



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.

Please complete the following:

Name: TOBIA JOHN JOSEPH
Last First Middle

Social Security Number:

Select one of the following:

- 22 Payments over 10 months (Voluntary deductions to be taken in 20 installments depending on academic appointment — except for insurance and flexible spending account deductions which will be taken in 16 installments).
- 26 Payments over 12 months (Voluntary deductions to be taken in 24 installments — including insurance and flexible spending account deductions).

Signature

Date 8/20/03

1/3

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*](mailto: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" <sroman3@valenciacollege.edu> wrote:

<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 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

VALENCIA COLLEGE

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

valenciacollege.edu

RETURN SERVICE REQUESTED

LY 3-33

FIRST-CLASS



\$00.4



ZIP 32
041L122C

URGENT

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

123 IRCWN11 32802@3028 32935

337 N7E 1 912F 02 12/01/12
RETURN TO SENDER
TOBIA JOHN J
RD67 S HIGHWAY A1A
MELBOURNE BCH FL 32951-3948
RETURN TO SENDER

Sent email

12-3-12 to verify address

2/3

T-T

Aleshia Pauldo

From: John Tobia
Sent: Tuesday, January 26, 2010 11:13 AM
To: Aleshia Pauldo
Subject: 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 ADDRESS:?

1437 Pineapple Ave # 401
Melbourne FL 32935

thanks so much.

John Tobia
cell: 321.591.4990

KTB
AP
1.26.10

RECEIVED
JAN 26 2010
PAYROLL

1/3

Aleshia Pauldo

From: John Tobia
Sent: Tuesday, January 26, 2010 11:13 AM
To: Aleshia Pauldo
Subject: address change

PT

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 ADDRESS:

1437 Pineapple Ave # 401
Melbourne FL 32935

thanks so much.

John Tobia
cell: 321.591.4990

changed in choicelinks + BCBS 1-29-10 ✓

KIB
AP
1-26-10

John Joseph Tobia

XXX-XX-7112



VALENCIA

[Help](#) | [Log off](#)

[Home](#)
Valencia Community College

[Company](#)

[Employee](#)

Friday, January 29, 2010

Employee | [Address](#)

Employee Search

[New Search](#)
[Last Search](#)

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

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



Valencia Community College



Home Employees Reports HR Toolbox Resource Center

Help | My Account | Logout

Name or SSN Search

Previous Results > TOBIA, JOHN

Summary Personal Work Benefits

Tasks for this Employee

None

Reports

Employee Detail Report

Employee Benefit Summary Report

History of Changes

Update Employee

Terminate Employment

Update Earnings/Salary

Change Categories

Contact Information

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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CONTRACT OF EMPLOYMENT FOR INSTRUCTIONAL PERSONNEL OF VALENCIA COMMUNITY COLLEGE

RECEIVED OCT 07 2004

STATE OF FLORIDA COUNTY OF ORANGE

Human Resources

THIS CONTRACT is entered into between the District Board of Trustees of 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 term of this contract.

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

[Handwritten signature]

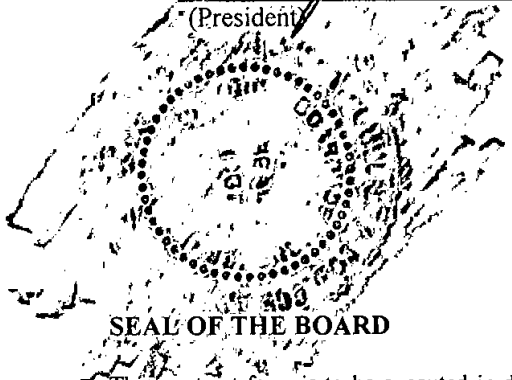
Faculty Member

(L.S.)

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

By [Handwritten signature: Edward G. Moore] (Chairman)

Attest [Handwritten signature: Sanford C. Shugart] (President)



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 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

RECEIVED

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 October 10, 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:

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

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed \$14,121 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.

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.

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 26th day of September, 2001, at Orlando, Florida.

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

(Faculty Member)

By

Attest

(Chairman)

SEAL OF THE BOARD

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

1/4

VALENCIA COLLEGE

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:

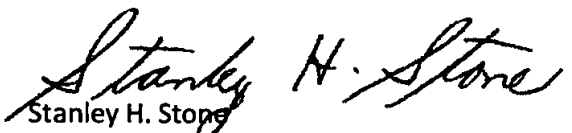
1. The date you were awarded continuing contract
2. Position information for the current year
3. Salary and, if applicable, the number of payments you selected for the current year
4. Benefits and retirement information

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,


Stanley H. Stone
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 bi-weekly 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.

By

(Chair)

Attest

(President)

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.

By Jersey Buchanan
(Chairman)

Attest Stanford C. Shugart
(President)

RECEIVED
AUG 28 2006
HUMAN RESOURCES
Valencia Community College

SEAL OF THE BOARD

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

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

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 (L.S.)

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

By *Jerry Buchanan*
(Chairman)

Attest *Louise C. Shugart*
(President)

RECEIVED
SEP 15 2005

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 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

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

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 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.

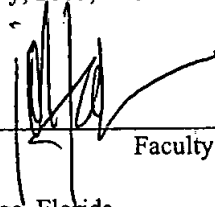
2. The Faculty Member agrees to perform those services required for the aforementioned position in a location designated by the Board, or by the President as authorized by the Board, and not to be absent from duty without authorized leave or release from this contract by the Board. In the event prescribed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

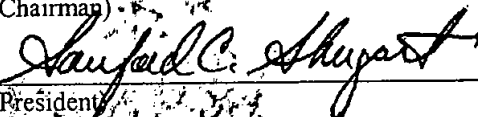


Faculty Member (L.S.)

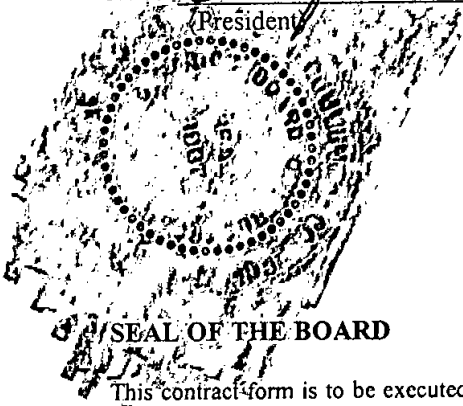
The District Board of Trustees of Valencia Community College, Florida.

By 

(Chairman)

Attest 

(President)



RECEIVED
SEP 18 2003
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 October 11, 2002.

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:

1. The Board agrees to employ the Faculty Member and the Faculty Member agrees to accept the position of Professor, Political Science in the Valencia Community College for a period of 4 calendar months beginning 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.

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.

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 27th day of September, 2002, at Orlando, Florida.

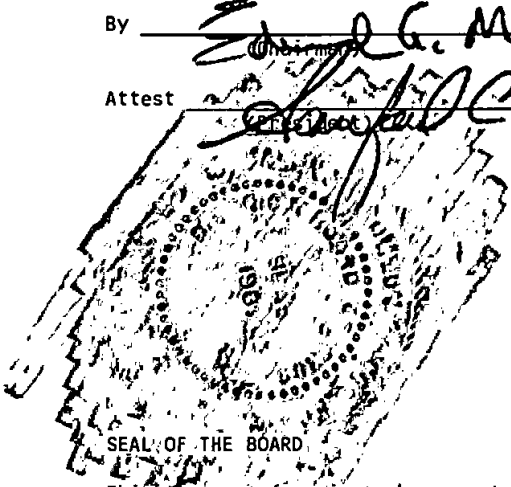
The District Board of Trustees of Valencia Community College, Florida.



(Faculty Member)

By _____

Attest _____


SEAL OF THE BOARD

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

RECEIVED

OCT 08 2002

HUMAN RESOURCES
Valencia Community College

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 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:

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

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

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.

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

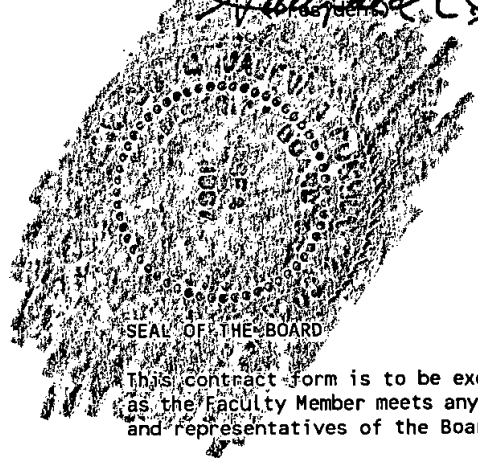
[Signature]

(Faculty Member)

By *[Signature]*

(Chairman)

Attest *[Signature]*



RECEIVED
MAR 06 2001
HUMAN RESOURCES
Valencia Community College

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

**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

(L.S.)

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

By Edmond G. Moore
(Chairman)

Attest Stanford C. Shupert
(President)

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.

