employment Eligibility Verification**

Please read instructions carefully before completing this form. The instructions must be available during completion of this form. ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work eligible individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because of a future expiration date may also constitute illegal discrimination.

| Section 1. Employee Information a   | and Verification. To  | be completed and signed by en  | nployee at the time employment begins.                                  |
|---|---|--|---|
| Print Name: Last TOBIA  | First Jorth   | Middle Initia  |   |
| Address (Street Name and Number) 4201 Summit  | Care Ru   | Apt. #<br>8205   | Date of Birth (month/day/year)  |
| City 2  | State   | Zip Code   | Social Security #   |
| DRLANDO   | FORIDA  |  |   |
| I am aware that federal law provid  |   |  | rjury, that I am (check one of the following):                          |
| imprisonment and/or fines for false   |   | A citizen or nation  | al of the United States   |
| use of false documents in connect   |   |  | ent Resident (Alien # A   |
| completion of this form.  |   | (Alien # or Admiss   | d to work until//   |
| Employee's Signature  | /   | (Allen # Or Admiss   | Date (month/day/year) 08/20/03  |
| Preparer and/or Translator<br>other than the employee.) I attest<br>best of my knowledge the informa  | , under penalty of perjury  | To be completed and signed if S<br>y, that I have assisted in the co                 | Section 1 is prepared by a person mpletion of this form and that to the |
| Preparer's/Translator's Signature   |   | Print Name   |   |
| Address (Street Name and Number   | r, City, State, Zip Code)   |  | Date (month/day/year)   |
| Expiration Date (if any)://  Expiration Date (if any)://  | 1160  | 470-78-606-0   | Social Security Card SSA  NITI  |
| ERTIFICATION - I attest, under penalty imployee, that the above-listed document on monte eligible to work in the United States. Inployment.)  Ignature of Employer or Authorized Represer | ent(s) appear to be geth/day/year) \$ 05/16 (State employment agontative Print Name | enuine and to relate to the egg and that to the best of gencies may omit the date to | employee named, that the my knowledge the employee the employee began   |
| Susiness of Organization Name  And 1800 S. Kinkman  | ddress (Street Name and   | Number, City, State, Zip Code  | Date (month/day/year) 8-20-63   |
| ection 3. Updating and Reverification   | tion. To be completed a   |  | 1 •   |
| . New Name (if applicable)  | a.c. i to be completed b  |  | Date of rehire (month/day/year) (if applicable)                         |
| eligibility.  | orization has expired, pro  | vide the information below for   | the document that establishes current employmen                         |
| Document Title:   | Document #:   | Expiration Date  | (if any)://   |
| attest, under penalty of perjury, that to the bocument(s), the document(s) I have examined  |   |  | the United States, and if the employee presented                        |
| ignature of Employer or Authorized Represer   | ntative   |  | Date (month/day/year)   |





A CANADA CONTRACTOR SERVICE

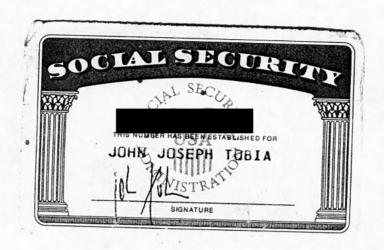
## . Department of Justice

nmigration and Naturalization Service

OMB No. 1115-0136
Employment Eligibility Verification

Please read instructions carefully before completing this form. The instructions must be available during completion of this form. ANTI-DISCRIMINATION NOTICE. It is illegal to discriminate against work eligible individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because of a ure expiration date may also constitute illegal discrimination.

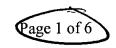
| 10 DIN   | First — To+  | Middle In                                  | tial Maiden Name  |               |
|--|--|--|---|---------------|
| ddress (Street Name and Number)  | 70,  | Apt. #                                     | Date of Birth (month/day/y  | mari          |
| 519 TEMPLE   | 57   | . Apr. #                                   | Date of Birth (monthings)   | 1978          |
| ity -  | State ~  | Zip Code                                   | Social Security   | ///0          |
| SATFILITE BEX  | tru Fro  | RIDA 3                                     | 937   |               |
| am aware that federal law<br>mprisonment and/or fines for fal-<br>ise of false documents in con-<br>completion of this form.             | w provides for se statements or                          | I attest, under penalty of A citizen or na | perjury, that I am (check one of the folional of the United States anent Resident (Alien # A ized to work until / / | ollowing):    |
| nployee's Signature  |  | ) (Allot it of Faci                        | Date (month/day/year)   | 10            |
|  | st, under penalty of peri                                | iury, that I have assisted in              | Section 1 is prepared by a person<br>the completion of this form and that   | 7             |
| Preparer's/Translator's Signature  |  | Print Name                                 |   | 7             |
| Address (Street Name and Numb  | or City State 7in Code                                   |  | Date (month/day/year)   | 2             |
| Address (Street Name and Numb  | er, city, state, zip code)                               |  | Date (monundayiyear)  |               |
| e document(s)  List A  | OR   | List B                                     | AND List C  |               |
| ment title:RECEIVED  | <u> 2000 a</u>   | 1 Hamby                                    | Florida Stal  | se<br>le      |
| cument #: JAN 1 0 2001   |  |  | T100-470.78-001   | 0.0           |
| Expiration Date ((Franky)) RESOURCES<br>Valencia Community College   | N  | A  | 116 12000   |               |
| cument #:  | ,  |  |   |               |
|  |  |  |   |               |
| Expiration Date (if any):/_/   |  |  |   |               |
| RTIFICATION - I attest, under pena ployee, that the above-listed document on (mo   | cument(s) appear to                                      | be genuine and to r                        |   | d, that the   |
| eligible to work in the United S<br>iployment).<br>nature of Employer or Autholized Represent  | tative   Rrint Name                                      | (1)  | Title   |               |
| ployment).   | ative Rrint Name   | fer Smith                                  | Title   | ^             |
| nature of Employer or Authorized Represent   | Jenni  | Fer Smith                                  | Sicrita   | 7             |
| ployment). nature of Employer or Authorized Represent  | Jenni  | C 242011                                   | Sicrita   | 7             |
| interpretation Name  Authorized Represent  | Address (Street Name and Lissimm                         | un, FL 34744                               | Sicrita   | 7             |
| ployment).  nature of Employer or Authorized Represent  iness or Organization Name  A  CC   SO De Do De  ction 3. Updating and Reverific | Address (Street Name and Lissimm                         | and signed by employer                     | Sicrita   | 7             |
| nature of Employer or Authorized Represent   | Address (Street Name and Lissimm Lation. To be completed | d and signed by employer                   | Date (month/day/year)  1-2-0)  Date of rehire (month/day/year) (in  | f applicable) |





JAN 1 0 2001

HUMAN RESOURCES
Valencia Community College



## Valencia College Position

The Position form is used to record the duties, responsibilities, qualifications sought and fiscal impact of classified and nonclassified positions. This information is the basis for determining the title, salary rate, and Fair Labor Standards Act exemption status for positions. To achieve these purposes, it is essential that detailed and exact information pertaining to current duties, responsibilities, and qualifications be accurately recorded on this form.

|  | Em | ploy | ee D | )eta | ils |
|--|----|------|------|------|-----|
|--|----|------|------|------|-----|

Received

Employee First Name:

John

SEP 09 2013

Employee Last Name:

Tobia

HR - Records Valencia College

#### Job Classification Details

Job Classification:

Professor, Tenured/Tenure Earn

Must be less than 30 characters.

Pay Grade:

**Faculty Salary** 

FLSA Status:

Exempt

Position Class Code:

F1001

Position Category:

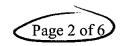
Faculty

Responsible for teaching in discipline or discipline areas in which he/she has specific training and/or competence. Plans, organizes, teaches, and provides feedback to promote and direct student learning in keeping with Valencia's learningcentered values and in a manner that meets the essential competencies of a Valencia educator. Engages students outside of class in support of the curriculum and co-curriculum; provides thorough, timely, and effective feedback to students regarding the mastery of course and program learning outcomes; develops curriculum and works collaboratively with colleagues to choose program and/or discipline resources; assists in the selection, development, and evaluation of faculty; participates in and/or leads the activities and governance of the discipline, division, campus, and college; and collaborates with relevant academic discipline and community partners in support of institutional effectiveness and student learning.

- 1. Prepares and delivers instruction to students in assigned modalities (including classroom, hybrid, online, etc.). Prepares instructional materials. Provides feedback on students' progress, including evaluation of student mastery of course and program outcomes.
- 2. Provides ample periods of time for engaging students in matters related to academic success through posted student engagement hours.
- 3. Prepares and submits required documentation including course syllabi, student attendance, final course grades, and other information as requested or required by the college.
- 4. Participates in, and contributes to curriculum development by planning, developing, and evaluating new and existing courses and curriculum.

.General Description:

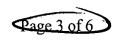
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Human Resources
Date: 9913
By: HP



- 5. Participates in developing and implementing college policies, guiding principles, objectives and functions in accordance with the philosophy of the college.
- 6. Participates in department/division meetings, serves on committees, and participates in other college activities.
- 7. Maintains and disseminates current information pertaining to services available to students throughout the college.
- 8. Is familiar with and maintains behavior and actions consistent with college policies.
- 9. Maintains professional development/growth according to personal needs, in fulfillment of annual performance development plans, and as required for certification.
- 10. Performs other duties as assigned.
- 1. Appropriate level of education [required] See Credentials Procedures Manual at: http://valenciacollege.edu/faculty/forms/credentials/
- 2. Teaching experience at the community college level. (In some cases, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes may be used to support an application in lieu of degree and course work requirements).
- Professional commitment to education.
- 4. A demonstrated commitment to diversity.
- 5. Ability to perform all of the Essential Functions of the job with or without reasonable accommodation.
- 6. Ability to work evening and/or weekend hours and travel between campus locations as required.
- Knowledge and understanding of learning-centered values.
- 2. Ability to design learning opportunities that promote student life skills development while enhancing discipline learning. Demonstrated understanding of developmental advising (Valencia's LifeMap) and competency-based learning (LifeMap).
- 3. Ability to develop and implement diverse teaching and learning strategies that accommodate the learning styles of students and that promote both acquisition and applications of knowledge and understanding (Learning Centered Teaching Strategies).
- 4. Ability to use consistent, timely formative and summative assessment measures to enhance learning (Assessment).
- 5. Ability to design learning opportunities that acknowledge, draw upon and are enriched by student diversity in the learning

Qualifications:

**Essential Job Functions:** 



environment (Inclusion and Diversity).

- 6. Ability to design and implement curriculum that aligns elements of student learning toward growth in the Student Core Competencies and progression through course sequences (Outcomes-Based Practice).
- 7. Commitment to stay current and continually improve knowledge and understanding of the discipline (Professional Commitment).
- 8. Ability to continuously examine the effectiveness of teaching, counseling, librarianship and assessment methodologies in terms of student learning by engaging in the scholarship of teaching and learning (Scholarship of Teaching and Learning).
- 9. Knowledge of, ability to develop, and commitment to use emerging technologies and alternative delivery methods appropriately, including online delivery, hybrid course options, content software, web-enhancements, etc.
- 10. Skill in the use of personal computers and general office software.
- 11. Ability to effectively communicate interpersonally (in group and one-on-one settings), orally, and in writing.

#### **Position Details**

Position Title:

Professor, Political Science

Must be less than 30 characters.

Knowledge, Skills, and Abilities:

Position Number:

FT0317

Primary Work Location:

Osceola Campus

Web Time Entry Organization (Use a "TE" organization for part-time hourly or a "TF" organization for fulltime non-exempt):

Department Budget Code:

112405/520010

Approval Process Organization:

Compensation & Classification

Who will supervise this position?

Dale Husbands

Home Department:

Political Science OSC

Must be less than 30 characters.

Livingston, Joe

Departmental Users with Access:

.

Education & Experience:

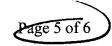
1. Prepares and delivers instruction to students in assigned modalities (including classroom, hybrid, online, etc.). Prepares instructional materials. Provides feedback on students' progress, including evaluation of student mastery of course and program outcomes.



- 2. Provides ample periods of time for engaging students in matters related to academic success through posted student engagement hours.
- 3. Prepares and submits required documentation including course syllabi, student attendance, final course grades, and other information as requested or required by the college.
- 4. Participates in, and contributes to curriculum development by planning, developing, and evaluating new and existing courses and curriculum.
- 5. Participates in developing and implementing college policies, guiding principles, objectives and functions in accordance with the philosophy of the college.
- 6. Participates in department/division meetings, serves on committees, and participates in other college activities.
- 7. Maintains and disseminates current information pertaining to services available to students throughout the college.
- 8. Is familiar with and maintains behavior and actions consistent with college policies.
- 9. Maintains professional development/growth according to personal needs, in fulfillment of annual performance development plans, and as required for certification.
- 10. Performs other duties as assigned.
- 1. Appropriate level of education [required] See Credentials Procedures Manual at: http://valenciacollege.edu/faculty/forms/credentials/
- 2. Teaching experience at the community college level. (In some cases, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes may be used to support an application in lieu of degree and course work requirements).
- 3. Professional commitment to education.
- 4. A demonstrated commitment to diversity.
- 5. Ability to perform all of the Essential Functions of the job with or without reasonable accommodation.
- 6. Ability to work evening and/or weekend hours and travel between campus locations as required.
- 1. Knowledge and understanding of learning-centered values.
- 2. Ability to design learning opportunities that promote student life skills development while enhancing discipline learning. Demonstrated understanding of developmental advising (Valencia's LifeMap) and competency-based learning (LifeMap).

Essential Job Functions:

Oualifications:



- 3. Ability to develop and implement diverse teaching and learning strategies that accommodate the learning styles of students and that promote both acquisition and applications of knowledge and understanding (Learning Centered Teaching Strategies).
- 4. Ability to use consistent, timely formative and summative assessment measures to enhance learning (Assessment).
- 5. Ability to design learning opportunities that acknowledge, draw upon and are enriched by student diversity in the learning environment (Inclusion and Diversity).
- 6. Ability to design and implement curriculum that aligns elements of student learning toward growth in the Student Core Competencies and progression through course sequences (Outcomes-Based Practice).

Knowledge, Skills, & Abilities:

- Commitment to stay current and continually improve knowledge and understanding of the discipline (Professional Commitment).
- 8. Ability to continuously examine the effectiveness of teaching, counseling, librarianship and assessment methodologies in terms of student learning by engaging in the scholarship of teaching and learning (Scholarship of Teaching and Learning).
- 9. Knowledge of, ability to develop, and commitment to use emerging technologies and alternative delivery methods appropriately, including online delivery, hybrid course options, content software, web-enhancements, etc.
- 10. Skill in the use of personal computers and general office software.
- 11. Ability to effectively communicate interpersonally (in group and one-on-one settings), orally, and in writing.

Minimum Physical Qualifications:

Licenses, Certifications, or Registrations:

**Environmental Conditions:** 

Compensation Analyst:

Is this a new position?

Reports To:

Must be less than 30 characters.

riust de less tilali 30 characters.

If not, who is this replacing?

Salary:

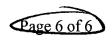
Start Date:

Is this a temporary position?

Dean, Bus, Info Tech/Social, O

No

No



This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. By signing this form I acknowledge that I have received the job description and understand its content and intent.

9/4/13

Date

Signature of Employee

## VALENCIA COMMUNITY COLLEGE

P. O. Box 3028 Orlando, Florida 32802

## LOYALTY OATH

State of Florida County of Orange

| I,, a resident of the State of Florida and a citizen of the  | e      |
|--|--------|
| (print name)   |        |
| United States of America, and being employed by or an officer of the Valencia Community College        | _      |
| District Board of Trustees and a recipient of public funds as such employee or officer, do hereb       | y      |
| solemnly swear or affirm that I will uphold the constitutions of the United States and of the State of | )<br>j |
| Florida.   |        |
|  |        |
| in I   |        |
| Signature  | _      |
| Sworn to and Subscribed before me this   | ٠      |
| 20 day of <u>August</u> , <u>2003</u>  |        |
| (year)   |        |
| He / She is personally known to me or has  |        |
| produced FLOLATIOO-470-78-006-0  DANNETTE JOHNSON  | Į      |
| (type of identification and number)    MY COMMISSION # CC 924445                                       | 1      |
| as identification. Ollow 110   |        |
| (expiration date of identification)  |        |
| (scal)   |        |
| (notary signature)   |        |
| Donaldo, Tabular   |        |
| (print or type name of notary)   |        |



(print or type name of notary)



P. O. Box 3028 Orlando, Florida 32802

## LOYALTY OATH

State of Florida County of Orange

| (print name)   | a resident of the State of Florida and a citizen of the    |
|--|--|
|  | d by or an officer of the Valencia Community College       |
|  | public funds as such employee or officer, do hereby        |
| solemnly swear or affirm that I will uphold th                   | e constitutions of the United States and of the State of   |
| Florida.   | id   |
|  | Signature  |
| Sworn to and Subscribed before me this                           |  |
| 21 day of Salc , 300 (year                                       | <u>PÓ</u>  |
| He / She is personally known to me or has                        |  |
| produced FL DR LIC (type of identification and number)           | <del></del>  |
| as identification. 01-06-200 (expiration date of identification) | Osborah J. Hechenberger                                    |
| Seborato Alchenters &  | (Seal) July 9, 2001  BONDED THRU TROY FAIN INSURANCE, INC. |
| DEBORAH J. HENHEURERO  | "FP  |

HR Form #47 rev 2/99

From:

Silvia Zapico

To:

Kevin Mulholland 4/29/02 11:36AM

Date: Subject:

Re: Permission needed

This meets with my approval. Thank you, Silvia

>>> Kevin Mulholland 04/29/02 11:04AM >>>

I'd like to add John Tobia to the list on names needing permission to teach 3 classes over sessions 3,4, & 5.--

Thanks.

Kevin

>>> Silvia Zapico 04/26/02 02:42PM >>> These loads meet with my approval. Thank you, Silvia

>>> Kevin Mulholland 04/26/02 02:24PM >>>

The following teaching assignments require your approval:

Diana DellaCosta - 2 sections in session 4 Jeanne Zanegood - 3 sections over sessions 4 & 5 Jacqui Langton - 3 sections over sessions 4 & 5 Marlene Temes - 3 sections over sessions 4 & 5 Ricot Jean - 2 sections in session 4 Armand Affricano - 3 sections in session 5

Thanks

Kevin

Kevin Mulholland

CC:

Vicki Nelson

5-15-02 Keyed in Session 3 +5 HR-27.



## Justification and Approval for Expanded Teaching Loads

This form should be completed as review documentation for the following teaching assignment profiles:

#### Adjunct Teaching Loads for Fall and Spring Terms

- Deans can approve up to 12 contact hours for Fall and Spring terms (this form is not necessary)
- Up to 2 additional contact hours will require justification and approval from Provosts and Chief Learning Officer. Fifteen (15) hour teaching loads are generally prohibited.\*

\*NOTE: For Fall term (200810) and Spring term (200820) expanded teaching loads beyond 15 hours are permissible with Provosts approval only.

### **Adjunct Teaching Loads for Summer Terms**

- Deans can approve up to 9 contact hours for Summer terms (this form is not necessary)
- However, 6 contact hour loads for either Summer A or Summer B will require justification and approval from Provosts and Chief Learning Officer.
- Contact hours exceeding 9 hour limit will require justification and approval from Provosts and Chief Learning Officer.
- For selected academic areas (architecture, mathematics, and laboratory sciences) Deans can approve two courses or a maximum of 12 contact hours (this form is not necessary)

## Full-Time Faculty Overloads

- Deans can approve up to 6 contact hours of overload (this form is not necessary)
- Contact hours exceeding 6 hour limit will require justification and approval from Provosts and Chief Learning Officer.

| Faculty Member:  | : John Tobia          |                 |             |               |            |
|------------------|-----------------------|-----------------|-------------|---------------|------------|
| Faculty Status:  |                       | ☐ FT Tenure Tr  | ack FTN     | Ion-Tenured   | ☐ Adjunct  |
| Campus:          | ☐ East                | Osceola         | ☐ West      | ☐ Winter Park | <b>—</b> , |
| Dean: Dale Hush  | bands                 |                 |             |               |            |
| Division:        | Business, IT and S    | Social Sciences |             |               |            |
| Subject Area: Po | olitical Science      |                 |             |               |            |
|                  |                       |                 |             |               |            |
| Term(s):         | ⊠ Fall                | Spring          | Summer Full | Summer A      | ☐ Summer B |
| Year: 200810     |                       |                 | _           |               |            |
| Request:         | Expanded Adjunct Load |                 | Expanded FT |               |            |
|                  |                       |                 |             |               |            |
| Total Number o   | f Contact Hours       | 27              |             |               |            |

Total Number of Contact Hours: 27

| CRN   | Course Prefix/Number (Courses Beyond Established Limits) | Contact Hours |
|-------|--|---------------|
| 11446 | POS 2041 U.S. Government (online)                        | 3             |
| 11447 | POS 2041 U.S. Government (online)                        | 3             |
|       | ·  |               |
|       |  |               |

Based on a review of this faculty member's knowledge, skills, experience and overall work schedule the expanded teaching load indicated above is justified and approved.

| Signatures (as appropriate): | 27 Aun \$7   |
|------------------------------|--------------|
| Dean Sekeed                  | Date 8/27/07 |
| Provost / Walle              | 8179107      |
| Chief Learning Officer       | Date         |

RECEIVED

AUG 3 1 2007

Human Resources Valencia Community Coilege T

\*See Reverse Side For Easy Opening Instructions\*

Valencia Community College P.O. Box 3028 Orlando, FL 32802

Return Service Requested

Mr. John J Tobia ' 4201 Summit Creek Blvd Apt 8205 Orlando FL 32837

RETURN TO SENDER TOBIA'JOHN TO SENDER TOBIA'JOHN COS MARKET ST APT 330 CELEBRATION FL 34747-4907

RETURN TO SENDER

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RECEIVED

DEC 08 2004

Human Resources Valencia Community College

410 12/a/04 SET

1/3



| PART I: RECRUITMENT REQUEST   |  |                              |  |  |  |  |  |
|---|--|------------------------------|--|--|--|--|--|
| Instructions: This section is to be used to request recruitment for full-time positions.  |  |                              |  |  |  |  |  |
| Any special requests for recruitment activities or changes in standard recruitment should be requested in the comments section. |  |                              |  |  |  |  |  |
| Standard recruitment should be requested in the comments section.   |  |                              |  |  |  |  |  |
| POSITION TITLE Prof. Political Science  Replacement for Thin Thin 4mo. Conversion   New Position                                |  |                              |  |  |  |  |  |
| Replacement for 166 a 4mo. Conversion   | New Position   |                              |  |  |  |  |  |
| Department Political Scurice - Osceols  | Dept. Budget Number 1117 220   | - 080 TOSS-C                 |  |  |  |  |  |
| LENGTH OF APPOINTMENT:  | POSITION IS:   | 00000-05                     |  |  |  |  |  |
| ☐ 4-month (academic session and year )  | Regular  |                              |  |  |  |  |  |
| 10-month (academic years)   | ☐ Temporary College Funded*  |                              |  |  |  |  |  |
| ☐ 12-month (fiscal year)  | ☐ Temporary Grant Funded*  | •                            |  |  |  |  |  |
| Other Please Specify  | * In the comments section, please include approxim<br>temporary or grant funded positions.   | nate start and end dates for |  |  |  |  |  |
| Please Specify  | •  | -                            |  |  |  |  |  |
| Initial Work Schedule:  |  | 0 6 2003                     |  |  |  |  |  |
|   | Career Service Only  | re en e                      |  |  |  |  |  |
| Eligible for Night Shift   Yes  | Will this person supervise others?   |                              |  |  |  |  |  |
| Differential? No  |  | □ No                         |  |  |  |  |  |
| LOCATION:   | Mail Code  |                              |  |  |  |  |  |
| ☐ Downtown Center ☐ Criminal Justice  | e Institute  |                              |  |  |  |  |  |
| □ East Campus ❤️ Osceola Campu  | — — — — — — — — — — — — — — — — — — —  |                              |  |  |  |  |  |
| ☐ McCoy Center ☐ Osceola Campu  | A CONTRACTOR OF THE CONTRACTOR |                              |  |  |  |  |  |
| ☐ Winter Park Campus  | Extension Number   |                              |  |  |  |  |  |
| Person to Contact Regarding Opening   |  | Ext                          |  |  |  |  |  |
| Advertising Request   |  |                              |  |  |  |  |  |
| Advertising Request(Example: Senti  | nel, Chronicle, etc.)  |                              |  |  |  |  |  |
| Comments  |  |                              |  |  |  |  |  |
| Name of Person who will Supervise Employee  | •  |                              |  |  |  |  |  |
| SIGNATURE OF SUPERVISOR 5. 3akers   | 5/4/03/  | Date                         |  |  |  |  |  |
| SIGNATURE OF EXECUTIVE/ADMINISTRATOR  | 11) 1  | Date 12/04/0                 |  |  |  |  |  |
| For Human Resources Use Only: 376 X MB 34,417.  Oracle Number: 34,417.  |  |                              |  |  |  |  |  |
| PART II: RECOMMENDATION TO HIRE   |  |                              |  |  |  |  |  |
| Instructions: This section is to be completed once a candidate has been selected. All offers of employment, oral or             |  |                              |  |  |  |  |  |
| written, are to be extended to the candidate by the Human Resources Department.   |  |                              |  |  |  |  |  |
| Candidate Recommended: John Tobia   |  |                              |  |  |  |  |  |
| Individuals Involved in Candidates Selection: Stan Stone, Silvia Zapico, Kevin Mulholland,                                      |  |                              |  |  |  |  |  |
| Tony Beninati, Paul Labedz, Mark Guillette and Ron Von Behren   |  |                              |  |  |  |  |  |
|   |  |                              |  |  |  |  |  |
|   |  |                              |  |  |  |  |  |
| •   |  | i                            |  |  |  |  |  |

| PA | RT | П | (continued) | ١: |
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|----|----|---|-------------|----|

| COMMENTS   |   |  |  |  |
|--|---|--|--|--|
|  |   |  |  |  |
|  |   |  |  |  |
|  |   |  |  |  |
|  |   |  |  |  |
| OTHER CANDIDATES SELECTED FOR INTERVIEW I                        | BUT <u>NOT</u> RECOMMENDED FOR HIRE   |  |  |  |
| (Please include candidates interview by telephone)               | I   |  |  |  |
| NAME: Last, First, and Middle Initial                            | CATEGORY  (A) Could not contact for interview  (B) Removed themselves from consideration prior to interview  (C)Did not appear for schedule interview  (D) Removed themselves from consideration after interview  (E) Interviewed, but other candidate recommended  (F) Offered position but declined |  |  |  |
| Petish, Serge  | Е   |  |  |  |
| Quakenbush, Alvin  | East Campus   |  |  |  |
| Caiazzo, Tom   | Е   |  |  |  |
| Crosby, Scott  | Е   |  |  |  |
| Balkaran, Stephen  | Е   |  |  |  |
| Haymes, Tom  | E   |  |  |  |
| Kamara, Luseni   | Е   |  |  |  |
| Boudrot, Tom   | Е   |  |  |  |
| Boardman, Chris  | E   |  |  |  |
| Smaha, Joe   | E   |  |  |  |
| Lheem, Dr.   | E   |  |  |  |
| Millett, Jeremy  | Е   |  |  |  |
|  |   |  |  |  |
|  |   |  |  |  |
|  |   |  |  |  |
| The recommended candidate meets all requirements for this        | position and has provided an on-site writing sample*.   |  |  |  |
| SIGNATURE OF SUPERVISOR W Date 4 U(3)                            |   |  |  |  |
| SIGNATURE OF EXECUTIVE/ADMINISTRATOR Silving Bakero Date 5/04/0. |   |  |  |  |
| EA/EO APPROVAL Stanley 1. Stands Date 5/4/03                     |   |  |  |  |
| Background Check Requested:  Results Received:                   |   |  |  |  |
| Drug Test Scheduled: Results Received:                           |   |  |  |  |

<sup>\*</sup>An on-site writing sample is only required for Administrative, Professional, and Faculty positions.



John Tobia

SP 01

FA 01 7 3

SP 02

FA 02 7 2

SP 03 7 2

P.O. Box 3028 Orlando, FL 32802-3028 (407) 299-5000 Suncom 399-0111 an equal opportunity institution From:

Kevin Mulholland

To:

Daisy Green

Date:

11/20/2003 10:24:08 AM

Subject:

Re: CONTRACT STATUS

We originally designated John Tobia, Suzanne Prentiss, and Shari Koopman as having 5-5-0-2 contracts. We need to swtich them to 5-5-2-0.

### Thanks

### Kevin Mulholland

>>> Daisy Green 11/20/2003 10:20:18 AM >>>

Jennifer, I talked with Joe Livingston about the contract status change for John Tobia, and he said, that the Dean, Kevin Mulholland has to approve it before we can make the change. If you have any questions, please let me know.

>>> Jennifer Smith 11/19/2003 2:54:00 PM >>>

John Tobia needs to change his contract status to 5520. I hope you are the correct person to let know.

Thanks.

CC:

Jennifer Smith

11-20-03

Updated Contract Status, fley field, and accrual and Salary basis for John. D.G.



### NEW EMPLOYEE CHECKLIST

| John Tobia | <br>8/25/03     |
|------------|-----------------|
| Name       | Employment Date |

The following forms, materials and college policies are included in your inprocessing.

White - Personnel

### Materials/Subjects Covered Forms to Complete Alternate Plan to Social Security Employee Key Benefits Benefits and Services Book Employee Information Sheet Health Insurance Plans/Rates Employment Eligibility (I-9) Job Description Withholding Allowance (W-4) Human Resources/Payroll Directory Loyalty Oath Tax Sheltered Annuity List Florida Retirement Enrollment Status Payroll Schedule Group Insurance Election Form COBRA - Right to Continue Notice Salary Redirection Agreement for Flexible Benefits Life Insurance Policy Flexible Benefits Guide LTD Premium Worksheet Florida Retirement System Handbook Special Enrollment Form Time Card **Direct Deposit Information** Dental Insurance Application **Employee Assistance Program Attraction Discount Cards** Parking Decal (See Security) Legal Hotline **COLLEGE POLICIES** The following selected College policies are included in my materials. It is my responsibility to stay up-to-date on revisions to these policies. Policies are written and revised in the College Attorney's office. A complete College Policy Manual is kept in each department office and each campus Learning Resources Center for referral. Civil Rights Discrimination Retirement Incentive Program (6Hx28:07-35) Grievances (6Hx28:<del>04-18)</del> 2-00 401(a) Qualified Retirement Plan (6Hx28:07-40) Sexual Harassment (6Hx28:04-44) Drug-Free Campuses (6Hx28:04-41) Sick Leave (6Hx28:07-13) Drug-Free Workplace (6Hx28:07-36) Sick Leave Pool (6Hx28:07-15) Family/Medical Leave (6Hx28:07-38) Grievances (6Hx28:08-14) or (6Hx28:09-12) Terminal Pay (6Hx28:07-32) Time of Service for Work Credit (6Hx28:07-09) Hours of Work - Career Service Vacation Leave (6Hx28:07-12) Employees (6Hx28:09-03) Leave of Absence (6Hx28:07-17) Valencia Matriculation or Tuition Fees for Faculty and Staff paid Through Staff and Optional Retirement Programs (6Hx28:07-39) Overtime Compensation for Career Program Development Funds (6Hx28:07-07) Service Employees (6Hx28:09-06) Waiver of Matriculation or Tuition Fees for NA Spouses and Dependents of Faculty and Recording of Hours Worked - Career Staff (6Hx28:07-08) Service Employees (6Hx28:09-04) I verify that the subjects above have been covered with me and that I understand the content and availability of the Valencia benefit programs. Date nature

HR Form #58



### CHECK LIST FOR NEW FULL-TIME ADMINISTRATIVE/FACULTY/OTHER PROFESSIONALS

| Name John Jobia                              |                            |
|--|----------------------------|
| Position Pub, Political Sc                   | unce Effective Date 825 03 |
| New Position ( ) Replacement for             | Campus OSC                 |
| Paperwork for New Hires                      | Date Completed             |
| Copy of Social Security Card                 | 8/25/03                    |
| Employee Information Sheet                   | 8/20/03                    |
| Immigration Verification                     | 8/20/03                    |
| Loyalty Oath                                 | 820/03                     |
| Military Papers (if applicable)              | <u>NA</u>                  |
| Request for Transfer of Sick Leave           | NA                         |
| W-4 Form                                     |                            |
|  |                            |
| FRS (Personal History Record)                | NA                         |
|  | J                          |
| Insurance Application                        | (initials)                 |
| Drug Testing                                 | (initials)                 |
| Background Investigation                     | (initials)                 |
| Verification of Experience                   |                            |
| Official Transcripts Received Master's 19101 |                            |
| comments: I 9 form and downers or            | 2 f.lo. 8/20/03 D.G.       |



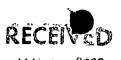
# CHECK LIST FOR NEW FULL-TIME ADMINISTRATIVE/FACULTY/OTHER PROFESSIONALS

| Name John Tobia                               |                            |
|---|----------------------------|
| Position Peoplesson, Political                | Cience Effective Date 1201 |
| New Position (X) Replacement for              | Campus OSC                 |
| Paperwork for New Hires                       | Date Completed             |
| Copy of Social Security Card                  | 1/2/01                     |
| Employee Information Sheet                    | 1/25/01                    |
| Immigration Verification                      | 1201                       |
| Loyalty Oath                                  | 1/2/01                     |
| Military Papers (if applicable)               | NA                         |
| Request for Transfer of Sick Leave            | NA                         |
| W-4 Form                                      | -1/25/0)                   |
| FRS (Personal History Record)                 | <u>NA</u>                  |
| Insurance Application                         | Lm //29/01                 |
| Drug Testing                                  | (initials)                 |
| Background Investigation                      | 120/60 (initials)          |
| Verification of Experience                    |                            |
| Official Transcripts Received 1901-Nasters, B | achilors                   |
| Comments: Iq-form and documents or            | file                       |



### NEW EMPLOYEE CHECKLIST

| John Tolora  | _ 112101  |
|--|---|
| Name   | Employment Date   |
| The following forms, materials and college policies are include  | ed in your inprocessing.  |
| Forms to Complete  | Materials/Subjects Covered  |
| Identification Card Employee Information Sheet Employment Eligibility (I-9) Withholding Allowance (W-4) Loyalty Oath Florida Retirement Enrollment Status Group Insurance Election Form Salary Redirection Agreement for Flexible Benefits LTD Premium Worksheet Special Enrollment Form | Employee Key Benefits Benefits and Services Book Job Description Human Resources/Payroll Directory Valencia Organizational Chart Payroll Schedule COBRA - Right to Continue Notice Human Resources Newsletter Flexible Benefits Guide Florida Retirement System Handbook Time Card Employee Assistance Program Attraction Discount Cards Parking Decal (See Security) |
| COLLECE  | POLICIES  |
| The following selected College policies are included in my nervisions to these policies. Policies are written and revised in Manual is kept in each department office and each campus L. Civil Rights Discrimination   | naterials. It is my responsibility to stay up-to-date on n the College Attorney's office. A complete College Policy   |
| Grievances (6Hx28: 04-18) Drug-Free Campuses (6Hx28: 04-41) Drug-Free Workplace (6Hx28: 07-36) Family/Medical Leave (6Hx28: 07-38) Grievances (6Hx28: 08-14) or (6Hx28: 09-12)   | Sick Leave (6Hx28: 07-13) Sick Leave Pool (6Hx28: 07-15) Terminal Pay (6Hx28: 07-32) Time of Service for Work Credit (6Hx28: 07-09) Vacation Leave (6Hx28: 07-12)   |
| Hours of Work - Career Service  Employees (6Hx28: 09-03)  Leave of Absence (6Hx28: 07-17)  Optional Retirement Programs (6Hx28: 07-39)  Overtime Compensation for Career   | Valencia Matriculation or Tuition Fees for Faculty and Staff paid Through Staff and Program Development Funds (6Hx28: 07-07) Waiver of Matriculation or Tuition Fees for Spouses and Dependents of Faculty and  |
| Service Employees (6Hx28: 09-06) Recording of Hours Worked - Career Service Employees (6Hx28: 09-04)   | Staff (6Hx28: 07-08)  |
| I verify that the subjects above have been covered with me a Valencia benefit programs.  | ,   |
|  | 1.24.01   |
| Signature  | Date  |
| Vhite - Personnel Kellow - Employee  | HR Form #58   |



Valencia Community College
PAYUM GESURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez  | Mail Code/Ext.   | 6-8  | 4895                                       | Date   | 1/10/2006   |
|--|--|--|--|--|---|
| NAME Tobia   | John   |  | Employee ID H                              | R0005709   |   |
| Last Fir   | 5  | iddle Initial  |  | ~~~~   |   |
| PERIOD OF EMPLOYMENT:  | from April 4'2006  |  | (to:May 1                                  | 6, 2006  |   |
| TYPE OF EMPLOYMENT: Department: Political Science  | Budget No: 1117  | 72200-2207000  | -00000-05                                  | GL Code: 52  | 1010  |
|  | INSTRUCTIONAL  |  | 4.1  |  | ON-INSTRUCTIONAL  |
| Category   |  |  | Degree                                     |  |   |
| Overload Faculty Developm Independent Study Stipend/Set Amount Other (specify)   | nent Hours Complete  | Earned Doct  Master's Dec  Bachelor's D  Not Applicate | gree<br>Jegree                             |  | Hourly  |
| ASSIGNMENT: (working title, hours worked, h  | ourly/course rate of pay, course                                 | e # when appropriat                                    | e)   |  | TOTAL PAY   |
| CRN 28478 – POS 2041   | 3 credits / 3 con  | tact hrs. x \$7  | 782.00                                     | us in a dispensable consideration of the constraint of the constra | \$2,346.00  |
|  |  | HECE   | IVED                                       |  |   |
| Explanation:   |  | REUL   |  | n v 1840-t v 1864 Anthonolog Salvada (Anthonologica Salvada) (Anthonologica Salvada)   |   |
| This is a Dual Enrollment class to be taught a   | -  | 144.   | 23 Milli                                   | ollege   |   |
| This contract is entered into between nereinafter called the Board and the inconsideration of the mutual agreemer                                | ndividual heretofore indica<br>nts, covenants, terms, and        | ated and herein<br>d conditions her                    | after called the<br>ein contained tl       | Faculty Mem<br>ne parties her  | et in<br>Regieewat  |
| The Board agrees to employ the Faculty Member agrees to perform agrees that if an authorized college reshall not be compensated for the country. | rm the services required for the epresentative determines that t | afor ementioned as                                     | signment in a local                        | tion designated beering a course th  | JAN 17 2006  The Board and further  The Eachly Member  Co Community College |
| <ol> <li>This contract shall at all times be sub<br/>Regulations now existing or hereafte<br/>service to the College.</li> </ol>                 |  |  |  | s, and Valencia C  | ommunity College<br>shall constitute full-time                              |
| Signature of Faculty Member Sepervisor/Administrator   | 1/16/01<br>Date<br>10/201 db                                     | Auth. Colle  | ege Representative/Distr<br>Human Resource |  | Date 1/4/0 Date   |
| Provost/Vice President (for non-instructional  | only) Date   |  | Payroli                                    |  | Date  |
| . White - Employee Folder 3. Ce<br>. Green - Department 4. Pir   |  | Vroli 5. Golderrod                                     | - Supervisor                               |  | HR Form #26<br>Rev. 8/05  |

JAM 1 8 2006

42,

## Dual Enrollment Faculty Requests for 2005-2006, Term 2

| DEPARTMENT:<br>DEAN:                   | Business, IT & Social Sciences Dale A. Husbands — Osceola           |
|--|---|
| OSCEOLA HIGH                           | SCHOOL (OSCEOLA)  |
| □ ECQ 2013<br>CRN: <u>28476</u>        | (Jan. 3 – Feb. 13; MTRF 8:00-9:30, W 8:00-9:15) Faculty:Ricot Jean  |
| □ ECO 2023<br>CRN: <u> </u>            | (Feb. 14 – April 3; MTRF 8:00-9:30, W 8:00-9:15) Faculty:Ricot Jean |
| □ POS 2041<br>CRN: <u>∂847<b>%</b></u> | (April 4 – May 16; MTRF 8:00-9:30, W 8:00-9:15) Faculty:John Tobia7 |
| POINCIANA HIG                          | H SCHOOL (OSCEOLA)  |
| □ ECO 2013<br>CRN: <u>∂84∂6</u>        | (Jan 3- March 9; MTRF 11:39-12:34 W 11:19-12:04) Faculty:Ricot Jean |
| □ ECO 2023<br>CRN: <u>→ § 4 → 7</u>    |   |
|  |   |
| Corre                                  | Dual Enrollment   |

# Courses taught by High School Instructor 2005-2006, Term 2

### **HARMONY HIGH SCHOOL (OSCEOLA)**

| a AMH 2020         | (Jan. 3 – May 23; MTRF 10:39-11:31,W 10:09-10:51)                                |
|--------------------|--|
| CRN:               | Faculty: <b>Robert Landram</b>   |
| a AMH 2020<br>CRN: | (Jan. 3 – May 23; MTRF 12:21-1:13, W 11:43-12:24) Faculty: <b>Robert Landram</b> |
| □ ECO 2023         | (Jan. 3 – May 23; MTRF 12:21-1:13, W 11:43-12:24)                                |
| CRN:               | Faculty: <b>Dan Parker</b>   |



(FULL-TIME EMPLOYEES)

|                  |  |   | <b>(</b>   | Jennifer   | Smith                            | 04-08-02   |
|------------------|--|---|--|--|----------------------------------|--|
|                  |  |   |  | Prepare  | ed by                            | Date   |
| NAME .           | Tobia  | John  |  | Social Securi  | ty #                             |  |
| Ī                | Last   | First Name  | Midd   | le Initial   |                                  |  |
| PERIO            | D OF EMPLOYM   | ENT: from:  | 04-06-02   | to:  | 0                                | 4-06-02  |
| TY               | PE OF EMPLOY   | MENT:   |  |  |                                  |  |
| Departr          | ment:  | History   | Budget No:   | 11172200-2205000-0   | 0000-05                          | GL Code 52101-0  |
|                  |  | INSTRUC   | TIONAL   |  | NON                              | -INSTRUCTIONAL   |
|                  | Categor  | y   | I  | Degree   |                                  |  |
| Ov               | erload   |   | Earned Doctor  | rate   |                                  |  |
| O Ind            | lependent Study  |   | Master's Degr  | ee   | ○ Ho                             | urly   |
| Stir             | pend/Set Amount  |   | Bachelor's De  | -  |                                  |  |
| Oth              | ner (specify)  |   |  | •  |                                  |  |
| ASSIG            | NMENT: (Working  | title, hours worked,                                    | nourly/course rate o                                   | f pay, course # when ap                                      | propriate                        | TOTAL PAY  |
| Faculty          | to Faculty 4-6-2   |   |  | RECEIVE  | -D                               | 7  |
|                  |  |   |  | THE OLIVE  |                                  | Forwarded to Payroll                                       |
|                  |  |   |  | APR 172  | 1 1                              | orwarded to 1 dyror  |
|                  |  |   |  | 71111 77 2   | 1002                             | APR 1 7 2002<br>\$ 75.00                                   |
| Amoun            | t \$75.00  |   | 00170107   | PAVROI   | <br>                             | Human Resources Valencia Community College                 |
|                  |  |   |  | uctional Personnel Only)                                     | <u>L</u>                         |  |
| herein co        | ontained the parties here  | to agree that:  | addity Worldon. In cons                                | actation of the mattal agree                                 | memo, covena                     | 'APR 1 & 2002  |
| 1. The           | Board agrees to employ   | the Faculty Member in t                                 | he assignment heretofore                               | e indicated for the compensat                                | ion specified.<br>HU             | JMAN RESOURCES   |
| 2. The agre      | Faculty Member agrees  | to perform the services is<br>college representative de | required for the aforemen                              | itioned assignment in a location                             | on designat <b>é é</b> !         | By the Board unity Dollage<br>nat the Faculty Member shall |
| Regi             | contract shall at all time ulations now existing or lice to the College. | s be subject to altry and a<br>nereafter enacted or pro | all laws, Florida State Bo<br>nulgated. No combination | ard of Education Regulations, on of part-time or supplementa | , and Valencia<br>ary assignment | Community College<br>s shall constitute full-time          |
|                  |  |   | 4/4/62   |  |                                  |  |
|                  | Signature of Faculty   | Member  | Date   |  | oard of Trustee                  |  |
|                  | * 1  |   |  | By: Authorized   | College Repres                   | Phawarded to Payroll                                       |
| RECOM            | MMENDED BY:  |   |  | Human () t   |                                  | APR 18 2002  |
| Supervi          | isor/Administrator _   |   | MillIOLE   | Resources Dus  | 4 5                              | ( )<br>Human Resources                                     |
| Provos           | it   | . 1   | Date   | J  | 1 /                              | Valencia Community®atelege                                 |
| Vice Pr          | resident   | ea zakec  | 0 4/10/0Z  | Payroll  | UDA                              |  |
| \1 OI 110        | K  | leyed in Oracle   | Date   |  |                                  | Date   |
| 1. Whi<br>2. Gre |  | r 3. Can<br>APR 1 7 <b>2002</b> Pink                    | ary - Payroll<br>- Employee                            | 5. Goldenrod   | - Superviso                      | r HR Form #26<br>Revised 7-01                              |