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
FEB 20 2003
HUMAN RESOURCES
Valencia Community College

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 February 8, 2002.

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:

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

2. For Services rendered, the Board will pay the Faculty Member a sum not to exceed \$13,432 in 2 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.

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 24th day of January, 2002, at Orlando, Florida.

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

RECEIVED

JAN 29 2002

HUMAN RESOURCES

By

[Signature]

(Chairman)

[Signature]

(Faculty Member)

Attest

[Signature]

(President)

SEAL OF THE BOARD

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 [REDACTED]

Status

Teaching Discipline Political Science

Graduate Hours

Status

Teaching Discipline

Graduate Hours

Highest Degree

School University of Florida

Major Political Science

Other Degree

School University of Florida

Major Political Science

Other Degree

School

Major

Comment also DUAL ENROLLMENT

Last Date File Changed 2/5/2001

Status CTC - Credentialed for Transfer Curriculum
Status CNC - Credentialed for Non-Transfer Curriculum
Status CE - Credentialed by exception, president signature required

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 JOHN J. TOBIA (2) SSN [REDACTED]
 (3) Campus OSCEOLA (4) Department HUMANITIES
 (5) Assigned Course(s) POLITICAL SCIENCE - POS 1041 + INR 2002

(6) Degree	(7) CrHrs in Discipline*	(8) Institution Granting Degree/Credit	(9) Date
A.A.	3	BREVARD Com. Col.	95-97
B.A.	30 Pol. Sci	UNIV. OF FLORIDA	96-98
M.A.	30 Pol Sci	UNIV OF FLORIDA	98-99

- (10) Accreditation. Are degree/credit granting institutions regionally accredited? Y N
 Note: International institutions require additional verification procedures
- (11) Communication Skills. Has written and oral command of English been verified? Y N
 Note: Applicant's writing sample must be attached
- (12) Exception. Is review based on experience and professional contributions? Y N
 Note: See item 17 below.

As appropriate for English, ESL, Reading and Mathematics only

- (13) Remedial Education. Is there graduate training in remedial education? Y N
- (14) College Preparatory Instruction. Limited to college prep instruction? Y N

CREDENTIAL STATUS (check appropriate category)

- (15) CTC (Credentialed for Transfer Curriculum)
 Minimum: Master's degree in discipline or master's degree with 18 hours in discipline
- (16) CNC (Credentialed for Non-Transfer Curriculum, Occupational and College Prep Courses)
 Education and training consistent with SACS 4.8.2.1 requirements
- (17) CE (Credentialed as an Exception) *Approval of President required*
 Status based on documented experience and contributions to the teaching discipline
- RECEIVED

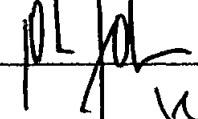
IAN 09 2001

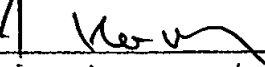
HUMAN RESOURCES
Valencia Community College

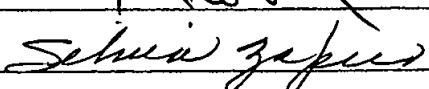
DOCUMENTATION

- (18) Have official transcripts and required supporting materials been received? Y N

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  Date 12/20/00

(20) Chair/Director  Date 1/2/01

(21) Campus Provost  Date 1/3/01

(22) President (Credential Status CE) _____ Date _____

* 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.

3

VALENCIA COMMUNITY COLLEGE

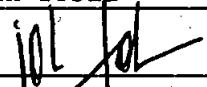
Application Addendum

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. *

[Large shaded area for writing the concept of a learning-centered institution]

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 Tobia Subject Area(s) Political Science
Signature  Date 12/30/02

*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 hours 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.

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JAN 09 2001

HUMAN RESOURCES
Valencia Community College

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DEC 07 2000

HUMAN RESOURCES
Valencia Community College



University of Central Florida

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

Date Printed: 05/23/2006

Page 1 of 1

Name : **Tobia, John Joseph**
ID Number: [REDACTED]
Birthdate: 01/06/xxxx Gender: M
Residency: FL Resident for Tuition Calc

JOHN TOBIA
606 MARKET STREET UNIT 330
CELEBRATION, FL 34747

Dennis J. Dulniak, University Registrar

The official signature of the Registrar is written and is impressed upon the institutional seal. Reject document as official if either the signature or seal is distorted.

RECEIVED

JUN 09 2006

Human Resources
Valencia Community College

----- Academic Program

Major Educational Leadership EDD
Educational Leadership

----- Beginning of UCF Graduate Record

Course	Title	Attempt	Earned	Grde	Typ	Points
--------	-------	---------	--------	------	-----	--------

Spring 2004 (01/05/2004 to 04/26/2004)

EDA 7192	ED LEADERSHIP	4.00	4.00	A		16.000
----------	---------------	------	------	---	--	--------

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative		4.00	4.00	16.00	4.000

Summer 2004 (05/10/2004 to 07/30/2004)

EDA 6502	ORG/ADM INST PROG	3.00	3.00	A		12.000
EDH 6946	INTERNSHIP	3.00	3.00	A		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term		6.00	6.00	24.00	4.000
UCF Cumulative for GPA		10.00	10.00	40.00	4.000

Fall 2004 (08/23/2004 to 12/11/2004)

EDA 6540	ORG & ADM HIGH ED	3.00	3.00	A		12.000
EDA 7195	POL GOV FIN ED OR	4.00	4.00	B		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term		7.00	7.00	24.00	3.429
UCF Cumulative for GPA		17.00	17.00	64.00	3.765

Spring 2005 (01/10/2005 to 05/02/2005)

EDH 6505	FINANCE HIGH EDUC	3.00	3.00	A		12.000
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Totals for GPA		Attempt	Earned	Points	GPA
Term		3.00	3.00	12.00	4.000
UCF Cumulative for GPA		20.00	20.00	76.00	3.800

Summer 2005 (05/16/2005 to 08/05/2005)

EDA 7205	PLN RES EVAL SYST	4.00	4.00	B+		13.000
----------	-------------------	------	------	----	--	--------

Totals for GPA		Attempt	Earned	Points	GPA
Term		4.00	4.00	13.00	3.250
UCF Cumulative for GPA		24.00	24.00	89.00	3.708

Fall 2005 (08/22/2005 to 12/10/2005)

EDA 7225	EDUC PERSONNEL	4.00	4.00	B		12.000
EDF 7403	QUANT ED RESEARCH	3.00	3.00	A		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term		7.00	7.00	24.00	3.429
UCF Cumulative for GPA		31.00	31.00	113.00	3.645

* Total Credit Accepted Including Not for GPA : 31.00

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

EDA 6232	LEGAL ASP SCH OP	3.00				
EDH 6908	INDEPENDENT STUDY	3.00				

----- End of UCF Graduate Record

----- END OF TRANSCRIPT

Received

MAY 30 2006

Business, IT
& Social Sciences

opened by: Rosa E. Driley

Original transcript
is UNOFFICIAL
if opened
prior to delivery

The words "University of Central Florida" and "Void" appear on alternate rows when photocopied.

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

34744 SFOA

*Opened 11/2/01
Kevin Mulholland*



UNIVERSITY OF FLORIDA

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

Do Not Release to Third Party Without Student Permission

STUDENT NAME: JOHN JOSEPH TOBIA
SOCIAL SECURITY NUMBER: [REDACTED]
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.