Human Resources





| $\circ$   |   | (FULL-TIME EMPLO   | YEES)   |  |  |
|---|---|--|---|--|--|
| Keviston  |   |  |   | er Smith   | 08-28-01   |
| <b>* •</b> • • • • • • • • • • • • • • • • • •  |   |  | Prepa   | ared by  | Date   |
| NAME Tobia  | John  |  | Social Secu                                     | ırity #  |  |
| Last  | First Name  | Middle Init  | ial   |  |  |
| PERIOD OF EMPLOYM   | ENT: from:  | 08-06-01   | to:   | <b>***</b> 09  | 9-14-01  |
| TYPE OF EMPLOYI   | MENT:   |  |   |  | ·  |
| Department: Po  | olitical Science  | Budget No: 111   | 72200-2207000-                                  | -00000-05  | GL Code 52101-0  |
|   | INSTRUC   | TIONAL   |   | NON-   | INSTRUCTIONAL  |
| Categor   | y   | Degre  | e RECEIVI                                       | D  |  |
| Overload  |   | Earned Doctorate   |   |  |  |
| ☐ Independent Study   |   | Master's Degree  | SEP - 4 2                                       | 2001 hou   | ırlv   |
| Stipend/Set Amount  |   | Bachelor's Degree  |   |  |  |
| Other (specify)   |   | Not Applicable   | PAYROL  |  |  |
| ASSIGNMENT: (Working  | title hours worked d  | noutly/course rate of pay  |   |  | TOTAL PAY  |
| Course #  | credit hi   | ,  | /contact h                                      |  | \$2,241.00   |
|   |   | hours X  |   | e/hour   |  |
|   |   | CONTRACT (Instructional  | Personnel Only)                                 |  |  |
| This contract is entered into beto<br>individual heretofore indicated and<br>herein contained the parties here! | ween the District Board o<br>d hereinafter called the F<br>to agree that: | f Trustees of Valencia Commun<br>aculty Member. In consideratio        | nity College in Orland<br>n of the mutual agre  | do, Florida, herein<br>ements, covenan                     | after called the Board and the<br>ts, terms and conditions |
| 1. The Board agrees to employ   | the Faculty Member in th  | ne assignment heretofore indicat                                       | ted for the compensa                            | ation specified.   | AUG 3 1 2001   |
| The Faculty Member agrees<br>agrees that if an authorized of<br>not be compensated for the                      | onege representative der  | equired for the aforementioned a<br>termines that the enrollment is to | assignment in a loca<br>oo small to justify off | tion designated by<br>ering a course that                  | ythe Board and further CLES<br>Valencia Community College  |
| This contract shall at all times. Regulations now existing or his service to the College.                       | s be subject to any and a<br>nereafter enacted or prom                    | ll laws, Florida State Board of E<br>nulgated. No combination of par   | ducation Regulation<br>rt-time or supplemen     | s, and Valencia C<br>tary assignments                      | community College<br>shall constitute full-time            |
|   |   | 8/29/01  |   |  |  |
| Signature of Faculty  | Member  | Date   |   | Board of Trustees<br>Community Colleg<br>I College Represe | orwarded to Pagaell  |
| RECOMMENDED BY:   |   |  | by. Addionized                                  | College Represe  | ÄŬG 3 1 2001   |
| Supervisor/Administrator _  | W   | Date Human   | an Durces                                       | y b va   | Human Resources<br>lencia Community College                |
| Provost/<br>Vice President<br>(For non-instructional only)  | ia zape   | 8/30/0 Payr  | roll  | 0 B  | Date   |
|   | - 0   | ,Date/   |   | . 0  | Date   |
| <ol> <li>White - Employee Folder</li> <li>Green - Department</li> </ol>   | 3. Cana<br>4. Pink  | ry - Payroll<br>- Employee   | 5. Goldenrod                                    | - Supervisor   | HR Form #26<br>Revised 7-01                                |

1.2/2

# VALENCIA COMMUNITY COLEGE

**HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES** (FULL-TIME EMPLOYEES) 08-28-01 Jennifer Smith Date Prepared by Social Security # NAME Tobia John Middle Initial Last First Name PERIOD OF EMPLOYMENT: 09-14-01 08-06-01 to: TYPE OF EMPLOYMENT: 11172200-2207000-00000-05 **GL Code** 52101-0 Political Science **Budget No:** Department: NON-INSTRUCTIONAL INSTRUCTIONAL Category Degree Overload **Earned Doctorate** Independent Study Master's Degree Bachelor's Degree Stipend/Set Amount Not Applicable Other (specify) ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate TOTAL PAY POS 2041 C392 credit hrs /contact hrs X Course # 3 Ycontact hou hours X rate/hour //contact hour \$2,241.00 contact hrs Course # credit hrs / rate/hour hours X **CONTRACT** (Instructional Personnel Only) ndo, Florida, hereinafter called the Board and the This contract is entered into between the Dist individual heretofore indicated and hereinafter reements, covenants, terms, and conditions herein contained the parties hereto agree that: rsation specified. 1. The Board agrees to employ the Faculty N cation designated by the Board and further offering a course that the Faculty Member shall 2. The Faculty Member agrees to perform the agrees that if an authorized college repres not be compensated for the course. ons, and Valencia Community College lentary assignments shall constitute full-time 3. This contract shall at all times be subject t Regulations now existing or hereafter enaservice to the College. ct Board of Trustees Orwarded to Poateroll of Faculty Member ia Community College ta Community Concession 2001 and College Representative AUG 3 1 2001 **RECOMMENDED BY:** Human Resources Valencia Community College Supervisor/Administrator Date Date Provost/

1. White - Employee Folder

2. Green - Department

(For non-instructional only

Vice President

3. Canary - Payroll

4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #26 Revised 7-01

Date

| SIGNED BY:  Supervisor/ Administrator Kevin Mulholland Provost/ Administrator Date Resources Payroll  Provost/ Vice President Valencia Community College  Date Payroll  Payroll   |                              |                | RESOURC                | ES ACTION FORM FO           | Daisy G  |                      | 08-16-01                        |
|---|------------------------------|----------------|------------------------|-----------------------------|--|----------------------|---------------------------------|
| Last  EFFECTIVE DATE OF ACTION:    APPOINTMENT   LEAVE OF ABSENCE   SEPARATION  |                              |                |                        |                             | Prepare  | ed by                | Date                            |
| Last  EFFECTIVE DATE OF ACTION:    APPOINTMENT   LEAVE OF ABSENCE   SEPARATION  | NAME Tobia                   |                | John                   | J                           | Social Securi                                    | ty#                  |                                 |
| ACTION:  APPOINTMENT  Type  Preferred Term*  Status  Action  Action  Reappointment  Responsive the status and the promotion of th  |                              |                | First Name             |                             | o.   |                      |                                 |
| ACTION:  APPOINTMENT Type Preferred Term* Status Action Action Original Reappointment Reappointment Reassignment Promotion Reassignment Promotion Reassignment Professional Readuly Administrative Professional Reaculty Career Service Professor, Political Science 11172200-2207000-00000-05 S20080 PREVIOUS ASSIGNMENT POSITION # JOB TITLE REPENCE DEPARTMENT/BUDGET CODE PGISTEP SALARY  COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to Social Security. Powarded to Payroll  SIGNED BY: SUPPOVISION Rection RecEIVED Resignation RecEIVED Resignation Religion Religion Recipromary Recomment Recourses Received Rection Recomment AUG 2 1 2001 Replace Recomment Recourses Received Rection Recomment AUG 2 1 2001 Replace Recomment AUG 2 1 2001 Replace Recomment August 1 2001 Recomment Recomment Resources Recomment Resources Recipromary Recomment Resources Received Received Recomment Resources Received Received Recomment Recomment Resources Received Recei  | EFFECTIVE D                  | ATE OF ACTION  | ON: 08-20-01           |                             | Mail Code #                                      | 6-1                  | Phone Ext 4893                  |
| Type Preferred Term! Status Action Action Original  | ACTION:                      |                |                        |                             |  | <b>.</b>             |                                 |
| Original Reappointment Refurement Refurement AUG 2 1 2001 Refure PAYROLL Assignment Type Completed On-Track Quaranteed Final tenching guaranteed Final ten  |                              |                | APPOINTMENT            |                             | LEAVE OF AB                                      | SENCE                | SEPARATION                      |
| Reappointment Reassignment Reassignment Reassignment Reassignment Reassignment Reduced Grade Reduced Grade S-5-0-0 Reduced Grade Pay Schedule Reduced Grade Pay Schedule Reduced Grade Reduced Grade Reduced Grade Pay Schedule Reduced Grade Pay Schedule Reduced Grade Red  | Тур                          | e              | Preferred Term*        | Status                      | Action   | <b>,</b>             | Action                          |
| Reinstatement Reassignment Promotion S-5-2-0 Soft Money Reduced Grade Pay Schedule Fiscal Yr (12 md) Administrative Other Specific terms cannot be gasignments subject to actual errollment.  Professional Specific terms cannot be gasignments subject to actual errollment.  Professional Professional Faculty Career Service  Pay Schedule Fiscal Yr (12 md) Other Specific terms cannot be gasignments subject to actual errollment.  Professional Faculty Career Service Specific terms cannot be gasignments subject to actual errollment.  Position #  JOB:TITLE  DEPARTMENT/BUDGET CODE  Political Science 11172200-2207000-00000-05 FOR HR USE ONLY) PG/STEP SALARY  M/10 \$14,121  COMMENTS  This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  FORWARD BY:  Supervisor/ Administrator  AUG 17 2001  Provest/ Vice President  Provest/ Vice President  Position  AUG 17 2001  Provest/ Vice President  Date  Payroll  Date  Da | Original                     | •              | ) 5-0-0-0              | Regular                     | Start DEO  | F-11 (199 pp.        | Resignation                     |
| Reinstatement Reassignment S-5-0-0 Reduced Grade S-5-0-2 Reduced Grade S-5-0-2 Reduced Grade Pay Schedule Fiscal Yr (12 mo) Administrative Career Service Other Other Other Sessignment Subject to actual sessignment subject to actual serviment.  Position # JOB TITLE DEPARTMENT/BUDGET CODE  POSITION # JOB TITLE DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY) PG/STEP SALARY  AUG 1 7 2001  Return Retirement AUG 2 1 2001 Non-renewal Return AUG 2 1 2001 Non-renewal Return Resignment AUG 2 1 2001 Non-renewal Retirement AUG 2 1 2001 Non-renewal Return AUG 2 1 2001 Non-renewal Return AUG 2 1 2001 Non-renewal Return Non-renewal Return Non-renewal Return AUG 2 1 2001 Non-renewal Return Non-renewal Return Non-renewal Return Non-renewal Return Non-renewal Return AUG 2 1 2001 Non-renewal Return  | Reappoint                    | ment           | 0-5-0-0                |                             | REC  | FIVED                |                                 |
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| Reduced Grade    Reduced Grade  | Reassignm                    | nent           | •                      |                             | AUG 2  | 1 2001               |                                 |
| Pay Schedule Pay Schedule Pay Schedule Professional Professional Payroll Professional Payroll Professional Payroll Professional Profess  | Promotion                    |                | · •                    | Soft Money                  |  |                      | Nønrenewal                      |
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| Professional  Faculty Career Service  Specific terms cannot be guaranteed. Final teaching assignments subject to actual errollment.  On-Track Non-Tenured Non-Tenu  | <u> </u>                     | 10             | Other                  | Tenured                     | With Pay   |                      | Dismissal                       |
| Career Service    Gareer Service   Garee  | <u> </u>                     |                |                        | On-Track                    | A Path and Day                                   |                      |                                 |
| ASSIGNMENT  POSITION # JOB TITLE DEPARTMENT/BUDGET CODE  Political Science Political Science 11172200-2207000-00000-05 520080  PREVIOUS ASSIGNMENT  POSITION # JOB TITLE PERFORMENT/BUDGET CODE (FOR HR USE ONLY)  POSITION # JOB TITLE PERFORMENT/BUDGET CODE (FOR HR USE ONLY)  POSITION # SALARY  AUG 17 2001  COMMENTS * This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  FORWARD II  AUG 17 2001  BUDGET BY:  Supervisor/ Administrator  Kevin Milholland  Provost/ Vice President  Date  Payroll  Date  Payroll  Date  Payroll  Date  Payroll  |                              | guar           | anteed. Final teaching | Non-Tenured                 |  |                      | Other                           |
| POSITION # JOB TITLE DEPARTMENT/BUDGET CODE  Political Science  Political Science  Political Science  11172200-2207000-00000-05 520080  PREVIOUS ASSIGNMENT  POSITION # JOB TITLE RECENT DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # JOB TITLE RECENT DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # JOB TITLE RECENT DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # JOB TITLE RECENT DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # SALARY  AUG 17 2001  AUG 17 2001  AUG 17 2001  Forwarded to Payroll  SIGNED BY:  Supervisor/ Administrator  Resources  Valencia Community College  Date  Payroll  Payroll  Date  Payroll  | Career Sei                   | vice           | Ilment.                |                             | Show dates in                                    | on                   |                                 |
| Professor, Political Science  Professor, Political Science  11172200-2207000-00000-05 520080  PREVIOUS ASSIGNMENT  POSITION # JOB TITLE PROFILE BEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # PROFILE PROFILE BEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  POSITION # SALARY  AUG 1 7 2001  Forwarded to Payroll  SIGNED BY:  Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  Date  Payroll  Payroll   | ASSIGNMENT                   |                |                        |                             |  |                      |                                 |
| PREVIOUS ASSIGNMENT  POSITION # JOB TITLE FOR THE PARTMENT/BUDGET CODE (FOR HR USE ONLY)  AUG 1 7 2001  COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security. Forwarded to Payroll  Signed By:  Supervisor/ Administrator Kevin Mulholland  Provost/ Vice President  Date  Payroll  Date  Payroll  Date  Payroll  Date  Payroll  | POSITION #                   | JOB            | TITLE                  | DEPARTMENT/BUD              | GET CODE   | (F)                  | OR HR USE ONLY)                 |
| PREVIOUS ASSIGNMENT  POSITION # JOB TITLE PROPERTMENT/BUDGET CODE (FOR HR USE ONLY)  PG/STEP SALARY  AUG 17 2001  COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security. Forwarded to Payroll  Signed By:  Supervisor/ Administrator  Resources  Payroll  |                              |                |                        | Political Scie              | nce  | PG                   | STEP SALARY                     |
| PREVIOUS ASSIGNMENT  POSITION # JOB TITLE PER PROPERTMENT/BUDGET CODE (FOR HR USE ONLY)  POSITION # PROJECT PROPERTY 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  SIGNED BY:  Supervisor/ Administrator  Kev in Mulhol Land  Provost/ Vice President  Payroll  Date  Payroll  Payroll  Payroll  Date  Payroll  | 0276                         | Drefesser D    | alikiaal Caianai       | 44470000 0007000            |  | M/1                  | 0 \$14,121                      |
| PREVIOUS ASSIGNMENT  POSITION # JOB TITLE FOR THE PERMITTIENT/BUDGET CODE (FOR HR USE ONLY)  POSITION # JOB TITLE FOR THE PERMITTIENT/BUDGET CODE (FOR HR USE ONLY)  POSITION # JOB TITLE FOR THE PERMITTIENT BUDGET CODE (FOR HR USE ONLY)  POSITION # (FOR HR USE ONLY)  POSITION # POSITION  | 0376                         | Professor, P   | olitical Science       |                             | -00000-05  |                      |                                 |
| COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  SIGNED BY:  Supervisor/ Administrator  Human Resources Payroll  Date Resources Resources Payroll  Payroll  Payroll  AGAMA  Payroll  Payroll  AGAMA  Payroll  Payroll  AGAMA  Payroll  AGAMA  Payroll  AGAMA  A  |                              |                |                        | 520080                      |  |                      |                                 |
| COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  Signed BY:  Supervisor/ Administrator  Human Resources Valencia Community College  Date Resources Payroll  Payroll  Payroll  Payroll  |                              | SSIGNMENT      |                        |                             |  | CLASS                | CODE:                           |
| AUG 1 7 2001  COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  SIGNED BY:  Supervisor/ Administrator  Human Resources Valencia Community College  Date Resources Resources Payroll  Provost/ Vice President  Date Payroll  | POSITION#                    | JOB            | TITLE                  | DEPARTMENT/BUD              | GET CODE   | (F(                  | OR HR USE ONLY)                 |
| COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  Signed By:  Supervisor/ Administrator  Human Resources Valencia Community College  Human Resources Payroll  Payroll  Payroll  Payroll  Payroll  |                              |                |                        |                             |  | PG/                  | STEP SALARY                     |
| COMMENTS* This is a temporary 4-month position - 8/20/01 - 12/14/01. Employee eligible for alternative to social security.  Forwarded to Payroll  Signed By:  Supervisor/ Administrator  Human Resources Valencia Community College  Human Resources Payroll  Payroll  Payroll  Payroll  Payroll  |                              | 1              | MG 17                  | 2001                        | 1  |                      |                                 |
| SIGNED BY:  Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  Payroll  Payroll  Provarded to Payroll  AUG 17 2001  Human Resources Valencia Community College  Date Payroll  |                              |                | AUG 1                  | ,,,,,,                      |  |                      |                                 |
| SIGNED BY:  Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  Payroll  Payroll  Provarded to Payroll  AUG 17 2001  Human Resources Valencia Community College  Date Payroll  |                              |                |                        | 011                         |  |                      |                                 |
| SIGNED BY:  Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  Payroll  Payroll  Provarded to Payroll  AUG 17 2001  Human Resources Valencia Community College  Date Payroll  |                              | <i></i>        | 1 PATH                 | ULL                         |  |                      |                                 |
| Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  AUG 1 7 2001  Human Resources Valencia Community College  Date Payroll   | COMMENTS*                    | This is a temp | orary 4-month positi   | on - 8/20/01 - 12/14/01.    | Employee eligible                                | e for altern         | ative to social security.       |
| Supervisor/ Administrator  Kevin Mulholland  Provost/ Vice President  Payroll  AUG 1 7 2001  Human Resources Valencia Community College  Date Payroll   |                              |                |                        |                             |  | orwarde              | ed to Payroll                   |
| Supervisor/ Administrator Kevin Mulholland Provost/ Human Resources  Date Resources Provost/ Vice President Payroll Payroll   |                              |                |                        |                             |  |                      |                                 |
| Administrator Vice President Valencia Community College  Human Resources Payroll  Payroll   | SIGNED BY:                   |                |                        |                             |  |                      |                                 |
| Human Resources Payroll Payroll Date  | Supervisor/<br>Administrator | Kevin Mulho    | lland                  |                             | sident "   | Humar<br>Valencia Co | n Resources<br>Immunity College |
|   | _                            | <u> </u>       |                        |                             |  |                      |                                 |
|   | Human Resources              | Ja 4           | KLycd in Ord           | Pavroll                     | 14/  | M                    |                                 |
|   | И                            | JULY 10        | ·                      |                             |  |                      | Date                            |

3. Canary - Payroll
HundinRink cutor 3 Employee
Volencia Community College

1. White - Employee folder 2. Green - Department

HR Form #25 Revised 2-00

5. Goldenrod - Supervisor

# VADENCIA COMMUNITY COLDEGE

| •                              | -   | HUMAN RESOURC  | CES ACTION FORM FOR  | R FULL-TIME EN<br>Daisy              |  | <b>.</b>        | 05-27-03             |
|--------------------------------|---|--|--|--------------------------------------|--|-----------------|----------------------|
| •                              |   |  |  | Prepa                                | red by                                   |                 | Date                 |
| NAME TOBI                      | Α   | John   | J  | Social Secur                         | rity #                                   |                 |                      |
| Last                           |   | First Name   | Middle   |                                      | _  |                 |                      |
| EFFECTIVE D                    | DATE OF A   | CTION:08-25-03                                       | Room # /- 222  | Mail Code # _                        | 6-1                                      | Phone Ext       | 4893                 |
| ACTION:                        |   |  |  |                                      |  | •               |                      |
|                                |   | APPOINTMENT  |  | LEAVE OF A                           | BSENCE                                   | SEP             | ARATION              |
| Тур                            | e   | Preferred Term*                                      | Status   | Actio                                | n  |                 | ction                |
| Original                       |   | <u> </u>   | Regular  | ○ Start                              |  | Resig           | nation               |
| Reappoint                      | ment  | 0-5-0-0  |  | _                                    |  |                 |                      |
| Reinstaten                     |   | 5-5-0-0  |  | Extend                               |  | Retire          | ment '               |
| Reassignn                      |   | 5-5-2-0  | 0.000  |                                      |  | O No.           | 1                    |
| Promotion                      |   | <b>∞</b> 5-5-0-2                                     | Soft Money   | Return                               |  | Nonre           | newal                |
| Reduced (                      | Jiaue   | 6-6-0-0  |  |                                      |  | Assigi          | nment                |
| Pay Sch                        | edule   |  | Tenure   | Туре                                 |  | completed       |                      |
| ○ Administra                   | tive  | Fiscal Yr (12 mo)                                    | Tenured  | ○ With Pay                           |  | <b>ALCEINED</b> |                      |
| Profession                     | al  | Other*   | On-Track   |                                      |  | AUC (           | າດ 2002              |
| Faculty                        |   | *Specific terms cannot be guaranteed. Final teaching | ○ Non-Tenured  | ○ Without Pay                        |  |                 | 22 2003              |
| Career Sei                     | Career Service assignments subject to actual enrollment. Show dates in comments section |  | tion   | PAYROLL                              |  |                 |                      |
| ASSIGNMENT                     |   |  |  |                                      |  |                 |                      |
| POSITION #                     |   | IOB TITLE  | DEPARTMENT/BUD   | SET CODE                             | (FC                                      | OR HR USE       | ONLY                 |
|                                |   |  | Political Science -  |                                      |  | STEP            | SALARY               |
|                                |   | 5 444 1 6 1  |  | 1                                    | M/ <b>≤</b>                              | **************  | \$ <del>34,417</del> |
| 0376                           | Professo  | or, Political Science                                | 11172200-2207000-  | -00000-05                            |  | - •             | 34.934               |
|                                |   |  | 520010   |                                      |  |                 | 7101                 |
| PREVIOUS AS                    | SSIGNMEN  | T  |  |                                      | CLASS (                                  | CODE:           |                      |
| POSITION#                      |   | IOB TITLE  | DEPARTMENT/BUDG  | SET CODE                             | (FC                                      | OR HR USE       | ONLY)                |
|                                |   |  | Political Science -  | Osceola                              | PG/                                      | STEP            | SALARY               |
| 0376                           | Professo  | or, Political Science                                | 11172200-2207000-  | 00000-05                             | Fac/Ma                                   | sters           | \$13,627             |
|                                | 110.000   |  | 52008  |                                      |  |                 |                      |
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| COMMENTO                       | This is a 4   | 0 month tonurs samis                                 | inocition. This is also  | roopsieses 4 f                       | m Dasfeer                                | D=!!4' 1'       | O-i                  |
| COMMENTS                       | ــهـعـداللـــ<br>ا <b>4-month)</b> -  | temporary), to Professor                             | position. This is also a propertion of the property of the pro | reassignment.iro<br>ionth_regular)Ei | m Projesso<br>mplovee eli                | or, Political   | Science<br>RS or ORP |
|                                | Plan.   |  |  |                                      | en e |                 |                      |
| SIGNED BY:                     |   | •  |  | <u></u>                              |  | <u> </u>        |                      |
| 0                              | Kevin   | Mulholland   | Provost/<br>Vice Pres  | sident                               | ניוב 17                                  | 2003            |                      |
| Human Resources                | Ja. 24  | h Forwarded  | Date<br>to Payroll Payroll   | Va                                   | BAL                                      | L 60 . *C       | Date                 |
| •                              | 7   | AUG 2  | Date *   |                                      |  |                 | Date                 |
| 1. White - Em<br>2. Green - De | nployee Folder<br>partment  | 3. Canary<br>4. Pink                                 | - Payroll<br>- Employee  | 5. Goldenrod -                       | Supervisor                               |                 | orm #25<br>sed 2-00  |

1144 5500

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# VENCIA COMMUNITY COLEGE

|                            |                                   | HUMAN RESOURC  | ES ACTION FORM FO          | R FULL-TIME EMI<br>Daisy G<br>Prepare   | ireen                                 |                                | 05-27-03<br>Date               |
|----------------------------|-----------------------------------|--|----------------------------|---|---------------------------------------|--------------------------------|--------------------------------|
| AME TOE                    | DIA                               | John   | J                          | Social Securit                          | -                                     |                                | Dale                           |
| AME Last                   |                                   | First Name   | Middle                     |   | .y #r                                 |                                |                                |
|                            | DATE OF A                         |  | Room # /nitial 22          | Mail Code #                             | 6-1                                   | Phone Ext                      | 4813                           |
|                            | 2,112 01 71                       |  |                            |   | -                                     |                                |                                |
| CTION:                     |                                   | APPOINTMENT  |                            | LEAVE OF AB                             | SENCE                                 | SED                            | ARATION                        |
| <b>T</b> 4                 | φe                                | Preferred Term*                                      | Status                     | Action                                  | · · · · · · · · · · · · · · · · · · · |                                | ction                          |
| <u></u>                    |                                   |  | Regular                    |   |                                       | Resig                          | in in the second second second |
| Original Reappoi           | intmont                           |  | Regular                    | Start                                   |                                       | O Itesig                       | nauon                          |
| Reinstat                   |                                   | 0-5-0-0  | ( ) Temporary              | Extend                                  |                                       | Retire                         | ment                           |
| Reassign                   |                                   | <b>5-5-0-0</b>                                       | Temporary                  | CAROTIC                                 |                                       |                                |                                |
| Promotic                   |                                   | <u> </u>   | Soft Money                 | Return                                  |                                       | Nonre                          | newal                          |
| Reduced                    |                                   | 5-5-0-2  | ,                          |   |                                       |                                |                                |
| ·····                      | <del> </del>                      | 6-6-0-0  | ***********************    |   |                                       | Assigi                         | nment                          |
| Pay So                     | hedule                            | Fiscal Yr (12 mo)                                    | Tenure                     | Type                                    |                                       | comp                           | leted                          |
| ) Administ                 | trative                           |  | Tenured                    | ○ With Pay                              |                                       | O Dismi                        | ssal                           |
| Profession                 | onal                              | Other*   | On-Track                   |   |                                       | DEC                            | •••                            |
| Faculty                    |                                   | *Specific terms cannot be guaranteed. Final teaching |                            | ○ Without Pay                           |                                       | BEG                            | IVED                           |
| Career S                   | Service                           | assignments subject to actual enrollment.            | ○ Non-Tenured              | * Show dates in comments secti          | on                                    | AUG 2                          | 2 <b>2003</b>                  |
| SSIGNMEI                   | NT                                |  |                            |   |                                       | PAY                            | 2011                           |
| POSITION                   | #                                 | JOB TITLE  | DEPARTMENT/BUD             | GET CODE                                | (FC                                   | OR HR US                       | ONLY)                          |
|                            |                                   | ·····  | Political Science -        | Osceola                                 | PG                                    | STEP                           | SALAR                          |
| 0070                       |                                   | Definical Octobra                                    | 444=0000 000=000           |   | M/¶                                   | 16                             | \$34,417                       |
| 0376                       | Profess                           | or, Political Science                                | 11172200-2207000           | -00000-05                               |                                       |                                | 34,934                         |
|                            |                                   |  | 520010                     |   |                                       | `                              |                                |
| REVIOUS                    | ASSIGNMEN                         | NT   |                            |   | CLASS                                 | CODE:                          |                                |
| OSITION                    | #                                 | JOB TITLE  | DEPARTMENT/BUD             | GET CODE                                | (F                                    | OR HR USI                      | EONLY)                         |
|                            |                                   |  | Political Science -        | Osceola                                 | PG/                                   | STEP                           | SALAR                          |
| 0376                       | Professor                         | or, Political Science                                | 11172200-2207000           | -00000-05                               | Fac/Ma                                | sters                          | \$13,627                       |
|                            | 1101633                           | i -a. GI   |                            |   |                                       |                                |                                |
|                            | 18                                | 1587. 11   | 5200                       | 30                                      |                                       |                                |                                |
| OMMENTS                    | S* This is a<br>(4-month<br>Plan. | 10-month tenure earning temporary), to Professor     | r, Political Science (10-r | reassignment from<br>nonth regular). En | nployee el                            | or, Political<br>igible for Fl | Science<br>RS or ORP           |
| IGNED BY                   |                                   |  | togal VII bear 1 November  | 1100                                    | 7                                     | •                              | .,,                            |
| upervisor/<br>dministrator | V ·                               | Mulhalland   | Provost/<br>Vice Pre       | sident                                  | ^ <b>!C</b>                           | ) 7 2ēu3                       |                                |
| luman<br>lesources         | Basa                              | h town d   | Date, avroil Payroll       | ,                                       | BAL                                   |                                | Date                           |
|                            | )                                 | AUS 1  | Date 3                     | <del></del>                             |                                       |                                | Date                           |
|                            | Employee Folde<br>Department      | 1.77.  | - Payroll<br>- Employee    | 5. Goldenrod -                          | Supervisor                            |                                | Form #25<br>sed 2-00           |

NAA 5500

HR Form #25 Revised 2-00 3/3



# 2003—2004 Academic Year Payment Options For Newly Hired 10-month Faculty

As a 10-month faculty member at Valencia Community College, you have the option of having your base salary disbursed in 22 payments over ten months, based on your academic appointment, or in 26 payments over a twelve month period.

If you do not complete this form and return it to Human Resources in time to establish your payroll records for the first payday of the academic year, your pay will be disbursed in 22 payments over ten months, based on your academic appointment.

Please be aware that once the first payroll for the academic year is processed, this option may not be changed.

|  |   |  | <b>A</b> i                     |
|--|---|--|--------------------------------|
| <  |   |  | _<br>RECEIVED                  |
| Please complete the following:   | :   |  | -                              |
| Name: JoBiA  | TOHN  | Joseph   | AUG 22 2003<br>P <b>ayroll</b> |
| Last   | First   | Middle   | AIROLL                         |
| Social Security Number   |   |  | -<br>-                         |
| Select one of the following:   |   | ·  |                                |
| on academic appointmen which will be taken in 16  26 Payments over 12 ma | at — except for insurance and flex installments). | taken in 20 installments depending ible spending account deductions taken in 24 installments — including |                                |
| Signature  |   | 8/20/03<br>Date  |                                |
|  | r"onwarded to Payroll                             | Keyed in Oracle  |                                |
|  | AUG 2 1 2003                                      | AUC 2 1 2002   |                                |

AUG 2.1 2003

Human Resources
Valencia Community College

# VANENCIA COMMUNITY COMEGE

### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

|   |  | (FULL-TIME EM   | PLOYEES)  |  |  |
|---|--|---|---|--|--|
|   |  |   |   | r Bailey   | 08-14-03                                       |
|   |  |   | Prepa   | red by   | Date   |
| IAME <sup>Tobia</sup>   | John   |   | Social Secu   | rity#  |  |
| Last  | First Na                                     | nme Middl   | e Initial   |  |  |
| PERIOD OF EMPL  | OYMENT: from:                                | 08-25-03  | to:   | 12-1 <b>9</b> -0   | 3  |
| TYPE OF EMP   | PLOYMENT:                                    |   |   |  |  |
| Department:   | Political Science                            | Budget No:  | 11172200-2207000-   | 00000-05 GL Cd   | ode 52101-0                                    |
|   | INST   | RUCTIONAL   |   | NON-INST   | RUCTIONAL                                      |
| Ca  | ategory                                      |   | )egree  |  |  |
| Overload  |  | Earned Doctor   | ate   |  |  |
| Independent Stud  | dy   | Master's Degre  | ee  |  |  |
| Stipend/Set Amo   | unt  | Bachelor's Deg  | gree  |  |  |
| Other (specify)   | Oual Enrollment                              | Not Applicable  |   |  |  |
|   | <del></del>                                  | ed, hourly/course rate of                                       | pay, course # when a  | <br>ppropriate   | OTAL PAY                                       |
| for 3 credit/3 Explanation  | contact nours.                               |   |   | RECEIVED<br>SEP 0 4 2003   | 1 <del>,5<b>39</b>.00</del>                    |
|   |  | CONTRACT (Instruc   | tional Personnel Only)  | · · · · · · · · · · · · · · · · · · ·                                |  |
| his contract is entered in  | nto between the District Boa                 | rd of Trustees of Valencia Conne Faculty Member. In consider    | * -   | Florida, hereinafter ca  |  |
| dividual heretofore indica<br>Intained the parties heret  | ted and hereinafter called the o agree that: | ne Faculty Member. In conside                                   | eration of the mutual agreen                                    |  |  |
| . The Board agrees to e   | mploy the Faculty Member                     | in the assignment heretofore in                                 | ndicated for the compensati                                     | on specified. Al   | JG 27 2003                                     |
| <ol><li>The Faculty Member a<br/>agrees that if an autho<br/>not be compensated f</li></ol>         | rized college representative                 | es required for the aforemention determines that the enrollmen  | ned assignment in a location<br>t is too small to justify offer | n designated by <b>hibbo</b><br>ing a course that <b>ரிச்சி</b>      | andarwember spall?                             |
| <ol> <li>This contract shall at a<br/>Regulations now existi<br/>service to the College.</li> </ol> | ing or hereafter enacted or p                | nd all laws, Florida State Board<br>promulgated. No combination | d of Education Regulations, of part-time or supplementa         | and Valencia Communi<br>ry assignments shall co                      | ty College<br>nstitute full-time               |
| 101/61  |  | 8/26/03   |   |  |  |
| Signature of  | f Faculty Member                             | Date  | Valencia Co   | Board of Trustees<br>ommunity College ed i<br>College Representative | in Oracle Date                                 |
| RECOMMENDED B<br>Supervisor/Administ  | / \^   | 8/26/0  | Human Resources   | SEP I  | 0 3 <b>2003</b>                                |
| Provost/<br>Vice President<br>(For non-instructional o  | Spea 3                                       | Date  Date  Date  | Payroll   | Human<br>Valencia Con  | Resources<br>mmunity College<br>Q/4/03<br>Date |
| White - Employe     Green - Departm   | ee Folder 3.                                 | Canary - Payroll Pink - Employee                                | 5. Goldenrod  | - Supervisor   | HR Form #<br>Revised 7-                        |

Merlay 1 9

# VANENCIA COMMUNITY COMEGE

### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

|  | (FULL-TIME EMPI  | LOYEES  | /   |
|--|--|---|---|
|  |  | Mayen   | t (3-21) 3-10-04<br>y Date  |
| , n  | 1  | Prepared by   | Date  |
| NAME 1061a XXY   | ln   | Social Security #   |   |
| Last /First Na   |  |   | 19  |
| PERIOD OF EMPLOYMENT: from:  | M 5/15 + 2003  | to:   | cember 2003   |
| TYPE OF EMPLOYMENT:  | m 103/ 22 2  |   |   |
| Officer of the state of the sta |  |   | 521010  |
| Department MHamura/5. 1/5  | Ceo/a Budget No: 25/0  | 01000-00000000-40)  | 00.0/GL Code 6-200/0  |
| inst   | RUCTIONAL  |   | NON-INSTRUCTIONAL   |
| Category   | Dej  | gree  |   |
| Overload   | Earned Doctorate   | •   |   |
| ☐ Independent Study  | Master's Degree  |   | ○ Hourly  |
| Stipend/Set Amount   | Bachelor's Degre   | e e   |   |
| Other (specify)  | Not Applicable   |   |   |
| ASSIGNMENT: (Working title, hours wor  | ked, hourly/course rate of pa  | ay, course # when appror  | oriate TOTAL PAY  |
| (1008 -  | 17/06 7  | m + 6~10  |   |
| Coach  | July 00  | 101 Dace  |   |
| Jace 2   | Semester   | 2003  |   |
|  |  | CEIVE   | V .   |
|  |  | RECEIVE   | 104 \$ 250.00   |
|  | CONTRACT (Instructi  | 2000  |   |
| This contract is entered into between the District E individual heretofore indicated and hereinafter called herein contained the parties hereto agree that:  | Board of Trustees of Valencia Com<br>d the Faculty Member. In consider     | munity College in Orlando Flor<br>ration of the mutual agreements       | ida, hereinafter called the food and the s, covenants, terms, and conditions                            |
| The Board agrees to employ the Faculty Member  | per in the assignment heretofore inc                                       | dicated for the compensation sp   | pecified. APR 06 2004   |
| <ol><li>The Faculty Member agrees to perform the ser<br/>agrees that if an authorized college represental<br/>not be compensated for the course.</li></ol>   | vices required for the aforementior<br>tive determines that the enrollment | ned assignment in a location de<br>t is too small to justify offering a | signated by the Board and further<br>course that the Faculty Memberishals<br>Valencia Community College |
| This contract shall at all times be subject to any<br>Regulations now existing or hereafter enacted<br>service to the College.   | y and all laws, Florida State Board<br>or promulgated. No combination o    | of Education Regulations, and figure part-time or supplementary as      | Valencia Community College  |
|  | / /  | -1111 V   | 1 / 11/   |
|  | 3/4/09   | ///////   | 7/5/04  |
| Signature of Faculty Member  | Date   | District Board of Valencia Commo  | o Trustees Date   |
| RECOMMENDED  | $\wedge$ .   | By: Authorized Collect  | Se Representative   |
| BY:  | (, 0   /   1   1   | luman 🔎 1   | Forwarded to Payroll  |
| Supervisor/Administrator Mall .  | label 3/31/64 R  | lesources A   | APR 0 7 2004  |
| Provest  | Date   | 177   | Date  |
| Provost/<br>Vice President   | P  | Payroll (//   | 18 Ar   |
| (For non-instructional only)   | Date   | ···   | Date  |
| 1. White - Employee Folder 3.<br>2. Green - Department 4.  | Canary - Payroll<br>Pink - Employee  | 5. Goldenrod - S  | Supervisor HR Form #26<br>Revised 2-00  |
| 60. T  |  |   |   |

IV Davis



|                              |                | HUMAN RESOU   | RCES ACTION FORM FO            | R FULL-TIME EN<br>Daisy (  |                     | 5                             | 08-13-02        |
|------------------------------|----------------|---|--------------------------------|----------------------------|---------------------|-------------------------------|-----------------|
|                              |                |   | _                              | Prepar                     | ed by               | • • • • • •                   | Date            |
| NAME TOBI                    | Α              | John  | J                              | Social Secur               | ity #               |                               |                 |
| Last                         | ·              | First Name  |                                |                            |                     | *                             |                 |
| EFFECTIVE (                  | DATE OF A      | CTION: 08-26-0  | 02 Room # 1-222                | Mail Code # _              | 6-1                 | Phone Ext                     | 4893            |
| ACTION:                      |                |   | ,                              |                            |                     |                               |                 |
|                              |                | APPOINTMENT   |                                | LEAVE OF A                 | SENCE               | SEPA                          | RATION          |
| Тур                          | e              | Preferred Term*   | Status                         | Action                     |                     | A                             | tion            |
| Original                     |                | <b>⑤</b> 5-0-0-0  | Regular                        | ◯ Start                    |                     | Resign                        | ation           |
| Reappoint                    | tment          | O-5-0-0   | _                              |                            |                     |                               |                 |
| Reinstater                   |                | <u> </u>  | <ul><li>Temporary</li></ul>    | Extend                     |                     | Retiren                       | nent            |
| Reassignr Promotion          |                | <u></u>   | Soft Money                     | Return                     |                     | Nonren                        | owal            |
| Reduced                      |                | 5-5-0-2   | Soft Worley                    | Retuin                     |                     | Nomen                         | icwai           |
|                              | ***********    | 6-6-0-0   |                                |                            |                     | Assign                        | ment            |
| Pay Sch                      | edule          | Fiscal Yr (12 mo)   | Tenure                         | Туре                       |                     | comple                        | eted            |
| Administra                   |                | Other   | ○ Tenured                      | ○ With Pay                 |                     | Dismiss                       | sal             |
| Profession                   | nal            | *Specific terms cannot be   | On-Track                       | NAGALOUA DOU               |                     | 0"                            |                 |
| Faculty     Career Se        | rvice          | guaranteed. Final teaching assignments subject to actua   | Non-Tenured                    | Without Pay  Show dates in |                     | Other                         |                 |
| O Garcor Go                  | 11100          | enrollment.   |                                | comments sect              | ion                 | <u> </u>                      |                 |
| ASSIGNMEN                    | T              |   |                                |                            |                     |                               |                 |
| POSITION #                   | J              | IOB TITLE   | DEPARTMENT/BUD                 | SET CODE                   | (F(                 | OR HR USE                     | ONLY)           |
|                              |                |   | Political Scier                | nce                        | ********            | STEP                          | SALARY          |
| 0376                         | Professo       | r, Political Science  | 11172200-2207000-              | 00000-05                   | Maste               | er's                          | \$14,325        |
|                              |                |   | 520080                         |                            |                     |                               |                 |
| PREVIOUS A                   | SSIGNMEN       | T   | J                              |                            | CLASS               | CODE:                         |                 |
| POSITION #                   | J              | OB TITLE  | DEPARTMENT/BUDG                | SET CODE                   | (F(                 | OR HR USE                     | ONLY)           |
|                              |                | FAL   | LIVED_                         |                            | PG/                 | STEP                          | SALARY          |
|                              |                | The same  | d had be harden                |                            |                     |                               |                 |
|                              |                | 1 1   | 2 2 2502                       |                            |                     |                               |                 |
|                              |                | AUG   | 77                             |                            |                     |                               |                 |
| COMMENTS                     | * Thin in a 4e |   | \$1460 b/26/02 - 12/2 102      | Familian alleitt           | - £ Alt             |                               | . 10 "          |
| COMMENIA                     | Plan.          | emporary 4-month pe   | 15/1/07 = 15/20/02 = 15/21/02. |                            |                     | ed to Payr                    | _               |
|                              |                |   |                                |                            | Folward             |                               |                 |
| SIGNED BY:                   |                |   |                                |                            | AUG                 | 1 9 2002                      |                 |
| Supervisor/<br>Administrator | Kevin M        | You holland   | Provost/<br>Vice Pres          | sident                     | Huma<br>Valencia Co | n Resources<br>ommunity Colle | ege             |
| Human $\bar{\zeta}$          | 7,             | L Keyed in (  | Date<br>Drac'e                 |                            | Qua                 | <del></del>                   | Date            |
| Resources                    | garra          | 10  | Payroll                        |                            | 2416                |                               | Dete            |
| 1. White - En                | nployee Kolder | AUG 19  | **                             | 5. Goldenrod -             | Supervisor          | , no e-                       | Date<br>orm #25 |
| 2. Green - De                | partment       | الم المراجع على المراجع | y - Payroll<br>Employee        | o. Soldenida -             | Oubel Alsol         |                               | ed 2-00         |

Man Hona H



(FULL-TIME EMPLOYEES)

|  |   |  | Je   | ennifer Bailey  | 08-29-02  |
|--|---|--|--|---|---|
|  |   |  | F  | Prepared by   | Date  |
| NAME Tobia   | John  |  | Social   | Security #  |   |
| Last   | First Name  | Midd   | dle Initial                                      |   |   |
| PERIOD OF EMPLO  | YMENT: from:  | 08-26-02   | to:  |   | 12-20-02  |
| TYPE OF EMPLO  | OYMENT:   |  |  |   |   |
| Department:  | Political Science   | Budget No:                                       | 11172200-2207                                    | 7000-00000-05   | GL Code 52101-0   |
|  | INSTRUCT  | IONAL  |  | NC  | N-INSTRUCTIONAL   |
| Cate   | gory  |  | Degree   |   |   |
| Overload   | (   | Earned Docto                                     | rate   |   |   |
| ☐ Independent Study  | $\rightarrow$   | 🙇 Master's Degr                                  | ee   |   | Hourly  |
| Stipend/Set Amount   |   | Bachelor's De                                    | gree   |   |   |
| Other (specify)  | (   | Not Applicable                                   | •  |   |   |
| ASSIGNMENT: (Work  | ing title, hours worked, ho   | ourly/course rate o                              | of pay, course # w                               | hen appropriate   | TOTAL PAY   |
| POS 2041 14509   | Gateway High School<br>Osceola High School<br>Osceola High School     | 1 3 Credit/3                                     | Contact (\$2,2                                   | 41.00 - \$1,4   | 494.00- \$747.00)   |
|  |   | CONTRACT (Instr                                  | ructional Personnel Or                           | nly)  |   |
| individual heretofore indicate<br>herein contained the parties                 | d and hereinafter called the Fac<br>hereto agree that:                | culty Member. In cons                            | sideration of the mutua                          | al agreements, cove   | SEP U O ZUUZ  |
| 1. The Board agrees to em  | ploy the Faculty Member in the  | assignment heretofor                             | e indicated for the con                          | npensation specified  | HUMAN RESOUNCES   |
| 2. The Faculty Member aga  | rees to perform the services request zed college representative deter | uired for the aforemer                           | ntioned assignment in                            | a location designate  | ed by the Board and urther shall et at the Faculty Member shall     |
| 3. This contract shall at all Regulations now existing service to the College. | times be subject to any and all<br>g or hereafter enacted or promu    | laws, Florida State Bo<br>Igated. No combination | ard of Education Regulation of part-time or supp | ulations <del>, and Valenc</del><br>plementary assignm            | ela Community College<br>ents-shall constitute full-time<br>NEULIVE |
| 10/4   |   | 9/3/02   |  |   | SEP - 9 2002  |
| Sonature of Fa   | culty Member  | Date   | Val  | istrict Board of Trus<br>encia Community C<br>norized College Rep | ollegies, ded te Payte'   |
| RECOMMENDED BY:  |   |  |  | <u> </u>  | SEP 0 / Z.ZZ  |
| Supervisor/Administrato  | or <u> </u>   | 913104<br>Date                                   | Human<br>Resources                               | paray to  | Human and a m   |
| Provost/   | 1   | _ / /  |  |   | M u   |
| Vice President (For non-instructional only)                                    | nea Zapen   | 9/3/02<br>Date                                   | / Payroll  | V /3  | Date  |
| 1. White - Employee F  | Keyed in  |  | 5 Oct.   | donrod Suns   | -   |
| 2. Green - Department  |   | - Payroll<br>7 <b>700</b> Employee               | 5. Gold  | denrod - Superv   | isor HR Form #26<br>Revised 7-01                                    |

Human Resources



(FULL-TIME EMPLOYEES)

|  |  | •   | Jennifer S  | mith  | 08-29-02                                 |
|--|--|---|---|---|--|
|  |  |   | Prepared  | l by  | Date                                     |
| NAME <sup>Tobia</sup>  | John   |   | Social Security   | #   |  |
| Last   | First Name   | Midd  | le Initial  |   |  |
| PERIOD OF EMPL   | OYMENT: from:  | 08-26-02  | to:   | 12-20-02  | 2  |
| TYPE OF EMP  | PLOYMENT:  |   |   |   |  |
| Department:  | Political Science  | Budget No:  | 11172200-2207000-000  | 000-05 GL Cod   | de 52101-0                               |
|  | INSTRU   | CTIONAL   |   | NON-INSTE   | RUCTIONAL                                |
| Ca   | ategory  | 1   | Degree  |   |  |
| Overload   |  | Earned Doctor   | rate  |   |  |
| Independent Stud   | iy   | Master's Degree   | ee  |   |  |
| Stipend/Set Amou   | unt  | Bachelor's De   | gree  |   |  |
| Other (specify)  |  | Not Applicable  | !   |   |  |
| ASSIGNMENT: (W   | orking title, hours worked,  | hourly/course rate o  | f pay, course # when appi   | ropriate T  | OTAL PAY                                 |
| Course # POS 2   | 041 12876 3 credit   | hrs / 3 contact h   | rs X \$498.00/contact ho  |   |  |
| Course #   | credit   | nrs / contact hr  | x \$498.00/contact hour   |   | \$ 1494.00                               |
|  |  | CONTRACT (Instru  | uctional Personnel Only)  |   |  |
| <ol> <li>The Board agrees to</li> <li>The Faculty Member</li> </ol>      | employ the Faculty Member in agrees to perform the services the services to perform the services to pe | of Trustees of Valencia C<br>Faculty Member. In consi<br>the assignment heretofore<br>required for the aforemen | ommunity College in Orlando, Fideration of the mutual agreeme indicated for the compensation tioned assignment in a location ent is too small to justify offering | SE<br>specified.<br>HUMA<br>designated by them big              | P 0 6 2002<br>NRESOLUCES                 |
| This contract shall at<br>Regulations now exis<br>service to the College | sting or hereafter enacted or pro  | all laws, Florida State Boamulgated. No combination   | ard of Education Regulations, ar<br>n of part-time or supplementary   | assignments sital to  | ty-College<br>nightute full-time<br>2002 |
| Signature o  | Faculty Member   | Date  | Valencia Com  | rd of Trustees<br>munity College Single<br>llege Representative | <del>cu to P</del> ay Pal <sup>e</sup>   |
| RECOMMENDED B  | <b>Y</b> :   |   |   | SEP   | 7 2002                                   |
| Supervisor/Administr   | rator 🗸  | 9/31cc  | Human<br>Resources  | Huis to<br>Valencia Co  | ار<br>فی سانت animumay                   |
| Provost/ Vice President  | ipica zapec  | Date 9/3/02   | Payroll   | BAL   | Date                                     |
| (For non-instructional or  | My) / Keyed in   | n Oracle <sub>Date</sub>  |   |   | Date                                     |
| <ol> <li>White - Employe</li> <li>Green - Departm</li> </ol>             |  | any <b>2002</b> Payroll<br>Employee   | 5. Goldenrod -  | Supervisor  | HR Form #26<br>Revised 7-01              |

Human Resources
Valencia Community College

Valencia Community College
HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez   | Mail Code  | /Ext. 6-8  | 4895   | Date                                  | 8/24/06   |
|---|--|--|--|---------------------------------------|---|
| IAME Tobia  | John   | J.   | Employee ID 0  | 005709                                | Santaghalain, yhysin o mahin mahin saaki isima an |
| Last ERIOD OF EMPLOYMENT:   | First from: August 28, 200   | Middle Initial   | to: Decem  | nber 17, 2006                         |   |
| PE OF EMPLOYMENT:   | 71ugust 20, 200  | room, dann darma, sektolomin did sookton   | ANNO COMP OF THE PERSON  | 1001 11, 2000                         | n, wanted a serial state of   |
| epartment: Political Science  | Budget No: 1   | 1172200-220700   | 0-00000-05   | GL Code: 52                           | 1010  |
|   | INSTRUCTIONAL  | and the second s | STATE OF THE PARTY | NO                                    | ON-INSTRUCTIONAL  |
| Category  |  |  | Degree   |                                       |   |
| Overload Faculty Developm Independent Study Stipend/Set Amount Summer Supplement Other (specify)  | nent Hours Complete  | Earned Do Master's D Bachelor's Not Applica  | egree<br>Degree  |                                       | Hourly  |
| SSIGNMENT: (working title, hours worked, h  | ourly/course rate of pay, co   | ourse # when appr opri   | ate)   |                                       | TOTAL PAY   |
| Course # POS 2041 3 cr  | edit hrs / 3 co  | ontact hrs x5  | 37.00 /contact h   | our                                   |   |
| Course # POS 2041 3 cr  | edit hrs / 3 co  | entact hrs x5  | 37.00 /contact h   | our 8@                                | 27.402.00<br>\$3,222.00   |
|   | •  | structional Personnel (  |  |                                       |   |
| his contract is entered into between<br>ereinafter called the Board and the in<br>onsideration of the mutual agreemen                     | ndividual heretofore in<br>nts, covenants, terms,                      | dicated and herei<br>and conditions he   | nafter called the rein contained th  | Faculty Memb<br>ne parties here       | RECEIVED  |
| 1. The Board agrees to employ the Fac   | ulty Member in the assignm   | nent heretofore indica   | eduor the opyposes   | fion specified.                       | SEP 05 2006   |
| <ol><li>The Faculty Member agrees to perfo<br/>agrees that if an authorized college r<br/>shall not be compensated for the coll</li></ol> | rm the services required for<br>epresentative determines thuse.  Irse. | the aforementioned a<br>nat the enrollment is to   | ssignment in a notification of the   | on designated by<br>ring a course tha | Ithe Board and further<br>time Eacuity Metalses<br>on Community Co                    |
| <ol> <li>This contract shall at all times be sub<br/>Regulations now existing or hereafte<br/>service to the College.</li> </ol>          | eject to any and all laws, Flo   | orida State Board of Ed  | Legion Regulations   | , and Valencia C                      | ommunity College  |
| Signature of Faculty Member   | 8/3/06.  | $\mathcal{L}$  | llege Representative/Distri  | ct Board of Trustees                  | Date 9/9/06   |
| Supervisor/Administrator  Supervisor/Administrator  Provosovice President (for non-instructional  | Date 8/31/0 only) Date   | 6  | Human Resource   | 95                                    | 9-17-0)<br>Date   |
| Mite - Employee Folder 3. Car   | nary - Payroll   | 5. Golderrod   | - Supervisor   |                                       | HR Form   |

Valencia Community College
HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez   | Mail Code  | /Ext. 6-8  | 4895  | Date 9/1/2006  |
|---|--|--|---|--|
| IAME Tobia  | John<br>First  | J.<br>Middle Initia  | V Maria: Vinitaliana  | 5709   |
|   | om: August 28, 200   | ***************************************  | to: Decemb  | er 17. 2006  |
| TYPE OF EMPLOYMENT:   | AND CONTRACTOR OF THE PROPERTY | pea a necessor or to faceture necessitations?  |   | and the state of t |
| Department: Political Science   | Budget No: 1   | 11172200-22070   | 000-00000-05  | GL Code: 521010  |
|   | INSTRUCTIONAL  | gar and a single control of the second secon |   | NON-INSTRUCTIONAL  |
| Category  |  |  | Degree  |  |
| Overload Faculty Developme Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | nt Hours Complete  | Earned [  Master's  Bachelor  Not Appl   | Degree<br>r's Degree  | . O Hourly   |
| ASSIGNMENT: (working title, hours worked, hou   | rly/course rate of pay, co   | ourse # when approp  | oriate)   | TOTAL PAY  |
| Course # POS 2041 3 cred  | it hrs / 3 C   | ontact hrs x   | 537.00 /contact ho  | ur   |
| Course # xxxxxxxxxxx 0 cred   | lit hrs / 0 co   | ontact hrs x   | 0.00 /contact hor   | ur \$@301.38   |
| <u> </u>  | CONTRACT (In   | structional Personne   | el Only)  | ·  |
| This contract is entered into between the pereinafter called the Board and the inconsideration of the mutual agreements  1. The Board agrees to employ the Facult  2. The Faculty Member agrees to perform agrees that if an authorized college repshall not be compensated for the cours | y Member in the assignr<br>the services required for<br>resentative determines t<br>e.   | ment heretofore indic<br>or the aforementioned<br>that the enrollment is   | cated for the compensation disciplination alocation to small to justify offering the control of | on specified.  HUNAN RESOURT  I designated by the Board and further United to the Faculty Memory (   |
| <ol> <li>This contract shall at all times be subje<br/>Regulations now existing or hereafter e<br/>service to the College.</li> </ol>   | ct to any and all laws, Flenacted or promulgated.  | orida State Board of<br>No combination of p  | Education Recolations and art-time of tubuland artificial SEP 137   | assignments shall constitute full-time   |
| Signature of Faculty Member   | \$ 50 06<br>  9 1 00   | <b>(</b> ) +   | College Representative/District   | OLL  |
| Provost/Vice President (for non-instructional on  | 9/5/0<br>Date  | 6  | O BG Payroll  | 9-17-05<br>Date  |
| . White - Employee Folder 3. Canar<br>. Green - Department 4. Pink  | y - Payroli<br>- Employee  | 5. Goldern   | od - Supervisor   | HR Form #26<br>Rev. 6/06   |

in estoad/a



(FULL-TIME EMPLOYEES)

|  |   |   | Jennifer Smith  | 08-28-01   |
|--|---|---|---|--|
|  |   |   | Prepared by   | Date   |
| NAME Tobia   | John  |   | Social Security #   |  |
| Last   | First Name                                    | Middle  | e Initial   |  |
| PERIOD OF EMP  | LOYMENT: from:                                | 08-06-01  | to:   | 9-14-01  |
| TYPE OF EM   | PLOYMENT:                                     |   |   |  |
| Department:  | Political Science                             | Budget No:  | 11172200-2207000-00000-05   | GL Code 52101-0  |
|  | INSTRUC                                       | CTIONAL   | RECEIVED NON  | INSTRUCTIONAL  |
| C  | ategory                                       | Ę.  | egree   |  |
| Overload   |   | Earned Doctore  | ste SEP - 6 2001  |  |
| Independent Stu  | dy  | Master's Degre  |   | urly   |
| Stipend/Set Amo  | punt  | Bachelor's Deg  | ree DAVDOLL   |  |
| Other (specify)  |   | Not Applicable  | PAYROLL   |  |
| ASSIGNMENT: (W   | orking title, hours worked,                   | hourly/course rate of                                       | pay, course # when appropriate  | TOTAL PAY  |
|  | 3 contact/3 credit                            | hours X   | and dual enrollment at das part of report the part the part the part teaching to 94.00 = \$747.00) for Source 10.94.00 - \$747.00)  rate/hour | \$1,494.00   |
|  | ,   | CONTRACT (Instruc   | a Then  |  |
| This contract is entered individual heretofore individual heretofore individual herein contained the par | icated and hereinafter called the F           | of Trustees of Valencia Co                                  | mmunity College in Orlando, Florida, herein<br>eration of the mutual agreements, covenan  | ıafte হিছাইটাৰ কিন্তুলী and the<br>ts, terms, and conditions |
| •  | •   | he assignment heretofore i                                  | ndicated for the compensation specified.  | AUG 3 1 2001   |
| The Faculty Membe<br>agrees that if an aut<br>not be compensate  | monzea conege representative de               | required for the aforementic<br>etermines that the enrollme | oned assignment in a location designated but is too small to justify offering a course the  | UMAN RESOURCES   |
| 3. This contract shall a Regulations now existervice to the College                                      | isting or hereafter enacted or pror           | all laws, Florida State Boar mulgated. No combination       | d of Education Regulations, and Valencia C<br>of part-time or supplementary assignments   | community College<br>shall constitute full-time              |
| Signature o  | of Faculty Member                             | Date  | District Board of Trustees  Valencia Community Colle  By: Authorized College Represe  | dearded to Payroll   |
| RECOMMENDED B  | SY:   |   | by. Admonzed College Represe  | SEP n 5 2001   |
| Supervisor/Administ  | trator  | (124/6)   | Human<br>Resources Dasy D Valer   | Human Resources  |
| Provost/<br>Vice President<br>(For non-instructional of  | chua zife                                     | 2/20/0/   | Payroll Payroll   | Date   |
| ·  | - Nejzza W Cra                                | Cie Date  | •   | Date   |
| White - Employ     Green - Departn   | ee Folder SEP 1 3. Cana<br>nent SEP 1 4. Pank | ary - Payroll<br>- Employee                                 | 5. Goldenrod - Supervisor   | HR Form #26<br>Revised 7-01                                  |

Valencia Community College



# elencia Community Colle

# HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

|  | ROSA E. SANCHEZ   | 24-AUG-2005                               |
|--|---|---|
|  | Prepared by:  | Date:                                     |
| NAME Tobia, John   | Identification #  | HR0005709                                 |
| Employee Name (Last. First. MI)  |   |   |
| PERIOD OF EMPLOYMENT: from: 29-AUG-05  | to: /   | 18-DEC-05                                 |
| TYPE OF EMPLOYMENT:  |   | 10-060-05                                 |
| Osceola Campus - Political Science   | 11172200220700000000  | 05 <b>521010</b>                          |
| Department   | Budget No   | GL Code                                   |
| INSTRUCTIONAL  |   | NON-INSTRUCTIONAL                         |
| Category   | Degree  |   |
| X Overload Earned Doc  | torate  |   |
| Independent Study x Master's De  | gree  | Hourly                                    |
| Stipend/Set Amount Bachelor's D  | egree e   |   |
| Other (specify) Not Applicat   | ole   |   |
| ASSIGNMENT (Working title, hours worked, hourly/course rate of pa  | y, course # when appropriate)   | TOTAL PAY                                 |
| 16930 POS 2041 U.S. Government 3   | 3.00  |   |
|  | 521 x Total # hours <u>3</u>  | .00 \$ 1563                               |
|  |   |   |
|  |   |   |
|  |   |   |
| Explanation  |   |   |
| CONTRACT (Instruction  | nal Personnel Only)   |   |
| This contract is entered into between the District Board of Trustees of Valencia Commun  | nity College in Orlando, Florida, hereinafter cal   | lled the back in the individual           |
| heretofore indicated and hereinafter called the Faculty Member. In consideration of the manner of th | utual agreements, covenants, terms, and cond  | ·   |
| The Board agrees to employ the Faculty Member in the assignment heretofore indicate  | ed for the compensation specified.  | AUG 29 2005                               |
| 2. The Faculty Member agrees to perform the services required for the aformentioned as   | signment in a location designated by the Boar   | d and thurs a see that it an              |
| authorized college representative determines that the enrollment is too small to justify offe  3. This contract shall at all times be subject to any and all laws, Florida State Board of Ed   | ring a course that the Faculty Member shall no  | Agteurug dogunu munik Consede             |
| or hereafter enacted or promulgated. No combination of part-time or supplementary assignments of the combination of part-time or supplementary assignments.  | ucation Regulations, and Valencia Community gnments shall constitute full-time service to the | College.                                  |
| . 111  |   | SEP 1 3 2005                              |
| 100  |   | PAYROLL                                   |
| 8127/V   | District Board o  | (T. )                                     |
| Signature of Faculty Member Date   |   |   |
| RECOMMENDED BY:  | O 1 A   |   |
| Supervisor/Administrator DO C 400 Au   | Human Day   | SEP 1 2 2005                              |
| Dat  | Resources - A   | Human Resources Valencia Communit@Rellege |
| Provost/ Vice President Schee 36   | 29/05- Dayroll - 101  | fa  |
| (For non-instructional only) Forwarded Payroll  1. White Employee Folder   | Payroll  3. Pink - Employee   | Date                                      |
| SEP 1 2 2005   | 4. Goldenrod - Department   | HR Form #26<br>Revised 7-01               |



(FULL-TIME EMPLOYEES)

|   |                                | (FOLL-1 HAIE EIAIL   | LOTEES                       |                             |                               |
|---|--------------------------------|--|------------------------------|-----------------------------|-------------------------------|
|   |                                |  |                              | fer Smith                   | 02-11-02                      |
|   |                                |  | Prep                         | ared by                     | Date                          |
| NAME <sup>Tobia</sup>   | John                           |  | Social Sec                   | urity#                      |                               |
| Last  | First Name                     | e Middle   |                              |                             |                               |
| PERIOD OF EMPLO   | YMENT: from:                   | 02-09-02   | to:                          | 02.09                       | 202                           |
| TYPE OF EMPLO   | OYMENT:                        |  |                              |                             |                               |
| Department:   | History                        | Budget No:   | 11172200-2205000             | 0-00000-05 GL (             | Code 52101-0                  |
|   | INSTRU                         | JCTIONAL   |                              | NON-INS                     | TRUCTIONAL                    |
| Cate  | gory                           | De   | gree                         |                             |                               |
| Overload  |                                | Earned Doctoral  | te                           | ·                           |                               |
| Independent Study   |                                | Master's Degree  | <b>;</b>                     | → Hourly                    |                               |
| Stipend/Set Amount  |                                | Bachelor's Degr  | ee                           |                             |                               |
| Other (specify)   |                                | Not Applicable   |                              |                             |                               |
| ASSIGNMENT: (Work   | ringa-14tha daganga yang plana | t-kajululasurasirataiat  | SOUTH ALLERS A WANTED        | annioniata :                | TOTAL PAY                     |
|   |                                |  | CEIVED                       | appropriate                 |                               |
| X-Jacully to Y  | faculty Orn                    | edup   | JLI ! ED                     |                             |                               |
| 0   | ()                             |  | 2 0 0000                     |                             |                               |
|   | -                              | FEB  | 2 2 2002                     |                             |                               |
|   |                                |  |                              |                             | \$ 75.00                      |
| Amount \$75.00  |                                | P/   | YROLL                        |                             | \$ 75.00                      |
|   |                                | CONTRACT (Instruc  |                              |                             |                               |
| This contract is entered into   | n between the District Boar    | d of Trustees of Valencia Con  | nmunity College in           | hereinafter                 | called the Board and th       |
| This contract is entered into individual heretofore indicate herein contained the parties | ed and hereinafter called the  | e Faculty Member. In consider  | eration of the mutual agr    | reements, covenants, te     | rms, and conditions           |
| •   | <del>-</del>                   | n the assignment heretofore in   | rdicated for the compen      | 2 1 2002                    | Kegeived                      |
| The Board agrees to ent     The Esculty Member agr  | reas to perform the service    | n the assignment heretofore in<br>s required for the aforemention<br>determines that the enrollmer | HUMAN<br>HUMAN               | RESQUECES by the            | FEB 1 5 maga2                 |
| agrees that if an authoria  | zed college representative     | determines that the enrollmer  | nt is too small to justify o | offering a codission at the | Faculty Member shall          |
|   |                                | d all laws, Florida State Board  |                              |                             |                               |
| Regulations now existing  | g or hereafter enacted or pr   | romulgated. No combination   | of part-time or supplement   | nis. aliu valeticia cotti   | numity Concac                 |
| service to the College  |                                |  |                              |                             |                               |
| IN / (A i   |                                | 2/1/2  |                              |                             |                               |
| I NL XVV  |                                | 1/11/02  |                              |                             |                               |
| Signature of Fa   | aculty Member                  | Date (   | Distric<br>Valencia          | t Board of Trustees         | warded to Payro               |
|   | •                              |  | By: Authorize                | ed College Representat      | ive                           |
| RECOMMENDED BY:   |                                |  |                              | F .                         | FEB 2 2 2002                  |
| Supervisor/Administrate   | or U                           |  | Human<br>Resources           | b                           | Human Resources               |
| •   |                                | Date   | _ rvy                        | Valer                       | cia Community College<br>Date |
| Provost/  | 1                              | الساملات   | V<br>Payroll                 | ( ) Ress                    |                               |
| Vice President (For non-instructional only)   | Kever in Orac                  |  | Payroll                      | V IUN                       | Date                          |
|   | Keyeer In/Orac                 |  |                              |                             |                               |
| <ol> <li>White - Employee F</li> <li>Green - Department</li> </ol>                        |                                | anary - Payroll<br>nk - Employee   | 5. Goldenro                  | od - Supervisor             | HR Form #2<br>Revised 7-0     |

Human Resources
Valencia Community College



### HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

|                                |   |  | ~                                | Daisy  |   | 01-08-01                    |
|--------------------------------|---|--|----------------------------------|--|---|-----------------------------|
| Table                          |   |  |                                  | Prepar   | •   | Date                        |
| NAME Tobia                     | <br><del></del>                         | John<br>First Name                                   | J                                | Social Secur                                     | ity #<br>   |                             |
| EFFECTIVE [                    | DATE OF A                               |  | Middle<br>Initial<br>Room# [-222 | Mail Code#                                       | 6-1   | Phone Ext 4893              |
| ACTION:                        |   |  |                                  |  |   |                             |
|                                |   | APPOINTMENT  |                                  | LEAVE OF AE                                      | ISENCE  | SEPARATION                  |
| Тур                            | e                                       | Preferred Term*                                      | Status                           | Action   | <b>)</b>  | Action                      |
| <ul><li>Original</li></ul>     |   | 5-0-0-0  | Regular                          |  | <u>erisent eine kinnen eine keine kannen eine keine kannen eine keine kannen eine keine keine keine keine keine k</u> | Resignation                 |
| Reappoint                      | ment                                    | <ul><li>0-5-0-0</li></ul>                            |                                  |  |   | , toolgradion               |
| Reinstaten                     | nent                                    | 5-5-0-0  | Temporary                        | Extend   |   | Retirement                  |
| Reassignm                      |   | 5-5-2-0  |                                  |  |   |                             |
| Promotion                      |   |  | Soft Money                       | Return   |   | Nonrenewal                  |
| Reduced G                      | 3rade                                   | 5-5-0-2  | ļ                                |  |   |                             |
| Pay Sch                        | edule                                   | <b>○</b> 6-6-0-0                                     | Tenure                           | Туре   |   | Assignment                  |
|                                | <del>zazazzaza</del><br>tive            | Fiscal Yr (12 mo)                                    |                                  |  |   | completed                   |
| O Profession                   |   | Other  |                                  | Williay  |   | O Dismissal                 |
| <ul><li>Faculty</li></ul>      |   | *Specific terms cannot be guaranteed. Final teaching | On-Track                         |  |   | Other                       |
| Career Ser                     | vice                                    | assignments subject to actual enrollment.            | Non-Tenured                      | * Show dates in comments secti                   |   |                             |
| ASSIGNMENT                     |   |  |                                  |  | IS II W   | <u> </u>                    |
| [54.5246555555555555           |   | ······································               |                                  |  | 13 II U   | 느                           |
| POSITION#                      | J                                       | OB TITLE   | DEPARTMENT/BUDG                  | SET CODE   | (FO   | R HR USE ONLY)              |
|                                |   |  | Political Scien                  | ce   | 22/1/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/2/   | SALARY SALARY               |
| 0395                           | Professo                                | r, Political Science                                 | 11172200-2207000-0               | 0000005  | M/10  | \$12,718                    |
|                                |   |  | 520080                           | P  | YROLL   |                             |
| PREVIOUS AS                    | SIGNMEN                                 | T  |                                  |  |   |                             |
| POSITION#                      | • | OB TITLE   | DEBARTAREATTO HEA                | <del>(************************************</del> | CLASS C   |                             |
|                                |   |  | DEPARTMENT/BUDG                  | ELCODE   |   | R HR USE ONLY)              |
|                                |   |  |                                  |  | PG/S  | TEP SALARY                  |
|                                |   |  |                                  |  |   |                             |
|                                |   |  |                                  |  |   |                             |
|                                |   |  |                                  |  |   | L. J. Couroll               |
| COMMENTS*                      | This is a te                            | emporary 4-month position                            | on - 1/2/01- 4/27/01             |  | Forwa   | rded to Payroll             |
|                                |   |  |                                  |  |   | JAN 11 2001                 |
| -                              |   | ,  |                                  |  | ——————————————————————————————————————  | ıman Resources              |
| SIGNED BY:                     |   | , , <b>1</b>   |                                  |  | Valencia  | a Community College         |
| Supervisor/ K<br>Administrator | evin Mul                                | Thelkind   | Provost/<br>Vice Presi           | dent   |   |                             |
| Human<br>Resources             | asy b                                   | Keyed in Oracle                                      | Payroll                          | R  | AM  | Date                        |
| 1 147-11 ~                     |   |  | Date                             |  |   | Date                        |
| 2. Green - Depa                | oloyee ∯older<br>artment                | Human Resources                                      | Payroli<br>Employee              | 5. Goldenrod -                                   | Supervisor  | HR Form #25<br>Revised 2-00 |
| . 11 -                         | JD Va                                   | alencia Community College                            |                                  |  |   |                             |

Man 11 ma 77



(FULL-TIME EMPLOYEES)

|  |   |  | Jennifer A.  | Smith                                    | 04-16-01   |
|--|---|--|--|--|--|
|  |   | -  | Prepare  | d by                                     | Date   |
| AME Tobia  | John  |  | Social Security  | /#                                       |  |
| Last   | First Name  | Middle In  | nitial   |  |  |
| PERIOD OF EMPLOYMENT:  | from:   | 01-03-01   | to:  | 04-2                                     | 4-01   |
| TYPE OF EMPLOYMEN  | Т:  |  |  |  |  |
| Department: Political  | Science   | Budget No: 11  | 1172200-2207000-00                                       | 000-05 GL                                | Code 52101-0                                       |
|  | INSTRUCT  | IONAL  |  | NON-IN                                   | STRUCTIONAL  |
| Category   |   | Deg  | ree  |  |  |
| Overload   |   | Earned Doctorate   |  |  |  |
| Independent Study  |   | <ul><li>Master's Degree</li></ul>                        |  | O Hourly                                 | 1  |
| Stipend/Set Amount   |   | Bachelor's Degree  | •  | į  |  |
| Other (specify)  |   | Not Applicable   |  |  |  |
| SSIGNMENT: (Working title, I   | hours worked, ho                                  | urly/course rate of pa                                   | y, course # when app                                     | propriate                                | TOTAL PAY  |
| Course #   | 3 credit hrs                                      | 3 contact hrs  | X \$479.00/contact ho                                    | our                                      |  |
| Cypress Creek Dual En<br>POS 1041 C399   | rollment.Over                                     | load:<br>hours X   | rate/h   |  |  |
| Course # B @ R I W   | R Credit hrs                                      | / contact hrs X  | \$479.00/contact hou                                     | r  |  |
| Course To E G E I V  | Great nrs   | hours X  | rate/h   | our \$                                   | 1,722.00   |
| APR 2 0 2001   | ושו   | CONTRACT (Instructio                                     | nal Personnei Only)                                      |  |  |
| This contract is entered into between the individual heretofore indicated and here ontained the parties hereto agree that: | inafter called the Facu                           | ustees of Valencia Commu<br>ulty Member. In considerat   | nity College in Orlando, Fl<br>ion of the mutual agreeme | orida, hereinafter<br>nts, covenants, te | called the Board and the rms                       |
| 1. The Board agrees to employ the Fa   | culty Member in the a                             | ssignment heretofore indic                               | ated for the compensation                                | specified.                               | APR 1 9 2001                                       |
| The Faculty Member agrees to perfugrees that if an authorized college not be compensated for the course                    | representative detern                             | ired for the aforementioned nines that the enrollment is | l assignment in a location too small to justify offering | designated by thह<br>। a course that\क्र | Postandandentalismente                             |
| This contract shall at all times be su<br>Regulations now existing or hereafte<br>service to the dollege.                  | ibject to any and all la<br>er enacted or promulç | ws, Florida State Board of gated. No combination of p    | Education Regulations, an<br>art-time or supplementary   | d Valencia Comm<br>assignments sha       | nunity College<br>Il constitute full-time          |
|  | 4-  | -17-01   |  |  |  |
| Signature of Faculty Memi  | ber   | Date   | Valencia Co  | ard of Trustees                          |  |
| ECOMMENDED BY:   |   |  | By: Authorized C   | ollege Representi                        | ative AFR 2 0 אריר פ                               |
| Supervisor/Administrator   | _   | <u> </u>   | iman<br>esources   | _b val                                   | Humon Grong ung<br>e <del>ndia Communi y ung</del> |
| Provost/   | . /   | Date / /   | <i>'</i> ()  | 100 /                                    | Dăté <sup>l</sup>                                  |
| /ice President (For non-instructional only)  | eyed in Oracl                                     | 2 \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \                  | ayroll   | 10 N                                     | Date   |
| White - Employee Folder     Green - Department   | APR 2 032 Ganary                                  | - Payroll<br>- Employee                                  | 5. Goldenrod   | - Supervisor                             | HR Form #<br>Revised 7-                            |

Human Recources
Valencia Community College



(FULL-TIME EMPLOYEES)

|   |  |  | Jennifer   | A. Smith   | 04-16-01                                   |
|---|--|--|--|--|--|
|   |  |  | Prepa  | ared by  | Date                                       |
| NAME Tobia  | John   |  | Social Secu  | ırity#   |  |
| Last  | First Name   | Middle   | Initial  |  |  |
| PERIOD OF EMPLOYM   | ENT: from:   | 01-03-01   | to:  | 04-  | 24-01                                      |
| TYPE OF EMPLOY  | MENT:  |  |  |  |  |
| Department: P   | olitical Science   | Budget No:   | 11172200-2207000-  | 00000-05 G   | L Code 52101-0                             |
|   | INSTRUCTI  |  |  | NON-I  | NSTRUCTIONAL                               |
| Catego  | <b>ry</b>  | <u> </u>   | egree  |  | İ  |
| Overload  |  | Earned Doctora   |  |  |  |
| Independent Study   |  | ,  |  | O Hour   | ly   |
| Stipend/Set Amount  |  | ) Bachelor's Degr  | ee   |  |  |
| Other (specify)   |  | ) Not Applicable   |  |  |  |
| ASSIGNMENT: (Working  | title, hours worked, hou   | irly/course rate of  | oay, course # when a   | ppropriate   | TOTAL PAY                                  |
| This contract is entered into bet individual heretofore indicated ar contained the parties hereto agree | pr 2 0 2001  Ween the District Board of Tru dhereinafter called the Faculty Member in the as to perform the services required leger representative determinants. | hours X hours X  CONTRACT (Instruction of the aforement heretofore income and for the aforemention | rate tional Personnel Only) munity College in Orlando ration of the mutual agree | , Florida, hereinafte<br>ments, covenants, i<br>ion specified. | APR 1 9 2001                               |
| This contract shall at all time Regulations now existing or I service to the College.                   | nereafter enacted or promulga  | rs, Florida State Board ated. No combination of  | of Education Regulations,<br>f part-time or supplementa                          | and Valencia Com<br>ary assignments sh                         | munity College<br>all constitute full-time |
| Signature of Facult   | y Member   | Dale   | District I   | Board of Trustees  | Date                                       |
|   |  |  | By: Authorized   | Community Gollege<br>College Represen                          | tative Payroll                             |
| RECOMMENDED BY:   |  | ,  | Human 🖍 '  |  | APR 2.0 2991                               |
| Supervisor/Administrator  | $\sim$   | <u> 418/01</u>   | Resources Jas  | y b vot  | umon El nounces<br>la Community Copare     |
| Provost/ Vice President (For non-instructional only).ey   |  | Date   18/0  | Payroll  | BAR  | Date                                       |
| 1. White - Employee Folde<br>2. Green - Department  | PR 2 0 2001 3. Canary<br>4. Pink   | - Payroll - Employee   | 5. Goldenrod   | - Supervisor   | HR Form #26<br>Revised 7-00                |

Human Rescurces Valencia Community College



|                      |                      |  | HUMA                       | IN RESOURC                          | ES AC          | TION         | FUKIWI FU                             | Vicki N         |   |  | 11-25-02            |
|----------------------|----------------------|--|----------------------------|-------------------------------------|----------------|--------------|---------------------------------------|-----------------|---|--|---------------------|
|                      |                      |  |                            |                                     |                |              |                                       | Prepar          | ed by   |  | Date                |
| NAME                 | Tobia                |  |                            | John                                |                |              | J                                     | Social Secur    | ity #   |  |                     |
|                      | Last                 |  |                            | First Name                          |                |              | Middle<br>Initial                     |                 |   |  |                     |
| EFFEC                | TIVE D               | ATE OF A   | CTION: _                   | 01-06-03                            | Rc             | oom#         | 1-222                                 | Mail Code #     | 4-1   | Phone Ext  | 4893                |
| ACTIO                | N:                   |  |                            |                                     |                |              | · · · · · · · · · · · · · · · · · · · |                 |   |  |                     |
|                      |                      |  | APPO                       | NTMENT                              |                |              |                                       | LEAVE OF A      | SENCE   | SEP  | ARATION             |
|                      | Турі                 | •  | Prefe                      | rred Term*                          |                | Stat         | tus                                   | Actio           | 1   | A  | ction               |
| Ori                  | iginal               |  | <u> </u>                   | )-0                                 |                | Regular      | Γ                                     | ○ Start         |   | Resign   | nation .            |
| Re                   | appoint              | ment   | <ul><li>0-5-0</li></ul>    | )-0                                 |                |              |                                       |                 |   |  |                     |
| $\parallel$          | instaten             |  | <u> </u>                   | )-0                                 |                | Tempor       | ary                                   | Extend          |   | Retire   | ment                |
| ~                    | assignmomotion       | ent  | 5-5-2                      | 2-0                                 |                | Soft Mo      | IDAV                                  | Return          |   | ○ Nonre  | newai               |
|                      | duced G              | irade  | <u></u>                    | )-2                                 |                | JOIL INIO    | iic <del>y</del>                      | Neturi          |   |  | ,,,,,,,,            |
|                      | . स्ट्रिस्ट्रस्ट्रस् | जनस्वत्यस्य व्यवस्थात् ।<br>जनस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य स्थानस्य | <u> </u>                   | )-0                                 | 555555         | <u></u>      |                                       | <br>            |   | O Assigr   |                     |
| Pa                   | ay Scho              | dule   | ) Fisca                    | al Yr (12 mo)                       |                | Ten          | ure                                   | Туре            |   | comp   | leted               |
| ∥ ≚                  | ministra             |  | Othe                       | •                                   |                | Tenured      | t                                     | ◯ With Pay      |   | Oismis Dismis  | ssal                |
| $\parallel$          | ofession:<br>culty   | ai   | *Specific term             |                                     | $  \bigcirc  $ | On-Trac      | k                                     | Without Pay     |   | Other  |                     |
| ∥ ≍                  | reer Ser             | vice   | guaranteed.<br>assignments | Final teaching<br>subject to actual | 1 💿            | Non-Ter      | nured                                 | * Show dates in |   | Otici  |                     |
|                      |                      |  | enrollment.                |                                     |                |              |                                       | comments sec    | tion  |  |                     |
| ASSIGN               | MENT                 | *******  |                            |                                     |                |              | *******                               |                 |   |  | <del></del>         |
| POSIT                | # MOI                |  | IOB TITL                   | Ē                                   | DEF            | ARTM         | IENT/BUD                              | GET CODE        | (FC   | R HR USE   | ONLY)               |
|                      |                      |  |                            |                                     | F              | olitical     | l Science -                           | Osceola         | <del>                                    </del> | STEP   | SALARY              |
| 037                  | 76                   | Professo   | r, Politica                | l Science                           | 11             | 17220        | 0-2207000                             | -00000-05       | Fac/Mas   | ters   | \$13,627            |
|                      |                      |  |                            |                                     |                | G            | L 520080                              |                 |   |  |                     |
| PREVIO               | DUS AS               | SIGNMEN  | T                          |                                     |                |              |                                       | •               | CLASS (   | ODE:   |                     |
| POSIT                | ****                 |  | OB TITL                    |                                     | DEP            | ARTN         | ENT/BUD                               | GET CODE        | **********                                      | R HR USE   | ONLY)               |
|                      |                      | <u> </u>   | <u> </u>                   |                                     | *********      |              | ECEIVEI                               |                 |   | STEP   | SALARY              |
|                      |                      |  |                            |                                     |                | DE           | C 0 9 20                              | 02              |   |  |                     |
|                      |                      |  |                            |                                     | į              | HUMAI        | N RESOUR                              | RCES _          |   | ·-·  |                     |
|                      |                      |  |                            |                                     |                | raiencia     | Community (                           | Jollege         | LR[   | CEIVED   |                     |
|                      |                      |  |                            |                                     |                |              |                                       |                 |   |  |                     |
| COMM                 | ENIS"                | I his is a te  | emporary                   | 4-month posit                       | ion 01/        | 06/03 -      | - 05/03/03.                           | Session 2, 2002 | -2003.<br>DE                                    | <del>2 - 5 200</del>   | 2                   |
|                      |                      |  |                            |                                     |                |              |                                       |                 |   |  |                     |
| SIGNE                | D BY:                | ( Waxi   | J Mu                       | 1 holl Ar                           | (01            |              |                                       |                 |   | MARCHE   |                     |
| Supervis             | sor/                 |  | 1- / ( -                   |                                     |                |              | Provost/                              | L               | And the second second second second             | Andrews of the Party of the Par |                     |
| Administ             | trator 1             | <u> </u>   |                            |                                     | Date           | <del>-</del> | Vice Pres                             | sident          |   |  | Date                |
| Human<br>Resource    | es                   | م اه: (  | ( A).                      | ) V                                 | 12-3           | 5-00         | ) Payroll                             |                 | BA  |  | Date                |
|                      | - <i>T</i>           |  | - 100                      | ~ <del>10</del>                     | Date           | <u> </u>     |                                       |                 | 1010  |  | Date                |
| 1. White<br>2. Green |                      | ployee Folder<br>partment  |                            | 3. Canary<br>4. Pink                | - Payro        |              |                                       | 5. Goldenrod -  | Supervisor                                      |  | orm #25<br>sed 2-00 |



(FULL-TIME EMPLOYEES)

|  |  | (LOFF-LIME FIM   | PLOTEES)  |   |  |
|--|--|--|---|---|--|
|  |  |  |   | r Bailey  | 01-29-03                               |
|  |  |  | Prepa   | red by  | Date                                   |
| ME Tobia   | John   |  | Social Secu   | rity#   |  |
| Last   | First Name   | e Middle   | e Initial   |   |  |
| ERIOD OF EMP   | LOYMENT: from:   | 01:06-03   | to:   | 05-02-0   | 3                                      |
| TYPE OF EM   | PLOYMENT:  |  |   |   |  |
| epartment:   | Political Science  | Budget No:   | 11172200-2207000-                                       | 00000-05 GL Cd  | de <u>52101-0</u>                      |
|  | INSTRU   | ICTIONAL   |   | NON-INST  | RUCTIONAL                              |
| c  | ategory  | D  | egree   |   |  |
| Overload   |  | Earned Doctora   | ate   |   |  |
| ndependent Stu   | ıdy  | Master's Degre   | e   |   |  |
| Stipend/Set Amo  | ount   | Bachelor's Deg   | ree   |   |  |
| Other (specify)  | Dual Enrollment  | O Not Applicable   |   |   |  |
| SSIGNMENT:::(W   | orking title, hours worked   | , hourly/course rate of                                    | pay, course # when a                                    | ppropriate 1  | OTAL PAY                               |
| This contract is entered   | d into between the District Board  | t of Trustops of Valencia Co                               | ctional Personnel Only)                                 | lo Florida hereinafter c                                      | EIVED                                  |
| idividual heretofore ind<br>erein contained the pai  | licated and hereinafter called the<br>rties hereto agree that:                         | Faculty Member. In consideration                           | deration of the mutual agre                             | ements, covenants term  | - 7 2003                               |
|  | o employ the Faculty Member in   |  |   |   |  |
| agrees that if an au<br>not be compensate  | er agrees to perform the services thorized college representative or a for the course. | determines that the enrollmo                               | ent is too small to justify of                          | fering a course that the f                                    | Haluntu College<br>aculty Member shall |
| <ol> <li>This contract shall a<br/>Regulations now ex<br/>service to the Collection</li> </ol> | at all times be subject to any and<br>isting or hereafter enacted or pr<br>ge.         | d all laws, Florida State Boa<br>omulgated. No combination | rd of Education Regulation<br>of part-time or supplemer | s, and Valencia Commu<br>itary assignments shall d            | nity College<br>constitute full-time   |
| Mhi  |  | 1/30/03  | F   | EB 1 0 2003   |  |
| Signature  | of Faculty Member  | Date   | Valencia  | Board of Trustees  Cömmunitý College d College Representative | TELL N 7 Zood                          |
| \<br>ECOMMENDED E  | BY:  |  | By. Authorized  | d College Representative                                      | F.,                                    |
| upervisor/Adminis  | trator 156   | 2-4-03   | Human<br>Resources                                      | see Jo Vai  | encia Community C                      |
| rovost/  | . ,  | Date<br>/  | )   | () Ans  | Date                                   |
| ice President (For non-instructional   | hua zepec  | N 2/6/03   | Payroll   | V/10 KD   | _/                                     |
| INTOLOGIA DE LA COLOGIA (C. C.)  |  | / Date K   | eyed in Oracle  | V   | Date                                   |
| <ol> <li>White - Employ</li> <li>Green - Depart</li> </ol>                                     | yee Folder<br>ment 3. Ca<br>4. Pir   | nary Payroll Payroll R                                     | 5. Goldenroo<br>FEB 0 7 2003                            | d - Supervisor  | HR Form Revised 7                      |

Human Resources



### HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

|               |   |                           | ANT INECOMO                                   |                | ·                                     | Daisy G  | Sreen              | •                             | 11-20-01      |
|---------------|---|---------------------------|---|----------------|---------------------------------------|--|--------------------|-------------------------------|---------------|
|               |   |                           |   |                | •                                     | Prepare  | ed by              |                               | Date          |
| NAME Tobia    |   |                           | John  |                | J                                     | Social Securi                                    | ty #               |                               |               |
| Last          |   |                           | First Name                                    |                | Middle                                | <del></del>                                      | -                  |                               |               |
| EFFECTIVE D   | ATE OF AC                               | CTION:                    | (01-08-02                                     | Room#          | Initial<br>1-222                      | Mail Code # _                                    | 6-1                | Phone Ext                     | 4893          |
| ACTION:       |   |                           |   |                |                                       |  |                    |                               |               |
|               |   | APPC                      | INTMENT                                       |                |                                       | LEAVE OF AB                                      | SENCE              | SEPA                          | RATION        |
| Турє          | •                                       | Prefe                     | rred Term*                                    | Sta            | tus                                   | Action   |                    | A                             | tion          |
| Original      |   | 5-0-                      | 0-0   | Regular        | г                                     |  |                    | Resign                        | ation         |
| Reappoint     | nent                                    | <ul><li>0-5-</li></ul>    | 0-0   |                |                                       |  |                    |                               |               |
| Reinstatem    | ent                                     | 5-5-                      |   | Tempor         | rary                                  | Extend   |                    | Retiren                       | nent          |
| Reassignm     | ent                                     | 5-5-                      |   |                |                                       |  |                    |                               |               |
| Promotion     |   |                           |   | Soft Mo        | ney                                   | Return   |                    | ○ Nonrer                      | iewal         |
| Reduced G     | irade                                   | 5-5-                      |   |                |                                       |  |                    | ( Assign                      | mant          |
| Pay Sche      | dule                                    | 6-6-                      |   | Ten            | ure                                   | Type   |                    | comple                        |               |
|               | ive                                     | Fisc                      | al Yr (12 mo)                                 | ( ) Tenure     | d<br>d                                |  |                    | O Dismis                      | sal           |
| Professiona   |   | Othe                      | er  |                |                                       | 0  |                    |                               |               |
| Faculty       | -                                       |                           | ms cannot be<br>Final teaching                | On-Tra         |                                       |  |                    | Other                         |               |
| Career Ser    | vice                                    | assignment<br>enrollment. | s subject to actual                           | Non-Te         | nured                                 | Show dates in comments section.                  | ion                |                               |               |
| 1001011115117 |   |                           |   |                |                                       | Semineral second                                 |                    |                               |               |
| ASSIGNMENT    | , |                           |   |                | · · · · · · · · · · · · · · · · · · · | <del>~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~</del> | <u>[2000000000</u> | *************                 |               |
| POSITION #    |   | IOB TITL                  | E   |                |                                       | GET CODE   |                    | OR HR USE                     |               |
| • v a         | , parametración e seba                  |                           |   | Po             | olitical Scie                         | nce  |                    | STEP                          | SALARY        |
| 0376          | Professo                                | r, Politica               | al Science                                    | 1117220        | 0-2207000                             | -00000-05  | M/1                | 0                             | \$13,432      |
|               | •                                       |                           |   | 52             | 0080                                  |  |                    |                               |               |
| PREVIOUS AS   | SIGNMEN                                 | T                         |   |                |                                       |  | CLASS              | CODE:                         |               |
| POSITION #    |   | IOB TITL                  | E   | DEPARTI        | MENT/BUD                              | GET CODE   | تنتنننتن           | OR HR USE                     | ONLY          |
|               |   |                           |   |                |                                       |  |                    | /STEP                         | SALARY        |
| ••            |   |                           | DEC -   | 4 2001         |                                       | 1  |                    |                               |               |
|               |   |                           | DEC .   | + 2001         | ]                                     |  |                    |                               |               |
|               |   |                           | 5.01/5  |                |                                       |  |                    |                               |               |
|               |   |                           | PAYR  | <u> </u>       |                                       |  | <u> </u>           |                               |               |
| COMMENTS.*    | This is a to                            | emporary                  | 4-month posit                                 | ion - 1/8/02 - | 5/4/02. Er                            | nployee eligible fo                              | r_alternati        | ve to social s                | ecurity plan. |
| •••           |   |                           |   |                |                                       |  |                    | ded to Pay                    |               |
|               |   |                           |   |                |                                       | *  |                    |                               |               |
| SIGNED BY:    |   | . 1                       | 1   |                |                                       |  | NF(                | 0 4 2001                      |               |
|               | Kevin M                                 | ulhoile                   | ind   |                | Provost/                              |  | Huma<br>Valencia C | n Resources<br>Community Coll | •             |
| Administrator |   | Kev                       | ed in Oracl                                   | Pate           | Vice Pre                              | sident   |                    |                               | Date Date     |
| Human 1       | 1 1                                     | ,                         | _ =>  |                |                                       | 1/1/1  |                    |                               | Duie          |
| Resources Y   |   | <b>9</b> \                | DEC 0 / *                                     |                | Payroll                               | IK XXX   | /                  |                               |               |
| Resources     | Jary                                    |                           | DEC 0 4 2001<br>uman Resources<br>la Connante | Date           | Payroll                               |  |                    |                               | Date          |



(FILL TIME EMDL OVEES)

|   |   | (LOFF-1 HAIE EIAIL  | Jennifer Si   | mith  | 04.00.02                                    |
|---|---|---|---|---|---|
|   |   |   | Prepared  |   | 01-09-02<br>Date                            |
|   |   |   | •   |   | Dute  |
| NAME Tobia Last   | John<br>First Name                              | Middle  | Social Security   | #   |   |
|   | _   | Middle  | Hillai  | 4   |   |
| PERIOD OF EMPLOYMEN   | from:   | 01 <u>*</u> 09 <u>*</u> 02                                  | to:   | 105-07-02   | 2   |
| TYPE OF EMPLOYME  | NT:   |   |   | • , • • *   | - dec                                       |
| Department: Politi  | cal Science                                     | Budget No:  | 11172200-2207000-000  | 00-05 GL Cod  | de52101-0                                   |
|   | INSTRUC   | CTIONAL   |   | NON-INSTF   | RUCTIONAL                                   |
| Category  |   | Ď   | egree   | ,   |   |
| Overload  |   | Earned Doctora  | te  |   |   |
| ☐ Independent Study   |   | Master's Degree   | REDENED   |   |   |
| Stipend/Set Amount  |   | Bachelor's Degi   | ee  |   |   |
| Other (specify)   |   | O Not Applicable  | JAN 23 2002   |   |   |
| ASSIGNMENT: (Working title  | e, hours worked.                                | hourly/course rate of                                       | pay course # when appr  | ⊥ I<br>opriate T(   | OTAL PAY                                    |
| Course # POS 2041 C313  | 3 credit  |   | PAVDALI   | <u> </u>  |   |
|   |   | CONTRACT (Instruc   | stional Paragraph (Ashr)  |   | \$ 1494.00                                  |
| This contract is entered into betwee individual heretofore indicated and h                                | en the District Board                           | ·   |   | lorida, hereinafte  | and th                                      |
| individual heretofore indicated and h<br>herein contained the parties hereto a                            | ereinafter called the lagree that:              | Faculty Member. In consid                                   | eration of the mutual agreemen  | nts, covenants, tenns   | , and conditions                            |
| 1. The Board agrees to employ the   | Faculty Member in t                             | the assignment heretofore i                                 | ndicated for the compensation   | specified. JAN  | 1 7 2002                                    |
| The Faculty Member agrees to p<br>agrees that if an authorized collenot be compensated for the countries. | ege representative de                           | required for the aforementic<br>etermines that the enrollme | oned assignment in a location on the strong of the strong | designated <b>rbl/யி</b> சில்<br>ர a course <b>valerம்</b> று | REBOURCES<br>Contruction becomes            |
| This contract shall at all times be<br>Regulations now existing or here<br>service to the College.        | e subject to any and a<br>eafter enacted or pro | all laws, Florida State Boar<br>mulgated. No combination    | d of Education Regulations, an<br>of part-time or supplementary   | d Valencia Communi<br>assignments shall co                    | ity College<br>institute full-time          |
|   |   | 1/15/07   |   |   |   |
| Signature of Faculty M  | ember   | bate/   | Valencia Com  | d of Trustees<br>munity Collegevard                           | ed to Payroll                               |
| N N N N N N N N N N N N N N N N N N N   |   |   | By: Authorized Col  | lege Representative   | 2.2.2002                                    |
| Supervisor/Administrator  | V-  | \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\                      | Human<br>Resources  | 4 Human   | 2 2 2002<br>n Resources<br>ommunity College |
| Provost/ Vice President (For non-instructional only)  | in zefe   | er 1/15/02  | Payroll   | BAN   |   |
|   | 01  | •   | ed in Oracle  |   | Date  |
| <ol> <li>White - Employee Folder</li> <li>Green - Department</li> </ol>                                   | 3. Cana<br>4. Pink                              |   | 5. Goldenrod -  | Supervisor  | HR Form #2<br>Revised 7-0                   |