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

Barbara Talmadge
Barbara Talmadge
University Registrar



Prefix & Course Number	Course Title	Type	Grade	Credit	Credit Earned	Credit for GPA	Prefix & Course Number	Course Title	Type	Grade	Credit	Credit Earned	Credit for GPA
GRE VRB QUN ANL	TOTAL DATE						UNIVERSITY OF FLORIDA	3LS				1997 SPRING	
460 720 720	1180 11/97						AMH 3371	INDUS REVOLU IN US		B+	3.00	3.00	3.00
BREVARD CMTY COLLEGE-FL 1995 FALL							AMH 4270	US SINCE WORLD WAR 2		S	3.00	3.00	
MAC 1104	COLLEGE ALGEBRA		A	3.00	3.00		PAD 3003	INTRO TO PUBLIC ADMIN		B+	3.00	3.00	3.00
EARNED HRS	3.00	GRADE PTS	12.00	HRS CARRIED	3.00		POS 4905	INDIVIDUAL WORK		A	3.00	3.00	3.00
CREDIT BY EXAM - ADV PLACEMENT 1996 SPRING							PUP 4712	PROBS MARKET & GOVT		A	3.00	3.00	3.00
AMH 2010	U.S. HISTORY 1		P	3.00	3.00		REL 3127	CHURCH/STATE AMERICA		W	3.00		
AMH 2020	U.S. HISTORY 2		P	3.00	3.00		EARNED HRS	15.00	GRADE PTS	45.00	HRS CARRIED	12.00	
EARNED HRS	6.00	GRADE PTS	.0	HRS CARRIED	.00		BREVARD CMTY COLLEGE-FL 1997 SUMMER						
BREVARD CMTY COLLEGE-FL 1996 SPRING							BSC 2085 C	HUMAN ANATOMY/PHYSIOL		W	4.00		
AST 1002	INTRO TO ASTRONOMY		A	3.00	3.00		OCE 1001	OCEANOGRAPHY		A	3.00	3.00	
CCJ 1020	AMER CRIMINL JUSTICE		A	3.00	3.00		EARNED HRS	3.00	GRADE PTS	12.00	HRS CARRIED	3.00	
HUM 2230	HUMANITIES 2		A	3.00	3.00		UNIVERSITY OF FLORIDA 3LS 1997 SUMMER						
ISS 1012	SOCIAL SCIENCE 2		A	3.00	3.00		AML 3270	AFRICAN-AMER LIT 1		S	3.00	3.00	
STA 2023	STATISTICS		A	3.00	3.00		CPO 3633	POLITICS IN RUSSIA		A	3.00	3.00	3.00
EARNED HRS	15.00	GRADE PTS	60.00	HRS CARRIED	15.00		EARNED HRS	6.00	GRADE PTS	12.00	HRS CARRIED	3.00	
BREVARD CMTY COLLEGE-FL 1996 SUMMER							UNIVERSITY OF FLORIDA 4LS 1997 FALL						
BSC 1010 C	GENERAL BIOLOGY		A	4.00	4.00		AML 3031	AMERICAN LIT 1		S	3.00	3.00	
ENC 1101	COMMUNICATIONS I		A	3.00	3.00		AML 4170	STUDIES AM LIT FORMS		A	3.00	3.00	3.00
ENC 1102	COMMUNICATIONS 2		A	3.00	3.00		HIS 3931	HY OF CRIM. JUST. AM.		A	3.00	3.00	3.00
HUM 2210	HUMANITIES 1		A	3.00	3.00		POT 4414	COMMUNISM THEO & PRAC		B	3.00	3.00	3.00
POS 2041	AMERICAN NATL GOVERNMENT		A	3.00	3.00		ELECTED TO GOLDEN KEY NATL HONR SOCIETY						
PSY 2013	GENERAL PSYCHOLOGY 1		A	3.00	3.00		EARNED HRS	12.00	GRADE PTS	33.00	HRS CARRIED	9.00	
SPC 2022	FUND SPEECH COMMUN		A	3.00	3.00		UNIVERSITY OF FLORIDA 4LS 1998 SPRING						
SPN 1120	SPANISH 1		A	4.00	4.00		BSC 2006	EVOLU ECOL & BEHAVIOR		S	3.00	3.00	
SPN 1121	SPANISH 2		A	4.00	4.00		ECO 2013	PRIN MACROECONOMICS		B	3.00	3.00	3.00
COMMUNICATION & COMPUTATION COMPLETE							ECO 2023	PRIN MICROECONOMICS		A	3.00	3.00	3.00
EARNED HRS	30.00	GRADE PTS	120.00	HRS CARRIED	30.00		POS 6127	STATE GOVT & POLITICS		A	3.00	3.00	3.00
CREDIT BY EXAM - CLEP 1996 FALL							STA 6126	STAT METH SOC RES 1		B+	3.00	3.00	3.00
MGF 0101	COLLEGE MATHEMATICS		Z P	6.00	6.00		AWARDED BACHELOR OF ARTS GRADUATED MAY 02 1998 WITH HONORS MAJOR POLITICAL SCIENCE MINOR ENGLISH						
EARNED HRS	6.00	GRADE PTS	.0	HRS CARRIED	.00		EARNED HRS	15.00	GRADE PTS	43.50	HRS CARRIED	12.00	
BREVARD CMTY COLLEGE-FL 1996 FALL							UNIVERSITY OF FLORIDA 7LS 1998 SUMMER						
AWARDED ASSOCIATE OF ARTS DEGREE							MAY-JUNE - 6 WEEKS						
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	3.00
INR 2001	INTERNATIONAL RELATNS		B	3.00	3.00	3.00	MMC 6660	MASS COMM & SOCIETY		A	3.00	3.00	3.00
POS 2112	AM STATE & LOCAL GOVT		A	3.00	3.00	3.00	EARNED HRS	6.00	GRADE PTS	22.50	HRS CARRIED	6.00	
POS 4443	POL PARTIES/ELECTIONS		A	3.00	3.00	3.00							
EARNED HRS	12.00	GRADE PTS	45.00	HRS CARRIED	12.00								

(SEE NEXT PAGE)

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University of Florida Transcript Explanation

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Accreditation

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- 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

- ACT = American College Test

- EACT = Enhanced American College Test

- GRE = Graduate Record Examination

- GMAT = Graduate Management Admissions Test

- TOEFL = Test of English as a Foreign Language

Classification of Students

- 0 Nondegree students, including special transient and high school students.
- 1 Freshmen with fewer than 30 credits.
- 2 Sophomores with 30 or more credits, but fewer than 60 credits.
- 3 Juniors with 60 or more credits, but fewer than 90 credits.
- 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

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

Passing Grades-Grade Points

Grade	Gr. Points	Description
A	4.0	Excellent
B+	3.5	Good
B	3.0	Good
C+	2.5	Average
C	2.0	Average
D+	1.5	Poor
D	1.0	Poor
S	0.0	Satisfactory [Ⓞ]
S+	0.0	Law School Honors
P	0.0	Passing
Sum Total		Cumulative hours earned
UF Cum GP [Ⓞ]		Cumulative UF grade points
UF Cum HC [Ⓞ]		Cumulative UF hours earned

Non-Punitive Grades and Symbols-

No Grade Points/Not in GPA	Description
H	Deferred grade
I*	Incomplete; not in GPA
N	No credit
N*	No grade reported
W	Withdrew from course
X*	Absent from final exam

Failing Grades-No Grade Points

Grade	Description
E	Failure
I	Incomplete
NG	No grade reported
U	Unsatisfactory [Ⓞ]
WF	Withdrew failing
EW	Dropped for nonattendance or unsatisfactory work
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

F Grade forgiven	R Repeated course; no credit
G Not applicable to degree; no credit	V Vocational course; no credit
L Credit below acceptable level	Y Advanced placement
M Repeated course; credit allowed	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.



34744 SFOA



UNIVERSITY OF FLORIDA

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
 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.

Barbara Talmadge
 Barbara Talmadge
 University Registrar



Prefix & Course Number	Course Title	Type	Grade	Credit	Credit Earned	Credit for GPA	Prefix & Course Number	Course Title	Type	Grade	Credit	Credit Earned	Credit for GPA
UNIVERSITY OF FLORIDA 7LS 1998 FALL													
POS 6274	POLITICAL CAMPAIGNING		A	3.00	3.00	3.00							
POS 6453	POLIT PARTIES/GROUPS		B	3.00	3.00	3.00							
POS 6736	CONDUCT OF INQUIRY		B	3.00	3.00	3.00							
EARNED HRS				9.00	GRADE PTS 30.00		HRS CARRIED				9.00		
UNIVERSITY OF FLORIDA 7LS 1999 SPRING													
MHC 6405	SEM MASS COMM PUB OP		B+	4.00	4.00	4.00							
POS 6207	POLITICAL BEHAVIOR		B	3.00	3.00	3.00							
POS 6278	ADV CAMPAIGN STRATEGY		B	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 CARRIED				13.00		
UNIVERSITY OF FLORIDA 7LS 1999 SUMMER													
GRADUATE SCHOOL HAS ALLOWED GRADUATE CREDIT FOR THE FOLLOWING COURSE(S) TAKEN PRIOR TO ADMISSION TO THE GRADUATE SCHOOL													
POS 6127	STATE GOVT & POLITICS		A	3.00	3.00	3.00							
STA 6126	STAT METH SOC RES 1		B+	3.00	3.00	3.00							
EARNED HRS				6.00	GRADE PTS 22.50		HRS CARRIED				6.00		
UNIVERSITY OF FLORIDA 7LS 1999 SUMMER													
MAY-JUNE - 6 WEEKS													
POS 5935	ADV TOP POLITICAL SCI		A	3.00	3.00	3.00							
EARNED HRS				3.00	GRADE PTS 12.00		HRS CARRIED				3.00		
UNIVERSITY OF FLORIDA 7LS 1999 SUMMER													
MAY-AUGUST - 12 WEEKS													
PAD 6946	INTERNSHIP IN GOVT		S	3.00	3.00								
AWARDED MASTER OF ARTS GRADUATED AUG 07 1999 MAJOR POLITICAL SCIENCE CONCENTRATION POLITICAL CAMPAIGNING													
EARNED HRS				3.00	GRADE PTS .0		HRS CARRIED				.00		
SUM TOTAL				40.00	UF CUM GP 126.50		UF CUM HC				37.00		
END OF TRANSCRIPT.													