JAN 2 2 2002

Human Resources



(FULL-TIME EMPLOYEES)

|   |   | •  | Jennifer Smith   | 01-16-02   |
|---|---|--|--|--|
|   |   |  | Prepared by  | Date   |
| NAME Tobia  | John  |  | Social Security #  |  |
| Last  | First Name  | Middle I   | nitial   | • 44×  |
| PERIOD OF EMPLO   | YMENT: from:  | 01-09-02   | to:  | 05-02-02   |
| TYPE OF EMPL  | OYMENT:   |  |  | •  |
| Department:   | Political Science   | Budget No: 1   | 1172200-2207000-00000-0  | 05 GL Code 52101-0   |
|   | INSTRU  | CTIONAL  |  | NON-INSTRUCTIONAL  |
| Cate  | gory  | De   | gree   |  |
| Overload  |   | Earned Doctorate   | JAN 23 2002  |  |
| ☐ Independent Study   |   | Master's Degree  |  | Hourly   |
| Stipend/Set Amount  |   | Bachelor's Degre   | e PAYROLL  |  |
| Other (specify)   |   | Not Applicable   | The second second  |  |
| ASSIGNMENT: (Work   | ing title, hours worked,  | hourly/course rate of pa                                       | ay, course # when appropri   | ate TOTAL PAY  |
| FUS 2041 0399 3   | Contact/3 Credit  | (\$2,241.00 - \$1,   | 494.00 = \$/4/.00  | \$2,241.00   |
|   |   | CONTRACT (Instruction  | onal Personnel Only)   |  |
| This contract is entered into individual heretofore indicate herein contained the parties | between the District Board of and hereinafter called the liberato agree that: | of Trustees of Valencia Comr<br>Faculty Member. In consider    | nunity College in Orlando, Florida<br>ation of the mutual agreements, c    | , hereinafter selection for band the overants, terina, and conditions  |
| 1. The Board agrees to em   | ploy the Faculty Member in t  | he assignment heretofore inc                                   | licated for the compensation spec  | ified. <b>JAN</b> 1 8 2002   |
| <ol><li>The Faculty Member agrees that if an authorized not be compensated for</li></ol>  | zed college representative de   | required for the aforemention<br>etermines that the enrollment | ed assignment in a location desig<br>is too small to justify offering a co | nated by the Board and continuous an |
| This contract shall at all Regulations now existing service to the College.               | times be subject to any and a<br>g or hereafter enacted or pro                | all laws, Florida State Board of mulgated. No combination of   | of Education Regulations, and Vai<br>f part-time or supplementary assig    | lencia Community College<br>inments shall constitute full-time   |
| Signature of Fa   | iculty Member   | Date   | District Board of 1  |  |
| RECOMMENDED BY:   |   |  | By: Authorized College   | ty College onwarded to Payrol<br>Representative  |
| Supervisor/Administrate   | or V  |  | uman<br>esources Rayu I  | JAN 2 2 2002<br>Human Resources  |
| Provost/ Vice President (For non-instructional only)                                      | hiazafec  | -/ '/ '/ '/ '/ '/  | ayroll /   | Valencia Communio Golleg   |
|   |   | / Patkeyed   | in Oracle  | Date   |
| <ol> <li>White - Employee F</li> <li>Green - Department</li> </ol>                        |   | ary - Payroll<br>- Employee JAI                                | N 2 2 2002 Goldenrod - Sup   | pervisor HR Form #26<br>Revised 7-01   |



### (FULL-TIME EMPLOYEES)

|  |                               |                                      | • .   | Rosa E. Sanchez  |  | 12/13/2004  |
|--|-------------------------------|--------------------------------------|---|--|--|---|
|  |                               |                                      |   | Prepare  | ed by                                    | Date  |
| Tobia  | •                             | John                                 |   | Social Securit   | v#                                       |   |
| AME<br>Last                                      |                               | First Name                           | e Midd  | le Initial   |  |   |
| ERIOD OF   | EMPLOYMENT:                   | from: £01                            | 1/10/05   | to: 5  | /6/2005                                  |   |
|  |                               |                                      |   |  |  | <u> </u>  |
|  | IPLOYMENT: Political Science  |                                      | <u> </u>  | 1172200-2207000-0000   | 0-05 a.a                                 | Code 521010   |
| Department:                                      | T OIRCOT COICTICC             |                                      | Budget No:  |  | ····                                     |   |
| <u> </u>   |                               | INSTRU                               | CTIONAL   |  | NON-INS                                  | TRUCTIONAL  |
| 1  | Category                      | w                                    | 1   | Degree   | <del></del>                              |   |
| Overload   |                               |                                      | C Earned Docto  | rate   |  |   |
| O Independe                                      | nt Study                      |                                      | Master's Degr   | ee   | O Hourly                                 |   |
| O Stipend/Se                                     | et Amount                     |                                      | O Bachelor's De   | gr <del>ee</del>   |  |   |
| Other (spe                                       |                               |                                      | O Not Applicable  | •  | 1  |   |
| ASSIGNMEN  | T: (Working title, h          | ours worked                          | , hourly/course rate o                                    | f pay, course # when ap  | propriate                                | TOTAL PAY   |
| Explanation:                                     | This                          | is a Dual E                          | nrollment class to  | be taught at Osceola   | High School.                             |   |
| ingrigual neretor<br>herein contained            | the parties hereto agre       | e that                               | trict Board of Trustees of \<br>Faculty Member. In cons   | ructional Personnel Only)  /alencia Community College in ideration of the mutual agreem e indicated for the compensation |  | entinante Essent the Board and<br>ms, and conditions<br>1 14 2005 |
| 2. The Faculty agrees that i                     | Nambar aaraa ta aari          | +                                    | required for the eference                                 | ntioned assignment in a location<br>nent is too small to justify offeri  | n designated <b>islanti</b>              | sn-Resourigher<br>Calmunity College                               |
| This contract     Regulations     service to the | now existing or hereaft       | bject to any and<br>er enacted or pr | I all laws, Florida State Bo<br>omulgated. No combination | ard of Education Regulations, and of part-time or supplementa  | and Valencia Comm<br>ry assignments shal | unity College<br>I constitute full-time                           |
| Sig  | nature of Faculty Mem         | ber                                  | Date I  | Valoraia C   | oard of Trustees<br>ommunity College     | Date  |
| RECOMMENI  | DED BY:                       |                                      | 1   | By: Authorized (   | College Representat                      | <sub>ive</sub> K <b>êyed In Orac</b><br>1                         |
| Supervisor/Ac                                    | Iministrator 🔎                | alle                                 | 1) Dec 04   | Human Resources  | Varm )                                   | JAN 1.9 2005  |
| Provost/<br>Vice Presider<br>(For non-instru     |                               | pei                                  | Date 1/3/0  | & Payroll  | 9  | Date Human Resources Valencia Community Co  Date                  |
|  | Employee Folder<br>Department |                                      | nary - Payroll<br>Narded (O Payroll                       | 5. Goldenrod   |  | PD HR Form #26 Revised 7-01                                       |
|  |                               | •                                    | 1881 7 N 200E   |  | JAN 202                                  | 005   |

JAN 2 0 2005

Overland -X

PAYROLL



(FULL-TIME EMPLOYEES)

|  |   | (FOLL-FINE CIMPLO   | Jennifer S   | mith                                  | 01-24-02                              |
|--|---|---|--|---------------------------------------|---------------------------------------|
|  |   | _   | Prepared   | l by                                  | Date                                  |
| NAME Tobia                                       | John  |   | Social Security  | #                                     |                                       |
| Last   | First Name  | Middle Initi  | al   |                                       |                                       |
| PERIOD OF EMPLO                                  | OYMENT: from:   | 01=1,1=02   | to:  | 01-11-                                | 02.                                   |
| TYPE OF EMPL                                     | LOYMENT:  | e1 · · ·  |  | - Access                              |                                       |
| Department:                                      | History   | Budget No: 111  | 72200-2205000-000  | 000-05 GL C                           | ode 52101-0                           |
|  | INSTRU  | CTIONAL   |  | NON-INS                               | TRUCTIONAL                            |
| Cat  | tegory  | Degre   | e  |                                       |                                       |
| Overload   |   | Earned Doctorate  |  |                                       |                                       |
| ndependent Study                                 | 1   | Master's Degree   |  |                                       |                                       |
| Stipend/Set Amour                                | nt  | Bachelor's Degree   |  |                                       |                                       |
| Other (specify)                                  |   | Not Applicable  |  |                                       |                                       |
| ASSIGNMENT: (Wo                                  | rking title, hours worked,                                      | hourly/course rate of pay.  | course # when appr                                       | opriate :                             | TOTAL PAY                             |
| Faculty to Faculty Co                            | nnection  |   |  |                                       |                                       |
|  |   |   | 000  | Process and                           |                                       |
|  |   |   | THE C  | EIVED                                 |                                       |
|  |   |   |  |                                       |                                       |
| Amount \$ 75.00                                  |   |   | JAN 3  | 3 1 2002                              | \$ 75.00                              |
|  |   | CONTRACT (Instructional   | Personnel Only)  |                                       |                                       |
| This contract is entered in                      | nto between the District Board                                  | of Trustees of Valencia Commun<br>Faculty Member. In consideratio     | ity College In Orlando-F                                 | lorida, hereinafter                   | called the Board and th               |
| herein contained the partie                      | es hereto agree that:   | r actity Member. In consideratio                                      | iror the motoal agreeme                                  |                                       | ESEIVED                               |
| •  | • •   | the assignment heretofore indicate                                    | •  | '*'                                   |                                       |
| agrees that it an author                         | orized college representative d                                 | required for the aforementioned a etermines that the enrollment is to | assignment in a location<br>oo small to justify offering | g a course that the                   | Faculty Member shall                  |
| not be compensated f                             |   |   |  | Valencia                              | N RESOURCES Community College         |
| Regulations nov existing service to the College. | all times be subject to any and ing or hereafter enacted or pro | all laws, Florida State Board of E<br>omulgated. No combination of pa | ducation Regulations, ar<br>rt-time or supplementary     | ng Valencia Comm<br>assignments shall | unity College<br>constitute full-time |
|  |   | 1.24.02   |  |                                       |                                       |
| Signatury of 1                                   | Faculty Member  | Date  |  | rd of Trustees<br>nmunity Collegeya   | Date rded to Payroll                  |
| (<br>RECOMMENDED BY                              | ':  |   | by. Addionage Go   |                                       |                                       |
| Supervisor/Administra                            | 1   | 1/2510 Hum<br>Resc  | an Durces  | h Hor                                 | nan Kasuurces                         |
| Provost/   | /   | Date  |  | A valencia                            | Community College                     |
| Vice President                                   | hua zeke  | 1/25/02 Payr  | rollV  | 10 Am                                 |                                       |
| (For non-instructional onl                       | Keyed Total   | Øate  |  |                                       | Date                                  |
| 1. White - Employee<br>2. Green - Departme       |   | nary - Payroll<br>k - Employee  | 5. Goldenrod -   | Supervisor                            | HR Form #3<br>Revised 7-              |

Human Resources

Valencia Community College

# VENCIA COMMUNITY COREGE

### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

(FULL-TIME EMPLOYEES)

|  |                                      |   | Jennifer B                                   | ailey                                     | 02-03-04                           |
|--|--------------------------------------|---|--|---|------------------------------------|
|  |                                      |   | Prepared                                     | l by                                      | Date                               |
| AME Tobia  | John                                 |   | Social Security                              | #   |                                    |
| Last   | First Name                           | Middle Initial  |  |   |                                    |
| 'ERIOD OF EM   | PLOYMENT: from:                      | 01-12-04  | to:  | 05,07-0                                   | 4                                  |
| TYPE OF EN   | MPLOYMENT:                           |   |  |   | •                                  |
| Department:  | Political Science                    | Budget No: 11172  | 2200-2207000-000                             | 000-05 GL Co                              | ode 52101-0                        |
|  | INSTRU                               | CTIONAL   |  | NON-INST                                  | RUCTIONAL                          |
| (  | Category                             | Degree  |  |   |                                    |
| Overload   |                                      | Earned Doctorate  |  |   |                                    |
| ) Independent St   | ludy                                 | Master's Degree   |  |   |                                    |
| Stipend/Set Am   | -                                    | Bachelor's Degree   |  |   |                                    |
| -  | Dual Enrollment                      | Not Applicable  |  |   |                                    |
| ···  | <del></del>                          | hourly/course rate of pay, c  | ourse:# when appi                            | <br>ropriate1                             | OTAL PAY                           |
| DOG 00/2 0/51  | ( A _ 1 - High Caboo                 | 1 3 Credit/3 Contact  | (\$2 310 00 -                                | \$1.539.00 =                              | \$ <del>770.00</del> 771           |
| POS 2041 2451  | b Usaeola High School                | 1 3 Credit/3 Contact  | (\$2.310.00 <b>-</b>                         | \$1.539.00 =                              | \$770.00 771                       |
| PUS 2041 2301<br>Difference be                               | tween standard credi                 | t hour rate and the   | lual enrollmen                               | trate (F)                                 |                                    |
| for 3 credit/  | 3 contact hours.                     | 12 ) NI 1505)   | 1 & 10                                       |   |                                    |
| 101 2 010010,  | , some in (1, c                      | e & Chancal   | FE   | B 13 2004                                 | \$1,540.00                         |
|  |                                      |   |  |   | 1,542                              |
|  |                                      | CONTRACT (Instructional F   | Personnel Only)                              | AYROLL                                    |                                    |
| This contract is enter                                       | ed into between the District Board   | of Trustees of Valenia Community  | College in Orlando, Flo                      | orida, hereinafter cal                    | led_the Board and the              |
| ndividual heretofore in<br>contained the parties h           | dicated and hereinafter called the   | Faculty Member. Inconsideration of  | of the mutual agreemer                       | nts, covenants, term                      | <b>RECEIVED</b> ere                |
| 1. The Board agrees  | to employ the Faculty Member in      | the assignment heretofor indicated  | for the compensation                         | specified.                                | FEB 10 2004                        |
| 2. The Faculty Memb  | per agrees to perform the services   | required for the aforementioned ass<br>letermines that thænrollment is too          | ignment in a location of                     | designated by the Bo                      | ard and further                    |
|  | ted for the course.                  | actorismos and anomisminoralis tos  | ornan to judany onomig                       |   | cia Community Coll                 |
| 3. This contract shall Regulations now e service to the Coll | existing or hereafter enacted or pro | l all laws, Florid&tate Board of Edu<br>omulgated. No combi <b>a</b> tion of part-t | cation Regulations, and ime or supplementary | d Valencia Commun<br>assignments shall co | ity College<br>onstitute full-time |
| iMld   |                                      | 2/1/4   |  |   | **                                 |
|  | a of Fourthy Mambay                  | 1/4/04<br>Data  | District Dog                                 | <br>ird of Trustees                       | Doto                               |
| Signature  | e of Faculty Member                  | Date  |  | nmunity College<br>ollege Representativ   | Date<br>in Oracle                  |
| RECOMMENDED  | BY:                                  |   | by. Additionized Co                          |   |                                    |
| Supervisor/Admini  | strator 🖳                            | ている∀ Huma<br>Resou  | n \  | . 5                                       | 1 1 2004                           |
| ·<br>Provost/  | S'(, 2)                              | Date NS \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \   | ()   | Valencia C                                | ommunity Croates                   |
| Vice President<br>(For non-instructional                     | 1 Alva Capico                        | Date Forward  | arded to Payroll                             | NA  | Date                               |
| 1. White - Emplo   | oyee Folder3. Car                    |   | 5. Goldenrod -                               | Supervisor                                | HR Form #2                         |
| 2. Green - Depai   | rtment NE 4.Pm                       | S SAPPY A DV  | FR I I ZUU                                   |   | Revised 7-0                        |
| . 1 4 . /  | T AT III                             | CTREE   |  |   |                                    |

# VACENCIA COMMUNITY COLOGE

# HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

|   |   |  | 1  | layda Cruz  | 02-14-03  |
|---|---|--|--|---|---|
|   |   |  | Р  | repared by  | Date  |
| NAME Tobia  | John  |  | Social S   | Security#   |   |
| Last  | First Name  | Middl  | le Initial                                       |   |   |
| PERIOD OF EMPLO   | MENT: from:   | 01-14-02   | to:  | 7 04-   | 14-02   |
| TYPE OF EMPLO   | OYMENT:   |  |  |   |   |
| Department: Intramu   | ral Sports Agency Accou   | nt_Budget No:  | 61530500-0000                                    | 000-00000-05 G  | Code 21101-0  |
|   | INSTRUC   | TIONAL   |  | NON-II  | NSTRUCTIONAL  |
| Cate  | gory  | [  | Degree   |   |   |
| Overload  |   | <ul><li>Earned Doctor</li></ul>                      | ate  |   |   |
| O Independent Study   |   | Master's Degre                                       | е  | Hour  | ly  |
| Stipend/Set Amount  |   | Bachelor's Deg                                       | gree   |   |   |
| Other (specify)   |   | <ul><li>Not Applicable</li></ul>                     |  |   |   |
| ASSIGNMENT: (Work   | ing title, hours worked, h  | ourly/course rate of                                 | pay, course # wh                                 | nen appropriate   | TOTAL PAY   |
| Cul Himi<br>Flag Football Coach fo  | e Pergnant<br>r Spring 02 Intramural  | 1.00 hours )   | \$ 250.00  | rate/hour   |   |
| · · · · · · · · · · · · · · · · · · ·   |   | hours X  | <u> </u>   | rate/hour   | \$ 250.00   |
|   |   | CONTRACT (instru                                     | uctional Personnel On                            | (y)   |   |
| individual heretofore indicate contained the parties hereto   | <del>-</del>  | culty Member. In consid                              | deration of the mutual a                         | agreements, covenant <b>s</b> ()  | erns sha conditions herein  |
| The Board agrees to em  | ploy the Faculty Member in the  | assignment heretofore i                              | ndicated for the comp                            | ensation specified. MA  | K 06 2003   |
| <ol><li>The Faculty Member agr<br/>agrees that if an authoriz<br/>not be compensated for</li></ol>  | oloy the Faculty Member in the<br>ees to perform the services req<br>ed college representative deter<br>the course. | uired for the aforementi-<br>mines that the enrollme | oned assignment in a nt is too sreally to justin | location designated by the yoffering a douter that the                          | e Beard and further<br>e Faculty Member shall<br>Immunity College |
| <ol> <li>This contract shall at all the Regulations now existing service to the College.</li> </ol> | imes be subject to any and all l<br>or hereafter enacted or promu   | aws, Florida State Board<br>Igated. No combination   | d of Education Regula<br>of part-time or supple  | tions, and Valencia Com<br>mentary assignments sha                              | nunity College<br>all constitute full-time                        |
| IVI XA  | /   | L/18 103   |  |   |   |
| Signature of Fa   | culty Member  | Date   | Vale   | istrict Board of Trustees<br>encia Community College<br>orized College Represen | Date<br>Narded to Payroll<br>lative                               |
| RECOMMENDED BY:   |   |  | uuman n  | •   | MAR 0 7 2003  |
| Supervisor/Administrate   | or  | 2/2/10   | Resources  | xan b   |   |
| Provost/<br>Vice President  | lica zaku   | Date 3/4/23  | Payroll  | BAL   | Date  |
| (For non-instructional only)  | Keyed in Oracle   | Dațe   |  |   | Date  |
| White - Employee For 2. Green - Department  | MAR 0 7 21413 Pink  | y - Payroll<br>- Employee                            | 5. Gold  | enrod - Supervisor  | HR Form #26<br>Revised 7-01                                       |

Human Renources
Valencia Community College

| VA              | ENCIA COMINION  | III I COLLEGE |          |
|-----------------|-----------------|---------------|----------|
| HUMAN RESOURCES | ACTION FORM FOR | SUPPLEMENTARY | SERVICES |

|   |  | (FULL-TIME-EMPL  | OYEES)  |  |
|---|--|--|---|--|
|   |  | Adjunct  | Nayda Cr  |  |
|   | <b>.</b>   | J-   | Prepared  | by Date  |
| NAME Tobia  | John   |  | Social Security   | #  |
| Last  | First Nam  | e Middle Ir  | nitial  |  |
| PERIOD OF EMPLOY  | MENT: from:  | <b>6</b> 01-15-03  | to:   | 04-25-03   |
| TYPE OF EMPLO   | YMENT:   |  | ·   |  |
| Department: Intramur  | al Sports Agency Ac  | count_Budget No:61   | 530500-0000000-000  | 00-05 GL Code 21101-0  |
|   | INSTRU   | JCTIONAL   |   | NON-INSTRUCTIONAL  |
| Categ   | jory   | Deg  | ree   |  |
| Overload  |  | Earned Doctorate   |   |  |
| ☐ Independent Study   |  | Master's Degree  |   | Hourly   |
| Stipend/Set Amount  |  | Bachelor's Degree  | •   |  |
| Other (specify)   |  | Not Applicable   |   |  |
| ASSIGNMENT: (Workin   | ng title, hours worked   | I, hourly/course rate of pa  | y, course # when appro  | opriate TOTAL PAY  |
|   |  |  |   | <u> </u>   |
| One Time Payment Foo  | thall Coach for Sprin  | 0003 4 00 hours V  | \$ 250.00 rate/ho   |  |
| One time rayment roc  | tball Coach for Ophin  | 1903 1.00 hours X  | \$ 250.00 Tate/110  | ur   JUL 1 0 200   |
|   |  |  |   |  |
|   |  | hours X  | rate/hou  | ır [:, \$250.00]   |
|   |  | CONTRACT (Instruction  | nal Personnel Only)   |  |
| This contract is entered into be individual heretofore indicated contained the parties hereto as                        | and hereinafter called the   | of Trustees of Valencia Commu<br>Faculty Member. In considerati      | nity College in Orlando, Flori<br>on of the mutual agreements | ida, hereinafter called the Board and the<br>s, covenants, ter <b>his and differe</b> s herein                       |
| The Board agrees to empl  | oy the Faculty Member in   | the assignment heretofore indica                                     | ated for the compensation sp                                  | pecified. JUL 09 2003  |
| The Faculty Member agree<br>agrees that if an authorize<br>not be compensated for the compensation of the compensation. | es to perform the services<br>d college representative one course. | required for the aforementioned<br>letermines that the enrollment is | assignment in a location de too small to justify offering a   | signated byltte្រែក្នុងវ៉ូ៧ គុំខ្មែរប្រវៀមប្រទ<br>course that the Faculty Member shall<br>Valencia Community College |
| 3. This contract shall at all tir<br>Regulations now existing of<br>service to the College.                             | nes be subject to any and<br>or hereafter enacted or pro           | all laws, Florida State Board of Bomulgated. No combination of pa    | Education Regulations, and Nart-time or supplementary as      | Valencia Community College signments shall constitute full-time  |
| Signature of Fac  | ulty Member  | Date   | District Board Valencia Comn By: Authorized Colle             | nunity College   |
| RECOMMENDED BY  | $\frac{1}{2}$  | 1  | 2), , , , , , , , , , , , , , , , , , ,                       | A JUL 0 9 2003   |
| Supervisor/Administrator  | Janale C. Un   | 1/ 1/ 1/ 2/.3  | man<br>sources wary   | <i>J</i> O   |
| Provost/ Vice President (For non-instructional only)  | hua zaf  | Date Date Date   | yroll J   | 1/3/03<br>pate   |
| White - Employee Fol     Green - Department   | der Forwarded in Ca  | avroll<br>nary - Payroll<br>ik - Employee                            | 5. Goldenrod -  | Supervisor HR Form #26<br>Revised 7-01   |
|   | JUL 0 9 2003   | }  |   |  |

1x Paymit

225-06

Valencia Community College
HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez   | Mail Code/Ext. 6-8   | 4895   | Date 2/23/06                                    |
|---|--|--|---|
| AME Tobia John  | en diament de marie (se marie de m | Employee ID HR                                 | 0005709   |
| Last First  | Middle Initial   | ta: 0/40/00                                    |   |
| FRIOD OF EMPLOYMENT: from: 1/17/  | 06   | to: 3/10/06                                    |   |
| PE OF EMPLOYMENT:   |  | 000 00000 05                                   | OL O-4 521010                                   |
| partment: Political Science - Osceola B   | ludget No: 11172200-2207   | 000-00000-05                                   | GL Code: 521010                                 |
| INSTE   | RUCTIONAL  | <u> </u>                                       | NON-INSTRUCTIONAL                               |
| Category  |  | Degree   |   |
| Overload Faculty Development Hours Co Independent Study Stipend/Set Amount Other (specify)  | Master's   | Doctorate<br>s Degree<br>r's Degree<br>licable | O Hourly  |
| SSIGNMENT: (working title, hours worked, hourly/course r  | ate of pay, course # when appro  | priate)  | TOTAL PAY                                       |
| Course # POS 2041 3 credit hrs / 3  | contact hrs x  | 521.00 /contact ho                             | ur  |
| Course # xxxxxxxxxx 0 credit hrs / 0  | contact hrs x  | 521.00 /contact ho                             | ur<br>\$1,563.00                                |
| explanation:  |  |  | 1   |
| his contract is entered into between the District   | NTRACT (Instructional Personne<br>Board of Trustees of Vale  | ncia Community Col                             | ege in Orlando, Florida,                        |
| ereinafter called the Board and the individual he onsideration of the mutual agreements, covenar  1. The Board agrees to employ the Faculty Member in 2. The Faculty Member agrees to perform the service | n the assignment heretofore indi   | cated for the compensation                     | n specified.                                    |
| agrees that if an authorized college representative shall not be compensated for the course.  3. This contract shall at all times be subject to any and   | determines that the enrollment is  | s too small to justify offering                | ng a course that the Faculty Member  Human Rose |
| Regulations now existing or hereafter enacted or preservice to the College.   | romulgated. No combination of p  | art-time or supplementar                       | y assignments shall constitute full-time        |
| Supervisor/Administrator  | Date 1 Auth.   | College Representative/District Human Resource | Board of Toustees Date  3-6-8  Date             |
| Provest Vice desident (for non-instructional only)  | 2/27/06<br>Date  | Payroll  | $) \frac{3/5}{0.000} = 0.000$                   |
| White - Employee Folder 3. Canary -<br>Green - Department 4. Pink -   | Payrol! 5. Golden<br>Employee  | rod - Supervisor                               | HR Farm #26<br>Rev. 8/05                        |

1x pyint



#### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

#### (FULL-TIME EMPLOYEES)

|                      |  |   |  | Dee                              | Long   |                            | 2/23/2004  |
|----------------------|--|---|--|----------------------------------|--|----------------------------|--|
|                      |  |   |  |                                  | Prepared   | by                         | Date   |
| NAME                 | Tobia  | John .  | J  |                                  | Social Security  | #                          |  |
| 147-14112            | Last   | First Nam   | ne Mi  | ddle Initial                     | _  |                            |  |
| PERIO                | DD OF EMP  | LOYMENT: from:  | 1/23/2004  |                                  | to:3/6/  | 2004                       |  |
| T                    | YPE OF EM  | PLOYMENT:   |  |                                  |  |                            |  |
| Depar                | tment: Facu  | tly-to-Faculty  | Budget No:   | 14601000                         | -1200000-00000-0                                       | 01                         | GL Code <sup>521010</sup>  |
|                      |  | INSTR   | UCTIONAL   |                                  |  | NON                        | I-INSTRUCTIONAL  |
|                      | С  | ategory   |  | Degree                           |  |                            |  |
| 0 0                  | verload  |   | O Earned Doc   | torate                           |  |                            |  |
| O in                 | dependent Stu  | dy  | Master's De  | gree                             |  | Он                         | ourly  |
| <b>o</b> s           | tipend/Set Amo   | punt  | O Bachelor's [   | Degr <b>e</b> e                  |  |                            |  |
| 00                   | ther (specify)   |   | O Not Applical   | ble                              |  |                            |  |
| ASSIC                | SNMENT: (V   | orking title, hours worke   | d, hourly/course rate                                  | of pay, co                       | urse # when appro                                      | priate                     | TOTAL PAY  |
| break<br>attend      |  | facilitated by full-time & RECEI  |  | icipant will                     | receive \$100/sem                                      | inar                       | \$ 200.00  |
| 7 11100              |  |   | ROONTRACT (In  |                                  |  |                            | <u> </u>   |
| individu<br>herein o | al heretofore ind<br>contained the par                 | i into between the District Boai<br>icated and hereinafter called th<br>ties hereto agree that: | rd of Trustees of Valencia<br>te Faculty Member. In co | Community (                      | College in Orlando, Flo<br>the mutual agreement        | ts, covenar                | nts, terms, and conditions APR 05 2004   |
| 2. The<br>agr<br>no  | e Faculty Memberees that if an autof<br>the compensate | r agrees to perform the service thorized college representative d for the course.               | es required for the aforem<br>determines that the enro | entioned assi<br>Ilment is too s | gnment in a location de<br>small to justify offering a | esignated l<br>a course th | by the Board क्षेत्रांभूपीन Resources<br>nat the Faculty Member shall<br>Valencia Community Co |
| Re                   | gulations now ex<br>vice to the Colleg                 | at all times be subject to any an isting or hereafter enacted or p                              |  |                                  |  | Ssignment<br>G Of Truste   | s shall constitute full-time  424  Date  |
| RECO                 | MMENDED E  | Y:  |  | _                                | By: Authorized Coll                                    | ege Repre                  | sentative<br>. Forwarded to Payro  |
|                      | visor/Adminis  | Date.   | allis 3/16/  | <b>6</b> Human                   | Resources 🛕  | an                         | APR 1 6 2004   |
| Provo                |  |   | Date   |                                  | las:   | ' (                        | /  |
|                      | President<br>non-instructional                         | only)   | Date   | _ Payroll                        | 1) Hh  |                            | Date   |
| ·                    |  |   |  |                                  | 5 0.44   | •                          |  |
| 1. W<br>2. Gi        | hite - Employ<br>reen - Departr                        |   | anary - Payroll<br>ink Employee                        |                                  | 5. Goldenrod -   | Superviso                  | or HR Form #26<br>Revised 7-01   |

APR 6 6 2334

1/2



## HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

|  | Tobia  | John   |  |  | Prepared by  | Date  |
|--|--|--|--|--|--|---|
| NAME   | Last   | First Nam  | Nic Mic  | Social   | I Security #   |   |
| DEDI   |  |  | 124/2003   | idle Illitial  | 4/11/2003  | <del></del>   |
| FERIC  | OD OF EMPLOY   | MENT: from: 1  | 124/2003 3   | to:  | 1 4/11/2005  |   |
| T  | YPE OF EMPLO   | YMENT:   |  |  |  |   |
| Depar  | tment: Scenairos   | on Ground (F-to-F)   | Budget No:   | 14801000-00002   | 10-00000-01  | GL Code <sup>521010</sup>   |
|  |  | INSTRU   | JCTIONAL   |  | NOI  | N-INSTRUCTIONAL   |
|  | Categ  | ory  |  | Degree   |  |   |
| 0 0  | verload  |  | C Earned Doct  | orate  |  |   |
| O In   | dependent Study  |  | O Master's Deg   |  | Он   | ourly   |
| i  | tipend/Set Amount  |  | O Bachelor's D   |  |  | •   |
|  | ther (specify)   |  | O Not Applicab   | ile  |  |   |
| ASSIG  | SNMENT: (Workin  | g title, hours worked  | d, hourly/course rate  | of pay, course # v   | vhen appropriate   | TOTAL PAY   |
| Attend   | ded 3 of 4 Facul   | tv-to-Faculty Semina   | ars, addressing high   | est ranked topics  | of interest drawn  |   |
| from r   | ecent survey of Va   | lencia's adjunct fact  | ulty. See attached fo  | r details (\$75//Se  | minar)   |   |
|  | •  | •  | •  | •  | ,  |   |
|  |  |  |  |  |  |   |
| 1 :  |  |  |  |  |  | <b>.</b> .  |
| :  | لم ا   |  |  |  |  |   |
| Amou   | int \$ 225   | M  |  |  |  | \$225.00  |
| Amou   | unt \$ 225   | .00  |  |  |  | \$225.00  |
| :<br>Amou  | unt \$ 225   | .00  | CONTRACT (Ins  | structional Personnel (  | )nlv)  | \$225.00  |
| :<br>Amou  | unt \$ 225   | · 00   | CONTRACT (Ins  | structional Personnel C  | Only)  | \$225.00  |
| L  |  | -  |  |  |  | \$225.00  |
| This co  | ontract is entered into b  | etween the District Board<br>and hereinafter called the  |  |  |  | nafter called the Beard and this, terms, and scrattlings.   |
| This co  | ontract is entered into b<br>al heretofore indicated<br>contained the parties he   | etween the District Board<br>and hereinafter called the<br>reto agree that:  | d of Trustees of Valencia<br>e Faculty Member. In con  | Community College in<br>sideration of the mutu   | Orlando, Florida, herei<br>al agreements, covena   |   |
| This coindividual herein of the  | ontract is entered into b<br>al heretofore indicated<br>contained the parties he<br>Board agrees to empl   | etween the District Board<br>and hereinafter called the<br>reto agree that:<br>by the Faculty Member in  | d of Trustees of Valencia of Faculty Member. In con  | Community College in<br>sideration of the mutu<br>re indicated for the co  | Orlando, Florida, herei<br>al agreements, covena<br>mpensation specified.  | MAY 08 2  |
| This continuity individual herein continuity in the continuity in  | ontract is entered into b<br>al heretofore indicated<br>contained the parties he<br>Board agrees to empl   | etween the District Board<br>and hereinafter called the<br>reto agree that:<br>by the Faculty Member in  | d of Trustees of Valencia of Faculty Member. In con  | Community College in<br>sideration of the mutu<br>re indicated for the co  | Orlando, Florida, herei<br>al agreements, covena<br>mpensation specified.  | MAY 08 2  |
| This continued in the continued of the c | contract is entered into be all heretofore indicated contained the parties here Board agrees to employ Faculty Member agrees that if an authorize the compensated for the scontract shall at all the   | etween the District Board and hereinafter called the reto agree that:  by the Faculty Member in the services of college representative one course.   | d of Trustees of Valencia of Faculty Member. In contact the assignment heretoforms required for the aforement determines that the enrolling all laws, Florida State 80   | Community College in<br>sideration of the muture<br>re indicated for the continued assignment in<br>ment is too small to ju  | Orlando, Florida, herei<br>al agreements, covena<br>mpensation specified.<br>a location designated<br>stify offering a course the  | MAY 08 2<br>by the Boat制制作机制ESOI<br>nat the Faculty Member shall<br>Valencia Community<br>Community College   |
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#### ATTACHMENT TO STIPEND CONTRACT (HR26 or HR27)

Faculty-to-Faculty Series of Seminars / Term 2, 02-03

#### **JANUARY**

#### **Seminar 1 Active Learning**

Faculty will spend time during table discussion addressing issues such "How do we engage the students in the classroom?" They will then select breakout sessions to attend which address those issues discussed. Breakout session topics among the campuses include learning styles, collaborative groups, critical thinking, inclusive learning, and active strategies in the classroom.

#### **FEBRUARY**

#### Seminar 2 Technology

With Valencia's ever-increasing use of **technology**, adjunct faculty indicates a high level of interest in continued exposure to this area. Table discussions will promote sharing of successful techniques as well as concerns. Break out sessions will address topics such as Atlas, technology for educators, and classroom management through technology.

#### **MARCH**

#### Seminar 3 Managing Student & Curriculum Issues

Faculty will discuss scenarios regarding classroom situations then attend seminars on topics such as student behavior, the learning-centered syllabus, LifeMap and competencies.

#### **APRIL**

#### Seminar 4 Successful Closure

Many demands are placed on faculty as the semester draws to a close. In April, an extended discussion time will allow for ample discussion on bringing successful closure to the term. Breakout sessions will address formal assessments such as required exit exams as well as effective use of informal assessments.



## HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)
Alma R. Aponte

6/10/04

|  |  | •                                    |   |                                    | Prepar                           | ed by                          | Date  |
|--|--|--------------------------------------|---|------------------------------------|----------------------------------|--------------------------------|---|
| NAME   | Tobia  | J                                    | Tohn  | 5                                  | Social Secur                     | ity#                           |   |
| Last   |  | First Name                           |   | iddle                              |                                  | <u> </u>                       | 70.24   |
| PERIOD OF E  | MPLOYMENT:   | from:                                | in<br>January 25, 2004                              | itial<br>1                         | to:                              | May 1                          | 9, 2004   |
| TYPE OF  | EMPLOYMENT   |                                      | anuary 25, 200                                      | <u> </u>                           |                                  | 17147 1                        | 2,2001  |
| Department:  | Intramural   | s – Osceola                          | Budget No:  | 25101000-0                         | 000000-40                        | 100-01                         | <b>GL Code</b> 521010                                     |
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| 2 gnatu  | ure of Faculty Membe   | r                                    | Date  | -//                                |                                  | ard of Trustee                 |   |
| RECOMMENDE   |  |                                      | •   | Ву                                 | Valencia Co<br>Authorized C      | mmunity Colle<br>oflege Repres | antative - 1  |
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Revised 2-00



|                    |  | HUM  | IAN RESOURC                           | ES ACTION   |              | <b>R FULL-TIME EM</b><br>Alma R. Aponte | PLOYEES         |                      | 24/04  |            |        |
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| NAME Tob           | oia  |  | John                                  |   |              | Social Securit                          | ty#             |                      |  |            |        |
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|                    |  | SLOV   | <u> </u>                              | Date  | , ayıon      |   | V-1             | 1 4/0                | <u> ダ                                   </u> | -          |        |
|                    | mployee Folder   | •  | 3. Canary                             |   |              | 5. Goldenrod -                          | Supervisor      |                      | rm #25<br>ed 2-00                            |            |        |

Supol. PAY)

|                    |            |                                 |  |                            | Douglas Chaffee  |             | 07/                                     | 07/05            |
|--------------------|------------|---------------------------------|--|----------------------------|--|-------------|---|------------------|
|                    | Tobio      |                                 |  | •                          | Prepare  | ed by       | <u></u>                                 | Date             |
| NAME               | Tobia      |                                 | John   |                            | Social Securi  | ty#         |   |                  |
|                    | Last       |                                 | First Name   | Middle I                   | nitial   |             |   |                  |
| EFFEC1             | TIVE D     | ATE OF-A                        | ACTION: \(\frac{7}{1/2005}\)                         | Room # 2-242               | Mail Code # _  | 6-6<br>     | Phone Ext                               | 4177             |
| ACTION             | N:         |                                 |  |                            |  |             |   |                  |
|                    |            |                                 | APPOINTMENT  |                            | LEAVE OF AB  | SENCE       | SEPA                                    | RATION           |
|                    | Туре       |                                 | Preferred Term*                                      | Status                     | Action   |             | Ac                                      | tion             |
| <b>⊕ -</b> ⊖riç    | girral 🤏   | THER                            | O 5-0-0-0  | <ul><li>Regular</li></ul>  | Start  |             | Resigna                                 | ation            |
| ) Rea              | appointm   | nent                            | O 0-5-0-0  |                            |  |             |   |                  |
| $\overline{}$      | nstatem    |                                 | O 5-5-0-0  | Temporary                  | O Extend   |             | Retirem                                 | ent              |
| ) Rea              | assignm    | ent                             | O 5-5-2-0  |                            |  |             |   |                  |
| ) Pro              | motion     |                                 |  | Soft Money                 | OReturn  |             | ○ Nonrene                               | ewal             |
| ) Red              | duced G    | rade                            | <b>o</b> 5-5-0-2                                     |                            |  |             | 550 AT 450                              | _                |
| Pa                 | y Sche     | dulo                            | O 6-6-0-0  | T                          |  | <del></del> |   | WED              |
|                    |            |                                 | Fiscal Yr (12 mo)                                    | Tenure                     | Туре   |             | comple                                  | ted              |
| _                  | ninistrati |                                 | Other  | O Tenured                  | ○ With Pay   |             |   | ₽ 2005           |
| _                  | fessiona   | l                               |  | On-Track                   |  |             | H 0                                     | •                |
| ● Fac              | -          | • -                             | *Specific terms cannot be guaranteed. Final teaching | Non-Tenured                | ○ Without Pay  | 1           | Human Resources Valencia Community Coll |                  |
| Care               | eer Serv   | rice                            | assignments subject to actual enrollment             | O Non-Tendred              | * Show dates in comments secti   |             | · · · · · · · · · · · · · · · · · · ·   | nomy Cone        |
| SSIGN              | IMENT      |                                 | ſ  |                            |  |             |   |                  |
| POSITI             | ON#        |                                 | JOB TITLE  | DEPARTMENT/BU              | DGET CODE  | (F          | OR HR USE                               | ONLY)            |
|                    |            | Profess                         | sor, Political Science                               | Political Science-Osce     | eola   | PG          | /STEP                                   | SALARY           |
| 0276               |            | 1                               |  |                            |  |             |   |                  |
| 0376               |            | <u> </u>                        |  | 11172200-2207000-00000-0   | 520010   |             |   |                  |
| REVIO              | US AS      | SIGNMEI                         | NT   |                            |  | CLASS       | CODE:                                   |                  |
| POSITI             | ON#        |                                 | JOB TITLE  | DEPARTMENT/BU              | DGET CODE  | i           | OR HR USE                               | ONL VI           |
|                    |            |                                 |  |                            | RECEIVED   | ļ —————     | · · · · · · · · · · · · · · · · · · ·   |                  |
|                    |            |                                 |  |                            |  | FG/         | STEP                                    | SALARY           |
|                    |            |                                 |  | JUL 15 200                 |  |             |   |                  |
|                    |            |                                 |  |                            |  |             |   |                  |
| Comme              | nts        |                                 |  |                            | PAYROL   | L           | <u> </u>                                |                  |
| Intramur           | al Coordi  | nator- \$520                    | 0 for fiscal year July 1, 2005                       | -lune 30, 2006             |  | \$ 10       | 251                                     |                  |
| Supplem            | nental Pa  | y charged to                    | Student Development-Coll                             | egewide-25101000-0000000-4 | 10100-01/521010  | W/10        | 2,59<br>TP 385                          | -,9              |
|                    |            |                                 |  |                            |  | 07          | P 385                                   | 4/               |
| IGNED              | BY:        |                                 |  |                            | TOTAL CONTRACTOR OF THE PROPERTY OF THE PROPER |             |   |                  |
| Superviso          |            | -7/11                           | 0/1//  | Provos                     | t/ \   | A am.       | 40                                      | 1/11/            |
| dministr           | ator       |                                 | 11/  | 7/6/05 Vice Pr             | resident   | yum         | ww                                      | 1/1/0.           |
| luman              | 1          | 11                              |  | Date /                     | ( [ ]  | 0 -         | ······                                  | ے ا              |
| esource            | s A        | yers                            | 7/0  | Payroll                    |  | 1-1         | ) 🍠 [:                                  | 10/05            |
| \                  | _          | 0                               | /  | Date                       |  | •           | Kanada 1                                | Date<br>D Oracle |
| . White<br>. Green |            | loyee Fo <b>iợ</b> €<br>ırtment | r 3. Canary.<br>4. Plink                             | Employee SALA              | Goldenrod Parted to Pa   | Supervisor  | HRFo                                    | n Oracle         |
|                    |            |                                 |  | THE CONTRACT               | u  |             | Revise                                  | 3 20 <b>05</b>   |

C POS REGIVED

JULY 1 4-2006

# VALENCIA COMMUNITY COLLEGE

Human Resources HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES alencia Community College Douglas Chaffee

| Agie                        | Heid Cou    | Hilliannia C.          | onege                     |  |   | Douglas Chaffee              |                   | 07        | 710/06               |
|-----------------------------|-------------|------------------------|---------------------------|--|---|------------------------------|-------------------|-----------|----------------------|
|                             |             |                        |                           |  |   | Prepar                       | red by            |           | Date                 |
| IAME                        | Tobia       |                        |                           | John                                     |   | Employee                     | 1D 5              | 709       |                      |
|                             | Last        |                        |                           | First Name                               | Middle I  |                              |                   |           | 4477                 |
| FFEC                        | TIVE DA     | TE OF AC               |                           | 7/1/2006                                 | Room # 2-242  | Mail Code #                  | 6-6               | Phone Ext | 4177                 |
| ACTIO                       | N:          |                        | DT                        | 1/15/0                                   |   |                              |                   |           |                      |
|                             |             |                        | APPO                      | INTMENT                                  |   | LEAVE OF A                   | BSENCE            | SEP       | ARATION              |
|                             | Type        |                        | Prefe                     | erred Term*                              | Status  | Action                       | n                 | Α         | ction                |
| Ori                         | ginal       |                        | O 5-0-                    | 0-0                                      | <ul><li>Regular</li></ul>                             | ◯ Start                      |                   | Resign    | nation               |
| _                           | appointme   | ent                    | O 0-5-                    | 0-0                                      |   |                              |                   |           |                      |
| ) Re                        | instateme   | nt                     | O 5-5-                    | 0-0                                      | O Temporary   | OExtend                      |                   | Retire    | ment                 |
| _                           | assignme    | nt                     | O 5-5-                    | 2-0                                      | 0 0 7 11  | 0-                           |                   | O N       |                      |
| _                           | omotion     |                        | 5-5-                      |  | Soft Money  | OReturn                      |                   | Nonre     | newai                |
| ) Re                        | duced Gra   | aue<br>                | O 6-6-                    |  |   |                              |                   | Assigr    | nment                |
| Pa                          | ay Sched    | dule                   |                           |  | Tenure  | Туре                         | )                 |           | leted REC            |
| O Ad                        | ministrativ | /e                     | _                         | al Yr (12 mo)                            | O Tenured   | ○ With Pay                   |                   | O Dismis  | ssat                 |
| _                           | ofessional  |                        | Othe                      |  | On-Track  |                              |                   |           | JUL 1                |
| ● Fa                        | -           |                        | guaranteed.               | rms cannot be<br>. Final teaching        | O Non Tonurad   | O Without Pay                |                   | Other     | PAY                  |
| <b>○</b> Ca                 | reer Servi  | ice                    | assignment<br>enrollment. | s subject to actual                      | Non-Tenared   | * Show dates in comments sec |                   |           |                      |
|                             | ION#        |                        | JOB TITL                  | _E                                       | DEPARTMENT/BI   | UDGET CODE                   | `                 | OR HR USE | ONLY)                |
|                             |             | Profess                | or                        |  | Political Science-Osc                                 | eola                         |                   |           |                      |
| 0376                        |             |                        |                           |  | 11172200-2207000-00000                                | 520010                       | Mast              | lest30    | \$39,743             |
| PREVIO                      | OUS ASS     | SIGNMEN                | IT                        |  |   |                              | CLASS             | CODE:     |                      |
| POSIT                       | ION#        |                        | JOB TITL                  | -E                                       | DEPARTMENT/BI   | UDGET CODE                   | (FOR HR USE ONLY) |           |                      |
|                             |             |                        |                           |  |   |                              | <del></del>       | /STEP     | SALARY               |
|                             |             |                        |                           |  |   |                              |                   |           |                      |
| Comm                        | ents        |                        |                           |  |   |                              | J (               |           |                      |
|                             | montal Pay  |                        | Student-D                 | _ '_                                     | -June 30, 2007<br>legewide-25101000-0000000<br>○&· ○○ | )-40100-01/521010            |                   |           |                      |
| SIGNE<br>Supervi<br>Adminis | sor/        | Ch                     | Jo-                       | 3  | 7   10   01 Provi                                     | ost/<br>President            | e A               | men       | ν                    |
| Human<br>Resour             |             | T                      | -56                       | ll-                                      | Date Payre Date                                       | oll Betyl                    | ولال              | dda —     | Date                 |
| 1. White<br>2. Gree         |             | loyee Folde<br>artment | r                         | <ol> <li>Canary</li> <li>Pink</li> </ol> |   | 5. Goldenrod                 | - Supervisor      |           | Form #25<br>sed 2-00 |

VIC Stipend/25



#### COMPENSATION ADDITIVE FORM

| OPIT ENGATION ADE       | JIIIVE I OKM |              |                              |                                       |
|-------------------------|--------------|--------------|------------------------------|---------------------------------------|
|                         |              | EMPLOYEE IN  | FORMATION                    |                                       |
| Employee Name:          | Tobia        |              | John                         | J                                     |
|                         | Last         |              | First                        | · M.1.                                |
| Employee ID Number:     | V01004234    | 5709 Title:  | Prof.of Political<br>Science | Date: <b>30 May 2006</b>              |
|                         |              | ADJUSTMENT I | NFORMATION                   |                                       |
| Reason for Compensation | on Additive: |              |                              | · · · · · · · · · · · · · · · · · · · |

Intramural Coordinator for the Osceola Campus Intramural Sports Program in the Fall and Summer sessions (Football, Bowling, and Trivia Pursuit programs)

RECEIVED

JUN 05 2006

**Human Resources** Valencia Community College

| **NOTE – Attach supporting documentation as necessary.   |                   | ·                               |
|--|-------------------|---------------------------------|
| Additive   | DETAILS           |                                 |
| Effective Date: 28 August 2006  Amount: \$5,200.00   | Next Review Date: | 22 May 2007                     |
| SIGNAT   | URES              |                                 |
| Supervisor Signature: Da Alusha Supervisor Signature: Supervisor Signature: Supervisor S | D                 | Date: 30 Hay \$6  Date: 5/31/06 |

Was

## VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TEMÉ EMPLOYEES)

RECEIVED
JUL 19 2007

| Prepared by Lisa Yenke  |   | Mail Code # DTC-4  | Ext _34(  | 01 Date 7  | 15/2007 DAYROLL   |
|---|---|--|---|--|---|
| Tobia   | John  |  |   | <sub>/ID#</sub> V0100  |   |
| NAME Tobia  Last  | First   | t  | <b>`</b>  |  |   |
| PERIOD OF EMPLOYMENT: from: 7/1/200   | 7 to: <u>6/30/20</u>  | Department   | Name: Stu   | dent Develo  | pment   |
| Index 250600 Fund 2400  |   |  | ount 521010   |  | gram _510100  |
|   | INSTRUCTIONA  | I,   |   |  | NON-INSTRUCTIONAL   |
| Category  | I (DITOCITO)  |  | egree   |  | ı ı   |
| Overload Faculty Develop Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | ment Hours Completed  | Earned Doctorate Master's Degree Bachelor's Degree Not Applicable  |   | ·  | OHourly   |
| ASSIGNMENT: (working title, hours worked,   | hourly/course rate of pay, c  | ourse # when appropriate)  |   |  | TOTAL PAY   |
| Explanation:  John is a Intermural Sports Coordinator at  | Osceola Campus.   |  |   | 9  | <b>(の分の.の)</b><br>\$5,200.00  |
| This contract is entered into between the District the individual heretofore indicated and hereinal conditions herein contained the parties heretors.  1. The Board agrees to employ the Factor of the Faculty Member agrees to perform further agrees that if an authorized of Member shall not be compensated for the Regulations how existing or hereafted time service in the follege.  Supervisor/Administrator  Provost/Vice Prevident (for non-instructions) | ict Board of Trustees of after called the Faculty Magree that:  ulty Member in the assignment the services required ollege representative detor the course.  bject to any and all laws, er enacted or promulgate  7 13 0 7  Pare 7 16 0 | gnment heretofore indicated for the aforementioned termines that the enrolln provide State Board of the No combination of page | ollege in Or<br>n of the mut<br>assignment<br>and is too so<br>Education F<br>art-time or s | in a location de mall to justify de Regulations, an upplementary | esignated Human Res Quices offined Community College assignments shall constitute full- |
| 1. White-Employee Folder 2. Green-Department 3. Canary  | -Payroll 4. Pink-Employee 5. G  | Goldenrod-Supervisor   |   |  | HR Form #26 (05/07)   |

Joe Livingston

To:

Romano, Joyce; Walter, Kaye

Date:

7/5/2007 12:31 PM

Subject:

Missing Stipend Paperwork

Barbara Shepherd; Bettie Goldsmith; Stan Stone; Vicki Nelson

While preparing for our first Banner payroll, I found that I don't have paperwork to continue paying stipends for 5 people. All of these people were on the list we distributed some time ago and I was told that all of the stipends would continue for 07-08.