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 Valencia Community College

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C	2.0	Average
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D	1.0	Poor
S	0.0	Satisfactory ^①
S+	0.0	Law School Honors
P	0.0	Passing

Sum Total	Cumulative hours earned
UFCumGP ^②	Cumulative UF grade points
UFCumHC ^②	Cumulative UF hours carried

Non-Punitive Grades and Symbols—No Grade Points/Not in GPA

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VALENCIA COMMUNITY COLLEGE

FULL-TIME EMPLOYEE EMERGENCY DATA SHEET

NAME: Tosia John J
Last First M.I.

PERSON TO NOTIFY IN CASE OF EMERGENCY: DAD

ADDRESS: 519 Temple Street SATELLITE BEACH FLORIDA 32937
Street City State Zip Code

HOME TELEPHONE NO: (321) 407 779-3312

WORK TELEPHONE NO: (321) ~~407~~ 726-7027

PHYSICIAN'S NAME: _____

TELEPHONE NO: _____

COMMENTS: _____

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AUG 29 2002
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Valencia Community College

VALENCIA COMMUNITY COLLEGE

PERSONAL INFORMATION FORM

Date: 12/20/06

NAME TOBIA JOHN J
Last Subtitle (i.e., Jr, Sr, etc) First MI Preferred First Name (i.e., Pat, Bill, etc.)

SS# [REDACTED] DATE OF BIRTH 1/6/1978

SPOUSE'S NAME N/A

HOME ADDRESS 519 TEMPLE ST. SATELLITE BEACH FL 32937
Number Street City State Zip

TELEPHONE NUMBERS Home 321 626-3312
Business 321 779-3312

NOTIFY IN CASE OF AN EMERGENCY

NAME STEPHEN W. TOBIA

TELEPHONE NUMBERS Home 786 897 3312
Business 305 325 1417

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JAN 10 2001
HUMAN RESOURCES
Valencia Community College

Memorandum

To: Mr. John Tobia 6-1
From: Human Resources, Records Processing
Date: May 15, 2003
Subject: Updating Your HR and Emergency Contact Information

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MAY 27 2003

HUMAN RESOURCES
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

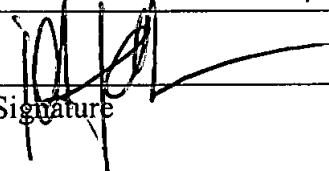
Home Address: 4201 Summit Creek Blvd
Apt 8205
Orlando, FL 32837
Home Phone: 407-852-2305
(X) Listed () Unlisted

EMERGENCY CONTACT INFORMATION

In the event I become injured or ill, please contact the following person on my behalf:

NAME STEPHEN TOBIA → BROTHER

PHONE (305) ~~567~~ 613 1961


Signature

5/21/03
Date

VALENCIA COMMUNITY COLLEGE

FULL-TIME EMPLOYEE EMERGENCY DATA SHEET

NAME: TOBIA JOHN J
Last First MI.

PERSON TO NOTIFY IN CASE OF EMERGENCY: MR. JOHN A. TOBIA, JR.

ADDRESS: 519 TEMPLE STREET SATELLITE BEACH FLORIDA 32837
Street City State Zip Code

HOME TELEPHONE NO: (407) 852 2305

WORK TELEPHONE NO: (407) 299 5000 X4893

PHYSICIAN'S NAME: _____

TELEPHONE NO: _____

COMMENTS: SPRINKLE MY ASHES OVER VALENCIA

VALENCIA COMMUNITY COLLEGE

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

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JAN 03 2001 JH EM

HUMAN RESOURCES
Valencia Community College

Human Resources Use Only:

LOGGED IN

#0395

Application For Full-Time Employment

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.

SS #

1. NAME: (Mr., Ms., Dr.) Tobia John Joseph
please circle one Last First Middle

2. ADDRESS: 519 Temple Street Satellite Beach Florida 32937
Street City State Zip Code

3. HOME PHONE: 321-779-3312 BUSINESS PHONE: 321-626-3312
Area Code Number Area Code Number

E-MAIL ADDRESS: aptb102@aol.com FAX NUMBER: n/a
Area Code Number Area Code Number

4. POSITION DESIRED: Indicate the title of the position for which you are applying (a separate application is required for each position). Professor, Political Science

5. How did you hear of the position vacancy for which you are applying (i.e.; newspaper, VCC website, etc.)?
Orlando Sentinel

6. Can you perform the essential functions of the job with/without reasonable accommodations?

Yes No

7. Are there any days, shifts, or hours you cannot work?

Yes No

If yes, please explain. _____

8. Will you work overtime, if required?

Yes No

9. JOB-RELATED INFORMATION: Please tell us of any special skills, publications, awards, volunteer experience, work related skills, training, or experience you believe are relevant to the job applied for:

Candidate for the Florida House of Representatives
Political Consultant
Assistant Congressional District Caseworker
Master's Degree in Political Science

EMPLOYMENT: Beginning with your most recent job, list your employment record, including military service, in chronological order. Use the supplemental employment history form if needed.

Dates: From 1999 To 2000
Employer n/a
Address of Employer n/a
Supervisor n/a
Phone n 321-779-3312

Job Title Candidate, Florida House
Full-Time Part-Time
Duties Managing a political campaign that included fundraising, public speaking, policy development, and door-to-door voter contact
Reason for Leaving Campaign ended

Dates: From 1998 To 1999
Employer Hon. Cynthia Chestnut
Address of Employer 120 Sun Center Road
Gainesville, Florida 32608
Supervisor Hon. Cynthia Chestnut
Phone n 352-955-3030

Job Title Campaign Consultant
Full-Time Part-Time
Duties Developing and supervising direct mail, voter contact, polling, issue targeting, and fundraising plans in a State Senate race
Reason for Leaving Campaign ended

Dates: From 1997 To 1998
Employer Hon. Karen Thurman
Address of Employer 5700 SW 34th. Street., Suite 425
Gainesville, Florida 32608
Supervisor Hon. Karen Thurman
Phone n 1-800-833-4352

Job Title Assistant Congressional District Caseworker
Full-Time Part-Time
Duties Direct constituent services including, but not limited to, matters of naturalization, tax structure, legislative policies, and dispute resolution
Reason for Leaving Entering graduate school

Dates: From _____ To _____
Employer _____
Address of Employer _____
Supervisor _____
Phone n _____

Job Title _____
Full-Time _____ Part-Time _____
Duties _____
Reason for Leaving _____

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HUMAN RESOURCES
Valencia Community College

11. Unless you request otherwise, we may contact the employers listed above.

Do not contact: Hon. Cynthia Chestnut Reason: No longer in office, no forwarding info.

DEC 07 2000

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 considered.

A. Have you ever been convicted, pled nolo contendere (no contest), been placed on probation, enrolled in a pretrial diversion program, or had adjudication withheld in a criminal offense felony or first degree misdemeanor? Yes 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 against you other than non-criminal traffic violations? Yes No

If yes, give details below:

Charges: _____ Date: _____ Where: _____

APPLICANT'S ACKNOWLEDGMENT

I certify that the answers given herein are true and complete. I understand that any deception, misrepresentation, omission of facts or incomplete answers in any application document will disqualify me from further consideration for employment. I further understand that, if employed, any deception, misrepresentation or omission of facts in any application document will be cause for my dismissal without prior notice regardless of when they are discovered.

I understand that within three days after employment, I must submit documentation verifying that I am legally eligible to work in the United States.

I understand that if I accept an offer of employment it is contingent upon satisfying a background investigation, drug test, and/or medical examination.

I understand that any employment offered to me by the college, unless reflected in a written contract signed by an authorized college official, is employment-at-will. This means the employment relationship may be severed at any time, for any reason, with or without cause, 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 application, including authority to request any educational transcript and to contact references and former employers whom I will not hold liable in the event their reply is in any way to my disadvantage.

I understand inquiries regarding civil rights policies and procedures may be made to the Equal Access/Equal Opportunity Officer at the college. I also understand that preference in hiring is given to eligible veterans and their spouses if substantiating documentation is provided at the time of application.

I acknowledge that this application will be considered active until the position for which I am applying has been filled. At that time, this application will expire. If I want to be considered for employment after the expiration of this application, I understand that I must complete a new application form.

I further understand that employees of Valencia Community College are required to take an Oath of Loyalty to the United States and the State of Florida.

Handwritten signature

Signature of Applicant (Electronic submissions are required to be signed)

HUMAN RESOURCES
Valencia Community College

Date

RECEIVED
DEC 07 2000

JAN 03 2001
12/1/00

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
M/NR
HUMAN RESOURCES
Valencia Community College

Human Resources Use Only:
VCC
LHR
E
mar
O

Application For Full-Time Employment

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 résumé may be attached but will not substitute for a completed application.

SS # [redacted] - [redacted] - [redacted]

1. NAME: (Mr, Ms., Dr.) Tobia John Joseph
please circle one Last First Middle

2. ADDRESS: 4201 Summit Creek Blvd. Apt. 8205 Orlando Florida 32837
Street City State Zip Code

3. HOME PHONE: (407) 852-2305 BUSINESS PHONE: (407) 299-5000 ext. 4893
Area Code Number Area Code Number

E-MAIL ADDRESS: aptb102@aol.com FAX NUMBER: _____
Area Code Number

4. POSITION DESIRED: Indicate the title and number of the position for which you are applying (a separate application is required for each position). **NOTE: Applications without the position title AND position number will not be processed.**

Professor, Political Science

5. How did you hear of the position vacancy for which you are applying (i.e.; newspaper, VCC website, etc.)?
Mr. Kevin Mulholland

6. Can you perform the essential functions of the job with/without reasonable accommodations?
 Yes No

7. Are there any days, shifts, or hours you cannot work?
 Yes No
If yes, please explain. _____

8. Will you work overtime, if required?
 Yes No

9. JOB-RELATED INFORMATION: Please tell us of any special skills, publications, awards, volunteer experience, work related skills, training, or experience you believe are relevant to the job applied for:

Valencia Community College Flag Football Coach, Osceola Campus
George W. Bush's Florida 2000 Team, Brevard County
Jeb Bush's 2002 Reelection Drive Captain, Brevard County

2

10. EMPLOYMENT: Beginning with your most recent job, list your employment record, including military service, in chronological order. Use the supplemental employment history form if needed.

Dates: From 01/01 To Present Job Title Professor, Political Science
Employer Valencia Community College Full-Time X Part-Time _____
Address of Employer 1800 Denn John Lane Duties Instruct and evaluate five or
Kissimmee, Florida 34744 six classes each semester
Supervisor Mr. Kevin Mulholland (including dual enrollment)
Phone n (407) 299-5000 ext. 4108 Reason for Leaving N/A

Dates: From 11/1999 To 11/2000 Job Title Candidate, Florida House of Reps.
Employer Self Full-Time X Part-Time _____
Address of Employer 519 Temple Street Duties Set strategy, organize
Satellite Beach, Florida 32937 volunteers, raise and account for
Supervisor N/A money, and meet and listen to voters
Phone n N/A Reason for Leaving Campaign ended

Dates: From _____ To _____ Job Title _____
Employer _____ Full-Time _____ Part-Time _____
Address of Employer _____ Duties _____
Supervisor _____
Phone n _____ Reason for Leaving _____

Dates: From _____ To _____ Job Title _____
Employer _____ Full-Time _____ Part-Time _____
Address of Employer _____ Duties _____
Supervisor _____
Phone n _____ Reason for Leaving _____

11. Unless you request otherwise, we may contact the employers listed above. Yes

Do not contact: _____ Reason: _____

4/4

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 considered.

A. Have you ever been convicted, pled nolo contendere (no contest), been placed on probation, enrolled in a pretrial diversion program, or had adjudication withheld in a criminal offense felony or first degree misdemeanor? Yes 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 against you other than non-criminal traffic violations? Yes No

If yes, give details below:

Charges: _____ Date: _____ Where: _____

APPLICANT'S ACKNOWLEDGMENT

I certify that the answers given herein are true and complete. I understand that any deception, misrepresentation, omission of facts or incomplete answers in any application document will disqualify me from further consideration for employment. I further understand that, if employed, any deception, misrepresentation or omission of facts in any application document will be cause for my dismissal without prior notice regardless of when they are discovered.

I understand that within three days after employment, I must submit documentation verifying that I am legally eligible to work in the United States.

I understand that if I accept an offer of employment it is contingent upon satisfying a background investigation, drug test, and/or medical examination.

I understand that any employment offered to me by the college, unless reflected in a written contract signed by an authorized college official, is employment-at-will. This means the employment relationship may be severed at any time, for any reason, with or without cause, 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 application, including authority to request any educational transcript and to contact references and former employers whom I will not hold liable in the event their reply is in any way to my disadvantage.

I understand inquiries regarding civil rights policies and procedures may be made to the Equal Access/Equal Opportunity Officer at the college. I also understand that preference in hiring is given to eligible veterans and their spouses if substantiating documentation is provided at the time of application.

I acknowledge that this application will be considered active until the position for which I am applying has been filled. At that time, this application will expire. If I want to be considered for employment after the expiration of this application, I understand that I must complete a new application form.

I further understand that employees of Valencia Community College are required to take an Oath of Loyalty to the United States and the State of Florida

Signature of Applicant (Electronic submissions are required to be signed if hired)

12/30/02

Date

FannieMae Request for Verification of Employment

Privacy Act Notice: This information is to be used by the agency collecting it or its assignee in determining whether you qualify as a prospective mortgagee under its program. It will not be disclosed outside the agency except as required and permitted by law. You do not have to provide this information, but if you do not your application for approval as a prospective mortgagee or borrower may be delayed or rejected. The information requested in this form is authorized by Title 38, USC, Chapter 37 (if VA); by 12 USC, Section 1701 et seq. (if HUD/FHA); by 42 USC, Section 1453b (if HUD/OPD); and Title 42 USC, 1471 et seq., or 7 USC, 1621 et seq. (if USDA/FmHA).

Instructions: Lender - Complete items 1 through 7. Have applicant complete item 8. Forward directly to employer named in item 1. Employer - Please complete either Part II or Part III as applicable. Complete Part IV and return directly to lender named in item 2. The form is to be transmitted directly to the lender and is not to be transmitted through the applicant or any other party.

Part I - Request

1. To (Name and address of employer) VALENCIA COMMUNITY COLLEGE PO BOX 3028 ORLANDO ORLANDO, FL 32802 ATTN: PERSONNEL DEPT.	2. From (Name and address of lender) FL9-700-03-10 CONSUMER REAL ESTATE 2010 BANK OF AMERICA, N.A. P.O. BOX 48140 JACKSONVILLE, FL 32232B140
---	---

I certify that this verification has been sent directly to the employer and has not passed through the hands of the applicant or any other interested party.

3. Signature of Lender <i>[Signature]</i>	4. Title JENNIFER RIFFLE (800) 781-8838	5. Date 8/3/09	6. Lender's Number (Optional) 6270535203
--	--	-------------------	---

I have applied for a mortgage loan and stated that I am now or was formerly employed by you. My signature below authorizes verification of this information.

7. Name and Address of Applicant (include employee or badge number) JOHN TOBIA 518 TEMPLE ST MELBOURNE, FL 32937	8. Signature of Applicant <i>[Signature]</i> BORROWER AUTHORIZATION X
---	--

Part II - Verification of Present Employment

9. Applicant's Date of Employment 1/2/01	10. Present Position Professor, Political Science	11. Probability of Continued Employment Very good
12A. Current Gross Base Pay (Enter Amount and Check Period) \$ 54,060 <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Weekly <input type="checkbox"/> Other (Specify) <input type="checkbox"/> Monthly <input type="checkbox"/> Hourly	13. For Military Personnel Only Pay Grade Type Monthly Amount	14. If Overtime or Bonus is Applicable, is its Continuance Likely? Overtime N/A Bonus Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
12B. Gross Earnings		15. If paid hourly - average hrs. per wk. N/A
Type	Year To Date 09	Past Year 08
	Past Year 07	
Base Pay	Thru 9/1/09 \$ 48,589.62	\$ 81,028.00
Overtime	\$	\$ 79,781.03
Commissions	\$	\$
Bonus	\$	\$
Total	\$ 48,589.62	\$ 81,028.00
	\$ 79,781.03	
	Variable Housing Allowance	16. Date of applicant's next pay increase unknown
		17. Projected amount of next pay increase unknown
		18. Date of applicant's last pay increase August 2009
		19. Amount of last pay increase 1.89%

20. Remarks (if employee was off work for any length of time, please indicate time period and reason)

Part III - Verification of Previous Employment

21. Date Hired	23. Salary/Wage at Termination Per (Year) (Month) (Week)
22. Date Terminated	Base Overtime Commissions Bonus
24. Reason for Leaving	25. Position Held

Part IV - Authorized Signature - Federal statutes provide severe penalties for any fraud, intentional misrepresentation, or criminal connivance or conspiracy purposed to influence the issuance of any guaranty or insurance by the VA Secretary, the USDA, FmHA/FHA Commissioner, or the HUD/CFO Assistant Secretary.

26. Signature of Employer <i>[Signature]</i>	27. Title (Please print or type) Human Resources Specialist	28. Date 9/1/09
29. Print or type name signed in item 26 Joanne Flores		
30. Phone No. 407-582-8086		

6270535203



08/07/2009 15:10 3210977090

BANKOFAMERIB

PAGE 02/17

Bank of America



BORROWER'S CERTIFICATION & AUTHORIZATION

LOAN #:

CERTIFICATION

Each of the undersigned certify the following:


1. 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 pertinent 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 false statements 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 affiliated 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, online at www.bankofamerica.com/privacy 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, Lender may verify information contained in my loan application and in other documents required in connection with the loan, either before the loan is closed or as part of its quality control program.
2. I authorize you to provide to Lender, and to any investor to whom Lender 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 and cable payments.
3. Lender 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 adopted as an original.
4. Your prompt reply to Lender 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 held 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 Veterans Affairs Loan Guaranty Service or HUD/FHA without further notice or authorization, but will not be disclosed or released by this institution to another Government Agency or Department without your consent except as required or permitted by law.