I am instructing my staff to use this email as authorization to enter and pay the stipends with the understanding that we will get the required paperwork with appropriate signatures as soon as possible.

In Kaye's area:

Angel Melendez \$3,000 for additional duties from 7/1/07 - 6/30/08 Gaby Hawat \$8,188 for new campus initiative 7/1/07 - 6/30/08 Erica Stepahin \$1,445 for new campus initiative 7/1/07 - 6/30/08

In Joyce's area:

John Tobia \$5,200 for Intramural Coordinator 7/1/07 - 6/30/08 Ron Von Behren \$5,200 for Intramural Coordinator 7/1/07 - 6/30/08

200.00

Please let me know if you have guestions or need help preparing the required paperwork.

Joe A. Livingston Assistant Vice President, Human Resources Valencia Community College Phone: (407)582-8069

Fax: (407)582-8064

Email: jlivingston@valenciacc.edu





MAR 1 7 2009

HUMANRESOURCES VCC

# VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

| Prepared by 11ffa  | ny Herno   | Mail Code # 3-21   | Ext 2291 Date   | 02/09/09 00   |
|--|--|--|---|---|
| NAME Tobia   |  |  | VID#V010  |   |
| OD OF EMPLOYMENT: from   | n: <u>07/01/08</u> to: <u>02/</u>  | 28/09 Department Na  | Student Activ   | ities Collegewide   |
|  | Index 25060  | 0 Account 524010   | 521000  |   |
|  | INSTRUCTIO   | NAL  |   | NON-INSTRUCTIONAL   |
| 20.1.1   | ategory  culty Development Hours Complete  | Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable |   | OHourly   |
| ASSIGNMENT: (working title, h  | ours worked, hourly/course rate of   | pay, course # when appropriate)                                      |   | TOTAL PAY   |
| Explanation:   | oo was perayment of  | see  | email Osceola Intramurals S   | \$3,500.00<br>supervisor after 2/28/09. Please                    |
| individual heretofore indicated ditions herein contained the part of the Board agrees to em  The Board agrees to em  The Faculty Member ag | een the District Board of Trusted and hereinafter called the Faculaties hereto agree that:  ploy the Faculty Member in the grees to perform the services required. | assignment heretofore indicate uired for the aforementioned as       | ege in Orlando, Florid If the mutual agreemen d for the compensation signment in a location | MAR 1 7 2009  specified.  REALER OF Lard and                      |
| Member shall not be co  3. This contract shall at all  | authorized college representative mpensated for the course.  times be subject to any and all ag or hereafter enacted or promu                                      | laws, Florida State Board of Ed                                      | nt is too small to justify<br>Iucation Regulations, a                                       | y offing a course that the Facult<br>and Valencia Community Colle |
| time service to the Colle  |  | ate Auth. Coffee Rep   | 6   | Pof Trustees Date  Out 3/17/09  Date                              |

# HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

| Prepared by Tiffany Tierno  | Mail (                | Code # 3-21 Ext  | 2291 <sub>Da</sub>                  | de 06/05/08  |
|---|-----------------------|--|-------------------------------------|--|
| NAME_TobiaJoh   | n                     |  | VID# V0                             | 1004234  |
| Last  | First                 | MI   | .,,,,,,                             |  |
| PERIOD OF EMPLOYMENT: from: 07/01/08  | to: 06/30/09          | Department Name:   | Student Ac                          | tivities Collegewide   |
| PERIOD OF EMPLOYMENT: IFOR:   | 10:                   | Department Name  |                                     |  |
| Index   | 250600 A              | ccount 521010  |                                     |  |
| INSTRU  | JCTIONAL              |  |                                     | NON-INSTRUCTIONAL  |
| Category  |                       | Degree   |                                     |  |
| Overload Faculty Development Hours On Independent Study  Stipend/Set Amount Summer Supplement Other (specify)   | 0000                  | Earned Doctorate<br>Master's Degree<br>Bachelor's Degree<br>Not Applicable |                                     | OHourly  |
| ASSIGNMENT: (working title, hours worked, hourly/course   | rate of pay, course # | when appropriate)  |                                     | TOTAL PAY  |
|   |                       |  |                                     | \$5,200.00   |
| Coordinator of Intramural Sports on Osceola Campus  CO This contract is entered into between the District Board of the individual heretofore indicated and hereinafter called to conditions herein contained the parties hereto agree that: | Trustees of Valence   | tional Personnel Only) ia Community College in . In consideration of the   | n Orlando, Flo<br>mutual agreen     | orida, hereinafter called the Board and ments, covenants, terms, and   |
| The Board agrees to employ the Faculty Member   | er in the assignment  | heretofore indicated for   | the compensat                       | tion specified.  |
| <ol><li>The Faculty Member agrees to perform the serv<br/>further agrees that if an authorized college repre<br/>Member shall not be compensated for the cours</li></ol>  | sentative determine   | e aforementioned assignment is to  | nent in a locati<br>oo small to jus | ion designated by the Board and stify offing a course that the Faculty |
| 3. This contract shall at all times be subject to any Regulations now existing or hereafter enacted o time service to the College.  | r promulgated. No o   |  |                                     |  |
| Signalure of Faculty Member   | Date                  | Auth. College Representa   | ative/District Bo                   | pard of Trustees Date  |
| Supervisor/Administrator  | Date                  | Human I  | Resources                           | Date   |
| rovost/Vice President (for non-instructional only)  | Date                  | Pay  | roll                                | Date   |

Vicki Nelson

To:

Tierno, Tiffany

Date: Subject: 1/30/2009 3:36 PM Re: Fwd: Contract

CC:

Chanda Torres; Joanne Flores

Hello Tiffany,

Your email was forwarded to me for reply. You will need to prepare an HR-26 form and clearly mark it REVISED so the payment arrangement we set up using the form submitted for John last June, can be stopped. The revised form should clearly indicate the date on which John's work as Coordinator of Intramural Sports on the Osceola Campus began (07/01/08) and ended (XX/XX/XX) and what portion of the original amount of \$5,200.00 he is entitled to receive. So far, he has received 16 of 26 payments which began on July 11, 2008 through the February 6, 2009 pay check. Payments have been \$200.00 each for a total paid thus far of \$3,200.00. If John is overpaid, the Payroll Manager will have to contact him regarding repayment. If there is still a balance due to him, we'll make the proper adjustments. The comments section on the form should include a brief explanation of why the assignment is being revised.

Please handle this as quickly as possible because adjustments may need to be made <u>immediately</u>. Contact Joanne Flores (x8086) if you have any questions or need further assistance. Thanks for your help.

#### Vicki Nelson

Manager, Employee Records Human Resources Valencia Community College (mail code 3-33) Office Phone: 407-582-8031 Fax: 407-582-8082 vnelson@valenciacc.edu

>>> Jennifer Page 1/30/2009 2:30 PM >>> for you.

Jennifer Page Director, Employment and Development Human Resources 407-582-8032 jpage@valenciacc.edu

>>> Tiffany Tierno 1/30/2009 2:03 PM >>> Hi Jennifer-

I didn't know who to contact so I thought I would start with you. Our current Osceola Intramurals Supervisor is not going to be able to continue his duties in the Spring. However, he is on contract until June. What do we need from John Tobia or what does HR need from us to stop payment of this contract once he unable to fulfill his dutes? Thank you for this information!

Tiffany Tierno
Staff Assistant III
Student Development Collegewide East 5-220E
407-582-2291
Fax: 407-582-8934
MC 3-21
ttierno@valenciacc.edu

For beautiful eyes, look for the good in others; for beautiful lips, speak only words of kindness; and for poise, walk with the knowledge that you are never alone.

Tiffany Tierno

To:

Joanne Flores

Date:

2/26/2009 9:36 AM

Subject:

Re: Fwd: Contract

He is in Tallahassee and had stated he would sign and date his contract upon return...today is his last day and last next week should be his last pay day...Thanks!

Tiffany Tierno
Staff Assistant III
Student Development Collegewide East 5-220E
407-582-2291
Fax: 407-582-8934
MC 3-21
ttierno@valenciacc.edu

"For beautiful eyes, look for the good in others; for beautiful lips, speak only words of kindness; and for poise, walk with the knowledge that you are never alone."

>>> Joanne Flores 2/26/2009 9:31 AM >>> Good Morning,
I just wanted to check the status of John Tobia's HR26. If you have any questions, you may contact me at x8086. Thank You

Joanne Flores Valencia Community College Human Resources Specialist iflores1@valenciacc.edu 407-582-8086

Joanne Flores

To:

John Tobia

Date:

3/17/2009 4:07 PM

Subject:

Stipend

CC:

Bettie Cooper; Tiffany Tierno; Vicki Nelson

Good Afternoon,

I received the HR 26 form for the ending of your term as Osceola Intramurals Supervisor. As of 3/20/09, you will have received \$3,800 from the original whole amount of the stipend. This will mean there was an overpayment of \$300. Payroll will deduct a one time amount of \$300 from your next pay on 4/3/09. If you would like a different distribution repayment arrangement or have any questions, please contact Bettie Cooper at x8100.

Joanne Flores Valencia Community College Human Resources Specialist jflores1@valenciacc.edu 407-582-8086

## RECEIVED

## JUN 27 2008

## VALENCIA COMMUNITY COLLEGE



JUN 19 2008

HUMAN RESOURCESUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES Valencia Community College (FULL-TIME EMPLOYEES)

Human Jasessan

|       |   |  | Mail Code #  | Ext 2291              | Date 06/05/08 ncia Community   |
|-------|---|--|--|-----------------------|--|
|       | NAME Tobia  | John   |  |                       | 01004234   |
|       | Last  | Fi   |  | MI                    |  |
| RIOD  | OF EMPLOYMENT: from: 07/01/08   | to: 06/30  | 0/09 Department Na   | me: Student A         | ctivities Collegewide  |
|       |   | Index 250600   | . 5210<br>Account <del>524010</del>  | <i>0</i> 0            |  |
|       | Category  | INSTRUCTION  | <del></del>  |                       | NON-INSTRUCTIONAL  |
|       |   | nent Hours Completed                                     | Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable                       | ee                    | OHourly  |
|       | GNMENT: (working title, hours worked, h   |  | , course # when appropriate)   |                       | TOTAL PAY  |
| Osce  | eola Campus Intramitas Colonia<br>JUL 02 20   | 38   | S AUL  | <b>EIVED</b> 3 0 2008 | \$5,200.00   |
| Expla | mation:   |  |  | Resource:             |  |
| mary  | tract is entered into between the Distric<br>idual heretofore indicated and hereinaft<br>as herein contained the parties hereto ag            | l Board of Trustees o<br>er called the Faculty           | (Instructional Personnel Only<br>f Valencia Community Colle<br>Member. In consideration of | ge in Orlando, Flo    | orida, hereinafter called the Board ar<br>ments, covenants, terms, and |
| 1.    | The Board agrees to employ the Facul  | ty Member in the ass                                     | ignment heretofore indicated   | for the compensa      | tion specified   |
| 2.    | The Faculty Member agrees to perform<br>further agrees that if an authorized col<br>Member shall not be compensated for                       | n the services require<br>lege representative de         | ed for the aforementioned ass  | ionment in a locat    | ion designated by the Board and  |
| 3.    | This contract shall at all times be subjected Regulations now existing or hereafter time service to the College.  Signalure of Faculty Member | ect to any and all law enacted or promulgate G/9/04 Date | s, Florida State Board of Edu<br>led. No combination of part-t<br>Auth. Ollege Repre       | ime or supplemen      | tary assignments shall constitute full                                 |
|       | Supervisor Administrator  | 6/13/08  | Hun  | nan Resources         | Date //  |

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4, Pink-Employee 5. Goldenrod-Supervisor

HR Form #26 (01/08)



Tiffany Tierno

To:

Joanne Flores

7/2/2008 8:54 AM

Date: Subject:

Re: Stipends

RECEIVED

JUL 02 2008

Yes, thanks!

PAYROLL

Tiffany Tierno Staff Assistant III Student Development Collegewide East 5-220E 407-582-2291 Fax: 407-582-8934 MC 3-21

ttierno@valenciacc.edu

"For beautiful eyes, look for the good in others; for beautiful lips, speak only words of kindness; and for poise, walk with the knowledge that you are never alone."

>>> Joanne Flores 7/1/2008 10:32 AM >>> Good Morning Tiffany,
Please confirm that the correct account number for the following stipends is 521000 (instead of 521010):
John Tobia \$5,200
Ron Von Behren \$5,200
Thanks

Joanne Flores Human Resources Specialist Valencia Community College jflores1@valenciacc.edu 407-582-8086

| Last   First Name   Middle Initial   FECTIVE DATE OF ACTION:   6/3/oc   Room # 3-322   Mail Code # 6-8   Phone Ext   4893   |                              |              | HUMAN RESOURC              | ES ACTION FORM F                       | OR FULL-TIME EMP<br>Rosa E. Sanchez | LOYEES           | 06/           | 02/06          |
|---|------------------------------|--------------|----------------------------|--|-------------------------------------|------------------|---------------|----------------|
| Last   First Name   Middle Initial   Section   Middle Initial   Mail Code # 6-8   Phone Ext   4893  |                              |              |                            | -                                      | Prepared                            | l by             |               | Date           |
| Last   First Name   Middle Initial  | NAME Tobia                   |              | John                       | J.                                     | Employee ID                         | ) (              | 005709        |                |
| APPOINTMENT Type Preferred Term' Status Action Action Original 0 5-0-0-0 Regular Ostart Responsive Components Responsive Component 0 5-5-0-0 Temporary Ostart Ostart Ostart Resignation Responsive Component Os-5-0-0 Regular Ostart Osta  |                              |              |                            |  | nitial                              |                  |               |                |
| APPOINTMENT Type Preferred Term' Status Action Action Original 0 5-0-0-0 Regular Ostart Responsive Components Responsive Component 0 5-5-0-0 Temporary Ostart Ostart Ostart Resignation Responsive Component Os-5-0-0 Regular Ostart Osta  | EFFECTIVE DA                 | ATE OF A     | CTION: 6/3/0               | 6 Room # 3-322                         | Mail Code # 6-                      | 8                | Phone Ext     | 4893           |
| Type Preferred Term* Status Action Action  Original 0 5-0-0-0 Regular 0 Start Resignation  Original Responsibility Original Resignation  Original Resignation Resignation  Original Resignation Resignation  Original Resignat  | ACTION:                      |              | •                          | grade                                  |                                     |                  |               |                |
| Original Original Original Original Original Original Reappointment Original Origina  |                              |              | APPOINTMENT                |  | LEAVE OF ABS                        | ENCE             | SEPA          | RATION         |
| Reappointment Reappointment Reassignment Reassignment Reassignment Promotion Reduced Grade O-5-5-0 Reduced Grade O-6-0-0 Pay Schedule Professional D-fiscal Yr (12 mo) Assignment On-Track Order Professional D-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) D-fromotion Reduced Grade O-6-0-0 Pay Schedule P-fiscal Yr (12 mo) On-Track Owithout Pay Show dates in Content's socion On-Track Owithout Pay Owithout Pay Show dates in Content's socion Owithout Pay Owit  | Туре                         | )            | Preferred Term*            | Status                                 | Action                              |                  | Ac            | tion           |
| Reinstatement Reassignment Peassignment Promotion Reassignment Promotion Reduced Grade Office  | Original                     |              | O 5-0-0-0                  | Regular                                | Start                               |                  | Resigna       | ation          |
| Reassignment Promotion Reduced Grade Officer Pay Schedule Professional  | Reappointm                   | nent         | O 0-5-0-0                  |  |                                     |                  |               |                |
| Reasignment Promotion Promotion Promotion Promotion Promotion Promotion Promotion Promotion Promotion Page Schedule Professional Profes  | Reinstatem                   | ent          |                            | Temporary                              | ○ Extend                            |                  | Retirem       | ent            |
| Reduced Grade O+her Pay Schedule O+her O-her Pay Schedule O-her O-  | Reassignme                   | ent          | ]                          |  |                                     |                  |               |                |
| Other Pay Schedule Office I Tenure Type Ossignment completed Other  | Promotion                    |              | _                          | Soft Money                             | OReturn                             |                  | O Nonren      | ewal           |
| Pay Schedule  Pay Schedule  Professional  Professor, Political Science  District Sci  |                              | rade         | O 5-5-0-2                  |  |                                     |                  |               |                |
| Administrative Other Professional Faculty Career Service Other Oth  |                              |              | O 6-6-0-0                  | Tanura                                 | Type                                |                  | _             |                |
| Professional Paculty Career Service  SignMent  District  Department Final teaching assignments subject to actual entitlement.  District  District  Department Final teaching assignments subject to actual entitlement.  District  District  Department/Budget Code  Professor, Political Science  Professor, Political Science  District  Department/Budget Code  Professor, Political Science  District  Department/Budget Code  Professor, Political Science  District  Department/Budget Code  Professor John J. Tobia has earned his Masters + 30.  Packet January  RECEIVED  District  Department/Budget Code  (FOR HR USE ONLY) Professor John J. Tobia has earned his Masters + 30.  Professor John J. Tobia has  |                              |              | O Fiscal Yr (12 mo)        |  |                                     |                  | 1             | 11             |
| Professional   Prof    | Ξ                            |              | Other                      | Tenured                                | With Pay                            |                  |               |                |
| Career Service   Segments subject to actual enrollment.   Show dates in comments section   JUN 22 2006  | <u> </u>                     | al           |                            | On-Track                               | O Machine Barr                      |                  | Othor         | (CCEINED)      |
| Human Resources   Hard   Hard   Human Resources   Hard    |                              |              | guaranteed. Final teaching | ○ Non-Tenured                          |                                     |                  |               | ILINI O O OOO  |
| DEPARTMENT/BUDGET CODE  Professor, Political Science  Professor, Professor  Professor, Political Science  Professor, Political Science  Professor, Professor  Professor, Political Science  Professor, Political Science  Professor  Pr  | Career Sen                   | vice         |                            |  |                                     | n                |               | JUN ZZ ZUUD    |
| Professor, Political Science  Professor, Political Science  Political Science 520010  Political   | SSIGNMENT                    | •            |                            |  |                                     |                  |               |                |
| Professor, Political Science  Political Science 520010  REVIOUS ASSIGNMENT  DISTITUTE  DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  PG/STEP  SALARY  RECEIVED  DIN 09 2005  Thurston Tools has earned his Masters + 30  At & 1661 education component  To Surph Musters + 30 Att  Att & 1661 education component  To Surph  | POSITION #                   | <del></del>  | JOB TITLE                  | DEPARTMENT/BU                          | DGET CODE                           | (FC              | OR HR USE     | 8NEW munity C  |
| Political Science 520010  REVIOUS ASSIGNMENT  DEPARTMENT/BUDGET CODE  OF THE DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  PG/STEP  SALARY  RECEIVED  JUN 09 2005  Human Resources  Valencia Community Col  TO BUTCH Support 1 x punt 1 x 3322  Frovost/ Vice President Support 1 x punt 1 x pu  |                              |              |                            | 44472200 2207000 00                    | 2000.05                             | PG/              | STEP          | SALARY         |
| REVIOUS ASSIGNMENT  DEPARTMENT/BUDGET CODE  (FOR HR USE ONLY)  PG/STEP  SALARY  RECEIVED  DIANA  TOGESSOR John J. Tobia has earned his Masters + 30.  Raise \$6/3/06 needs Salay Adjustmus Human Resources  ALE \$144 education component  To British Summer Supplement  Date  Payroll  Date  Date  White - Employee Folder  Green - Department  A Pink - Employee  CLASS CODE:  (FOR HR USE ONLY)  PG/STEP  SALARY  RECEIVED  ALE SOLUTION  (FOR HR USE ONLY)  PG/STEP  SALARY  VIEVE TO SALARY  PAYROLL  A Punt of \$32.20 description of the provision of the payroll  Date  Date  Payroll  5. Goldenrod - Supervisor HR Form #25  Revised 2-00  |                              | Profess      | sor, Political Science     | 11112200-2201000-00                    | 000-05                              | FAC              | /             | 479 082        |
| DEPARTMENT/BUDGET CODE  CLASS CODE:  (FOR HR USE ONLY)  PG/STEP  SALARY  RECEIVED  TO SUPPOSE SUPPOSE SALARY  DIN 09 2006  TO GESSOR John J. Tobia has earned his Masters + 30.  ALE \$144 Education component  Human Resources  Valencia Community Col  FOR HR USE ONLY)  PG/STEP  SALARY  Human Resources  Valencia Community Col  TO SUPPOSE | 0376                         |              | 14                         | Palitical soil                         | ence SZMID                          | ( )              | 1 -21         | 17773 CF/71CA  |
| Department/BUDGET CODE  (FOR HR USE ONLY)  PG/STEP  SALARY  PUMB Resources  Valencia Community Col  SALARY  Human Resources  Valencia Community Col  SALARY  PG/STEP  SALARY  Puman Resources  Valencia Community Col  SALARY  PG/STEP  SALARY  Puman Resources  Valencia Community Col  SALARY  Payroll  SALARY  PG/STEP  SALARY  Puman Resources  Valencia Community Col  SALARY  Payroll  SALARY  Payroll  SALARY  Payroll  SALARY  PG/STEP  SALARY  Human Resources  Valencia Community Col  Provost/  Vice President  Vice President  Date  Date  Date  Date  Date  Date  Date  Payroll  S. Goldenrod - Supervisor  HR Form #25  Revised 2-00  |                              |              |                            | 1011 111001 30                         | <u> </u>                            | prayto           | us TSO        |                |
| PG/STEP SALARY  RECEIVED  Demments  12 Surp At Musture + 30 rate  Professor John J. Tobia has earned his Masters + 30.  Received Surp At Musture + 30 rate  Professor John J. Tobia has earned his Masters + 30.  Received Surp At Musture + 30 rate  Human Resources  Valencia Community Col  SINED BY: (39,193+1461 = 41,454 * 20% = 8,291 - 7959 = \$3322 d. (f.)  Provost/ Vice President  Payroll  Date  | PREVIOUS AS                  | <del> </del> |                            |  |                                     |                  |               |                |
| Professor John J. Tobia has earned his Masters + 30.  ALL SILLE Education Component  TO Bring and Summing Supplement 1x Py Lt of \$332 dencia Community Col  FORD BY: (39,193+144) = 41,454   | POSITION #                   |              | JOB TITLE                  | DEPARTMENT/BU                          | DGET CODE                           | (FC              | OR HR USE     | ONLY)          |
| Date  White - Employee Folder Green - Department  Day At Master's Note  JUN 09 2006  Add Silver Advantage Survey   |                              | <u> </u>     |                            |  |                                     | PG/              | STEP          | SALARY         |
| Date  White - Employee Folder Green - Department  Day At Master's Note  JUN 09 2006  Add Silver Advantage Survey   |                              |              | -                          |  |                                     |                  | 85)           | PAPILIPE.      |
| Professor John J. Tobia has earned his Masters + 30.  Ale \$1661 education component  To Brish Summer Supplement   X Punt of \$332 valencia Community Col  SINED BY: (39,193+1661 = 41,454 * 20% = 8,291 - 7959 = 4332* d.)  Provost/ Vice President  Date  Date  Payroll  Date  White - Employee Folder Green - Department  3. Canary - Payroll 4. Pink - Employee  5. Goldenrod - Supervisor  HR Form #25 Revised 2-00  |                              |              |                            |  |                                     |                  | K             | ECFIAFO        |
| Professor John J. Tobia has earned his Masters + 30.  Ale \$1661 education component  To Brish Summer Supplement   X Punt of \$332 valencia Community Col  SINED BY: (39,193+1661 = 41,454 * 20% = 8,291 - 7959 = 4332* d.)  Provost/ Vice President  Date  Date  Payroll  Date  White - Employee Folder Green - Department  3. Canary - Payroll 4. Pink - Employee  5. Goldenrod - Supervisor  HR Form #25 Revised 2-00  |                              | 118          | 2 cays at                  | Masters No                             | 10                                  |                  | 1             | IN OO 2005     |
| Human Resources  Valencia Community Col  To Briting Summer Supplement 1x Pynt of 8 332 diff.)  GNED BY: (39,193+146) = 41,454 * 20% = 8,291-7959 = 4332 diff.)  pervisor/ ministrator  Date  Date  Date  White - Employee Folder Green - Department  Add \$1661 education component  Tx Pynt of 8 332 diff.)  Provost/ Vice President  Payroll  Date  Date  T-240  From #25  Revised 2-00   | Comments                     |              | 2 disput                   | Mustury +                              | 30 races                            | 0 . A .          |               |                |
| Valencia Community Col  To British Summin Supplement 1x Punt of \$332 diff.)  Sined By: (39,193+146) = 41,454 # 20% = 8,291-7959 = #332 diff.)  pervisor/ ministrator  Date  Date  Date  Date  White - Employee Folder Green - Department  A Canary - Payroll  Divided - Supervisor  4. Pink - Employee  Frovost/ Vice President  Payroll  Foldencia Community Col  A Supervisor  Frovost/ Vice President  Payroll  Foldencia Community Col  Frovost/ Vice President  Foldencia Community Col  A Supervisor  Frovost/ Vice President  Foldencia Community Col  Fold |                              |              |                            |  | of needs suc                        | Jan C            | Hu            | man Resources  |
| Provost/ Vice President Sapics 6/7/06  Date  Date  Date  Date  White - Employee Folder Green - Department  A Pink - Employee  Department  Department  Department  Department  Department  Department  Department  Department  Provost/ Vice President  Provost/ Vice President  Department  Payroll  Date   | — _                          | <b></b>      | education co               | mponent                                |                                     | 1 220            | Valencia      | a Community ¢o |
| Provost/ Vice President 5-346  Date  Date  Payroll 5-346  Date  Date  White - Employee Folder Green - Department  4. Pink - Employee  Frovost/ Vice President  Payroll 5-346  Payroll 5-346  Fayroll 5-346  Date  5. Goldenrod - Supervisor HR Form #25 Revised 2-00  |                              |              |                            | <del></del>                            | 1 Pyntag                            | 1 252<br>1 234 1 | (()           |                |
| Date  | SIGNED BY:                   | (34,714      | 3+1461-71,434              |  |                                     | 325 er<br>/      | 4.)           | . / /          |
| Date  | Supervisor/<br>Administrator | Dad          |                            | Time of Vice P                         | resident 5.30                       | ke               | Lo            | 6/7/06         |
| Payroll But Solds 7-34-0  Date  Date  White - Employee Folder 3. Canary - Payroll 5. Goldenrod - Supervisor HR Form #25 Green - Department 4. Pink - Employee Revised 2-00  | <u>_</u>                     | سر           | - 0                        | 7000                                   |                                     |                  |               | Date/          |
| Date Date  White - Employee Folder 3. Canary - Payroll 5. Goldenrod - Supervisor HR Form #25 Green - Department 4. Pink - Employee Revised 2-00   | Human<br>Resources           |              |                            |  | Rott.                               | Sol              | la-           | 7-24-0         |
| White - Employee Folder 3. Canary - Payroll 5. Goldenrod - Supervisor HR Form #25 Green - Department 4. Pink - Employee Revised 2-00  |                              |              |                            | ······································ |                                     |                  | <del></del> - | Date           |
| Green - Department 4. Pink - Employee Revised 2-00  | 1. White ~ Em                | ployee Folde | er 3. Canary               |  | 5. Goldenrod -                      | Supervisor       | HR Fo         |                |
| Added Education Component element effective 7/15/06   | •                            |              | 4. Pink                    | - Employee                             |                                     |                  | Revise        | ed 2-00        |
| Noces Laure massianment extent. 10-3-06   | A 1 5                        | 1 = 1        | Lina Car                   | moonent el                             | lement et                           | fact 1           | ue 7/1        | 5/06           |
| A A A A Y 1718FEATA EASTER TO 11 THE TOTAL SECTION STATES   | rac-c                        | + - 0        | or surla son               | Lassiann                               | et exped.                           | 6-3              | 3-06          |                |

**Proposed Course of Study for Advanced College Credit or Degree** 

| mployee Name (La<br>Tobia, John<br>egree Program | st, First, M.I.)                                       | Employee ID #<br>0005709 |                  | nent<br>al Science<br>1 - City/State              | Job Tide<br>Professor        |                               |
|--|--|--------------------------|------------------|---|------------------------------|-------------------------------|
| lucations  | d Course of Study for Credit or De (To be completed by | or Advanced<br>egree     | (                | This section to<br>Supervisor/De<br>Check the app | be completed                 | ry or                         |
| Course<br>Number                                 | Course Title   |                          | Credit<br>Hours  | Meets 21 hour / requirement                       | Meets 30 hour<br>requirement | Not<br>Approved               |
| EDA 7192   | ED LEADERSHIP  | <b>&gt;</b>              | 4                | W.  |                              |                               |
| EDA 6502   | ORG/ADM INS  | IT PROG                  | 3                | V   | V                            |                               |
| EDH 6946   | INTERNSHIP   |                          | 3                |   | V                            |                               |
| EDA 6505   | FINANCE HIGH   | Esuc                     | 3                |   | V                            |                               |
| EDA 6540   | ORG & ADM HiG  | H ED                     | 3                | Y   |                              |                               |
| E0A7195  | POL GOV FIN ET   | )                        | 4                |   | v                            |                               |
| EDA 7205   | PLN RES EVAL   | SYST                     | 4                |   |                              |                               |
| EDA 7225   | EDUC PERSUNN   | ચ                        | 4                | A   | U                            |                               |
| EDF 7403   | QUANT ES RE  | ESEARCH                  | 3                | D'  |                              |                               |
|  |  |                          |                  |   |                              |                               |
|  |  |                          |                  |   |                              |                               |
|  |  |                          |                  |   |                              |                               |
| omments:   |  |                          |                  |   | RI                           | ECEIVED                       |
| UBMITTE  | <b>D BY:</b>   |                          |                  |   | JL                           | JN 09 2006                    |
| Employee   |  | (p/5/01,<br>Date         |                  |   |                              | man Resources<br>Community Co |
| RECOMME  | NDED BY:   | 1                        | APPROVE Provost/ | D BY:   |                              |                               |





Sue Bouchard

To:

Dale Husbands; Rosa Sanchez

Date:

7/10/2006 4:09:35 PM

Subject:

Re-John-Tobia

Hi! Wanted to let you know we received the completed HR60 today. Francine will process his level of pay as Master +30.

THANKS, Sue

>>> Sue Bouchard 07/03/06 2:36 PM >>>

I just received John's HR60 again from Francine. We need to know WHICH of the courses he has taken to qualify for M + 30 count for the 21 hour requirement.

from Policy 8-06, Pay of Instructional Personnel Receiving Advanced College Credit:

"Twenty-one (21) of the hours must [be] approved graduate hours appropriate to the community college level and be related to education, the [his] teaching discipline, or educational administration/management."

If you will let me know which courses apply to the 21 hour requiremnet, I will mark them on the HR60.

thanks, Sue

CC:

Francine Owens

5/5.

Name:

John Tobia

Employee ID #:

5709

Master's Degree Received
Add Education Component

Position:

Political Science Professor

Salary:

\$0.00

| Effective Dates | S to the same of t | Number of Days  |     | Prorated Salary |
|-----------------|--|-----------------|-----|-----------------|
| From:           | 1-Jul-2005   | In Fiscal Year: | 194 |                 |
| Τ̈́o:           | 5-May-2006   | Worked:         | 162 | \$0.00          |

Bi-weekly Rate

\$0.00

Position: Salary: Political Science Professor

\$1,661.00

| Effective Dates |             | Number of Days  | ,   | Prorated Salary |
|-----------------|-------------|-----------------|-----|-----------------|
| From:           | 3-Jun-2006  | In Fiscal Year: | 194 |                 |
| To:             | 30-Jun-2006 | Worked:         | 12  | \$102.74        |
| David Data      |             |                 |     |                 |

| Payroll Data                 |         |  |
|------------------------------|---------|--|
| Bi-weekly Rate               | \$61.52 | The state of the s |
| July 1, 2005 - June 30, 2006 | \$0.00  |  |

\$0.00

Adjustment:

\$102.74

\$102.74

1601/20=63.88 to 7.14-00 \$ 160.60 total aved

# RECEIVED

MAY 12 2008

## VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

S Human Resources Valencia Community College

| Prepared by Rosa E. Sanchez   | Mai  | Code # 6-8 Ext   | 4895              | Date 04/25/08   |
|---|--|--|-------------------|---|
| <sub>NAME</sub> Tobia   | John   |  | VID#              | V01004234   |
| Last  | First  | MI   |                   |   |
| ERIOD OF EMPLOYMENT: from: 06/13/08   | to: 07/31/08                                       | Department Name:   | Political         | l Science   |
|   | Index112405  | Account 520090   | ···               |   |
|   | INSTRUCTIONAL                                      |  |                   | NON-INSTRUCTIONAL   |
| Category  |  | Degree   |                   |   |
| Overload Faculty Developmer Independent Study Stipend/Set Amount Summer Supplement Other (specify)  | t Hours Completed                                  | Earned Doctorate Master's Degree Bachelor's Degree Not Applicable            |                   | OHourly   |
| ASSIGNMENT: (working title, hours worked, hour  | ly/course rate of pay, course                      | # when appropriate)  |                   | TOTAL PAY   |
| Explanation:  |  |  |                   | \$10,384<br>************************************                                    |
| "This faculty member's current academic appoint of his 10-month teaching obligation. It is unclasses and that a minimum of a 35 hour work               | nderstood that all normal o                        | ampus,office, and studen   |                   |   |
| his contract is entered into between the District Be individual heretofore indicated and hereinafter inditions herein contained the parties hereto agre | oard of Trustees of Valen called the Faculty Membe | ctional Personnel Only)<br>cia Community College i<br>cr. In consider on The | n Orlando,        | Florida, hereinafter called the Board and reements, covenants, terms, and           |
| 1. The Board agrees to employ the Faculty   | Member in the assignmen                            | t heretofore mincaled to   | <b>III B</b> ompe | nsation specified.  |
| The Faculty Member agrees to perform to<br>further agrees that it an authorized colleg<br>Member shall not be compensated for the                       |  | e aforementione Valsion<br>es that the enrollments                           | pent in a lo      | ocation designated by the Board and o justify offing a course that the Faculty      |
| <ol> <li>This contract shall at all times be subject<br/>Regulations now existing or hereafter en<br/>time service to the College.</li> </ol>           |  |  |                   | tions, and Valencia Community College<br>mentary assignments shall constitute full- |
| Signature of Faculty Member Supervisor/Administrator  | 4/30/08.<br>3 Hay \$8<br>1/2 5/4/06                | Auth College Represent   | ative/Distric     | St Board of Trustees Date  Slocal Date  0-19-58                                     |

1 White-Employee Folder 2 Green-Department 3, Canary-Payroll 4, Pink-Employee 5, Goldenrod-Supervisor

HR Form #26 (01/08)

8W \$ 2,596

Summer Supp + 4

### VALENCIA COLLEGE

# HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

| Prepared by Nancy Scoltock  | Mail Code #Ext4815   | Date 05/15/13  |
|---|--|--|
| NAME Tobia John Last  | VID#   | V <sub>01004234</sub> Received   |
| PERIOD OF EMPLOYMENT: from: 06/16/13 to: 07/30/   | Department Name: Politica  | al Science, Osceola JUN 05 201   |
| Index_112405  | Account 520090   | Payroll  |
| INSTRUCTIONA  | L  | NON-INSTRUCTIONAL  |
| Category  | Degree   |  |
| Overload Faculty Development Hours Completed Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable                   | OHourly  |
| ASSIGNMENT: (working title, hours worked, hourly/course rate of pay,  | course # when appropriate)   | TOTAL PAY  |
| Explanation:  This faculty member's current academic appointment is 5520. The of his/her 10 month teaching obligation. It is understood that all not classes and that a minimum of a 35-hour work week is required to                                     | rmal campus, office, and student engagem   | mmer H2 term and are not considered part nent hours will be maintained for these |
| This contract is entered into between the District Board of Trustees of<br>the individual heretofore indicated and hereinafter called the Faculty I<br>conditions herein contained the parties hereto agree that:   | Member. In consideration of the mutual a   | greements, covenants, terms, and   |
| 1. The Board agrees to employ the Faculty Member in the assi  | gnment heretofore indicated for the comp   | pensation specified.   |
| <ol><li>The Faculty Member agrees to perform the services require<br/>further agrees that if an authorized college representative de<br/>Member shall not be compensated for the course.</li></ol>  | d for the aforementioned assignment in a<br>stermines that the enrollment is too small | location designated by the Board and to justify offing a course that the Faculty |
| 3. This contract shall at all times be subject to any and all laws Regulations now existing or hereafter enacted or promulgate time service to the College.  Signature of Faculty Member  Date  Provost/Vice President (for non-instructional only)  Date | Auth. College Representative/Distrument Resources                                      | ementary assignments shall constitute full-                                      |

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4. Pink-Employee 5. Goldenrod-Supervis

\$2,874.00

HR Form #26 (08/12)

V2.

## VALENCIA COMMUNITY COLLEGE

Received

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

JUN 01 2012 HB - Records

| Prepared by Rosa E. Sanchez   | M  | ail Code # 6-3 Ext  | 4895         | HR - Hecords  Date 05/14/12 Valencia College   |
|---|--|---|--------------|--|
| NAME Tobia  | John   | J.  | VID#         | V01004234  |
| Last /  | First  | MI  | ¥ 1,10#      | And the state of t |
| PERIOD OF EMPLOYMENT: from: 06/15/12  | to: 08/02/12   | Department Name:  | Political    | Science - OSC  |
|   |  |   |              |  |
|   | Index 112405   | _ Account _ 520090  | -            |  |
| T   | NSTRUCTIONAL   |   |              | NON-INSTRUCTIONAL  |
| Category  |  | Degree  |              |  |
| Overload Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | Hours Completed (  | Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable    |              | OHourly  |
| ASSIGNMENT: (working title, hours worked, hourl   | y/course rate of pay, cour   | se # when appropriate)  |              | TOTAL PAY  |
| POS 2041 - CRN 31935<br>POS 2112 - CRN 31305  |  | RECEIVED<br>JUN - 1 2012  |              | #11,49600  |
| Explanation: "This faculty member's current academic appoir of his 10 month teaching obligation. It is understand that a minimum of a 35 hour work week is not sometime.  This contract is entered into between the District Bo | ood that all normal cam<br>equired to fulfill this con<br>CONTRACT (Inst | npus, office, and student engan<br>mitment."  ructional Personnel Only) | agement ho   | urs will be maintained for these classes  RECEIVED   |
| the individual heretofore indicated and hereinafter conditions herein contained the parties hereto agree  | called the Faculty Mem that:   | ber. In consideration of the r  | mutual agre  | ements, covenants, terms, and MAY 3 1 2012   |
| 1. The Board agrees to employ the Faculty M   | Member in the assignm  | ent heretofore indicated for t  | the compen   | sation specified JMAN RESOURCE   |
| <ol> <li>The Faculty Member agrees to perform the<br/>further agrees that if an authorized college<br/>Member shall not be compensated for the</li> </ol>   | e services required for<br>e representative determ                       | the aforementioned assignm  | ent in a loc | cation designated by the Board and OLLEG   |
| <ol> <li>This contract shall at all times be subject<br/>Regulations now existing or hereafter ena<br/>time service to the College.</li> </ol>  |  |   |              |  |
| Signature of Faculty Member  For DAIR H  Supervisor/Administrator   | 5/23/12<br>Date<br>Blowns 5/2  | Auth. College Representa  | Mon          | Board of Trustees Date   |
| Hattlee Plinsle Provos Vice President (for non-instructional o  | 5/31/12  | Payr  |              | 0-14-12<br>Date  |

Som Supp :4

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4. Pink-Employee 5. Goldenrod-Supervisor

Bi-wHY \$ 2,874.00

HR Form #26 (01/08)

2/2

#### **Sharon Mondoro**

From:

Rosa Sanchez

Sent:

Friday, June 01, 2012 11:21 AM

To:

Sharon Mondoro

Subject:

RE: John Tobia V01004234

Hi Sharon,

Yes Ma'am. Both classes are 3 credits, 3 contact hours.

Thanks and have a blessed weekend!

From: Sharon Mondoro

Sent: Friday, June 01, 2012 11:19 AM

To: Rosa Sanchez

Subject: John Tobia V01004234

Hi Rosa,

I need you to confirm that the 2 courses he is teaching for his summer supplement are both 3 credit/3contact. It is not on the HR-26 form.