 (Borrower's Signature)

 (Borrower's Signature)

 (Borrower's Signature)

 (Borrower's Signature)

 (Social Security Number)

 (Social Security Number)

 (Social Security Number)

 (Social Security Number)

Bank of America



Fax Cover Sheet

To:

Company:

VALENCIA COMMUNITY 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 agent 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 mail.

1/4



VALENCIA

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:

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

2,
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,

A handwritten signature in cursive script that reads "Joanne Flores". The signature is written in black ink and is positioned above the printed name and title.

Joanne Flores

Human Resources Specialist

4/4

Floridians Against Regressive Taxes
755 Triple Crown Lane
West Melbourne, FL 32904

facsimile transmittal

To: **Joanne Flores** Fax: **407-582-8082**
From: **Bill Thompson** Date: **6/25/2008**
Re: **John Tobia - employment** Pages: **1**
Cc:

Urgent For review Please comment Please reply 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 Thompson

confidential

Osceola County Housing Office

SEP 16 2004

Human Resources
Valencia Community College

Employment Verification

Employer's name: VALENCIA COMMUNITY COLLEGE Attn: _____
Address: 1800 DEAN JOHN LANE Ph: 407 299 5000
City: KISSIMEE Zip: _____ Fax: _____

The client below has applied for SHIP Down Payment Assistance.
As part of our processing, it is necessary that we obtain verification on His/Her
Employment and anticipated gross annual income, for the next 12 months.

Permission By: _____ (Signature) JOHN TOBIA (Print Name)

(Social Security Number) 9/16/04 (Date)

Please complete the section below and return it in the enclosed self-addressed stamped envelope.
If you prefer to return vis-fax, please fax to 407-870-9679. Thank You for your prompt attention.

Sincerely,
Rosa Carrion Rosa Carrion Housing Specialist (407) 870-2019 x 232
Authorized Signature Print Name Title Telephone Number

The Following Section Needs To Be Completed By Employer

Anticipated Gross Income for the twelve (12) Months \$37,784 annually
Hourly Rate: _____ Weekly: \$35,484.49 y-to-date Gross
No # of hours per week: _____ Bi-Weekly: _____ Monthly: _____
Overtime Hours N/A
Average per day: _____ Weekly: _____ Monthly: _____
Tips, Commissions, Bonuses N/A
Average per day: _____ Weekly: _____ Monthly: _____

Anticipated salary increases within the next (12) months: annual increase
If yes, Amount: unknown Effective Date: August, 2005

**** Total anticipated gross annual income for the next twelve(12) months (including Tips,
Bonuses or Overtime), if applicable: \$ _____

Employment Hire Date: January 2, 2001
Sherian M. Stevenson Employer or Authorized Personnel - Signature September 22, 2004 Date
Sherian M. Stevenson Print Name
Human Resources Specialist Title 407, 582-1742 Telephone Number

FAXED
SEP 22 2004
BY: SMS

2/2

* * * Memory TX Result Report (Sep. 22. 2004 7:40AM) * * *

1) VALENCIA HR EMPLOYMENT
2) VALENCIA HR EMPLOYMENT

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

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
7266	Memory TX	94078709679	P. 2	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES

FAX COVER SHEET

Number of pages (excluding cover sheet): 1

TO: <u>Rosa Carrion</u>	FROM: <u>Sherian M. Stevenson</u>
<u>Housing Specialist</u>	<u>Human Resources Specialist</u>
FAX NUMBER: <u>407-870-9679</u>	FAX NUMBER: <u>(407) 582-1450</u>
TELEPHONE: _____	TELEPHONE: <u>(407) 399-3000 EXT. 1742</u>

Date sent: Sept. 22, 2004 Transmitted by: SMS

Message: re: John Tobia

VALENCIA COMMUNITY COLLEGE
RETIREMENT ENROLLMENT STATUS
(State of Florida Retirement System)

NAME: JOHN TORIA SS#: [REDACTED]

Part-time Full-time Position Title: PROFESSOR

Please check one of the appropriate statements below:

- I have never been enrolled in a State of Florida administered retirement plan.
- I am not currently enrolled, but have creditable service as Full-time and/or Part-time employee in a State of Florida administered retirement plan, however, I am not retired from such a plan.

AGENCY NAME: _____

- FRS Regular Investment Plan Senior Management Service
- Special Risk Special Risk Administrative Support Elected State & County

- I am currently enrolled in the following State of Florida administered retirement plan:
AGENCY NAME: _____

- FRS Regular Investment Plan Senior Management Service
- Special Risk Special Risk Administrative Support Elected State & County

- I am currently participating in the Deferred Retirement Option Program (DROP).
AGENCY NAME: _____ DROP Start Date: _____

- I am retired from the following State of Florida administered retirement plan:
AGENCY NAME: _____
Date of retirement: _____ Plan Name: _____
(i.e., FRS Regular, Special Risk, Investment Plan, etc.)

I understand that if I retired under a State of Florida administered retirement system the following applies:

1. If I am employed in any type of position (temporary, part-time, or regular established) during the first month of retirement, my retirement is void, all benefits received must be repaid and I must reapply for retirement benefits before retirement will be effective.
2. If I am reemployed during the 2nd through 12th months, I will complete the FR-23 Form suspending my monthly retirement benefits, unless I am eligible for the 780 hour exemption to the limitation as provided by law (part-time, non-contractual adjunct instructors with community colleges). If eligible for the exemption, I will complete the FR-23 Form suspending my benefits once my total hours of work reach 780 hours during the limitation period.

Signature: [Signature] Date: 8/20/03

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 and Verification. To be completed and signed by employee at the time employment begins.

Print Name: Last <u>TOBIA</u>	First <u>JOHN</u>	Middle Initial <u>J</u>	Maiden Name
Address (Street Name and Number) <u>4201 Summit Creek Blvd</u>		Apt. # <u>8205</u>	Date of Birth (month/day/year) <u>01/06/1978</u>
City <u>ORLANDO</u>	State <u>FLORIDA</u>	Zip Code <u>32837</u>	Social Security # [REDACTED]
I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.		I attest, under penalty of perjury, that I am (check one of the following): <input checked="" type="checkbox"/> A citizen or national of the United States <input type="checkbox"/> A Lawful Permanent Resident (Alien # A _____) <input type="checkbox"/> An alien authorized to work until ___/___/___ (Alien # or Admission #) _____	
Employee's Signature <u>[Signature]</u>		Date (month/day/year) <u>08/20/03</u>	

Preparer and/or Translator Certification. (To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct.

Preparer's/Translator's Signature	Print Name
Address (Street Name and Number, City, State, Zip Code)	
Date (month/day/year)	

Section 2. Employer Review and Verification. To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C, as listed on the reverse of this form, and record the title, number and expiration date, if any, of the document(s)

List A	OR	List B	AND	List C
Document title: _____		<u>Florida driver license</u>		<u>Social Security Card</u>
Issuing authority: _____		<u>TIA 470-78-006-0</u>		<u>SSA</u>
Document #: _____				
Expiration Date (if any): ___/___/___		<u>1/6/10</u>		<u>N/A</u>
Document #: _____				
Expiration Date (if any): ___/___/___				

CERTIFICATION - I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) 8/25/03 and that to the best of my knowledge the employee is eligible to work in the United States. (State employment agencies may omit the date the employee began employment.)

Signature of Employer or Authorized Representative <u>Daisy M Green</u>	Print Name <u>Daisy M Green</u>	Title <u>HR Specialist, Sr.</u>
Business or Organization Name <u>VeriSign S. Kirkman Rd, Orlando, FL 32811</u>	Address (Street Name and Number, City, State, Zip Code)	Date (month/day/year) <u>8-20-03</u>

Section 3. Updating and Reverification. To be completed and signed by employer.

A. New Name (if applicable)	B. Date of hire (month/day/year) (if applicable)
C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment eligibility. Document Title: _____ Document #: _____ Expiration Date (if any): ___/___/___	

I attest, under penalty of perjury, that to the best of my knowledge, this employee is eligible to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative	Date (month/day/year)
--	-----------------------

DRIVER LICENSE
CLASS E
Florida



The Sunshine State
LICENSE NUMBER

T100-470-78-006-0

JOHN JOSEPH TOBIA
619 TEMPLE STREET
SATELLITE BEACH, FL 32937-3324

BIRTH DATE	SEX	HGT.	REST.	ENDORSE.
01-06-78	M	5-11		
ISSUED	EXPIRES	DUPLICATE		
06-14-02	01-06-10	06-12-03		

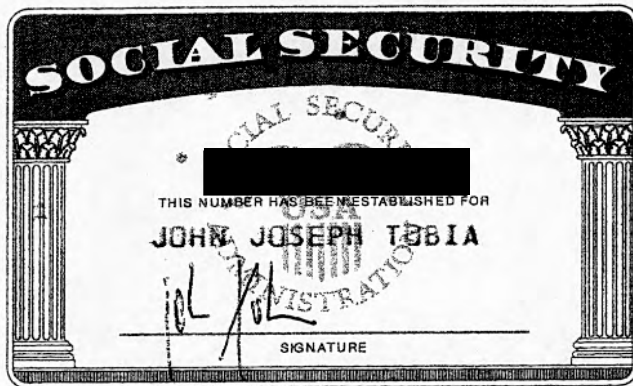


ORGAN DONOR

#010306120112

SAFE DRIVER

Operation of a motor vehicle constitutes consent to any sobriety test required by law.