Thank you

## Sharon D Mondoro

Valencia College Human Resource Specialist Career Staff Association Secretary/Treasurer Criminal Justice Institute mc 3-33 407-582-8051/(Fax) 407-582-8082 smondoro@valenciacollege.edu





HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

6-17-06 3/10/2006 Prepared by Rosa Sanchez 4895 Mail Code/Ext. 6-8 RECEIVED Employee ID HR0005709 NAME Tobia John First Middle Initial Last JUN 13 2006 to: August 3, 2006 PERIOD OF EMPLOYMENT: from: June 16, 2006 TYPE OF EMPLOYMENT: PAYROLL Budget No: 11172200-2207000-00000-05 GL Code: 520090 Department: Political Science NON-INSTRUCTIONAL INSTRUCTIONAL Degree Category Faculty Development Hours Complete Overload Earned Doctorate Independent Study Master's Degree O Hourly Stipend/Set Amount Bachelor's Degree Summer Supplement Not Applicable Other (specify) TOTAL PAY ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate) /contact hour contact hrs x 3 credit hrs / 3 Course # POS2041 3 credit hrs / 3 contact hrs x /contact hour This Faculty member's current academic appointment is 5520. This supplement is for Summer Term B and the above classes are being taught during Full Summer and ar not considered part of this faculty member's 10-month teaching obligation. It is understood that all normal on campus, office, and student engagement hours will be maintained for these classes and that a minimum of a 35 hour work week is required to fulfill this commitment. CONTRACT (Instructional Personnel Only) This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, ReacEIVED hereinafter called the Board and the individual heretofore indicated and hereinafter called the Faculty Member. In consideration of the mutual agreements, covenants, terms, and conditions herein contained the parties hereto agreements, covenants, terms, and conditions herein contained the parties hereto agreements. Human Resources 1. The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified. 2. The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the aforementioned assignment in a location designated by length and the services required for the services req agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course that the Faculty Member shall not be compensated for the course. 3. This contract shall at all times be subject to any and all laws, Florida State Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-time Provost/Vice President (for non-instructional only) Date

VCC Summer Supplement

3. Canary

Payroll

Employee

5. Golderrod

Supervisor

HR Form #26

Employee Folder

1. White

2. Green

| RE  | CEI | VED  |
|-----|-----|------|
| MAY | 25  | 2011 |

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

|  |   |   |  | (FULL-TI   | ME EMPLOYEES  | S)                                  |                           |                     | Hillson   | a vall                        |
|--|---|---|--|--|---|-------------------------------------|---------------------------|---------------------|---|-------------------------------|
|  | Pı  | repared by Ros  | sa E. Sanchez  |  | Mail Code # 6-8   | Ext                                 | 4895                      | _ Date              | НИМАН В<br>обмал <u>ла</u> Сом  | Pollega                       |
|  | NAME  | Tobia   |  | John   | ***   | J.                                  |                           |                     | 04234   |                               |
|  | NAME.                                       | La  | st   | First  |   | MI                                  | V 1D# _                   |                     |   | <del></del>                   |
|  |   |   | 06/17/11   | to: 08/04/1  | 1   | . 4 Na                              | Politica                  | l Scier             | nce - OSC   |                               |
| PERIO  | D OF EMI                                    | PLOYMENT: fro   | m: <u></u>   | 10:  | Departmen   | it Name:                            | •                         |                     |   | <del></del>                   |
|  |   |   | lı   | ndex112405   | Account 52009   | 0                                   | _                         |                     |   |                               |
|  |   |   | IN:  | STRUCTIONAL  |   |                                     | _                         |                     | NON-INSTRUCT  | IONAL                         |
|  |   |   | Category   |  |   | Degree                              |                           |                     |   | ,                             |
| 00   | Overload<br>Independe<br>Study<br>Stipend/S |   | aculty Development H   | ours Completed   | Earned Doctorate  Master's Degree  Bachelor's Degree                      |                                     |                           |                     | OHour   | y .                           |
| Ö  | Summer S<br>Other (spe                      | Supplement ecify)   |  |  | O Not Applicable  |                                     |                           |                     |   |                               |
| 46   | CICNMEN                                     | MT. (wasking title  | house worked housely/  | nourse rate of new co  | ourse # when appropriat   | <u>e)</u>                           |                           |                     | TOTAL PA  | v                             |
|  |   |   | nours worked, nourly   | course rate or pay, co   | disc # when appropriate   |                                     | _                         | <del>- i</del>      | TOTALTA   |                               |
|  |   | - CRN 34735<br>- GRN 35001  | The state of the s |  |   |                                     |                           |                     | 11  |                               |
| ,  |   |   |  | · ·  |   |                                     |                           |                     | #11, i  | 146                           |
| Ex   | planation:                                  |   |  |  |   |                                     |                           | 1                   |   |                               |
| of   | his 10 mo                                   | onth teaching obli  | nt academic appointr<br>gation. It is understo<br>nour work week is rec  | od that all normal c   | ampus, office, and sti  | ng taugh<br>udent eng               | t during Su<br>gagement I | mmer B<br>hours wi  | Term and are not co   | nsidered part<br>lese classes |
| This could the indicate the condition of | lividual he ions herein The Bo              | eretofore indicate<br>n contained the p<br>oard agrees to er<br>aculty Member a | ed and hereinafter ca<br>parties hereto agree t<br>inploy the Faculty M  | ard of Trustees of V<br>lled the Faculty Mo<br>hat:<br>ember in the assign | ember. In consideration  ment heretofore indicates  for the aforementions | College<br>ion of the<br>icated for | mutual ag r the comp      | greemen<br>ensation | designated by the Bo  | EIVED 02 2011 pard and        |
| 3  | Memb  | er shall not be co  | ompensated for the o   | ourse. any and all laws,   | Florida State Board c   | of Educat                           | tion Regula               | ations, a           | y offing a course in a<br>and Valencia Commu<br>y assignments shall c | nity College                  |
|  |   | Signature of Supervisor   |  | 5/23/,<br>Date<br>83Hc<br>5/24/1   | Auth. College   | Represer                            |                           |                     |   | 6/2/11<br>-\\                 |

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4. Pink-Employee 5. Goldenrod-Supervisor

BW HR Form #26 (01/08)

# HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

RECEIVED

JUL 12 2010

| Prepared by Rosa E. Sanchez  | Mail Code # 6-8 Ext 4895  | Date 04/09/10 "IMAN RESOURCES College  |
|--|---|--|
| NAME   | J. VID# V   | 01004234   |
| INSTRUCTIONAL  |   | NON-INSTRUCTIONAL  |
| Category  Overload Faculty Development Hours Completed Independent Study Stipend/Set Amount Summer Supplement Other (specify)  | Degree  Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable  | OHourly  |
| ASSIGNMENT: (working title, hours worked, hourly/course rate of pay,   | course # when appropriate)  | TOTAL PAY  |
| POS 2041 - CRN 31487 POS 2112 - CRN 31785  Explanation:  |   | \$10,812   |
| "This faculty member's current academic appointment is 5520. The of his 10 month teaching obligation. It is understood that all normal and that a minimum of a 35 hour work week is required to fulfill this   | campus, office, and student engagement not scommitment."  | JIS WIII DE MAINLAINEU TOT TIESE CLASSES   |
| CONTRACT This contract is entered into between the District Board of Trustees of the individual heretofore indicated and hereinafter called the Faculty I conditions herein contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assi 2. The Faculty Member agrees to perform the services require further agrees that if an authorized college representative de Member shall not be compensated for the course. | ignment heretofore indicated for the compen<br>id for the aforementioned assignment in a loc<br>etermines that the enrollment is too small to j | sation specified AYROLL ation designated by the Board and justify offing a course that the Faculty |
| 3. This contract shall at all times be subject to any and all law Regulations now existing or hereafter enacted or promulgat time service to the College.  Signature of Faculty Member  Date  Supervisor/Administrator  Date  Provost/Vice President (for non-instructional only)  Date  | s, Florida State Board of Education Regulative.  Auth. College Representative/Ristrict  Human Resources  Payroll                                | entary assignments shall constitute tuil-  |

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4. Pink-Employee 5. Goldenrod-Supervisor

HR Form #26 (01/08)

BW #2703

#### HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez  | _Mail Code # 6-8 Ext   | 4895                        | _Date _0                | 4/20/09   |                  |
|--|--|-----------------------------|-------------------------|---|------------------|
| NAME         Tobia         John           Last         First           PERIOD OF EMPLOYMENT: from:         06/19/09         to:         08/06/0  |  |                             | V01004                  |   |                  |
| Index  | Account 520090   | •                           |                         |   |                  |
| INSTRUCTIONAL  |  |                             |                         | NON-INSTRUCTION   | ONAL             |
| Category   | Degree   |                             |                         |   |                  |
| Overload Independent Study Stipend/Set Amount Summer Supplement Other (specify) Faculty Development Hours Completed Faculty Development Hours Completed Output Faculty Development Hours Completed Faculty Development Hours Completed Output Fa | Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable | •                           |                         | ○Hourly   |                  |
| ASSIGNMENT: (working title, hours worked, hourly/course rate of pay,   | course # when appropriate)   |                             |                         | TOTAL PAY   |                  |
| POS 2041 - CRN 32007<br>POS 2112 - CRN 32422   | CEIVED   |                             |                         | CEIVED<br>DATE  |                  |
|  | campus, office, and student enga                                     | during Surr                 | UMAN]                   | \$ 10,5 RESOURCES VCC erm and are not conside maintained for thes | dered part       |
| CONTRACT ( This contract is entered into between the District Board of Trustees of the individual heretofore indicated and hereinafter called the Faculty N conditions herein contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment of the contract of  | Member. In consideration of the r                                    | mutual agr                  | eements,                | covenants, terms, and   |                  |
| <ol><li>The Faculty Member agrees to perform the services required<br/>further agrees that if an authorized college representative det<br/>Member shall not be compensated for the course.</li></ol>   | for the aforementioned assignmermines that the enrollment is to      | nent in a lo<br>so small to | cation de<br>justify of | signated by the Board<br>ffing a course that the                  | d and<br>Faculty |
| 3. This contract shall at all times be subject to any and all laws, Regulations now existing or hereafter enacted or promulgate time service to the College.   | d. No combination of part-time of Auth. College Representa           | or supplemative/Distric     | nentary as              | ssignments shall cons   |                  |

1. White-Employee Folder 2. Green-Department 3. Canary-Payroll 4. Pink-Employee 5. Goldenrod-Supervisor

BW 2,649.50



#### **HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES**

|                             |                   |   | HUMAN RESOUR   | LES ACTION FORM F             | Rosa E. Sanchez                                     | COILL      |                       | 1/2005                |
|-----------------------------|-------------------|---|--|-------------------------------|---|------------|-----------------------|-----------------------|
|                             |                   |   |  | ·                             | Prepare   | ed by      |                       | Date                  |
| IAME _                      | Tobia             |   | John   |                               | Social Securit                                      | ty#        |                       |                       |
| l                           | Last              |   | First Name   | Middle II                     |   |            |                       | 4902                  |
| FFECT                       | IVE DA            | TE OF A                                 | CTION: (6/22/2005)                                   | Room# 3-322                   | Mail Code # _6                                      | 5-8<br>    | Phone Ext _           | 4893                  |
| CTION                       | l:                |   |  |                               |   |            |                       |                       |
|                             |                   |   | APPOINTMENT  |                               | LEAVE OF AB   | SENCE      | SEPAR                 | RATION                |
|                             | Туре              |   | Preferred Term*                                      | Status                        | Action  | l          | Ac                    | tion                  |
| Origi                       | inal              |   | O 5-0-0-0  | <ul><li>Regular</li></ul>     | Start   |            | O Resigna             | tion                  |
| ) Real                      | ppointm           | ent                                     | O 0-5-0-0  |                               |   |            |                       |                       |
| <i>-</i>                    | stateme           |   | O 5-5-0-0  | O Temporary                   | OExtend   |            | O Retirem             | ent                   |
| _                           | ssignme           | nt                                      | <b>③</b> 5-5-2-0                                     | O See Manage                  | ORetum  |            | Nonrene               | ment                  |
| _                           | notion<br>uced Gr | ada                                     | O 5-5-0-2  | Soft Money                    | CRetum  |            | Onomen                | owa!                  |
| <i></i>                     |                   |   | O 6-6-0-0  |                               |   |            | - Assignm             | nent                  |
| Pay                         | y Sched           | dule                                    | O Fiscal Yr (12 mo)                                  | Tenure                        | Туре  |            | completed             |                       |
| MDA C                       | ninistrativ       | re                                      | 1_   | O Tenured                     | O With Pay  |            | ODismiss              | al                    |
| _                           | essional          |   | Other  | On-Track                      |   |            | 200                   |                       |
| 🥑 Facu                      | -                 |   | *Specific terms cannot be guaranteed. Final teaching | O Non-Tenured                 | O Without Pay                                       |            |                       | CEIVED                |
| _) Care                     | er Servi          | ice                                     | assignments subject to actual enrollment.            |                               | <ul> <li>Show dates in<br/>comments sect</li> </ul> | ion        | ALAV                  | 1 1 2005              |
| SSIGN                       | MENT              |   |  |                               |   |            | IAP.                  | -1 T FA60-            |
| POSITIO                     | ON#               | •                                       | JOB TITLE  | DEPARTMENT/BU                 | DGET CODE   | (F         | OR HR USE<br>Valencia | on Resources<br>ONLY) |
|                             |                   |   |  | Political Science - Osc       | and a   | PG         | STEP                  | SALARY                |
|                             |                   | Profess                                 | or, Political Science                                | Political Science - Ost       | 2012  | 1.6-1.4    |                       | a cca                 |
| 376                         |                   |   |  | 11172200-2207000-00000-       | 05 520090   | 7,5        |                       |                       |
|                             |                   |   |  |                               |   |            |                       |                       |
|                             |                   | SIGNMEN                                 | <del></del>  |                               | DOFT CODE   | CLASS      |                       | OMI V                 |
| POSITIO                     | ON#               | ••••••••••••••••••••••••••••••••••••••• | JOB TITLE  | DEPARTMENT/BU                 | <del></del>   | (FOR HR U  |                       |                       |
|                             |                   |   |  | R                             | ECEIVED   | PG         | STEP                  | SALARY                |
|                             |                   |   |  |                               |   |            |                       |                       |
| <del>10 - 12 - 11 - 1</del> |                   |   |  | J                             | JN 03 2005  |            |                       |                       |
| Comme                       | nts               | <del></del>                             | ······   |                               | AYROLL  | L          |                       |                       |
|                             |                   | ent for Sum                             | mer Term B (6/22/05 - 8/02/                          | 05) Classes to be taught in F | ull Summer Term is: 317                             | 99 POS 204 | 11                    |                       |
| Class to                    | be taugh          | t in Summe                              | r Term A is: 31642 POS 204                           | 11. Classes to be taught in S | ummer Term B are: 3167                              | 6 POS 2041 | 1, 31678 POS 20       | 41.                   |
| All CHISS                   | <br>(             | acun, a com                             | tact hours.  |                               |   |            |                       |                       |
| GNED                        | BY:               | 8                                       | 1 1 1  | 1 1                           |   | ,          |                       | . /                   |
| uponis<br>dministr          |                   | 2 🛊                                     | Ine to LID   | SUQ5 Provo                    | st/<br>President                                    | ske        | 10 h                  | -1,105                |
| luman                       | 7                 | 1                                       | 1  | Date                          | 70  |            | <u> </u>              | Date                  |
| iuman<br>lesource           | s 🖟               | Jairi                                   |  | Payro                         | 1/ <i>TM</i> ~                                      |            |                       |                       |
|                             | ,                 | 17                                      | , 19   | Date                          | <del></del>   |            |                       | Date                  |
| . White                     |                   | loyee Folde                             | r 3. Canary<br>4. Pink                               | - Payroll<br>- Employee       | 5. Goldenrod -                                      | Supervisor |                       | m #25                 |
| CIOCII                      | Deha              |   | 4. FINK  | Ke                            | yed in Oracle                                       |            | Revise<br>Forward     | ded to Payr           |

MAY 3 1 2005

MAY 3 1 2005







### HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

|                              |                                |                         |                                   |  |                               |                              | J                     | ennifer Bailey   |                    | 4/16/20  | 04            |                                |
|------------------------------|--------------------------------|-------------------------|-----------------------------------|--|-------------------------------|------------------------------|-----------------------|--|--------------------|--|---------------|--------------------------------|
|                              |                                |                         |                                   |  |                               |                              |                       | Prepar   | ed by              | D  | ate           | -                              |
| NAME                         | Tobia                          |                         |                                   | John   |                               |                              |                       | Social Secur   | ity#               |  |               |                                |
| EFFEC                        |                                | ATE OF A                | CTION:                            | First Name<br>6/28/2004-                                     | <u></u> '                     |                              | Middle Initi<br>2-242 | al<br>Mail Code # _  | 6-1                | Phone Ext 48   | 93            |                                |
| ACTIO                        | N:<br>                         |                         |                                   |  |                               |                              |                       | LEAVE OF A   | DOENOE             | CEDADAT  |               | 7                              |
|                              | T                              |                         |                                   | OINTMENT   |                               | Ctatu                        |                       | LEAVE OF A   |                    | SEPARATI<br>Action   |               | 1                              |
|                              | Туре                           | <del></del>             | <del> </del>                      | erred Term*  |                               | Statu                        | 5                     | Actio  | <u>n</u>           |  |               |                                |
| _                            | iginal                         |                         | O 5-0                             |  | •                             | Regular                      |                       | Start  |                    | Resignation  | REL           | FIVE                           |
| _                            | appointn<br>instatem           |                         | O 0-5                             |  | 0                             | Temporar                     | у                     | Extend   |                    | Retirement   | APR :         | 22 <b>200</b>                  |
| O Pro                        | assignm<br>omotion             |                         | <ul><li>5-5</li><li>5-5</li></ul> |  | 0                             | Soft Mone                    | еу                    | OReturn  | ·                  | O Nonrenewal   | PAY           | ROL                            |
|                              | duced G<br>ay Sche             |                         | O 6-6                             |  | -                             | Tenui                        | re                    | Туре   |                    | Assignment completed   |               |                                |
| O Ad                         | ministrat                      | ive                     | O Fis                             | cal Yr (12 mo)<br>ner  | Æ                             | Tenured                      |                       | With Pay   | -                  | O Dismissal  |               |                                |
| O Fa                         | ofessiona<br>culty<br>reer Ser |                         | *Specific to                      | erms cannot be<br>d. Final teaching<br>its subject to actual | X<br>C                        | On-Track Non-Tenu            |                       | Without Pay Show dates in comments see                     | ı                  | ORECEIV  |               |                                |
| ASSIG                        | NMENT                          |                         |                                   |  | - <del></del>                 |                              |                       |  |                    | APR 21   | 2004          | =                              |
| POSIT                        | OSITION # JOB TITLE            |                         | LE                                | DEPARTMENT/BUDGET CODE                                       |                               |                              | GET CODE              | (F   | wces<br>lity Golle | ge<br>ge   |               |                                |
|                              |                                | Profes                  | sor, Polite                       | cal Science  | Politi                        | cal Scienc                   | e - Osceo             | ola Campus   |                    | <del></del>  | <del>-,</del> | જો⊹<br>- મ<br>₹ <sub>A</sub> , |
| 0376                         |                                |                         |                                   |  | 11172                         | 2200-220700                  | 0-00000-05            | 520090   | 14716              | (6)  | 182`<br>      |                                |
| PREVI                        | OUS AS                         | SIGNME                  | NT                                |  |                               |                              |                       |  | CLASS              | CODE:  |               |                                |
| POSIT                        | TION#                          |                         | JOB TIT                           | LE   | D                             | EPARTME                      | NT/BUD                | GET CODE   | (F                 | OR HR USE ONI  | -Y)           | .!<br><br>-1,                  |
|                              |                                |                         |                                   |  |                               |                              |                       |  | PG                 |  | LARY          | #<br>                          |
|                              |                                |                         |                                   |  |                               |                              |                       |  |                    | Keyed in   | ٠.            | e                              |
| Comm                         | ents                           |                         |                                   |  | <del></del>                   |                              |                       |  |                    |  |               | -4                             |
| John T<br>Classe             | obia is re                     | ogni in ion i           |                                   | 14 0 11 00 1 00 20   | /o 3 cred<br>41 3 Cre<br>2 23 | و مانان کې د مانان           | L'ano on di di        | satisfies his basic cor<br>1800 POS 2041 3 C<br>- Suppleme | realite column     | Human R Valencia Comr a supplement for fer t. He will have an ov | munity Co     | lege                           |
| SIGNE<br>Supervi             | sor/                           | ۔ ا                     |                                   |  | (,,,                          |                              | Provost/              |  | / .                | . /  | //            | /                              |
| Adminis<br>Human<br>Resource | Ī                              | 10101                   | <u> </u>                          |  | Date                          | <u>:710</u> ~                | Vice Pres  Payroll    | sident 5/1/2   | un g               | ger 4  | <u> 2</u> 1/  | 04                             |
|                              | 73                             |                         | )                                 |  | Date                          |                              | -                     |  |                    | Dat  | :e            |                                |
| 1. White<br>2. Green         | e - Em<br>n - Dep              | ployee Fold<br>partment | er                                | <ol> <li>Canary</li> <li>Pink</li> </ol>                     | - Pa<br>- En                  | ayroll <b>FON</b><br>nployee | warded '              | to Bağıllenrod   | - Supervisor       | HR Form #<br>Revised 2-  |               |                                |

APR 2 2 2004

# VANCIA COMMUNITY CO

|  |  | 5-4  | Prepared by   | ·                                     | MJ Young                                     | Date:                           | 06/04/02   |
|--|--|--|---|---------------------------------------|--|---------------------------------|--|
| Employee Name (Last,   | First, M.I.)   |  |   |                                       |  | So                              | cial Security Number   |
| Tobia  | Jo   | ohn  |   |                                       |  |                                 |  |
| Period of Employment:  | FROM:  |  | TO:   |                                       | Campus N                                     | Mail Code                       | Campus Phone Ext.  |
|  |  | 06/24/02                                       |   | 08/08/02                              |  | 6-1                             | 847-9496   |
| epartment Title  |  | Political Science                              |   |                                       | Budget No.                                   | 111722                          | 00-2207000-00000-05  |
|  |  |  | INSTRUCTIO  | NAL                                   |  |                                 |  |
|  | JOB CAT  | EGORY  |   |                                       | DEGF   | REE                             |  |
| Instructional (  | Oredit)  | 560010   | 0   |                                       | Earned (                                     | Doctorate                       |  |
|  |  |  | •   |                                       | Master's                                     | Degree                          |  |
| nstructional (l  | Non-Credit)  | 560070   |   |                                       | Bachelor                                     | 's Degree                       |  |
|  | ,  |  |   |                                       | Not Ap                                       | plicable                        |  |
| A COLONIMENIT ()A  | lorking title. by  | ours worked be                                 | urly/course rate of pa                                  | v course #1                           | ·  |                                 | TOTAL PAY  |
| Course # 30112 F   | <del>_</del>   | 3  | - ·   |                                       | X \$498.00/con                               |                                 | TOTALFAT   |
| Jourse # 30112 F   | 703 204 1  | J  | credit fils/ 3.00                                       | Contactins                            | Α φ+00.00/00/1                               | idol fiodi                      |  |
| Course #   |  |  | credit hrs/   | contact hrs                           | X \$498.00/conta                             | act hour                        |  |
|  |  |  |   |                                       | DEC  | EIVED                           |  |
| Course #   |  | •  | credit  | contact hrs                           |  | EIVED                           |  |
|  |  |  | hrs/  |                                       |  |                                 |  |
|  |  |  |   |                                       | JUN  | 26 2002                         | \$ 1,494.0   |
|  |  |  | CONTRAC   |                                       |  | <b>-</b>                        | E CIVITO   |
| This contract is entered<br>dividual heretofore ind<br>ontained the parties he | icaled and neren   | e District Board of T<br>nafter called the Fac | rustees of Valenia Comm<br>ulty Member. Inconsidera     | unity College in<br>Ition of the mutu | Orlando, Florida, j<br>al agreements, co     | iereinafter da<br>venants, term | <b>EArrie</b> Board and the s, and conditions herein <b>N 2 0 2002</b> |
| l. The Board agrees t  | o employ the Fac   | culty Member in the                            | assignment heretofor indic                              | cated for the co                      | mpensation specifi                           | ed. LIIIAA                      | N RESOURCES  |
| The Faculty Members agrees that if an auron not be compensate                  | morizea college r  | representative deter                           | uired for the aforemntione<br>mines that thænrollment i | ed assignment ir<br>s too small to ju | n a location designa<br>stify offering a cou | ited by <b>Valens</b> i         | a Connity College  |
| 3. This contract shall a   | at all times be sul  | bject to any and all I                         | aws, Florid&tate Board of                               | f Education Reg                       | ulations, and Valer                          | ncia Commun                     | ty College   |
| service to the Colle   | ge ge  | r enacted or promut                            | gated. No combination of                                | part-lime or sup                      | plementary assigni                           | nents shall co                  | onstitute full-time  |
| ۱۸.  |  | •  | //  | r,                                    | •  | 1.                              | , ,  |
| 101  |  |  | 6/4/02  | Sohu                                  | wast.  | ees                             | 6/18/02-   |
| Signature  | of Laculty Memb  | oer <b>c</b>                                   | Date  |                                       | District Board of Tr                         | ustees                          | Date   |
| IGNED BY:  | Committee Commit |  | ,   |                                       | 1  |                                 |  |
| Supervisor/Adminis   | strator  | <u></u>  | 0117(N R  | luman<br>Resources <u> </u>           | largral                                      | yn t                            | tour 6/25/   |
| 11.  | ~~   |  | Date  |                                       | <u> </u>                                     |                                 | Date   |
| 1197. LU   | 17 )   |  | PAYROLL USE   | ONLY                                  |  | $\mathcal{C}$                   |  |
|  |  |  | -   |                                       | <b>~~</b> P                                  | ayroll 🥻                        | `\   |
| Start Date:  |  | _  | Payments 3  | 0 498                                 | . 00   |                                 |  |
| Start Date: Stop Date:   |  | -  | Payments 3(   | <u>e</u> 498                          | , 00   | Date 7/                         | 10/02  |

1. White - Employee Folder 2. Green - Department

3. Canary - Payroll 4. Pink - Employee 5. Goldenrod - Supervisor

HR Form #27 Rev. 7-01

# NCIA COMMUNITY COLEGE

## EOD INSTRUCTIONAL PART-TIME PERSONNEL

| Sur  | nmer   | <b>り</b> ~                                      | Prepar   | ed by:  | MJ Young   | Date:                                   | 05/28/03                           |
|--|--|---|--|---|--|---|------------------------------------|
| mployee Name (Last, F  | irst, M.I.)  |   |  |   |  | Socia                                   | I Security Number                  |
| Tobia  |  | John  |  |   |  |   |                                    |
|  | FROM:  |   | TO:  |   | Campus Mail                                      | Code                                    | Campus Phone Ext.                  |
| eriod of Employment:   |  | 06/25/03  |  | 08/07/03  | 6-1  |   | 847-9496                           |
| epartment Title  |  | Political Scier                                 |  |   | Budget No.                                       | 11172200                                | )-2207000-00000-05                 |
|  |  | Political Scien                                 |  |   |  | 11172200                                | J-2207000-00000-03                 |
|  |  |   | INSTRUC  | TIONAL  |  |   |                                    |
|  | JOB CA   | TEGORY  |  |   | DEGRE  | Ξ                                       |                                    |
| <ul><li>Instructional (C</li></ul>   | redit)   | 560010  |  |   | Earned Do  | ctorate                                 |                                    |
|  |  |   |  |   | Master's D                                       | egree                                   |                                    |
| Instructional (N   | Ion-Credit)  | 560070  |  |   | Bachelor's I                                     | Degree                                  |                                    |
|  |  |   |  | . ·   | Not Appli  | cable                                   |                                    |
| ASSIGNMENT (Wo   | orking title   | hours worked.                                   | hourly/course rate                                     | of pay, course # w                                | /hen appropriate)                                |   | TOTAL PAY                          |
| Course # 32071 P   | <u>.</u>   | 3   | credit hrs/ 3.00                                       |   | X \$498.00/contac                                |   |                                    |
|  |  |   |  |   |  |   |                                    |
| Course #   |  |   | credit hrs/  | contact hrs X                                     | (\$498.00/conta¢t                                | hour                                    | PLOENED                            |
|  |  |   |  |   | •  |   | RECEIVED                           |
|  |  |   | ***  |   | i  |   |                                    |
| Course #   |  |   | credit<br>hrs/   | contact nrs                                       | X \$498.00/contac                                | t hour J                                | /L   - 2 2003                      |
|  |  |   | 1110/  |   |  | L                                       | \$ 1,494.0                         |
| ,  |  |   | CONTI  | RACT  |  | ŀ                                       | MYROLL                             |
| This contract is entered dividual heretofore indi-                                     | into between cated and her                           | the District Board einafter called the          | of Trustees of Valenia (<br>Faculty Member, Incons     | Community College in sideration of the mutual     | Orlando, Florida, here<br>al agreements, coven   | einafter call                           | THE BUILD and the                  |
| ontained the parties her   | Ū  |   |  |   |  | JUL                                     | 18 2003                            |
|  |  |   | the assignment heretofo                                |   |  |   |                                    |
| <ol><li>The Faculty Member<br/>agrees that if an auth<br/>not be compensated</li></ol> | r agrees to per<br>horized colleg<br>d for the cours | rform the services<br>e representative de<br>e. | required for the aforement<br>etermines that thænrollr | ntioned assignment in<br>nent is too small to jus | a location designated<br>stify offering a course | l by the Boar<br><del>Valen</del> €i≇ac | d and further<br>DRYMANISE Gallege |
| 3. This contract shall at  | t all times be s                                     | subject to any and                              | all laws, Florid&tate Bo<br>mulgated. No combiati      | ard of Education Regu                             | ulations, and Valencia                           | Community                               | College                            |
| service to the Colleg  |  | enacied of pro                                  | magated. No combiati                                   | on or part-time or supp                           | nementary assignmen                              | no snan con                             | suigite full time                  |
|  |  |   |  | 1   |  | /                                       | /                                  |
|  |  |   | 5/29/03  | Sch   | ea zet   | ees                                     | 6/12/                              |
| Signature  | of Faculty Me  | mber  | Date   | Γ   | District Beard of Frust                          | ees                                     | Date                               |
| SIGNED BY:   |  |   |  |   | .1   | i                                       |                                    |
|  |  | 1~  | 611Lix   | Human   | 1 107/1  | , 71                                    | 2/23                               |
| Supervisor/Administ  | .iator 🗸   | V   | Date   | Sesources   | 31.000   | - '                                     | Date                               |
| Ad Pari  | <del>-5</del> -                                      | -   |  |   |  |   |                                    |
| 1261. 1201   |  |   | PAYROLL (  | JSE ONLY  |  | $\mathcal{C}$                           |                                    |
| Start Data:  |  |   | ***  | 3@498   | OO Payr  | oil                                     | X X                                |
| Start Date:  |  |   | Payments C   | 1 5 47 8.   | . —  | 7                                       | 6 70                               |
| Stop Date:   |  |   |  |   | Date   | • <u> </u>                              | b/05_                              |
|  |  |   |  |   |  | /                                       | 1                                  |
| 1  |  |   |  |   |  |   |                                    |

### VENCIA COMMUNITY COREGE

### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

(FULL-TIME EMPLOYEES)

|   |   |   | Jennifer   | Bailey   | 04-22-04                          |
|---|---|---|--|--|-----------------------------------|
|   |   |   | Prepare  | ed by  | Date                              |
| NAME Tobia  | John  |   | Social Securi  | ty#  |                                   |
| Last  | First Name  | Middle Ir   | nitial   |  |                                   |
| PERIOD OF EMP   | PLOYMENT: from:   | 05-28-04  | to:  | 08-02-0  | 4 :                               |
| TYPE OF EM  | IPLOYMENT:  |   |  | ,  |                                   |
| Department:   | Political Science   | Budget No: 1  | 1172200-2207000-0                                      | 0000-05 GL Cc  | de 52101-0                        |
|   | INSTRU  | CTIONAL   |  | TRUFUON  | RUCTIONAL                         |
| C   | ategory   | Deg   | ree  |  |                                   |
| Overload  |   | Earned Doctorate  |  |  | RECEIVED                          |
| ◯ Independent Stu   | ıdy   | Master's Degree   |  |  | MAY 12 2004                       |
| Stipend/Set Amo   | ount  | Bachelor's Degree   | <b>;</b>   |  | 11A1 12 2004                      |
| Other (specify)   |   | Not Applicable  |  |  | PAYROLL                           |
| ASSIGNMENT: (V  | Vorking title, hours worked,  | ⊥<br>hourly/course rate of pa                               | y, course # when ap                                    | propriate T  | OTAL PAY                          |
| Course # 31676  | 3 POS 2041 3 credit   | hrs / 3 contact hrs   | X \$513.00/contact h                                   | !  |                                   |
| Explanation Overlo  | oad for one 3 credit/3 conta  |   |  | Association Presid   | \$ 1539.00 i                      |
|   |   | CONTRACT (Instruction                                       | - /  |  |                                   |
| This contract is entered in<br>adividual heretofore indical<br>contained the parties here | into between the District Board of<br>ated and hereinafter called the Fa<br>eto agree that: | Trustees of Valenia Commun<br>aculty Member. Inconsideratio | ty College in Orlando, Flo<br>n of the mutual agreemer | orida, hereinafter caller<br>nts, covenants, terris,                       | the Board and the articles herein |
| 1. The Board agrees to  | employ the Faculty Member in the  | e assignment heretofær indicat                              | ed for the compensation                                | specified. APR   | 29 2004                           |
|   | agrees to perform the services re<br>orized college representative dete<br>for the course.  |   |  | a course that the wall   |                                   |
| This contract shall at<br>Regulations now exis<br>service to the College                  | all times be subject to any and al<br>ting or hereafter enabted or prores                   | Maws, Florid&tate Board of Education No combination of par  | Jucation Regulations, and<br>t-time or supplementary   | d Valencia Community<br>assignments shall cons                             | College<br>stitute full-time      |
|   |   | 4/21/04   |  |  |                                   |
| Signature   | of Faculty Member   | Date '  | Valencia Con   | pard of Trustees<br>nmunity College <b>ed i</b> ll<br>blege Representative | n Oracle Date                     |
| RECOMMENDED E<br>Supervisor/Adminis   | \ ^   | V/ 17.61072=  | iman sources   | MAY 1  | 1 2004                            |
| Provost/ Vice President   | 5. zehen  | Date  | ayroll   | Human<br>Malencia Con  | Resources Date                    |
| (For non-instructional  | only)   | Date  | Ind to Payroll   |  | Date                              |
| White - Employ     Green - Departr  | vee Folder 3. Can<br>ment 4. Pink   | ary - Payroll   | 5. Goldenrod   | - Supervisor   | HR Form #26<br>Revised 7-00       |



### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

(FULL-TIME EMPLOYEES)

|   |  |   | Jennifer   | Smith  | 03-05-02   |
|---|--|---|--|--|--|
|   |  |   | Prepare  | ∍d by  | Date   |
| NAME Tobia  | John   |   | Social Securit   | ty#  |  |
| Last  | First Name   | Middle  | Initial  |  |  |
| PERIOD OF EMPL  | OYMENT: from:  | 03-01-02  | to:  | 03:01  | 02   |
| TYPE OF EMP   | LOYMENT:   |   |  |  |  |
| Department:   | History  | Budget No:  | 11172200-2205000-00  | 0000-05 GL C                                   | ode 52101-0  |
|   | INSTRUC  | TIONAL  |  | NON-INS  | TRUCTIONAL   |
| Ca  | tegory   | De  | gree   |  | <u> </u>   |
| Overload  |  | Earned Doctoral   | <br>te   |  |  |
| Independent Study   | y  | Master's Degree   | :  |  |  |
| <ul><li>Stipend/Set Amou</li></ul>  | nt   | Bachelor's Degree   | ee   |  |  |
| Other (specify)   |  | Not Applicable  |  |  | į  |
| ASSIGNMENT: (Wo   | rking title, hours worked, h   | ourly/course rate of p                                    | ay, course # when ap   | propriate                                      | TOTAL PAY  |
| Faculty to Faculty Co   | onnection  |   | RECEIVED   | )  | den den den en de malende est entre des des des des des den den den den den de en en els est en els est en els |
|   |  |   | III.   |  |  |
|   |  |   | MAR 1 5 20   | .02  |  |
|   |  |   | MAR 1 5 20   |  | _  |
| Amount \$ 75.00   | )  |   |  |  | \$ 75.00   |
|   |  | CONTRACT (Instruc   | tional Personnel Only)   |  | RECEIVED   |
| This contract is entered i individual heretofore indica herein contained the partie | nto between the District Board of<br>ated and hereinafter called the Fa<br>es hereto agree that: |   |  | , Florida, hereinafter<br>nents, covenants, te | called the Board and the   |
| •   | employ the Faculty Member in the   | e assignment heretofore in                                | ndicated for the compensati  | ion specified. HUM                             | IAN RESOURCES da Community College   |
| The Faculty Member agrees that if an authority not be compensated                   | agrees to perform the services re<br>orized college representative dete<br>for the course.       | equired for the aforementic<br>ermines that the enrollmer | ned assignment in a location in the location in the location is too small to justify offer | on designated by the                           | Board and further  |
| This contract shall at<br>Regulations now exis<br>service to the College            | all times be subject to any and al<br>ting or hereafter enacted or prom                          | l laws, Florida State Board<br>ulgated. No combination    | l of Education Regulations,<br>of part-time or supplementa                                 | and Valencia Comm<br>ıry assignments shall     | unity College<br>constitute full-time  |
| 10L Lol   |  | 3/6/02  |  |  |  |
| Signature of  | Faculty Member   | Date  | valericia CC   | College Representativ                          |  |
| RECOMMENDED BY  | <b>/</b> :   |   | . 0.1  | M/   | AR 1 4 2002  |
| Supervisor/Administra   | ator   | 5/12/04 Pate  | Human<br>Resources Hair  | Valencia                                       | man Resources<br>Community College<br>Date   |
| Provost/<br>Vice President  | e Muia Bas   | beer 3/12/02  | Payroll (  | () 18Ae  |  |
| (For non-instructional of   | Keyed in Orac  | le Date   |  | 9 1 7 1  | Date   |
| White - Employee     Green - Department   |  | ry - Payroll<br>- Employee                                | 5. Goldenrod   | - Supervisor                                   | HR Form #2<br>Revised 7-0  |

Human Resources
Valencia Community College

Java Da

# Sess 3 VANNCIA COMMUNITY COL

| , T) ~ / / / /  | 6-   | 23.   | Prepared  | by:   | MJ Young   | Date:  |                               | 04/24/01  |
|---|--|---|---|---|--|--|-------------------------------|---|
| nployee Name (Last, F   |  |   |   |   |  | So   | cial Sec                      | urity Number  |
| Tobia   | Joh  | in  |   |   |  |  |                               |   |
| riod of Employment:   | FROM:  |   | TO:   |   | Campus   | Mail Code  | Camp                          | ous Phone Ext.  |
| partment Title  | ·  | 05/01/01  |   | 06/15/01  | Budget No.   | 6-1  |                               | 847-9496  |
| partificant ride  |  | Political Science   |   |   | Daagottia  | 11172  | 200-220                       | 7000-00000-05   |
|   |  |   | INSTRUCT  | IONAL   | -  |  |                               |   |
|   | JOB CATE   | GORY  |   |   | DEG  | REE  |                               |   |
| nstructional (C   | redit)   | 560010  | 0   |   | Earned   | Doctorate  |                               |   |
| -   |  |   |   |   | Master   | r's Degree 🌶   | ,                             |   |
| ) Instructional (N  | Ion-Credit)  | 560070  |   |   | Bachelo  | or's Degree  |                               |   |
|   |  |   |   |   | Not A  | pplicable  |                               |   |
| SSIGNMENT (Wo   | orking title, ho   | urs worked, hou   | urly/course rate of   | pay, course #   | when appropri  | ate)   |                               | TOTAL PAY   |
| Course # 3001585  |  |   | credit hrs/ 3.00  |   | X \$479.00/co  |  |                               |   |
|   |  |   |   |   |  |  |                               |   |
| Course #  |  |   | credit hrs/   | contact hrs   | X \$479.00/co  | ntact hour   |                               |   |
|   |  |   |   |   |  | [ [ ]  |                               |   |
| Course #  | ,  |   | credit  | contact hrs   | X \$479.00/co  | ntact hour   |                               |   |
|   |  |   | hrs/  |   | MAY 1 6 2001   |  |                               | <b>0</b> 4 407 4  |
|   |  |   |   | ,   |  |  |                               | \$ 1,437.0  |
|   |  |   | CONTRA  | CT -  |  |  |                               |   |
| his contract is entered<br>lividual heretofore indi<br>ntained the parties her  | cated and hereina  | District Board of Tafter called the Fac   | CONTRA<br>rustees of Valencia Co<br>ulty Member. In consi   | ommunity-College  | in Orlando Florid<br>itual agreements,   | covenants, ten   | ms, and                       | CONTUINORIS REFE  |
| lividual heretofore indi  | cated and hereinate to agree that:   | after called the Fac  | rustees of Valencia Coulty Member. In consi   | ommunity-College<br>deration of the mu  | ituai agreements,  | covenants, terr<br>cified.   | 1AY C                         | 8 <b>2001</b>   |
| lividual heretofore indi<br>ntained the parties her   | cated and hereing to agree that:  employ the Factor agrees to perfore the factor agrees to perfore the factor agrees to perfore the factor and the factor agrees to perfore the factor agree agreement agreeme | after called the Fac<br>ulty Member in the  | rustees of Valencia Coulty Member. In consi   | ommunity-College<br>deration of the mu<br>indicated for the   | compensation spe   | covenants, ten<br>cified.  | MAN R                         | 8 2001  |
| lividual heretofore indintained the parties her  The Board agrees to  The Faculty Member agrees that if an author he compensated  | cated and hereing eto agree that:  employ the Factor agrees to perform horized college red for the course.  t all times be substing or hereafter   | after called the Faculty Member in the member in the services requeresentative determinent to any and all li                | rustees of Valencia Coulty Member. In consinus assignment heretofore uired for the aforement mines that the enrollm   | ommunity-College deration of the municated for the tioned assignment is too small to  | compensation spet in a location design, justify offering a concept to the contract of the cont | coveriants, terrescribed. HUI gnated by the tourse that the  | MAN R<br>Botar Con<br>Faculty | 8 2001<br>ESOURCES  |
| lividual heretofore indintained the parties her  The Board agrees to  The Faculty Member agrees that if an autre not be compensated.  This contract shall a Regulations now existervice to the Colleger                     | cated and hereing eto agree that:  employ the Factor agrees to perform horized college red for the course.  t all times be substing or hereafter   | after called the Faculty Member in the member in the services requeresentative determined to any and all lenacted or promul | rustees of Valencia Coulty Member. In consi<br>assignment heretofore<br>uired for the aforement<br>mines that the enrollm   | indicated for the tioned assignment is too small to ard of Education Fin of part-time or s  | compensation spet in a location design, justify offering a concept to the contract of the cont | coveriants, term<br>ecified.<br>HUI<br>gnated by/therf<br>course that the<br>alencia Commu<br>ignments shall   | MAN R<br>Botar Con<br>Faculty | 8 2001<br>ESOURCES  |
| lividual heretofore indintained the parties her  The Board agrees to  The Faculty Member agrees that if an autre not be compensated.  This contract shall a Regulations now existervice to the Colleger                     | cated and hereina eto agree that:  employ the Facular agrees to perform horized college red for the course.  It all times be substing or hereafter ite.  | after called the Faculty Member in the member in the services requeresentative determined to any and all lenacted or promul | rustees of Valencia Coulty Member. In consi<br>assignment heretofore<br>uired for the aforement<br>mines that the enrollm   | indicated for the tioned assignment ent is too small to ard of Education Fin of part-time or s  | compensation spet in a location designation designatio | coveriants, term<br>ecified.<br>HUI<br>gnated by/therf<br>course that the<br>alencia Commu<br>ignments shall   | MAN R<br>Botar Con<br>Faculty | 8 2001<br>ESOURCES  |
| initional heretofore indinational the parties her  The Board agrees to agrees that if an author heretofore the compensated. This contract shall a Regulations now existervice to the Colleges                               | cated and hereing eto agree that:  employ the Fact agrees to perform the course of for the course.  It all times be substing or hereafter the.   | after called the Faculty Member in the member in the services requeresentative determined to any and all lenacted or promul | rustees of Valencia Coulty Member. In consi<br>assignment heretofore<br>uired for the aforement<br>mines that the enrollm   | indicated for the tioned assignment is too small to ard of Education Fin of part-time or s  | compensation spet in a location designation designatio | coveriants, term<br>ecified.<br>HUI<br>gnated by/therf<br>course that the<br>alencia Commu<br>ignments shall   | MAN R<br>Botar Con<br>Faculty | 8 2001<br>ESOURCES  |
| initional heretofore indinational the parties her  The Board agrees to The Faculty Member agrees that if an author to be compensated. This contract shall a Regulations now existervice to the College Signature  Signature | cated and hereing eto agree that:  employ the Fact agrees to perform the course of for the course.  It all times be substing or hereafter the.   | after called the Faculty Member in the member in the services requeresentative determined to any and all lenacted or promul | rustees of Valencia Coulty Member. In consinassignment heretofore uired for the aforement mines that the enrollmaws, Florida State Boagated. No combinatio  | indicated for the indicated for the itioned assignment ent is too small to ard of Education Fin of part-time or services.  Human Resources  | compensation spet in a location designation designatio | coveriants, term<br>ecified.<br>HUI<br>gnated by/therf<br>course that the<br>alencia Commu<br>ignments shall   | MAN R<br>Botar Con<br>Faculty | 8 2001 ESOURCES Indiffutive Collect Member shall liege te full-time Date  |
| initional heretofore indinational the parties her  The Board agrees to The Faculty Member agrees that if an author to be compensated. This contract shall a Regulations now existervice to the College Signature  Signature | cated and hereing eto agree that:  employ the Fact agrees to perform the course of for the course.  It all times be substing or hereafter the.   | after called the Faculty Member in the member in the services requeresentative determined to any and all lenacted or promul | rustees of Valencia Coulty Member. In consideration of the aforement mines that the enrollmass, Florida State Boagated. No combination of the particular of | indicated for the indicated for the indicated for the indicated for the itioned assignment is too small to ard of Education Fin of part-time or significant for the indicated | compensation spet in a location designation designatio | coveriants, term<br>ecified.<br>HUI<br>gnated by/therf<br>course that the<br>alencia Commu<br>ignments shall   | MAN R<br>Botar Con<br>Faculty | 8 2001 ESOURCES And Turther Collect Member shall liege te full-time  Date |
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White - Employee Folder
 Green - Department