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 and Verification. To be completed and signed by employee at the time employment begins

Print Name: Last <u>TOBIA</u>	First <u>JOHN</u>	Middle Initial <u>J</u>	Maiden Name
Address (Street Name and Number) <u>519 TEMPLE ST.</u>		Apt. #	Date of Birth (month/day/year) <u>1/6/1978</u>
City <u>SATELLITE BEACH</u>	State <u>FLORIDA</u>	Zip Code <u>32937</u>	Social Security # [REDACTED]

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am (check one of the following):

A citizen or national of the United States

A Lawful Permanent Resident (Alien # A _____)

An alien authorized to work until ____/____/____ (Alien # or Admission # _____)

Employee's Signature: [Signature] Date (month/day/year): 12/20/00

Preparer and/or Translator Certification. (To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct.

Preparer's/Translator's Signature	Print Name
Address (Street Name and Number, City, State, Zip Code)	
Date (month/day/year)	

Section 2. Employer Review and Verification. To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C as listed on the reverse of this form and record the title, number and expiration date, if any, of the document(s)

List A	OR	List B	AND	List C
Document title: <u>RECEIVED</u>		<u>Social Security</u>		<u>Drivers license</u>
Issuing authority: _____		[REDACTED]		<u>Florida State</u>
Document #: <u>JAN 10 2001</u>		<u>N/A</u>		<u>1160-470-78-0060</u>
Expiration Date (if any): <u>RESOURCES</u> <u>Valencia Community College</u>				<u>1/6/2000</u>
Document #: _____				
Expiration Date (if any): ____/____/____				

CERTIFICATION - I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) 1/2/01 and that to the best of my knowledge the employee is eligible to work in the United States. (State employment agencies may omit the date the employee began employment).

Signature of Employer or Authorized Representative <u>[Signature]</u>	Print Name <u>Jennifer Smith</u>	Title <u>Secretary</u>
Business or Organization Name <u>VCC 1800 Dennis John Kissimmee, FL 34744</u>	Address (Street Name and Number, City, State, Zip Code)	Date (month/day/year) <u>1-2-01</u>

Section 3. Updating and Reverification. To be completed and signed by employer

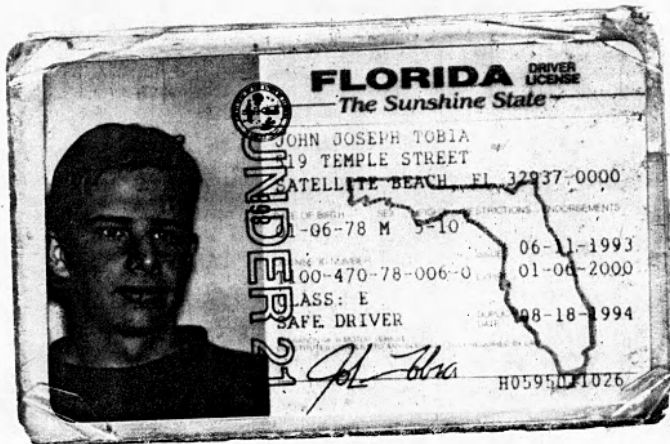
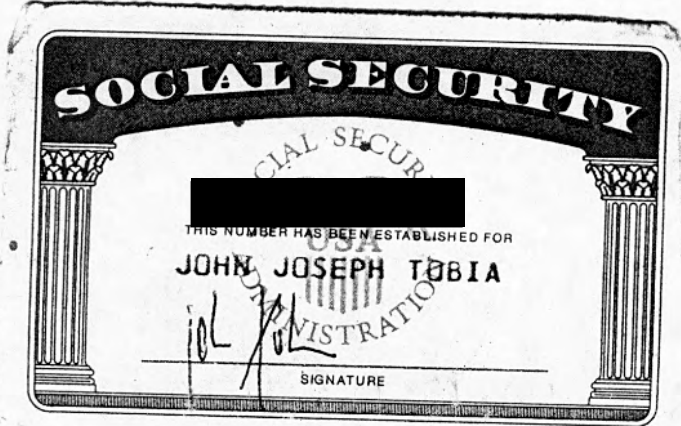
A. New Name (if applicable) _____ B. Date of rehire (month/day/year) (if applicable) _____

C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment eligibility.

Document Title: _____ Document #: _____ Expiration Date (if any): ____/____/____

I attest, under penalty of perjury, that to the best of my knowledge, this employee is eligible to work in the United States, and if the employee submitted document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative _____ Date (month/day/year) _____



RECEIVED
JAN 10 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.

Employee Details

Employee First Name: John
Employee Last Name: Tobia

Received
SEP 09 2013
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

General Description:

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.

Received
Human Resources

Date: 9/9/13
By: HR

Essential Job Functions:

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.

Qualifications:

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).
 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).

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.

Knowledge, Skills, and Abilities:

Position Details

Position Title: Professor, Political Science
Must be less than 30 characters.

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 full-time 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.

Departmental Users with Access: Livingston, Joe

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.

Essential Job Functions:

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).

Qualifications:

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).

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:

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.

Minimum Physical Qualifications:

Licenses, Certifications, or Registrations:

Environmental Conditions:

Compensation Analyst:

Reports To:

Dean, Bus, Info Tech/Social, O

Must be less than 30 characters.

Is this a new position?

No

If not, who is this replacing?

Salary:

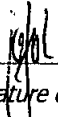
Start Date:

Is this a temporary position?

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.

9/6/13,



Date

Signature of Employee

VALENCIA COMMUNITY COLLEGE

P. O. Box 3028
Orlando, Florida 32802

LOYALTY OATH

State of Florida
County of Orange

I, JOHN TOBIA, a resident of the State of Florida and a citizen of the
(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 hereby
solemnly swear or affirm that I will uphold the constitutions of the United States and of the State of
Florida.

[Signature]
Signature

Sworn to and Subscribed before me this

20 day of August, 2003
(year)

He / ~~She~~ is personally known to me or has

produced FL DL # T100-470-78-006-D
(type of identification and number)

as identification. 01/06/10
(expiration date of identification)



(seal)

[Signature]
(notary signature)

Dannette Johnson
(print or type name of notary)

VALENCIA COMMUNITY COLLEGE

P. O. Box 3028
Orlando, Florida 32802

LOYALTY OATH

State of Florida
County of Orange

I, JOHN TOBIA, a resident of the State of Florida and a citizen of the
(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 hereby
solemnly swear or affirm that I will uphold the constitutions of the United States and of the State of
Florida.

[Handwritten Signature]
Signature

Sworn to and Subscribed before me this

21 day of Dec, 2000
(year)

He / She is personally known to me or has

produced FL DR LIC
(type of identification and number)

as identification. 01-06-2004
(expiration date of identification)

[Handwritten Signature]
(notary signature)

DEBORAH J. HECHENBERGER
(print or type name of notary)



Deborah J. Hechenberger
MY COMMISSION # CD662505 EXPIRES
(seal) July 9, 2001
BONDED THRU TROY FAIN INSURANCE, INC.

DIANE

From: Silvia Zapico
To: Kevin Mulholland
Date: 4/29/02 11:36AM
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.

Tobia, John

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 Tenured FT Tenure Track FT Non-Tenured Adjunct
 Campus: East Osceola West Winter Park

Dean: Dale Husbands

Division: Business, IT and Social Sciences

Subject Area: Political Science

Term(s): Fall Spring Summer Full Summer A Summer B

Year: 200810

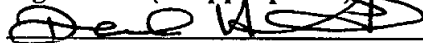
Request: Expanded Adjunct Load Expanded FT Overload

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):



 Dean

27 Aug 07

 Date



 Provost

8/27/07

 Date



 Chief Learning Officer

8/29/07

 Date

RECEIVED

AUG 31 2007

Human Resources
Valencia Community College

FT

See Reverse Side For Easy Opening Instructions

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

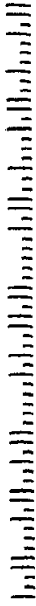
Return Service Requested

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

927 LI 1 B04 C 24 12/04/04
RETURN TO SENDER
TOBIA, JOHN
606 MARKET ST APT 8205
CELEBRATION FL 34747-4907

RETURN TO SENDER

32837+4503243028



K10 12/9/04 SET

RECEIVED

DEC 08 2004

Human Resources
Valencia Community College

1/3
VALANCIA COMMUNITY COLLEGE

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.