3. Canary - Payroll 4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #27 Rev. 7-00

### VA ENCIA COMMUNITY COLEGE

### OPM FOR INSTRUCTIONAL PART-TIME PERSONNEL

|  | 5-15   | - <b>2</b>  | 6-22 Prepared  | by: M  | J Young   | Date:  | 04/25/02   |
|--|--|---|--|--|---|--|--|
| nployee Name (Last, F  |  |   |  |  |   | Social   | Security Number  |
| ₄Tobia   | Jol  | hn  |  |  |   |  |  |
|  | FROM:  |   | TO:  |  | Campus Mail C   | ode C  | ampus Phone Ext.   |
| riod of Employment:  |  | 05/07/02  |  | 06/21/02   | 6-1   |  | 847-9496   |
| partment Title   | ,  |   |  | E  | Budget No.  | 44472200   | 2207000-00000-05   |
|  |  | Political Science   |  |  |   | 11172200-  | 2207000-00000-03   |
|  |  |   | INSTRUCT   | IONAL  |   |  | <u> </u>   |
|  | JOB CATE   | EGORY   |  |  | DEGREE  |  |  |
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|  |  |   |  |  | WALL J ZOOZ   |  | j  |
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| ntained the parties he   | reto agree that:   |   | CONTRA<br>Trustees of Valencia Co<br>culty Member. In consid   | ommunity College in O<br>deration of the mutual  | rlando, Florida, here<br>agreements, covena   | MAY  | CEIVED<br>d the Board and the<br>and conditions here<br>() () 2002   |
| ntained the parties he   | reto agree that:   | culty Member in the   | CONTRA  Trustees of Valencia Conculty Member. In considerations assignment heretofore  | ommunity College in O<br>deration of the mutual<br>indicated for the comp  | rlando, Florida, here agreements, covena  | <b>MAY</b><br>HUMAN 6  | CEIVED and the dand conditions here  |
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| ntained the parties he  The Board agrees to  The Faculty Membe agrees that if an aut not be compensate  This contract shall a Regulations now ex   | reto agree that: o employ the Facer agrees to perform thorized college rid for the course. at all times be subjecting or hereafte  | culty Member in the   | CONTRA  Trustees of Valencia Conculty Member. In considerations assignment heretofore  | ommunity College in Oderation of the mutual indicated for the comparisoned assignment in a ent is too small to justing of Education Regulary   | rlando, Florida, here agreements, covena censation specified. location designated fy offering a course ations, and Valencia                       | MAY HUMAN F LICTURE SERVING SE | CEIVED and the dand conditions here 0 9 2002  RESOURCES TRANSPORTED BY MEMBER Shall  |
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1. White - Employee Folder 2. Green - Department

3. Canary - Payroli 4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #27 Rev. 7-01

# 5-5, VAENCIA COMMUNITY COLEGE

### HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

|   | 5-15  | 8-  | -12.  | Prepared by  | <i>/</i> :   | MJ You   | ng   | Dat   | e:          | 04/29/02   |
|---|---|---|---|--|--|--|--|---|-------------|--|
| mployee Name (Last,   |   |   |   |  | · · · · · · · · · · · · · · · · · · ·  |  | - <u> </u>   | 5   | Social S    | ecurity Number   |
| <b>,</b> Tobia  | Jo  | hn  |   |  |  |  |  |   |             |  |
| eriod of Employment:  | FROM:   |   | TO:   |  |  |  | Campus M   |   | Ca          | mpus Phone Ext.  |
| epartment Title   |   | 05/07/02  |   |  | 08/08/02   | Budge  |  | 6-1<br>   | İ           | 847-9496   |
|   |   | Political Science   | e   |  |  | Dadge  |  | 1117  | 2200-2      | 207000-00000-05  |
|   |   |   | INS   | TRUCTIO  | NAL  | · · · · · · · · · · · · · · · · · · ·  |  | · _ ·   |             |  |
|   | JOB CAT   | EGORY   |   |  |  |  | DEGR   | EE  |             |  |
| Instructional (   | Credit)   | 560010•   |   |  |  | E  | arned D  | octorate  |             |  |
|   |   |   | •   | lacktriangle   |  | 1  | Master's   | Degree  |             |  |
| ) Instructional (   | Non-Credit)   | 560070  |   |  |  | В  | achelor's  | s Degree  | )           |  |
|   |   |   |   |  |  |  | Not App  | olicable  |             |  |
| ASSIGNMENT (W   | Vorking title, ho   | ours worked, ho   | ourly/course  | rate of pa   | ay, course # w   | vhen ap  | propriate  | e)  |             | TOTAL PAY  |
| Course # 32759 F  | POS 2041  | 3   | credit hrs/   | 3.00   | contact hrs  | X \$498  | .00/cont   | act hour  |             |  |
|   |   |   |   |  |  |  |  |   |             |  |
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|   |   |   |   | ONTRAC   |  |  |  |   |             | \$ 1,494.0   |
| his contract is entere  | d into between the  | e District Board of   | C   | ONTRAC   | T  |  | <u></u>  |   |             |  |
|   |   | e District Board of<br>after called the Fa  | C   |  | T  |  | <u></u>  | ereinafter <b>f</b>   |             | Expere and the   |
| ntained the parties he  | ereto agree that:   | ulty Mombor in the  | C<br>Trustees of Va<br>culty Member.  | alegia Comn<br>Inconsidera   | nunity College in ation of the mutual  | Orlando,<br>al agreen  | Florida, he  | ereinafter kenants, ter   | <b>IY</b> 0 | Expert and the conditions herein   |
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| ntained the parties he  | ereto agree that:  o employ the Face  er agrees to perforthorized college r   | ulty Member in the  | C<br>Trustees of Valculty Member.<br>e assignment he  | alegia Comn<br>Inconsidera<br>eretofærind  | T  nunity College in ation of the mutual icated for the coned assignment in  | Orlando, al agreen npensation a locatio  | Florida, henents, cove   | ereinafter <b>F</b><br>enants, teri<br>d.<br>HUMA<br>ed <b>Vaye</b> thera   | Y O         | Tel Board and the reconstructions hereing 2002   |
| ntained the parties he . The Board agrees t . The Faculty Membe agrees that if an au not be compensate . This contract shall a Regulations now ex   | ereto agree that:  o employ the Facer agrees to perfound thorized college red for the course.  at all times be substituting or hereafte   | rulty Member in the<br>rm the services re-<br>epresentative dete  | Trustees of Valculty Member. e assignment he quired for the aermines that the                               | alegia Comn<br>Inconsidera<br>eretofor ind<br>aforementiona<br>ænrollment<br>tate Board o  | nunity College in ation of the mutual icated for the coned assignment in its too small to just   | Orlando, al agreen npensatio a locatio stify offeri  | Florida, he nents, cover specifie n designating a cours                      | ereinafter fenants, terion d. HUMA eed ayethera se that the   | N RESPONDE  | 2002 2002 Wernber Sall   |
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| <ul> <li>that a contract shall a contract shall a Regulations now expension</li> <li>The Faculty Member agrees that if an aurot be compensated.</li> <li>This contract shall a Regulations now expension</li> </ul> | ereto agree that:  o employ the Facer agrees to perfound thorized college red for the course.  at all times be substituting or hereafte   | rulty Member in the<br>rm the services re-<br>epresentative dete  | Trustees of Valculty Member. e assignment he quired for the aermines that the                               | alegia Comn<br>Inconsidera<br>eretofor ind<br>aforementiona<br>ænrollment<br>tate Board o  | nunity College in ation of the mutual icated for the coned assignment in its too small to just feducation Regulpart-time or supp                           | Orlando,<br>al agreen<br>npensatio<br>a locatio<br>stify offeri<br>ulations, a<br>blemental  | Florida, he nents, cover specifie n designating a cours and Valency assignm  | ereinafter fenants, ter<br>enants, ter<br>d.<br>HUMA<br>et Mayettera<br>se that the<br>cia Commu-<br>leents shall | N REPORTED  | 9 2002  Superior and the factor of the facto |
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White - Employee Folder
 Green - Department

3. Canary - Payroll4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #27 Rev. 7-01

## VANENCIA COMMUNITY COMEGE

### HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

| Course # 32273 POS 2041 3 credit hrs/ 3.00 contact hrs X \$498.00/contact hour  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  hrs/  CONTRACT  This contract is entered into between the District Board of Trustees of Valenia Community College in Orlando, Florida-hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coverants ferms, are conditioned the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofor indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and hinter agrees that if an authorized college representative determines that themsollment is too small to justify offering a course that the Faculty Offering and North agrees that if an authorized college representative determines that themsollment is too small to justify offering a course that the Faculty Offering and North agrees that it an authorized college representative determines that the Inconstitute for the compensated for the course.  3. This contract shall at all times be subject to any and all laws, Florida tate Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-tim service to the College.   |  | 04/28/                              | Young Date:   | MJ`   | Prepared b   |  | Ful               |                            |
|---|--|-------------------------------------|---|---|--|--|-------------------|----------------------------|
| Period of Employment    FROM:   | ımber                                  | cial Security Nu                    | Soc   |   |  |  | First, M.I.)      | Employee Name (Last,       |
| Department Title  Political Science  INSTRUCTIONAL  JOB CATEGORY  DEGREE  Instructional (Credit) 560010  Instructional (Non-Credit) 560070  Instructional (Non-Credit) 560070  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041  Total  Course # credit hrs/ contact hrs × \$498.00/contact hour  Course # credit contact hrs × \$498.00/contact hour  Course # credit contact hrs × \$498.00/contact hour  Course # credit contact hrs × \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valeaia Community College in Orlando, Florida-hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coverable for the soft and the parties hereto agrees that:  1. The Board agrees to employ the Faculty Member in the assignment heretofar indicated for the compensation of parties hereto agrees to perform the services required for the aforementioned assignment in a location designated by the Board and hereinages that if an authorized college representative determines that theoretiment is too small to justify offering a course that the Paculty Member in the assignment is that theoretiment is too small to justify offering a course that the Paculty Member in the course.  3. This contract shall at all times be subject to any and all laws, FloridaState Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-time services to the College.   |  |                                     |   |   |  | John   |                   | Tobia                      |
| Department Title  Political Science  INSTRUCTIONAL  JOB CATEGORY  DEGREE  Instructional (Credit) 560010  Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041 3 credit hrs/ 3.00 contact hrs X \$498.00/contact hour  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valetia Community College in Orlando, Floridar-hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coverlants, terms, are sold and contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofer indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforemntioned assignment in a location designated by the Board and the services required for the aforemntioned assignment in a location designated by the Board and the services required for the aforemntioned assignment in a location designated by the Board and the services required for the aforemntioned assignment in a location designated by the Board and the services that it an authorized college representative determines that themrolliment is too small to justify offering a course that the Board and the Services required for the compensated for the course.  3. This contract shall at all times be subject to any and all laws, Floridastate Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-times revices to the College.  |  |                                     |   |   |  |  | FROM:             | Period of Employment:      |
| INSTRUCTIONAL  JOB CATEGORY  DEGREE  Instructional (Credit) 560010  Earned Doctorate  Master's Degree  Bachelor's Degree  Not Applicable  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041 3 credit hrs/ 3.00 contact hrs X \$498.00/contact hour  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valenia Community College in Orlando, Florida, hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coverables from the state of the mutual agreements, coverables from the state of the same days of the mutual agreements, coverables from the state of the same days o      | 496                                    | 847-94                              |   |   |  | 05/07/03   |                   |                            |
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| Master's Degree Bachelor's Degree Not Applicable  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041 3 credit hrs/ 3.00 contact hrs X \$498.00/contact hour  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valeria Community College in Orlando, Florida, hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coverables forms, and contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofor indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforemationed assignment in a location designated by the Board and through agrees that if an authorized college representative determines that themrollment is too small to justify offering a course that the Faculty Member not be compensated for the course.  3. This contract shall at all times be subject to any and all laws, Florids tae Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-times envice to the College.   |  | ·                                   | Earned Doctorate  |   |  | 560010   | Credit)           | Instructional (            |
| Instructional (Non-Credit) 560070  Bachelor's Degree Not Applicable  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valenia Community College in Orlando, Florida, hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coveriants for the contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofor indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforemntioned assignment in a location designated by the Board and highly agrees that if an authorized college representative determines that thenrollment is too small to justify offering a course that the Faculty Orlando in the course.  3. This contract shall at all times be subject to any and all laws, Florids tate Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-tim service to the College.  | l                                      |                                     | Master's Degree   |   | $\bigcirc$   | 000010   | , ,               | ,                          |
| Not Applicable  ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)  Course # 32273 POS 2041 3 credit hrs/ 3.00 contact hrs X \$498.00/contact hour  Course # credit hrs/ contact hrs X \$498.00/contact hour  Course # credit contact hrs X \$498.00/contact hour  This contract is entered into between the District Board of Trustees of Valenia Community College in Orlando, Florida-hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coveriants (erms, and bodied contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofor indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforemantioned assignment in a location designated by the Board and Turnte agrees that if an authorized college representative determines that themrollment is too small to justify offering a course that the Board and Turnte agrees that if an authorized college representative determines that themrollment is too small to justify offering a course that the Februal Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-tim service to the College.   | 1                                      |                                     | Bachelor's Degree   |   |  | t) 560070  | Non-Credit)       | Instructional (            |
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| This contract is entered into between the District Board of Trustees of Valenia Community College in Orlando, Florida, hereinafter called the Faculty Member. Inconsideration of the mutual agreements, coveragings, terms, and condition contained the parties hereto agree that:  1. The Board agrees to employ the Faculty Member in the assignment heretofor indicated for the compensation specified.  2. The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and Turner agrees that if an authorized college representative determines that themprollment is too small to justify offering a course that the Faculty Orlandari not be compensated for the course.  3. This contract shall at all times be subject to any and all laws, Florida tate Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-times service to the College.  | ,40 1.00                               | 103   -                             | I MAY I b A   |   | CONTRAC  |  |                   |                            |
| <ol> <li>The Board agrees to employ the Faculty Member in the assignment heretolds indicated for the compensation specified.</li> <li>The Faculty Member agrees to perform the services required for the aforemntioned assignment in a location designated by the Board and further agrees that if an authorized college representative determines that the proliment is too small to justify offering a course that the Fataul Community not be compensated for the course.</li> <li>This contract shall at all times be subject to any and all laws, Florid State Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-timeservice to the College.</li> </ol>  | ` لم                                   | , her                               | ndo, Florida, hereinafter çal<br>reements, coveriants, term | hity College in Orlan<br>on of the mutual agr | of Trustees of Valenia Com   | eremaner caned the r                             | ulcated and ne    | Iligividual neretorore inc |
| not be compensated for the course.  3. This contract shall at all times be subject to any and all laws, Florid&tate Board of Education Regulations, and Valencia Community College Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-time service to the College.  |  |                                     | nsation specified.  | ted for the compens                           | the assignment heretofor inc                                       | Faculty Member in the                            | to employ the I   | 1. The Board agrees        |
| Regulations now existing or hereafter enacted or promulgated. No combination of part-time or supplementary assignments shall constitute full-time service to the College.   | JRCES<br><b>ts</b> ≠iColleg            | •                                   |   | ,   |  | urse.  | ted for the cour  | not be compensat           |
| 1/19/07 /   | ne                                     | nity College<br>constitute full-tim | ons, and Valencia Communi<br>entary assignments shall co    | Education Regulation<br>art-time or suppleme  | all laws, Florid&tate Board<br>∍mulgated. No combi <b>a</b> tion o | e subject to any and a<br>eafter enacted or pron | xisting or here:  | Regulations now e          |
|   | 103<br>Date                            | 5/7)                                | peio  | S. District                                   | 4/19/03  | - Aller  | M                 | (Šiašdui                   |
| Signature of Faculty Member Date District Board of Trustees   | 2410                                   | _                                   | lot Board or Trustees                                       | € Diguin                                      | EDate)   | vember   | E Of It acrity wi | Çəigüəlim                  |
| SIGNED BY:  | 102                                    | 5/15                                | 1/ 2/2  | man \   | Club   |  | 4                 | SIGNED BY:                 |
| Supervisor/Administrator Supervisor/Administra          | ate 7                                  |                                     | 1.HOW (   |   | 216/02   | <u></u>  | istrator          | Supervisor/Admini          |
| Adi. av - 7  PAYROLL USE ONLY   |  | · ·                                 | ς   | NLY   | · · · · · · · · · · · · · · · · · · ·                              |  | V-7               | Adv. la                    |
| Start Date: Payments 7 @ 2   3 . 43 Payroll   | ······································ | ×                                   | 3 Payroll   | 213.4   | Payments 7   | <del></del>                                      |                   | Start Date:                |
| Stop Date:  | <u>3</u>                               | 19703                               | Date 5  |   |  |  |                   | Stop Date:                 |

3. Canary - Payroll

- Employee

4. Pink

1. White - Employee Folder

2. Green - Department

5. Goldenrod - Supervisor

HR Form #27

Rev. 7-01



|  | Suma   | ver A                                     | Prepared b   | y:   | MJ Young                                  | Date:  | 04/28   | ю́з      |
|--|--|---|--|--|---|--|---|----------|
| Employee Name (Last,   |  |   | -  |  |   | Soc  | cial Security No                                | ımber    |
| Tobia  | Jo   | hn  |  |  |   |  |   |          |
| Period of Employment:  | FROM:  |   | TO:  | 00/40/00                                   | Campus                                    | Mail Code  | Campus Pho                                      |          |
| Department Title   |  | 05/07/03                                  |  | 06/19/03                                   | Budget No.                                | 6-1  | 847-9   | 490      |
| ералинент ние  |  | Political Science                         | e  |  |   | 111722   | 00-2207000-0                                    | 0000-05  |
|  |  |   | INSTRUCTION  | DNAL                                       |   |  |   |          |
|  | JOB CAT  | EGORY                                     |  |  | DEG                                       | REE  |   |          |
| Instructional (  | Credit)  | 560010                                    | 0  |  | Earned                                    | Doctorate  |   |          |
|  |  |   |  |  | Master'                                   | s Degree   |   |          |
| Instructional (  | Non-Credit)  | 560070                                    |  |  | Bachelo                                   | r's Degree   |   |          |
|  |  |   |  |  | Not Ap                                    | plicable   |   |          |
| ASSIGNMENT (W  | orking title, ho   | ours worked, ho                           | ourly/course rate of p                                   |  |   |  | TOTA  | L PAY    |
| Course # 32020 F   | POS 2041   | 3   | credit hrs/ 3.00   | contact hrs                                | X \$498.00/con                            | tact hour  |   |          |
|  |  |   |  |  | /   | oot barre  |   |          |
| Course #   |  |   | credit hrs/  | contact hrs X                              | ( \$498.00/cont                           | act nour   |   |          |
| •  |  |   |  |  | <u></u>                                   |  |   |          |
| Course #   |  |   | credit   | contact hrs                                | X \$498.0 <u>0/co</u> r                   | RECEIVEL   | )   |          |
| -  |  |   | hrs/   |  |   |  |   | 404.0    |
|  |  |   |  |  | A M                                       | AY 16 20   | 003   \$ 1                                      | ,494.0   |
|  |  | Distributed of                            | CONTRAC<br>Trustees of Valenia Com                       |  | Orlando Florida                           | horoinaffor cal                                    |   | MED      |
| This contract is enterendividual heretofore indontained the parties he | licated and herein   | e District Board of lafter called the Fa  | culty Member. Inconsider                                 | ration of the mutua                        | al agreements, co                         | venants, termi<br>PAYRULI                          | s, and condition                                | s herein |
| 1. The Board agrees t  | to employ the Fac  | culty Member in the                       | e assignment heretofær ind                               | dicated for the con                        | npensation specif                         | ied.   | HUMAN KE  |          |
| The Faculty Membragrees that if an aunot be compensate                 | er agrees to perfo<br>thorized college red for the course. | rm the services re-<br>epresentative dete | quired for the aforemention<br>ermines that thænrollment | ned assignment in<br>t is too small to jus | a location design<br>stify offering a cou | ated by the Bo<br>irse that the <sup>ਪ੍ਰ</sup> ਵਿੰ | no man<br>erd and furthe<br>โษติเคียงค์ผู้เบิลเ | unity C  |
| 3. This contract shall   | at all times be sul  | oject to any and all                      | laws, FloridaState Board ulgated. No combination o       | of Education Regulation                    | ulations, and Vale                        | encia Communi<br>nments shall co                   | ity College<br>onstitute full-tim               | ne       |
| service to the Colle   | ge.  |   |  |  |   |  |   |          |
| m.   | h -  |   | 1 1-   | /  | / /                                       |  | ,   |          |
|  | 101  |   | 9129/03  | D.3  | aple                                      | 0  |   | 7/03     |
| Signature  | of Faculty Memi  | per                                       | Date .   |  | District Board of T                       | rustees  | Į   | Date     |
| SIGNED BY:   | •  |   |  |  | \ ,\                                      |  | 1   | ,        |
| Supervisor/Admini  | strator  | ~   |  | Human<br>Resources                         | J.Hou                                     | ۸  | 315   | 03       |
|  | 2  |   | Date   |  |   |  | l Da  | ate      |
| Agj. Pay   | テク   |   | PAYROLL USE  | ONLY                                       |   |  | ,   |          |
| Start Date:  | •  |   | 2  | @ 1100                                     | 00 F                                      | Payroll  | $\times \wedge$                                 |          |
| 1  | 1., 2  | _   | Payments   | U 778                                      |   | - 1  |   | •        |
| Stop Date: J U   | 142  | _   | •  |  |   | Date 5   | 14/03   | <b>-</b> |
|  | 1  | •   |  |  |   | ,  | •   |          |

3. Canary - Payroll4. Pink - Employee

HR Form #27 Rev. 7-01

5. Goldenrod - Supervisor

White - Employee Folder
 Green - Department

MAY 22 2007

Valencia Community College
HUMAN RESOURCES ACTION: FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

PAYROLL

RECEIVED

| repared by Rosa E. Sanchez   | Mail Code/l  | Ext. 6-8   | 4895  |  | Date 5/4/07   |
|--|--|--|---|--|---|
| AME Tobia  | John   | J.   | Employee ID   | HR000570   | 09  |
| Last<br>ERIOD OF EMPLOYMENT:   | First<br>from: May 7, 2007   | Middle Initial   | to: July:   | 31, 2007   | Sel   |
| YPE OF EMPLOYMENT:   | HOTTI. 14104 7 , 2007  | e -<br>nde en algument av ave frem hill sede 3% 385000   | July  | 91, 2007   | 521010 att  |
| epartment: Political Science   | Budget No: 1   | 1172200-022070   | 0-00000-05  | GL Code  | : 52 <del>00</del> 90   |
| and the second s | INSTRUCTIONAL  | and a second a second second   | And the second of the second  |  | NON-INSTRUCTIONAL   |
| Categor  | у  |  | Degree  |  |   |
| Overload Faculty De Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | velopment Hours Complete   | Earned Doo  Master's Do  Bachelor's  Not Applica   | egree<br>Degree   |  | O Hourly  |
| SSIGNMENT: (working title, hours wo  | rked, hourly/course rate of pay, cou   | urse # when appropria  | ate)  |  | TOTAL PAY   |
| Course # POS 2041 3  | credit hrs / 3 co  | ntact hrs x 53   | 37.00 /contact  | hour   |   |
| Course # POS 2041 3  | credit hrs / 3 cor   | ntact hrs x 53   | 37.00 /contact  | hour (   | @537.05   |
| xplanation:<br>CRN's 31607 and 32870. These are C  | DNLINE classes.  |  |   |  | \$3,222.00  |
| •  |  | tructional Personnel C   | Dniv)   |  | \$3,222.00  |
| RN's 31607 and 32870. These are Contract is entered into between the standard and onsideration of the mutual agree   | CONTRACT (Inst<br>veen the District Board of Tr<br>the individual heretofore inc<br>ements, covenants, terms, a  | licated and herein<br>and conditions he  | ia Community (<br>nafter called the<br>rein contained   | e Faculty N<br>the parties   | Orlando, Florida,<br>Member. In Properties that   |
| his contract is entered into between enafter called the Board and onsideration of the mutual agree  1. The Board agrees to employ the company of the mutual agrees that if an authorized conshall not be compensated for the contract shall at all times in the contr | contract (Institute of the individual heretofore incoments, covenants, terms, and the Faculty Member in the assignment of perform the services required for ellege representative determines the course.  The subject to any and all laws, Flore reafter enacted or promulgated. Note that the course of | rustees of Valenci<br>dicated and herein<br>and conditions he<br>ent heretofore indicate<br>the aforementioned a<br>at the enrollment is to<br>ida State Board of Ed<br>o combination of part- | ia Community ( nafter called the rein contained ed for the compens assignment in a loc to small to justify of | e Faculty Methe parties sation specific ation designation designation designation designation accounts, and Valentary assignmentary assignment | Orlando, Florida, Member. In Properties of the May 2 1 2007  and May 2 1 2007  and May 2 1 2007  and further security Member Community College  acia Community College  acia Constitute full-time |

From:

Rosa Sanchez

To:

Anita Zubak

Date:

5/21/2007 3:45 PM

Subject:

GL Code correction

Hi Anita,

Please change GI code 520090 to 521010 for John Tobia and Mark Guillette overload contracts.

Thank you much,

Rosa E. Sanchez Administrative Assistant to the Dean Business, Information Technology & Social Sciences Osceola Campus 407-582-4895

Valencia Community College
HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez   | Mail Code/E  | xt. 6-8 48   | 95 Da                                     | 2/16/2007   |
|---|--|--|---|---|
| NAME Tobia  | John   | Employe  | e ID HR0005709                            | )   |
| Last  | First  | Middle Initial   | 70  |   |
| PERIOD OF EMPLOYMENT:   | from: March 1, 2007                                    | to:  | <b>2.0</b><br>April 28, 2007              |   |
| TYPE OF EMPLOYMENT:   |  |  |   |   |
| Department: Political Science - Osceo   | la Budget No: 11                                       | 172200-2207000-00000   | -05 GL Code:                              | 521010  |
| <u> </u>  | INSTRUCTIONAL  | <u></u>  |   | NON-INSTRUCTIONAL   |
| Category  |  | Degree   |   |   |
| Overload Faculty Developed Independent Study Stipend/Set Amount Summer Supplement Other (specify)   | ment Hours Complete                                    | Earned Doctorate  Master's Degree Bachelor's Degree Not Applicable |   | O Hourly  |
| ASSIGNMENT: (working title, hours worked, t   | nourly/course rate of pay, cou                         | se # when appropriate)   | i   | TOTAL PAY   |
| Course # POS2041 3 cr   | edit hrs / 3 cor                                       | tact hrs x 537.00 /ce  | ontact hour                               |   |
| Course # xxxxxxxx 0 cr  | edit hrs / <u>0</u> con                                | tact hrs x537.00 /cc   | ontact hour                               | ©402.75<br>\$1,611.00   |
| This contract is optored into between   |  | uctional Personnel Only)   |   |   |
| This contract is entered into between<br>hereinafter called the Board and the in<br>consideration of the mutual agreemer<br>1. The Board agrees to employ the Fac | ndividual heretofore indi<br>nts, covenants, terms, ar | cated and hereinafter cal<br>nd conditions herein cont             | led the Faculty Me<br>ained the parties h | ereto agreemado   |
| The Faculty Member agrees to perforagrees that if an authorized college rishall not be compensated for the country.   |  |  |   | Having Board and further that the Facility Microser Cio Community College |
| <ol> <li>This contract shall at all times be sub<br/>Regulations now existing or hereafte<br/>service to the College.</li> </ol>                                  | rject to any and all laws, Floric                      | la State Board of Education Re                                     | gulations, and Valencia                   | a Community College   |
| Signature of Faculty Member   | 62/14/07.  | Auth College Represer  | ntative/District Board of Trus)           | 2/21/07<br>Date   |
| Dec Supervisor/Administrator  | 7) 3/16/0  | 7 Humi   | an Resources                              | — 2-24-0<br>Date  |
| ProvostVice President (for non-instructional  | only) Date   |  | Payrolt                                   | Date  |
| White - Employee Folder 3. Can<br>Green - Department 4. Pink  |  | 5. Golderrod - Su  | pervisor                                  | #R Form #26<br>Rev. 6/06  |
|   |  |  | M   | AR 0.1 2007   |

PAYROLL

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1 Page 1

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Valencia Community College
HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES
(FULL-TIME EMPLOYEES)

| Prepared by Rosa E. Sanchez  | Mail Code/Ext. 6-8   | 4895   | Date 1/10/2007  |
|--|--|--|---|
| AME Tobia John Last First  | Middle Initial   | Employee ID HR00   | 05709   |
| PERIOD OF EMPLOYMENT: from: Janua  | ry 8, 2007   | to: April 29, 20   | 007   |
| YPE OF EMPLOYMENT:   |  | <del></del>  | <del></del>   |
| epartment: Political Science - Osceola Bu  | dget No: 11172200-22   | 07000-00000-05 GL  | Code: 521010  |
| INSTRU   | JCTIONAL   |  | NON-INSTRUCTIONAL   |
| Category   |  | Degree   |   |
| Overload Faculty Development Hours Com Independent Study Stipend/Set Amount Other (specify)  | Mas Bach   | ned Doctorate<br>ter's Degree<br>nelor's Degree<br>Applicable  | Hourly  |
| ASSIGNMENT: (working title, hours worked, hourly/course rat  | te of pay, course # when ap  | ppropriate)  | TOTAL PAY   |
|  |  | 324.00 /contact hour   |   |
| Course # POS 2041 3 credit hrs / 3  Course # POS 2112 3 credit hrs / 3   | contact hrs x  | <b>537.00</b> /contact hour  | 60537.0   |
| Explanation:   |  |  |   |
| CRN's 24795 and 25245.   | Hached -   | arong sate 4 &   | ed  |
| CON This contract is entered into between the District B nereinafter called the Board and the individual her consideration of the mutual agreements, covenant  | ITRACT (Instructional Perso<br>Board of Trustees of Vertofore indicated and ts, terms, and condition   | onnel Only)<br>alencia Community Colleg<br>hereinafter called the Fact<br>ns herein contained the pa   | e in Orlando, Florida,<br>ulty Member. In<br>arties hereto agree that: 44   |
| CON This contract is entered into between the District B nereinafter called the Board and the individual her consideration of the mutual agreements, covenant  | ITRACT (Instructional Perso<br>Board of Trustees of Vertofore indicated and ts, terms, and condition   | onnel Only)<br>alencia Community Colleg<br>hereinafter called the Fact<br>ns herein contained the pa   | e in Orlando, Florida,<br>ulty Member. In<br>arties hereto agree that:  |
| CON This contract is entered into between the District B nereinafter called the Board and the individual her consideration of the mutual agreements, covenant  | ITRACT (Instructional Perso<br>Board of Trustees of Vertofore indicated and ts, terms, and condition   | onnel Only)<br>alencia Community Colleg<br>hereinafter called the Fact<br>ns herein contained the pa   | e in Orlando, Florida,<br>ulty Member. In<br>arties hereto agree that:  |
|  | ITRACT (Instructional Personal | onnel Only) alencia Community Colleg hereinafter called the Fact ns herein contained the pa indicated for the compensation s oned assignment in a location de int is too small to justify offering and   | e in Orlando, Florida, ulty Member. In arties hereto agree that:  pecified.  esignated by the Board and furtien a course that the Faculty Member  Valencia Community College ssignments shall constitute full-time  |
| This contract is entered into between the District Between the District Between and the individual heroconsideration of the mutual agreements, covenants.  1. The Board agrees to employ the Faculty Member in 2. The Faculty Member agrees to perform the services agrees that if an authorized college representative dishall not be compensated for the course.  3. This contract shall at all times be subject to any and Regulations now existing or hereafter enacted or proservice to the College.  Supervisor/Administrator  ProstVicePresident (for non-instructional only) | Board of Trustees of Vietofore indicated and its, terms, and condition the assignment heretofore required for the aforementi etermines that the enrollme all laws, Florida State Board mulgated. No combination  | alencia Community Collegenerinafter called the Factors herein contained the particular of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the compensation of the college Representative/District Board Co | e in Orlando, Florida, ulty Member. In arties hereto agree that:  pecified.  esignated by the Board and further, a course that the Faculty Member  Valencia Community College ssignments shall constitute full-time |

PAYROLL

From:

20

Rosa Sanchez

To: Date: Francine Owens 1/31/2007 8:57 AM

Subject:

Re: John Tobia's Contract

Hi Francine,

Yes please, go ahead with the correction; and I will inform him.

Again, thank you sooooo much,

Rosa E. Sanchez Administrative Assistant to the Dean Business, Information Technology & Social Sciences Osceola Campus 407-582-4895

>>> Francine Owens 1/31/2007 8:47 AM >>>

No, you do not need to prepare a new contract I will correct this one if you agree with the correction. So is it okay to correct John's contract? if so please make him aware of the correction. Thanks

~Francine~

>>> Rosa Sanchez 1/30/2007 4:51 PM >>> Francine,

I apologize for that huge mistake. Thank you is not enough but is the best word I can use...

Do I need to prepare a new contract?

Again, thank you sooooo much,

Rosa E. Sanchez Administrative Assistant to the Dean Business, Information Technology & Social Sciences Osceola Campus 407-582-4895

>>> Francine Owens 1/30/2007 4:31 PM >>>

Please correct the rate for John's contract dated 1/10/07, CRN# 24795. It should be at \$537.00 per contact hr. for a master degree instead of last yrs. academic rate \$521.00. The correct amt. for 6 contact hrs is \$3222.00. Thanks

Francine Owens
Human Resources Specialist Senior
Valencia Community College (mail code 3-33)
Office No: (407) 582-8052
Fax: (407) 582-8082
fowens@valenciacc.edu

**EPAF Preview** 5/26/2021

### **EPAF** Preview

Transaction successfully completed.

Name and ID: John Joseph Tobia, V01004234 Job and Suffix: FT0317-SS, Professor, Political Science

Transaction: 201299 Query Date: Mar 24, 2021 Transaction Status: Approved Last Paid Date: Jul 25, 2020

Approval Category: Update Other Payment Type w/ Labor Distribution, JC\_OPT

Previous Next Add Comment

Approval Types Account Distribution Routing Queue Comments Transaction History

**EPAF Approver Summary** 

Return to EPAF Menu

Jump to Bottom

\* - indicates a required field.

Update Other Payment Type, FT0317-SS Professor, Political Science, Last Paid Date: Jul 25, 2020

| Enter Changes                | Current Value       | New Value           |
|------------------------------|---------------------|---------------------|
| Jobs Effective Date: *       | 07/25/2020          | 05/30/2021          |
| Job Status: <b>≭</b>         | Terminated          | Active              |
| Salary Group: *              | 2020                | 2021                |
| Salary Table: *              | AJ                  | AJ                  |
| Salary Grade/Degree: *       | 0                   | 0                   |
| Step/Contact Hours: *        | 0                   | 0                   |
| Annual Sal/Total Pay: *      | 13934               | 14304               |
| Number of Pays: <b>≭</b>     | 4                   | 4                   |
| Factor: *                    | 4                   | 4                   |
| Job Location: <b>≭</b>       | OSC, Osceola Campus | OSC, Osceola Campus |
| Job Change Reason: *         | C6                  | C4                  |
| Date Work Starts: *          |                     | 06/18/2021          |
| Date Work Ends: *            |                     | 08/05/2021          |
| Instr Hrs per Week: <b>≭</b> |                     | 6                   |
| Other Hrs per Week: *        |                     | 0                   |
| HR use only: <b>≭</b>        |                     | 1                   |

Assignment Termination Process, FT0317-SS Professor, Political Science, Last Paid Date: Jul 25, 2020

**Enter Changes** Current Value | New Value | 5/26/2021 EPAF Preview

| Jobs Effective Date: * | 07/25/2020 | 07/24/2021 |
|------------------------|------------|------------|
| Job Status: *          | Terminated | Terminated |
| Job Change Reason: *   | C6         | C6         |

### Job Labor Distribution, FT0317-SS Professor, Political Science, Last Paid Date: Jul 25, 2020

Current

**Effective Date: 05/31/2020** 

COA Index Fund Organization Account Program Activity Location Project Cost Percent Encumbrance Override End Date

V 112405 11000 112405 520090 117227 100.00

New

Effective Date: 05/30/2021

COA Index Fund Organization Account Program Activity Location Project Cost Percent Encumbrance
Override End
Date

V 112405 11000 112405 520090 117227 100.00

#### **Routing Queue**

| Approval Level                        | Name   | Required<br>Action | Queue<br>Status | Action Date                 |
|---------------------------------------|--|--------------------|-----------------|-----------------------------|
| Contract Reviewer, 10                 | John Joseph Tobia, JTOBIA                                      | Approve            | Approved        | Apr 09, 2021 02:16:45<br>PM |
| Department Originator Sign-Off, 15    | Jennifer Anne Bailey, JSMITH                                   | FYI                | FYI             | Apr 09, 2021 02:16:45<br>PM |
| Dean/Supervisor Approval, 20          | Scott Francis Creamer, SCREAMER                                | Approve            | Approved        | Apr 09, 2021 02:58:46<br>PM |
| Campus<br>President/Administrator, 25 | Melissa Dewey Pedone, MPEDONE                                  | Approve            | Approved        | Apr 12, 2021 08:16:01<br>AM |
| HR Office, 85                         | Samantha Lynn Kellogg, SKATZ6 for Osceola Campus HR All, HROSC | Approve            | Approved        | May 26, 2021 11:19:42<br>AM |
| Apply EPAF, 90                        | Apply All EPAFs, APPLYALL                                      | Apply              | Pending         |                             |

#### Comments

**Date:** Mar 31, 2021 11:56:14 AM

Made by: Samantha Lynn Kellogg, SKATZ6

**Comments:** Please update Jobs Effective Date to 5/30/2021.

Date: Mar 29, 2021 09:27:29 AM

Made by: Jennifer Anne Bailey, JSMITH

Comments: Update: The CRN's should be 31118 POS 2112 and 32547 POS 2112. Both are 3 credit/3 contact. Both of these classes are

being taught in H2.

Date: Mar 24, 2021 01:30:55 PM

Made by: Jennifer Anne Bailey, JSMITH

**Comments:** This faculty member's current academic appointment is 5-5-2-0. This is a supplement for Term B (H2). John Tobia is teaching

POS 2041/CRN 30488 and POS 2041/CRN 30489. Both are 3 credit/3 contact hour classes. These classes are being taught

5/26/2021 EPAF Preview

during Summer A (H1) and are not considered part of this faculty member's 10-month teaching obligation. It is understood that all normal office/student engagement and campus hours will be maintained for these classes and that a minimum of a 35 hour work week is required to fulfill this commitment. Total pay = \$14,304.00

### **Transaction History**

| Action          | Date         | User Name            |               |          |                     |  |
|-----------------|--------------|----------------------|---------------|----------|---------------------|--|
| Created:        | Mar 24, 2021 | Jennifer Anne Bailey |               |          |                     |  |
| Submitted:      | Apr 07, 2021 | Jennifer Anne Bailey |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
| Approva         | al Types     | Account Distribution | Routing Queue | Comments | Transaction History |  |
| Add (           | Comment      |                      |               |          |                     |  |
| Previo          | ous Next     | ⊕                    |               |          |                     |  |
| Return t        | о Тор        |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
| EPAF A          | pprover Sun  | nmary                |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
| Datumat         | La EDAE Mai  |                      |               |          |                     |  |
| <u>Keturn t</u> | to EPAF Mer  | <u></u>              |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |
| <b>2021 E</b> l | Ilucian Cor  | mpany L.P. and its a | ffiliates.    |          |                     |  |
|                 |              |                      |               |          |                     |  |
|                 |              |                      |               |          |                     |  |

RELEASE: 8.18 SITE MAP

6/10/2020 EPAF Preview

### **EPAF** Preview

✓ You are acting as a Superuser.

Name and ID: John Joseph Tobia, V01004234 Job and Suffix: FT0317-SS, Professor, Political Science

 Transaction:
 179943
 Query Date:
 Jun 30, 2006

 Transaction Status:
 Completed
 Last Paid Date:
 Jun 13, 2020

Approval Category: Update Other Payment Type w/ Labor Distribution, JC\_OPT

€ Previous Next €

**Cancel Transaction** 

Approval Types Account Distribution Errors Routing Queue Comments Transaction History

**EPAF Approver Summary** 

Return to EPAF Menu

Jump to Bottom

#### **Errors and Warning Messages**

| Туре                              | Message<br>Type | Description  |
|-----------------------------------|-----------------|--|
| Job Labor Distribution            |                 | Net change in Salary Encumbrance for Job Base is greater than Position Available Budget. (FT0317-SS) |
| Update Other<br>Payment Type      |                 | Net change in Salary Encumbrance for Job Base is greater than Position Available Budget. (FT0317-SS) |
| Assignment<br>Termination Process | WARNING         | Net change in Salary Encumbrance for Job Base is greater than Position Available Budget. (FT0317-SS) |

\* - indicates a required field.

## Update Other Payment Type, FT0317-SS Professor, Political Science, Last Paid Date: Jun 13, 2020

| Enter Changes           | Current Value | New Value           |
|-------------------------|---------------|---------------------|
| Jobs Effective Date: *  |               | 05/31/2020          |
| Job Status: <b>≭</b>    |               | Active              |
| Salary Group: *         |               | 2020                |
| Salary Table: *         |               | AJ                  |
| Salary Grade/Degree: *  |               | 0                   |
| Step/Contact Hours: *   |               | 0                   |
| Annual Sal/Total Pay: * |               | 13934               |
| Number of Pays: *       |               | 4                   |
| Factor: *               |               | 4                   |
| Job Location: <b>≭</b>  |               | OSC, Osceola Campus |
|                         |               |                     |

6/10/2020 **EPAF Preview** 

| Job Change Reason: *  | C4         |
|-----------------------|------------|
| Date Work Starts: *   | 06/12/2020 |
| Date Work Ends: *     | 07/30/2020 |
| Instr Hrs per Week: * | 6          |
| Other Hrs per Week: * | 0          |
| HR use only: *        | 1          |

### Assignment Termination Process, FT0317-SS Professor, Political Science, Last Paid Date: Jun 13, 2020

| Enter Changes          | Current Value | New Value  |
|------------------------|---------------|------------|
| Jobs Effective Date: * |               | 07/25/2020 |
| Job Status: <b>≭</b>   |               | Terminated |
| Job Change Reason: *   |               | C6         |

### Job Labor Distribution, FT0317-SS Professor, Political Science, Last Paid Date: Jun 13, 2020

#### Current

**Effective Date: 06/30/2006** 

COA Index Fund Organization Account Program Activity Location Project Cost Percent Encumbrance

Override End Date

#### New

Effective Date: 05/31/2020

COA Index Fund Organization Account Program Activity Location Project Cost Percent Encumbrance **Override End** Date

100.00 112405 11000 112405 520090 117227

#### **Routing Queue**

| Approval Level                        | Name  | Required<br>Action | Queue<br>Status | Action Date                 |
|---------------------------------------|---|--------------------|-----------------|-----------------------------|
| Contract Reviewer, 10                 | John Joseph Tobia, JTOBIA                                   | Approve            | Approved        | Mar 31, 2020 05:19:45<br>PM |
| Department Originator Sign-Off,<br>15 | Jennifer Anne Bailey, JSMITH                                | FYI                | FYI             | Mar 31, 2020 05:19:45<br>PM |
| Dean/Supervisor Approval, 20          | Scott Francis Creamer, SCREAMER                             | Approve            | Approved        | Apr 01, 2020 08:46:43<br>AM |
| Campus President/Administrator, 25    | Melissa Dewey Pedone, MPEDONE                               | Approve            | Approved        | Apr 01, 2020 12:17:23<br>PM |
| HR Office, 85                         | Robin Marie Mateo, RMATEO5 for Osceola Campus HR All, HROSC | Approve            | Approved        | Apr 08, 2020 03:57:00<br>PM |
| Apply EPAF, 90                        | Amanda Adeimy Hyland, AHYLAND for Apply All EPAFs, APPLYALL | Apply              | Applied         | Apr 08, 2020 07:34:24<br>PM |

#### **Comments**

6/10/2020 EPAF Preview

Date: Mar 31, 2020 12:31:28 PM

Made by: Jennifer Anne Bailey, JSMITH

**Comments:** Summer schedule to be determined by May 1.

#### **Transaction History**

| Action     | Date         | User Name            |
|------------|--------------|----------------------|
| Created:   | Mar 31, 2020 | Jennifer Anne Bailey |
| Submitted: | Mar 31, 2020 | Jennifer Anne Bailey |
| Applied:   | Apr 08, 2020 | Amanda Adeimy Hyland |

Approval Types Account Distribution Errors Routing Queue Comments Transaction History

#### **Cancel Transaction**



### Return to Top

**EPAF Approver Summary** 

Return to EPAF Menu

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RELEASE: 8.12.1.5 SITE MAP

| Name                     | VID Number | Position | Contract | Term supplement | CRNs to be used for supplement                                       |
|--------------------------|------------|----------|----------|-----------------|--|
|                          |            |          | Type     | may be earned   |  |
| Brown, Diane             | V01005600  |          | 5-5-2-0  | Term B          | CRN 30022 HUM 1020 Term A CRN 31017 HUM 1020 Full term               |
| Guillette, Mark          | V01003674  | FT0321   | 5-5-2-0  | Term B          | CRN 30621 SYG 2000 Term B and CRN 33161 SYG 2000 Term B              |
| Hernandez Colon, Ernesto | V03474654  |          | 5-5-2-0  | Term B          | CRN 32462 PHI 2600 Full term and CRN 32463 PHI 2010 Full term        |
| lean, Ricot              | V01009308  | FT0295   | 5-5-2-0  | Term B          | CRN 30454 ECO 2013 Full term Ricot is only receiving half supplement |
| Ragland, Kinyel          | V03301656  |          | 5-5-0-2  | Term A          | CRN 30513 POS 2041 Term A and CRN 30589 POS 2041 Full term           |
| Lubold, Pierre           | V01003186  | FT0319   | 5-5-2-0  | Term B          | CRN 30454 ECO 2013 Full term and CRN 31487 ECO 2013 Full term        |
| Shipley, Jamie           | V02741455  | FT0343   | 5-5-0-2  | Term A          | CRN 30070 ECO 2023 Full term and CRN 33953 ECO 2023 Full term        |
| Szalma, Mike             | V03022677  | FT0291   | 6-6-B-0  | Term B          | CRN 31758 EUH 2001 Term B and CRN 33154 AMH 2010 Term B              |
| Tobia, John              | V01004234  | FT0317   | 5-5-2-0  | Term B          | CRN 30386 POS 2112 Term A and CRN 31165 POS 2112 Term B              |
| Tribble, Adriene         | V02507151  |          | 6-6-0-B  | Term A          | CRN 33071 HUM 1020 Term A and CRN 33072 HUM 1020 Term A              |
| Valladares, Jorge        | V02669285  |          | 5-5-2-0  | Term B          | CRN 30953 PSY 2012 Term B and CRN 33972 PSY 2012 Term A              |
| VonBehren, Ronald        | V01004274  | FT0316   | 5-5-0-2  | Term A          | CRN 30093 POS 2041 Full term and CRN 31755 POS 2041 Full term        |

Laura Magness did not receive a supplement

### VALENCIA COMMUNITY COLLEGE

### **HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES**

(EULI -TIME EMPLOYEES)

|  |  | ROLL-THALE CHAPLES   | osa E. Sanchez   |                            | 8/12/2004  |
|--|--|--|--|----------------------------|--|
|  |  | _  | Prepared   | by                         | Date   |
| Tobia<br>AME   | John   |  | Social Security  | #                          |  |
| Last   | First Name   | Middle Initi   |  |                            |  |
| ERIOD OF EMPLO   | YMENT: from: 11-   | 01-04  | to:12/   | 17/2004                    |  |
| YPE OF EMPLOYN   | MENT:  |  |  |                            |  |
| Political  | Science  | Budget No: 111722  | 200-2207000-00000-                                       | 05                         | GL Code 521010   |
|  | INSTRUC  | CTIONAL  |  | NON                        | N-INSTRUCTIONAL  |
| Cate   | gory   | Degre  | )e   |                            |  |
| Overload   |  | Earned Doctorate   | <b>13.</b>   |                            | RECEIV   |
| Independent Study  |  | Master's Degree  | RECEIVED   | OH                         | ourly SEP 012  |
| Stipend/Set Amount   |  | O Bachelor's Degree  |  |                            | SEP UIZ  |
| Other (specify)  |  | O Not Applicable   | AUG 24 2004  |                            | PAYRO  |
| SSIGNMENT: (Work   | king title, hours worked,                                      | hourly/course rate of pay,   | ் <b>சியான் Regu</b> aggr<br>encia Community Col         | opriate                    | TOTAL PAY  |
| xplanation:  | This is a Dual Enro  | ollment class taught at  | Osceola High Sch   | nool                       | <u> </u>   |
|  |  | CONTRACT (Instructiona   | Il Personnel Only)                                       |                            |  |
| This contract is endividual heretofore indicate erein contained the parties                            | ed and hereinafter called the f                                | ict Board of Trustees of Valencia<br>Faculty Member. In consideratio     | n Community College in O<br>n of the mutual agreemen     | rlando, Flo<br>its, covena | rida, hereinafter called the Boa<br>nts, terms, and conditions |
|  |  | he assignment heretofore indicate  |  |                            | butter Decard and Sudhar                                       |
| <ol><li>The Faculty Member ag<br/>agrees that if an authori<br/>not be compensated for</li></ol>       | zed college representative de                                  | required for the aforementioned a<br>etermines that the enrollment is to | assignment in a location of oo small to justify offering | a course th                | hat the Faculty Member shall                                   |
| <ol> <li>This contract shall at all<br/>Regulations now existin<br/>service to the College.</li> </ol> | times be subject to any and a<br>g or hereafter enacted or pro | all laws, Florida State Board of E<br>mulgated. No combination of pa     | ducation Regulations, and<br>irt-time or supplementary a | d Valencia<br>assignmen    | Community College<br>its shall constitute full-time            |
|  |  | 8/23/89  | 156m   | C71                        | orice)   |
| Signature of F   | aculty Member  | Date   | District Boar<br>Valencia Com                            | d of Truste                | es<br>Hege <b>Keyed in Ora</b>                                 |
| ECOMMENDED BY:   |  | J  | By: Authorized Col                                       | lege Repre                 | esentative "   |
| upervisor/Administra   | or De CH   | Date O Hun   | nan Resources  | ain                        | SEP 0 1 2004   |
| Provost/<br>/ice President   |  | Pay  | roll R   | AR ()                      | Valencia Community   |
| (For non-instructional only  | ) ;  | Date   | ····   | 10                         | Date   |
| White - Employee I     Green - Department  |  | Patrollii<br>Employee  | 5. Goldenrod -   | Superviso                  | or HR Form #2<br>Revised 7-0                                   |

SEP 0 1 2004

A. 10.

### Valencia Community College

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES (FULL-TIME EMPLOYEES)

|  |  | Rosa E. Sanchez  | 7/29/2005   |
|--|--|--|---|
|  |  | Prepared by  | Date  |
| NAME Tobia   | John   | <u> </u>   | 12005709  |
| Last   | First  | ddle Initial   |   |
| PERIOD OF EMPLOYMENT:  | from: 10/31/2005   | to: <u>12/14</u>   | <u>/2005                                   </u>   |
| TYPE OF EMPLOYMENT:  |  |  |   |
| Department: Political Science  | Budget No: 111   | 72200-2207000-00000-05   | GL Code: 521010   |
| and the surprise of the surprise states of the surprise of the | INSTRUCTIONAL  |  | NON-INSTRUCTIONAL   |
| Category   |  | Degree   |   |
| Overload   | O Ea   | ned Doctorate  |   |
| independent Study  |  | ster's Degree  | O Hourly  |
| O Stipend/Set Amount   | ◯ Ba   | chelor's Degree  |   |
| Other (specify)  | O No   | Applicable   |   |
| ASSIGNMENT: (working title, hours v  | vorked, hourly/course rate of pay  | , course # when appropriate)   | TOTAL PAY   |
| CRN 17361 – POS 2041  Explanation: This is a Dual Enrollmen  | 3 credits / 3 cor  | school.  | \$2,346.00  |
|  |  |  | 1   |
|  | CONTRACT (Instruc  | tional Personnel Only)   | Name Elected Park RECEIVED  |
| The Board agrees to employ     The Faculty Member agrees     Board and further agrees that the Faculty Mem     This contract shall at all time Community College Regulations.  | the District Board of Trustees of dicated and hereinafter called the in contained the parties hereto at the Faculty Member in the assign to perform the services required at if an authorized college represes ber shall not be compensated for she subject to any and all laws.   | Valencia Community College in Ce Faculty Member. In consideration agree that:  Inment heretofore indicated for the for the aforementioned assignmentative determines that the enrolement course.  Florida State Board of Education   | AUG 29 2005 e compensation specification Resources ent in a location/stanguage by the nity Coll lment is too small to justify offening  |
| The Board agrees to employ     The Faculty Member agrees     Board and further agrees that the Faculty Mem     This contract shall at all time Community College Regulations.  | the District Board of Trustees of dicated and hereinafter called the in contained the parties hereto at the Faculty Member in the assign to perform the services required at if an authorized college represester shall not be compensated for see the subject to any and all laws, ions now existing or hereafter enfull-time service to the College. | Valencia Community College in Ce Faculty Member. In consideration agree that:  Inment heretofore indicated for the for the aforementioned assignmentative determines that the enrol of the course.  Florida State Board of Education acted or promulgated. No combinated of the course of the course of the course of the course.  Auth. College Representative/Displayers | AUG 29 2005  e compensation specification Resources ent in a location/ensignated by the nity Coll Iment is too small to justify offeringity Coll Regulations, and Valencia ention of part time or supplementary  SEP 1 3 2005 |
| 1. The Board agrees to employ 2. The Faculty Member agrees Board and further agrees tha course that the Faculty Mem 3. This contract shall at all time Community College Regulati assignments shall constitute   | the District Board of Trustees of dicated and hereinafter called the in contained the parties hereto at the Faculty Member in the assign to perform the services required at if an authorized college represester shall not be compensated for see the subject to any and all laws, ions now existing or hereafter enfull-time service to the College. | Valencia Community College in Ce Faculty Member. In consideration or that:  Inment heretofore indicated for the for the aforementioned assignmentative determines that the enrol of the course.  Florida State Board of Education acted or promulgated. No combinations are seen as the course of the course.  | AUG 29 2005  e compensation specification Resources ent in a location/ensignated by the nity Coll Iment is too small to justify offering by Coll Regulations, and Valencia nation of part time or cumplementary  SEP 1 3 2005 |

White - Employee Folder 3, Canary - Payroll 5. Goldenrod - Supervisor
 Green - Department 4. Pink - Employee

Forwarded to Payroll

HR Form #26 Revised 2/05

Keyed in Oracle

SEP 1 2 2005

SEP 1 2 2005

Overbadit -

Human Resources Valencia Community College



### HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

|   | (FULL-TIME   | E EMPLOYEES),  | 1  | 1 1   |
|---|--|--|--|---|
|   | •  | Iron Vo  | on Behren  | 12/14/0   |
| - i   | 1 /  | Pr   | epared by  | Date  |
| NAME 10 DIG.  | John   | Social S   | security#  |   |
| Last / I  | First Name   | Middle Initial   |  |   |
| PERIOD OF EMPLOYMENT: fr  | om: Septem her   | 1, 2001 to:  | December   | 14 2001   |
| TYPE OF EMPLOYMENT:   |  | _  |  |   |
| Department: IntrAmwi  | عام Budget N   | 0: 25101000-0000   | 1000-401' GL   | Code 5 2/0/0  |
|   | INSTRUCTIONAL  |  | NON-IN   | STRUCTIONAL   |
| Category  |  | Degree   |  |   |
| Overload  | C Earned D   | octorate   |  |   |
| Independent Study   | 🕉 Master's [   |  | Hourly   | ,   |
| Stipend/Set Amount  | Bachelor's   | <del>-</del>   |  |   |
| Other (specify)   | O Not Applic   | cable  |  |   |
| ASSIGNMENT: (Working title; hou   | rs worked, hourly/course ra  | ate of pay, course # whe   | en appropriate   | TOTAL PAY   |
|   | 1. [0.1  | Glas foot  | -b-11  | ***************************************                         |
| 30 perviseu   | Intramural<br>Stiffend   | RECEI  | VED  |   |
| Supervised<br>program,  | Stypend  | JAN 23   | 2002   | 25000   |
|   | CONTRACT   | DAYDO  | 211  |   |
| •   |  | (Instructional Personnel Phy)  |  |   |
| This contract is entered into between the Di individual heretofore indicated and hereinafte herein contained the parties hereto agree that      |  | cia Community College in Orla<br>consideration of the mutual aç                      | ando, Florida, hereinafter<br>greements, covenants, te | The conditions  |
| 1. The Board agrees to employ the Faculty   | Member in the assignment heret                                     | ofore indicated for the compe  | nsation specified                                      | AN 1 8 2002   |
| <ol><li>The Faculty Member agrees to perform t<br/>agrees that if an authorized college repre-<br/>not be compensated for the course.</li></ol> | he services required for the afore                                 | mentioned assignment in a to   | HUI  | MAN RESOURCES<br>Beatlenthintly College<br>Faculty Member shall |
| <ol> <li>This contract shall at all times be subject<br/>Regulations now existing or hereafter en<br/>service that the College.</li> </ol>      | to any and all laws, Florida State acted or promulgated. No combin | e Board of Education Regulation at the Board of Education of part-time or supplement | ons, and Valencia Comm<br>nentary assignments shall    | unity College<br>constitute full-time                           |
|   | 1/9/02   |  |  |   |
| Algorithm of Faculty Member   | Ďate   |  | ict Board of Trustees<br>cia Community College! W      | Date  |
| RECOMMENDED BY:   | 1/0  | By: Authori  | zed College Representat                                | ive   |
| Supervisor/Administrator  | MENJU  | Human N  | <u> </u>   | JAN 2 3 2002  |
|   | Date   | 12 Resources Wa  | velenc   | in Community Callage  Date                                      |
| Provost/<br>Vice President  | a Man ilini  | > Payroll  | () KAO   |   |
| Sauce -   | in Gracle Date   |  | <u> </u>   | Date  |
| 1. White - Employee Folder 2. Green - Department JAN  | 3. Canary - Payroll<br>2 34.2时kk - Employee                        | 5. Goldeni   | rod - Supervisor                                       | HR Form #26<br>Revised 7-01                                     |

Human Resources

VALENCIA COMMUNITY COLLEGE

### HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

|   | $\mathcal{D}_{\epsilon}$   | djunicle   | Nayda (   | Cruz                             | 05-30-03  |
|---|--|--|---|----------------------------------|---|
|   | F.Z.   | a)omen-  | Prepare   | ed by                            | Date  |
| Tobia   | John   |  | Social Securit  | y#                               |   |
| NAME Tobia Last   | First Name   | Middle In  |   |                                  |   |
| PERIOD OF EMPLO   |  | <u>09-01-02</u>  | to:   | 1يه.                             | 2-05-02   |
|   |  | ***************************************                    |   |                                  |   |
| TYPE OF EMPL  | OYMENT:  |  |   |                                  | GL Code 521010  |
| Department: Intrar  | nural Sports Collegewide   | Budget No: 25  | 5101000-0000000-40                                      | 0100-01                          | GL Code   |
|   | INSTRUC  | TIONAL   |   | NON                              | INSTRUCTIONAL   |
| Cate  | gory   | Deg  | ree   |                                  |   |
| Overload  |  | Earned Doctorate   |   |                                  |   |
| ○ Independent Study   |  | Master's Degree  |   | │                                | ourly   |
| Stipend/Set Amount  | t  | Bachelor's Degree  | •   |                                  |   |
| Other (specify)   |  | Not Applicable   |   |                                  |   |
| ASSIGNMENT: (World  | king title, hours worked, l  | nourly/course rate of pa                                   | y, course # when ap                                     | propriate                        | TOTAL PAY   |
|   | C1:0.40  |  | <del></del>   |                                  | RECEIVED  |
| One Time Boumont to   | 5 H fund<br>otball Coach for Fall 02   | 1.00 hours X   | \$ 250.00 rate/   | hour !                           |   |
| One falle Payment to  | Oldan Coach for Fan 62   | 1.00 Hours X   | Ψ 250.00 Tate/  |                                  | JUL 1 0 2003  |
|   |  |  |   |                                  | \$ 250.00   |
|   |  | hours X  | rate/I  | nour                             | \$ 230.00   |
|   |  | CONTRACT (Instruction                                      | nal Personnel Only)                                     |                                  | ***************************************                           |
| This contract is entered intindividual heretofore indicate contained the parties hereto | o between the District Board of<br>ed and hereinafter called the Fa<br>agree that: | Trustees of Valencia Commu<br>aculty Member. In considerat | inity College in Orlando, f<br>ion of the mutual agreem | Florida, herein<br>ents, covenan | after called the Board and the<br>ts. terms and conditions herein |
| •   | nploy the Faculty Member in the  | e assignment heretofore indic                              | ated for the compensation                               | n specified.                     | JUL 09 2003   |
|   | to market the continue ro  | guired for the aforementioner                              | t assignment in a location                              | designated b                     | v the Board and further.  |
| agrees that if an author<br>not be compensated fo                                       | ized college representative det  | ermines that the enrollment is                             | too small to justify onerin                             | ig a course up<br>Valer          | icia Community College  |
| 3. This contract shall at all   | times be subject to any and all  | l laws, Florida State Board of                             | Education Regulations, a                                | nd Valencia C                    | ommunity College  |
| Regulations now existing service to the College.  | g or nereafter enacted of profit   | uigated. No combination of p                               | 1   |                                  | P1 11   |
| 101   | ful  | 6/6/03   |   |                                  | D// 7/7/a   |
| Signature of F  | aculty Member  | Date   | / /   | pard of Truste                   | •   |
|   |  | ^  | / Valencia C<br>By: Authorized (                        | ommunity Coll<br>College Repre   | ege<br>sentatived in C 113  |
| RECOMMENDED BY  |  | )  | ıman 🎵 t  | A                                | JUL 0 9 2003  |
| Supervisor/Administration   | tor onald ( Cons   |  | esources Da   | ry D                             |   |
| Provost/  |  | Date   |   | <b>∕</b>                         | Date  |
| Vice President  |  | P  | ayroll  | <u> </u>                         | 1/3/03  |
| (For non-instructional only   | Forwarded to Payro   | Date   | $U\left( \right)$                                       |                                  | Date  |
| 1. White - Employee   | Folder 3. Cana   | ary - Payrott  | 5. Goldenrod  | - Superviso                      | or HR Form #26<br>Revised 7-01                                    |
| 2. Green - Departmen  | ut JUL 0 9 2003 <sup>Pink</sup>  | - Employee   |   |                                  |   |

1 X Passon



### HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

|  |                                    | <b>(</b>   | Jennifer Smith  | 08-28-01   |
|--|------------------------------------|--|---|--|
|  |                                    |  | Prepared by   | Date   |
| NAME Tobia   | John                               |  | Social Security #   |  |
| Last   | First Name                         | Middle   | Initial .   |  |
| PERIOD OF EMP  | LOYMENT: from:                     | 08-06-01   | to:   | 09-14-01   |
| TYPE OF EM   | PLOYMENT:                          |  |   |  |
| Department:  | Political Science                  | Budget No:   | 11172200-2207000-00000-05   | GL Code 52101-0                                      |
|  | INSTRU                             | CTIONAL  | RECEIVED NON  | HINSTRUCTIONAL                                       |
| C  | ategory                            | D <sub>i</sub>   | egre <del>e</del>   |  |
| Overload   |                                    | ( Earned Doctora   | te SEP - 6 2001   |  |
| O Independent Stu  | dy                                 | Master's Degree  | 1 1   | purly  |
| Stipend/Set Amo  | ount                               | Bachelor's Degr  | ee DAVDOLL  |  |
| Other (specify)  |                                    | Not Applicable   | PAYROLL   |  |
| ASSIGNMENT: (W   | orking title, hours worked,        | hourly/course rate of  | and dual enrollment at das part of much teaching k  | TOTAL PAY  |
| POS 2041 C399  | 3 contact/3 credit                 | hours X<br>(\$2,241.00-\$1,49                                | rate/hour <b>ఎ⇔≀/c</b><br>94.00 – \$747.00)<br>rate/hour                                  | \$1,494.00   |
|  |                                    | CONTRACT (Instruc  | - Tun   |  |
| This contract is entered individual heretofore individual heretofore individual herein contained the par | cated and hereinafter called the I | of Trustees of Valencia Cor                                  | nmunity College in Orlando, Florida, herei<br>eration of the mutual agreements, covena    | inafte பெற்றிய and the<br>nts, terms, and conditions |
| •  | •                                  | the assignment heretofore i                                  | ndicated for the compensation specified.  | AUG 3 1 2001   |
| The Faculty Membe<br>agrees that if an aut<br>not be compensate  | monzea conege representante de     | required for the aforementic<br>etermines that the enrollmen | oned assignment in a location designated<br>nt is too small to justify offering a courseY | HUMAN RESOURCES<br>REFRETERING WEMLEPERER            |
| 3. This contract shall a Regulations now existervice to the College                                      | isting or hereafter enacted or pro | all laws, Florida State Board mulgated. No combination       | d of Education Regulations, and Valencia<br>of part-time or supplementary assignment      | Community College<br>ts shall constitute full-time   |
| Signature o  | of Faculty Member                  | Date   | District Board of Trustee   | edearded to Payroli                                  |
| RECOMMENDED B  | Y:                                 |  | By: Authorized College Repres   | SEP n 5 2001   |
| Supervisor/Administ  | rator                              | (129/11)   | Human<br>Resources Dasy b Vale  | Human Resources                                      |
| Provost/<br>Vice President<br>(For non-instructional of  | ehua zipi                          | 2/20/0/  | Payroll Payroll   | Date   |
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Valencia Community College

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# VALENCIA COMMUNITY COLL

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### HUMAN RESOURCES RECOMMENDATION FOR REAPPOINTMENT

ON BURN

4 MONTH FACULTY POSITIONS

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Instructions: This form is to be used to recommend reappointment of <u>all</u> 4 month Full-Time Faculty positions on campus. All new 4 month appointments must be recommended on a **Personnel Form #20** In the Credentials column indicate 1, 2, or 3. After approval by the President, offers of reappointment may be extended by the Provost or Department Chair.

| NAME            | CREDENT. | POSITION<br>NUMBER                    | DEPARTMENT        | DEPARTMENT<br>NUMBER           |
|-----------------|----------|---------------------------------------|-------------------|--------------------------------|
| Tuthill, Donald |          | 133                                   | English           | 11131500-1501000-00000-05      |
| Temes, Ana M.   |          | 348                                   | Foreign Language  | 11131100-1101000-00000-05      |
| Fenner, Betty   |          | 122                                   | Humanities        | 11184900-4903000-00000-05      |
| Tobia, John     | ·        | 376                                   | Political Science | 11172200-2207000-00000-05      |
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#### **HUMAN RESOURCES RECOMMENDATION FOR REAPPOINTMENT**

05C.

### **4 MONTH FACULTY POSITIONS**

**Instructions:** This form is to be used to recommend reappointment of <u>all</u> 4 month Full-Time Faculty positions on campus. All new 4 month appointments must be recommended on a **Personnel Form #20** In the Credentials column indicate 1, 2, or 3. After approval by the President, offers of reappointment may be extended by the Provost or Department Chair.

| NAME             | CREDENT. | POSITION<br>NUMBER | DEPARTMENT        | DEPARTMENT<br>NUMBER                      |
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| Fenner, Betty K. |          | ✓ 122 ✓            | Humanities        | 11184900-4903000-00000-0                  |
| Jean, Ricot      |          | ✓ 378      /       | Economics         | 11172200-2204000-00000-05                 |
| Tobia, John      |          | ✓ 376 ✓            | Political Science | 11172200-2207000-00000-05                 |
| Tuthill, Donald  |          | ✓ 133 /            | English           | 11131500-1501000-00000-05                 |
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| Signature of Provost                 | à zapi   | w                  | Dat        | e:\ 8/7/02           |
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| PERSONNEL DEPARTMENT REVIE           | W:       |                    |            |                      |
|                                      |          |                    |            | <b>1</b> 2           |
| Signature of Personnel Director      | MM       |                    | Date       | e: 8/13/02           |
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| Signature of V. Pres. Admin.         | Jaken L  | ١, .               | Date       | o heller             |
| Services                             | Nats at  | <del>\</del>       | Date       | =: 0/14/0V           |
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| Signature of                         |          | ,                  | Dat        | ٥٠                   |

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### VALENCIA COMMUNITY COLLEGE

### PERSONNEL RECOMMENDATION TO HIRE FORM

BULDENT

### **FACULTY POSITIONS**

|             |                          |                     | 01/03/01        | XX                      | Mo                        | alers                                      |
|-------------|--------------------------|---------------------|-----------------|-------------------------|---------------------------|--|
| POSI        | TION NUMBER              | 0395                |                 | 2. SALA                 | RY LEVEL                  | 12,718                                     |
| JOB 1       | Professor, Poli          | lical Science       | Hmonth          | ~                       |                           |  |
| DEPA        | RTMENT Political Scient  | nce DEP             | T. BUDGET C     | ODE 1117                | 2 <b>200-2</b> 207000-    | -0000D <b>-</b> 05                         |
| CANDI       | DATE RECOMMENDE          | D John Tobia        |                 |                         |                           |  |
| STAT        | us:                      |                     | •               |                         | 2                         |  |
| R           | eplacement for           |                     |                 | $\not$                  | New Position              | ,<br>(                                     |
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|             | A: Ethnic Category       |                     |                 | D. 9:                   | JAN 03                    | 3 2001                                     |
| $\bigcirc$  | Native American          |                     | $\cap$          | B. <u>Sex</u><br>Female | HUMAN RE<br>Valencia Comm | SOURC <b>ES</b>                            |
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| $\tilde{O}$ | Asian American           |                     |                 | ,                       |                           | RECEIVED                                   |
| Ö           | Hispanic                 |                     | •               | Male                    |                           | JAN 02 2001                                |
| 0           | Caucasian                |                     |                 |                         |                           | HUMAN RESOURCE<br>Valencia Community Colle |
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| _           | ary 4 Month Position     |                     |                 |                         |                           |  |

### 11. OTHER CANDIDATES SELECTED FOR INTERVIEW BUT NOT RECOMMENDED FOR HIRE:

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| he recommended candidate meets all requirem  | ents for this po | sition and has pro | vided an o  | n-site writ          | ing sample.  |
| gnature of Chair or Director   |                  |                    |             | Date:                | 12111100   |
| gnature of Provost Sie   | hus              |                    |             | Date:                | 1/2/2  |
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| AEO OFFICE REVIEW:   |                  | ysen               |             | ·                    | 1 7  |
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### HUMAN RESOURCES RECOMMENDATION FOR REAPPOINTMENTOV 1 9 2001

)SCEOLA CAMPUS - Session 2 2001-2002 (2 of 2)

**4 MONTH FACULTY POSITIONS** 

HUMAN RESOURCES
Valencia Community College

**Instructions:** This form is to be used to recommend reappointment of <u>all</u> 4 month Full-Time Faculty positions on campus. All new 4 month appointments must be recommended on a **Personnel Form #20** In the Credentials column indicate 1, 2, or 3. After approval by the President, offers of reappointment may be extended by the Provost or Department Chair.

| NAME                 | CREDENT. | POSITION<br>NUMBER | DEPARTMENT        | DEPARTMENT<br>NUMBER                       |
|----------------------|----------|--------------------|-------------------|--|
| Fenner, Betty        |          | ¥ 122              | Humanities        | 11184900-4903000-00000-0                   |
| Principe, Brigitte   |          | √ 331              | Speech            | 11131500-1506000-00000-0                   |
| Temes, Ana (Marlene) |          | ¥ 348              | Spanish           | 11131100-1101000-00000-0                   |
| Tobia, John          |          | × 376              | Political Science | 11172200-2207000-00000-0                   |
| Tuthill, Donald      |          | 133                | English           | 11131500-1501000-00000-0                   |
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| nture of Personnel Director          |          | anysta             | Date:      | 11/20/01             |
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|                                      |          |                    |            |                      |
| ces                                  | at let   | Υ                  | Date:      | 11/27/01             |

### Reference Check on John Tobia

I spoke to three people who supervised Mr. Tobia as a substitute teacher: Ed Everetee, Asst. principal of Melbourne HS, Jim Hickey, Assistant Principal of Satellite HS, and Olga Peraza, Lead Spanish Instructor. All 3 of them were extremely complimentary about Mr. Tobia's work with high school students. The two vice-principals expressed a strong desire to hire him fulltime.

Ann Morgan of Karen Thurman's office spoke highly of Mr. Tobia's abilities as a staff member. He was involved in reponsible work involving constituent concerns. He was always reliable and completely trustworthy.

Vecin Miller

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**HUMAN RESOURCES** Valencia Community College

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JAN 03 2001

HUMAN RESOURCES

Valencia Community College

January 2, 2003

Valencia Community College Human Resources Department P.O. Box 3028 Orlando, Florida 32802

To Whom It May Concern:

As a four-month contracted professor of government at Valencia Community College, I am very interested in the opening for the full time position. I have taught government for over two years at the Osceola Campus.

I have enjoyed my tenure teaching both at the college and dual enrollment classes at local high schools. The learning-centered environment and close collaboration between professors and students have made my experiences gratifying.

I have enclosed a resume and the formal job application. I would appreciate the opportunity to further discuss my qualifications during a personal interview.

Sincerely,

John Tobia

Enclosures

### John Tobia

4201 Summit Creek Blvd., Apt. 8205, Orlando, Florida 32837 Home: (407) 852-2305 Work: (407) 299-5000 ext. 4893

#### **EDUCATION**

M.A., Political Science, Concentration: Political Campaign Management.

 University of Florida. Gainesville, Florida.

 B.A., Political Science, Minor: English.

 University of Florida. Gainesville, Florida

 A.A., General Studies.

 Brevard Community College. Melbourne, Florida.

#### WORK EXPERIENCE

2000 - Pres. Professor of Political Science.

Valencia Community College. Orlando, Florida.

Dual Enrollment Instructor College Flag Football Captain

1999 - 2000 Candidate for Florida's House of Representatives.

Satellite Beach, Florida.

#### **COMMUNITY AWARDS**

| 2002 | • | Brevard County Volunteer Achievement Award     |
|------|---|--|
| 2001 |   | American Red Cross Volunteer of the Year Award |
| 2001 |   | Big Brothers/Big Sisters Mentoring Award       |

### John Tobia

519 Temple Street, Satellite Beach, Florida 32937 Home: (321) 626-3312, Email: aptb102@aol.com

#### OBJECTIVE

Obtain a Professor of Political Science position that will allow for individual growth and career development in a fast-paced, challenging environment

### SUMMARY OF QUALIFICATIONS

- Experience in state and national political affairs
- Advanced degree in political science
- Strong written and verbal communication skills

### **EXPERIENCE**

| 1999 - 2000 | Candidate for Florida House of Representatives. Brevard County, Florida Managing a political campaign that included fundraising, public speaking, coordinating a volunteer staff, policy development, and door-to-door voter contact                              |
|-------------|---|
| 1998 - 1999 | Political Consultant - The Honorable Cynthia Chestnut. Gainesville, Florida  Developing and supervising direct mail, voter contact, media, polling, issue targeting, and fundraising plans in a State Senate race   |
| 1997 - 1998 | Assistant Congressional District Caseworker - United States Representative Karen Thurman. Gainesville, Florida  Direct constituent services including, but not limited to, matters of naturalization, tax structure, legislative policies, and dispute resolution |

#### **EDUCATION**

1999 M.A., Political Science, Minor: Political Campaign Management - University of Florida. Gainesville, Florida

1998 B.A., Political Science, Minor: English - University of Florida. Gainesville, Florida

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#### REFERENCES

Available upon request

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01/02/01 TUE 15:16 [TX/RX NO 9996]

### References

Mr. Ed Everett Assistant Principal, Melbourne High School 74 Bulldog Blvd. Melbourne, Florida 32937 (321) 952-5880

Mr. Jim Hickey Assistant Principal, Satellite High School 100 Scorpion Avenue Satellite Beach, Florida 32937 (321) 779-2000

Ms. Olga Peraza Spanish Instructor, Satellite High School 100 Scorpion Avenue Satellite Beach, Florida 32937 (321) 779-2000

Mr. Jack Johnson Community Activist 500 Catalina Rd. #202 Cocoa Beach, Florida 32931 (321) 868-0215

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JAN 03 2001

HUMAN RESOURCES Valencia Community College RECEIVED

JAN 0 2 2001

HUMAN RESOURCES
Valencia Community College

01/02/01 TUE 15:16 [TX/RX NO 9996]



TO:

John Tobia (V01004234)

6-8

FROM:

Stan Stone

DATE:

July 1, 2007

SUBJ: Fiscal Year 2008-2009 Salary and Position Information

On June 17, 2008, the District Board of Trustees approved the operating budget for fiscal year 2008-2009 including salary adjustments. The following is your salary information for academic / fiscal year 2008-2009:

Base Salary (Including

Education Component): \$52,990.00

Step:

8

The above information is based on position FT0317, Professor, Political Science. If you have any questions regarding your compensation please contact Dannette Johnson at extension 8010.



V01004234

Mr, John Tobia Mail Code 6-3 PERSONAL AND CONFEDENTIAL

Dear Mr. Tobia,

As Dr. Shugart informed you in his email of July 20, 2011 the District Board of Trustees reconsidered the question of employee compensation for this fiscal/academic year at their July meeting. As a result, an increase has been authorized for full-time faculty as follows:

- Tenured and tenure-track faculty who are paid according to the current faculty compensation plan will
  receive a one-step increase. In addition, the faculty salary schedule will increase by just over 1.25%,
  resulting in an average increase of 3%.
  - Faculty members on the current faculty compensation plan who are on step 30 will receive the same dollar amount as those moving to step 30 this year.
- 8, 10, and 12 month non-tenure earning faculty and those faculty members who are paid under the old compensation system will receive a 3% increase.

For the 12-month faculty whose increase is effective with the fiscal year, I want to assure you, that we have made all the necessary adjustments to ensure that you receive the proper compensation retroactive to July 1, 2011. If you are entitled to an increase and/or adjustment to your pay as a result of this Board action, you will see it in your pay check on August 5, 2011.

Based on the most recent Board action, a(n) Master's + 30 degree, and your current position of FT0317 -- Professor, Political Science, your step and salary (including the education component) for 11-12 are 11 and \$57,480.00. This is compared to your step and salary (including the education component) for 10-11 which were 10 and \$55,729.00.

For those of you who are interested in how much you will potentially be paid for overloads and a supplemental summer contract this year, I have included instructions for calculating those amounts. I have also included instructions to help you determine the amount of the education component included in the salary information provided above.

I would like to take this opportunity to again thank you for your devotion and continued service to Valencia College. As Dr. Shugart pointed out to the Board members, we would not have been able to achieve such outstanding results without such exceptional faculty and staff.

### Instructions for calculating other aspects of the faculty compensation

#### 10-month faculty

To determine the amount of the education component included in the salary numbers previously presented:

- 1. Access the Board approved salary schedule for fiscal year 2011-2012 located at <a href="http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf">http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf</a>
- 2. Locate the Full-time Tenure earning Faculty Salary Schedule on page 1 of the document (page 2 of the PDF file)
- 3. Find the dollar amount in the 10 month column that corresponds to your step for academic year 11-12
- 4. Subtract that number from the salary number provided in the letter above

To determine what you will potentially be paid for a supplemental summer contract, multiply the salary number provided in this letter by .2

To determine what you will potentially be paid for an overload contract:

- 1. Access the Board approved salary schedule for fiscal year 2011-2012 located at <a href="http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf">http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf</a>
- 2. Locate the Overload and Adjunct Faculty Salary Schedule on page 5 of the document (page 6 of the PDF file)
- 3. Find the dollar amount for 1 contact hour that corresponds to your highest level of education
- 4. Multiply this number by the number of contact hours you will be teaching

#### 12-month faculty

To determine the amount of the education component included in the salary numbers previously presented:

- 1. Divide the salary number provided in this letter by 1.2
- 2. Access the Board approved salary schedule for fiscal year 2011-2012 located at <a href="http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf">http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf</a>
- 3. Locate the Full-time Tenure earning Faculty Salary Schedule on page 1 of the document (page 2 of the PDF file)
- 4. Find the dollar amount in the 10 month column that corresponds to your step for fiscal year 11-12
- 5. Subtract that number from the number calculated in step 1 above

To determine what you will potentially be paid for an overload contract:

- Access the Board approved salary schedule for fiscal year 2011-2011 located at http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf
- 2. Locate the Overload and Adjunct Faculty Salary Schedule on page 5 of the document (page 6 of the PDF file)
- 3. Find the dollar amount for 1 contact hour that corresponds to your highest level of education
- 4. Multiply this number by the number of contact hours you will be teaching

If you have questions, concerns or need anything more regarding your compensation, you may contact Joe Livingston at extension 8069, or John Kobe at extension 8010. You may directly access your salary, position, and other information contained in our employee self-service portal by logging into ATLAS and clicking on the "employees" tab.

Sincomoly

Vice President, Human Resources and Diversity

John Tobia

MC 6-3

Professor, Political Science

July 1, 2011

Dear Mr. Tobia,

On June 21, the Valencia College District Board of Trustees approved the 2011-2012 operating budget that includes a 1.88% increase in compensation for full-time faculty, staff, administrators, and qualified part-time staff. For faculty members, this is the equivalent of one step in the Faculty Compensation system. Below, please find specific information about your current salary and your increase for the 2011-2012 academic year:

2010-2011 Step:

10

2011-2012 Step:

11

2010-2011 Base Salary: \$55729

2011-2012 Base Salary: \$ 56811

Thank you for your continued service at Valencia. To achieve excellent results requires excellent faculty and staff and we appreciate your contribution to the important work we do every day.

If you have any questions about the information presented in this letter, please contact Mr. Joe Livingston at x8269. You may also access your full employee history by logging into Atlas, clicking on the "Employee Tab," and then selecting "Job History."

Sincerely,

Stanley H. Stone

Vice President, Human Resources and Diversity

Stanly H. Stone



TO:

Tobia, Mr John Joseph

6-8

FROM:

Stan Stone

Vice President, Human Resources and Diversity

DATE:

Friday, July 28, 2006

SUBJ:

2006-2007 Salary Information

On June 20, 2006, the District Board of Trustees approved the operating budget for fiscal year 2006-2007 including salary adjustments. The amount approved will result in an average increase of approximately 9% for faculty in the new compensation plan. The following is your salary information for fiscal/academic year 2006-2007:

Base Salary:

\$43,647.00

**Education Component:** 

\$2,599.00

Step:

ė

Percent Increase:

9.6851%

The percentage increase varies according to your position on the faculty salary schedule and was determined by the faculty compensation plan implementation formula. As you know, this is the third year of the implementation of the faculty compensation plan. You received a letter in December 2005 explaining how you progressed during the first two years of the implementation. If you need a copy of that letter or have questions regarding your compensation, please contact Joe Livingston at extension 8069.



TO:

Mr. John Tobia (V01004234)

6-8

FROM:

Stan Stone

DATE:

June 16, 2010

SUBJ: Fiscal Year 2010-2011 Salary and Position Information

On June 15, 2010, the District Board of Trustees approved the operating budget for fiscal year 2010-2011 including salary adjustments. The following is your salary information for academic / fiscal year 2010-2011:

10

Salary (Including Education Component): \$55,729.00

Step:

The above information is based on position FT0317, Professor, Political Science. If you have any questions regarding your compensation please contact Dannette Johnson at extension 8010.

# VALENCIACOLLEGE

V01004234

Mr. John Tobia Mail Code 6-3 PERSONAL AND CONFIDENTIAL

Dear Mr. Tobia,

At their regular meeting on June 18, 2013 the District Board of Trustees approved the operating budget for fiscal year 2013 -2014 including salary adjustments. As a result, an increase has been authorized for full-time faculty as follows:

- Tenured and tenure-track faculty who are paid according to the current faculty compensation plan will receive a one-step increase.
  - Faculty members on the current faculty compensation plan who are on step 30 will receive the same dollar amount as those moving to step 30 this year.
- 4, 8, 10, and 12 month non-tenure earning faculty and those faculty members who are paid under the old compensation system will receive a 1.85% increase.

Based on the most recent Board action, a(n) Master's plus 30 degree, and your current position of FT0317—Professor, Political Science, your step and salary (including the education component) for 13-14 are 12 and \$58,576.00. This is compared to your step and salary (including the education component) for 12-13 which were 11 and \$57,480.00.

For those of you who are interested in how much you will potentially be paid for overloads and a supplemental summer contract this year, I have included instructions for calculating those amounts. You may directly access your salary, position, and other information contained in our employee self-service portal by logging into ATLAS and clicking on the "employees" tab. If you have questions, concerns or need anything more regarding your compensation, you may contact me at extension 8069, or John Kobe at extension 8010.

Sincerely,

Joe A. Livingston

Asst. Vice President, Human Resource



TO:

Tobia, Mr John Joseph

6-1

FROM:

Stan Stone

DATE:

June 21, 2005

SUBJ: Fiscal Year 2005-2006 Salary Information

On June 21, 2005, the District Board of Trustees approved the operating budget for fiscal year 2005-2006 including salary adjustments. The following is your salary information for fiscal year 2005-2006:

10 month Salary:

\$39,793.00

Education Component: N/A

Step:

5

The above information is based on position Professor. Political Science - Osceola. Faculty. 0376. If you have any questions you wish to discuss, please contact Human Resources at extension 1333.



TO:

John Tobia (V01004234)

6-8

FROM:

Stan Stone

DATE:

June 26, 2009

SUBJ: Fiscal Year 2009-2010 Salary and Position Information

On June 16, 2009, the District Board of Trustees approved the operating budget for fiscal year 2009-2010 including salary adjustments. The following is your salary information for academic / fiscal year 2009-2010:

Base Salary (Including

Education Component): \$54,060.00

Step:

9

The above information is based on position FT0317, Professor, Political Science. If you have any questions regarding your compensation please contact Dannette Johnson at extension 8010.

### morandum

June 29, 2004

TO:

Tobia, Mr John Joseph

6-1

FROM:

Stanley H. Stone

**Human Resources** 

**SUBJECT:** 

Notification of Faculty Salary Schedule Change

On June 22, 2004, the District Board of Trustees approved the Valencia Faculty Compensation Plan. Shown below is your placement on the current faculty salary schedule, as found in your personnel record, and the step to which you will transition under the new plan:

Current Step

15

As anticipated, a multi-year phase-in will be necessary due to the high cost of implementation. For the academic year 2004-2005, your salary is:

2003-04 Base Salary:

34,417

2004-05 Base Salary:

37,784

Education component:

\$

Supplement: 2004-05 Salary:

40,409

Position Details:

**Professor** 

Political Science - Osceola Faculty.Masters - 10 Month

0376

This change will be reflected in your pay starting July 2, 2004, for 12-month faculty or August 27, 2004, for 10-month faculty. The new salary does not include supplements, overloads, or any additional earnings that are not a part of the base salary. If the "current" step field reflects a plus sign (+), this indicates that you were above the maximum of the range in the original salary schedule. The Position Details furnish you information about your particular position, such as the title, organization, employee group, and position number. Please keep in mind that this information is pulled directly from the Oracle database system and might not print out the full title or organization; however, it is complete in the database system.

If you have any questions about your current step, the step to which you will transition, your new salary, or your position details, please contact Laurie Youngman at extension 1416. VCC 5520 NIO 8-11-04

A BETTER PLACE TO STARTS

March 27, 2003

TO:

4-Month Faculty Employees Contracted for

Spring Term/Session 2 - 2002-2003

FROM:

Joe Livingston (

Human Resources Information Systems Manager

**SUBJECT:** Typographical Error on Contracts

Last month you received your employment contract for the Spring Term - January 6, 2003 through May 3, 2003. You signed the contract and returned one copy to Human Resources for placement in your personnel file, retaining the other copy for your records.

It has come to our attention that these contracts contained a typographical error as they indicate your salary will be paid out in **8 payments** instead of **9 payments**, which is the correct number of payments for this term. We apologize for the error and assure you that it will not affect the total amount of money you receive for the contract period. Your salary, and all other information on the contract, is correct.

A copy of this memo will be placed in your personnel file along with your contract. If you have any questions, please feel free to contact me at extension 1269.





October 15, 2003

Mr. John Joseph Tobia 4201 Summit Creek Blvd., Apt. 8205 Orlando, FL 32837

Dear Mr. Tobia:

This will confirm your recent telephone conversation with Jennifer Page, Employment Manager, regarding your step placement on the faculty salary scale for academic year 2003-2004. As Jennifer explained, you were incorrectly placed at step 16. Given credit for any qualifying prior experience, the correct step for you should have been 15.

Your salary for academic year 2003-2004 will not be affected, but in order to correct the error, the step will be adjusted with the next regular annual increase in faculty salaries. When this adjustment is made, your placement on the salary schedule will be corrected.

Please confirm your understanding of this arrangement by signing in the space provided below and returning this letter in the envelope provided. A copy is enclosed for your records and we apologize for any inconvenience this may cause you. Please contact me at 407-582-1269 if you have any questions.

| A TOTAL CONTROL OF THE CONTROL OF TH |  |
|--|--|
| I acknowledge the plan explained above to correct my st  | tep placement on the faculty salary scale. |
| Signature  | Date                                       |

Sincerely,

Jee Livingston

Manager, Human Resource
Information Systems

RECEIVED

OCT 21 2003

HUMAN NEUDO OES Valencia Community College

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Marcos R. Marchena

Galen J. Miller

Lawrence D. Slocum



October 15, 2003

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| acknowledge the plan explained above | ve to correct my step placement on the faculty salary sca |
|--------------------------------------|---|
|                                      |   |
|                                      |   |
| Signature                            | Date  |

Sincerely,

Manager, Human Resource Information Systems

c: Laurie Bennett

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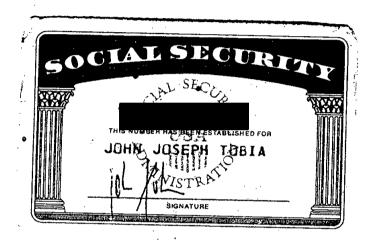
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Lawrence D. Slocum





January 5, 2001

Mr. John J. Tobia 519 Temple St. Satellite Beach, FL 32937

Dear Mr. Tobia:

Congratulations and welcome to Valencia Community College!

Contingent upon successful results of a drug screen, this is to confirm your acceptance of the full-time *temporary* position, Professor, Political Science, beginning January 02, 2001. Your salary will be \$12,718 for Session 2.

Please call Mariann Swenson in Human Resources at 407-299-5000 ext. 1228 to set up an orientation appointment within 48 hours of receipt of this letter. In order to comply with The Immigration Reform Act of 1986, please review the attached requirements, and bring the necessary documents, including your social security card, with you to this appointment. Please read the attached summary of our hospitalization benefits in order to prepare yourself to select the plan most appropriate for you.

We are pleased with your decision to join Valencia and look forward to a mutually rewarding relationship.

Sincerely,

Employment Manager Human Resources

/el

Attachments

c:

Supervisor Benefits

Personnel file

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May 20, 2003

John Joseph Tobia 4201 Summit Creek Blvd Apt 8205 Orlando, FL 32837

Dear Mr Tobia:

Contingent upon acceptable results of the required drug screen and background investigation, this is to confirm your acceptance of the 10 month Tenure Track position, Professor, beginning on August 25, 2003. Your salary will be based on the following:

Base Salary:

\$34,417

Night Shift Differential:

0

Possible Summer Supplement:

\$6,880

Possible Overloads:

\$5,976 (12 Contact Hrs)

Please be aware that not all of the salary components listed above will apply to every position, and only those with dollar amounts greater than zero apply to your position. Furthermore, if you are not starting at the beginning of the fiscal, or academic year, your base salary will be prorated based on the actual number of days to be worked during the year.

Please refer to the attached checklist for specific information and tasks you are required to complete prior to orientation. Congratulations on your new and exciting career opportunities with Valencia Community College.

Sincerely,

Jennifer Page

Employment Manager

Human Resources

Attachments

C:

Kevin Mulholland

Benefits

Personnel File

BOARD OF TRUSTEES

Ronald D. Blocker Jerry D. Buchanan Dennis O. Freytes Jose M. Hoyos Marcos R. Marchena Edward A. Moore Lewis M. Oliver III Lawrence D. Slocum 2/2

# CHECKLIST

|   | Your orientation and in-processing appointment is scheduled for 8:30 a.m. or your start date in Human Resources on the West Campus, 1800 South Kirkman Road, Building 1, Room 111.   |
|---|--|
| Ø | In order to comply with the Immigration Reform Act of 1986, please review the attached INS requirements, and bring the necessary documents with you this appointment. In addition, bring your Social Security Card.  |
|   | Please read the attached <u>Summary of Hospitalization Benefits</u> in order to prepare yourself to select the plan most appropriate for you during orientation  |
|   | Human Resources is required to have your official transcripts for all post- secondary work. As soon as possible, please have all official transcripts sent to:  Valencia Community College  Human Resources 4-25  ATTN: Sue Bouchard  P.O. Box 3028  Orlando, Florida 32802-3028 |
|   | There is no break in your service, your benefits are continuous in accordance with college policy and you do not need to attend orientation.   |
|   | Please contact Mariann Swenson at 407-582-1228 to schedule your orientation and in-processing appointment.   |
|   | Our benefits department will contact you at a later date in order to schedule your orientation and in-processing appointment.  |
|   | Part-time employees should bring their completed and signed time sheet with them to orientation to ensure proper payment for all part-time hours worked.   |
|   | Ensure that you bring your valid Florida Drivers License with you on your first day at the college and provide a copy to Human Resources.  |
|   | A completed drug test is required immediately. Please refer to the attached map and consent form for additional information.   |