POSITION TITLE Prof. Political Science

Replacement for John Tobia 4mo. Conversion New Position

Department Political Science - Osceola Dept. Budget Number 1117 2200-2207000-0002 0-05

LENGTH OF APPOINTMENT:
 4-month (academic session and year)
 10-month (academic year 2003-04)
 12-month (fiscal year)
 Other _____
Please Specify

POSITION IS:
 Regular
 Temporary College Funded*
 Temporary Grant Funded*
* In the comments section, please include approximate start and end dates for temporary or grant funded positions.

Initial Work Schedule: _____ MAY 06 2003
Career Service Only

Eligible for Night Shift Differential? Yes No
Will this person supervise others? Yes No

LOCATION:
 Downtown Center Criminal Justice Institute
 East Campus Osceola Campus
 McCoy Center Osceola Campus
 Winter Park Campus
Mail Code _____
Building & Room Number _____
Extension Number _____

Person to Contact Regarding Opening _____ Ext. _____

Advertising Request _____
(Example: Sentinel, Chronicle, etc.)

Comments _____

Name of Person who will Supervise Employee _____

SIGNATURE OF SUPERVISOR S. Zapico 5/1/03 Date _____

SIGNATURE OF EXECUTIVE/ADMINISTRATOR _____ Date 12/04/02

For Human Resources Use Only:
Oracle Number: 376 X Salary Level: M5 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

PART II (continued):

COMMENTS _____

OTHER CANDIDATES SELECTED FOR INTERVIEW BUT NOT RECOMMENDED FOR HIRE
(Please include candidates interview by telephone)

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	E
Quakenbush, Alvin	East Campus
Caiazza, Tom	E
Crosby, Scott	E
Balkaran, Stephen	E
Haymes, Tom	E
Kamara, Luseni	E
Boudrot, Tom	E
Boardman, Chris	E
Smaha, Joe	E
Lheem, Dr.	E
Millett, Jeremy	E

The recommended candidate meets all requirements for this position and has provided an on-site writing sample*.

SIGNATURE OF SUPERVISOR *[Signature]* Date 4/28/03

SIGNATURE OF EXECUTIVE/ADMINISTRATOR *Silvia Zapata* Date 5/04/03

EA/EO APPROVAL *Stanley H. Stone* Date 5/9/03

Background Check Requested: _____ Results Received: _____

Drug Test Scheduled: _____ Results Received: _____

*An on-site writing sample is only required for Administrative, Professional, and Faculty positions.

3



John Tobie

SP 01

10

FA 01 } 3

SP 02 }

FA 02 } 2

SP 03 }

15

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 switch 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,
flex field, and accrual
and salary basis for
John.

D.G.

VALENCIA COMMUNITY COLLEGE

NEW EMPLOYEE CHECKLIST

John Tobia

Name

8/25/03

Employment Date

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

Forms to Complete	Materials/Subjects Covered
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Employee Information Sheet <input checked="" type="checkbox"/> Employment Eligibility (I-9) <input checked="" type="checkbox"/> Withholding Allowance (W-4) <input checked="" type="checkbox"/> Loyalty Oath <input checked="" type="checkbox"/> Florida Retirement Enrollment Status <input checked="" type="checkbox"/> Group Insurance Election Form <input checked="" type="checkbox"/> Salary Redirection Agreement for Flexible Benefits <input checked="" type="checkbox"/> LTD Premium Worksheet <input checked="" type="checkbox"/> Special Enrollment Form <input checked="" type="checkbox"/> Direct Deposit Information <input checked="" type="checkbox"/> Dental Insurance Application 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alternate Plan to Social Security <input checked="" type="checkbox"/> Employee Key Benefits <input checked="" type="checkbox"/> Benefits and Services Book <input checked="" type="checkbox"/> Health Insurance Plans/Rates <input checked="" type="checkbox"/> Job Description <input checked="" type="checkbox"/> Human Resources/Payroll Directory <input checked="" type="checkbox"/> Tax Sheltered Annuity List <input checked="" type="checkbox"/> Payroll Schedule <input checked="" type="checkbox"/> COBRA - Right to Continue Notice <input checked="" type="checkbox"/> Life Insurance Policy <input checked="" type="checkbox"/> Flexible Benefits Guide <input checked="" type="checkbox"/> Florida Retirement System Handbook <input checked="" type="checkbox"/> Time Card <input checked="" type="checkbox"/> Employee Assistance Program <input checked="" type="checkbox"/> Attraction Discount Cards <input checked="" type="checkbox"/> Parking Decal (See Security) <input checked="" type="checkbox"/> 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.

<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Civil Rights Discrimination Grievances (6Hx28:04-18) 2-00 <input checked="" type="checkbox"/> Drug-Free Campuses (6Hx28:04-41) <input checked="" type="checkbox"/> Drug-Free Workplace (6Hx28:07-36) <input checked="" type="checkbox"/> Family/Medical Leave (6Hx28:07-38) <input checked="" type="checkbox"/> Grievances (6Hx28:08-14) or (6Hx28:09-12) <input checked="" type="checkbox"/> Hours of Work - Career Service Employees (6Hx28:09-03) <input checked="" type="checkbox"/> Leave of Absence (6Hx28:07-17) <input checked="" type="checkbox"/> Optional Retirement Programs (6Hx28:07-39) <input checked="" type="checkbox"/> Overtime Compensation for Career Service Employees (6Hx28:09-06) <input checked="" type="checkbox"/> Recording of Hours Worked - Career Service Employees (6Hx28:09-04) 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Retirement Incentive Program (6Hx28:07-35) <input checked="" type="checkbox"/> 401(a) Qualified Retirement Plan (6Hx28:07-40) <input checked="" type="checkbox"/> Sexual Harassment (6Hx28:04-44) <input checked="" type="checkbox"/> Sick Leave (6Hx28:07-13) <input checked="" type="checkbox"/> Sick Leave Pool (6Hx28:07-15) <input checked="" type="checkbox"/> Terminal Pay (6Hx28:07-32) <input checked="" type="checkbox"/> Time of Service for Work Credit (6Hx28:07-09) <input checked="" type="checkbox"/> Vacation Leave (6Hx28:07-12) <input checked="" type="checkbox"/> Valencia Matriculation or Tuition Fees for Faculty and Staff paid Through Staff and Program Development Funds (6Hx28:07-07) <input checked="" type="checkbox"/> Waiver of Matriculation or Tuition Fees for Spouses and Dependents of Faculty and Staff (6Hx28:07-08)
---	---

I verify that the subjects above have been covered with me and that I understand the content and availability of the Valencia benefit programs.

[Signature]
Signature

8/20/03
Date

VANDERBILT COMMUNITY COLLEGE

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

Name John Tobia

Position Prof, Political Science Effective Date 8/25/03

New Position () Replacement for _____ Campus ESC

<u>Paperwork for New Hires</u>	<u>Date Completed</u>
Copy of Social Security Card	<u>8/25/03</u>
Employee Information Sheet	<u>8/20/03</u>
Immigration Verification	<u>8/20/03</u>
Loyalty Oath	<u>8/20/03</u>
Military Papers (if applicable)	<u>NA</u>
Request for Transfer of Sick Leave	<u>NA</u>
W-4 Form	<u>—</u>
FRS (Personal History Record)	<u>NA</u>
Insurance Application	<u>LM 10-4-03</u> (initials)
Drug Testing	<u>5/03</u> (initials)
Background Investigation	<u>5/03</u> (initials)

Verification of Experience _____

Official Transcripts Received Masters 1/9/01

Comments: I9 form and documents on file, 8/20/03 D.G.

VINCENNA COMMUNITY COLLEGE

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

Name John Tobia
Position Professor, Political Science Effective Date 1/2/01
New Position (X) Replacement for Campus OSC

Table with 2 columns: Paperwork for New Hires, Date Completed. Rows include Copy of Social Security Card, Employee Information Sheet, Immigration Verification, Loyalty Oath, Military Papers, Request for Transfer of Sick Leave, W-4 Form, FRS, Insurance Application, Drug Testing, Background Investigation.

Verification of Experience

Official Transcripts Received 1/9/01 - Masters, Bachelors

Comments: I-9 form and documents on file

VALENCIA COMMUNITY COLLEGE

NEW EMPLOYEE CHECKLIST

John Tobia

Name

1/2/01

Employment Date

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

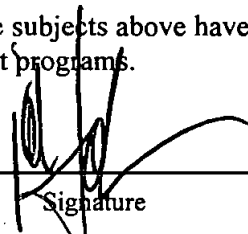
Forms to Complete	Materials/Subjects Covered
<p>NA Identification Card</p> <p>NA Employee Information Sheet</p> <p>NA Employment Eligibility (I-9)</p> <p>NA Withholding Allowance (W-4) ✓</p> <p>NA Loyalty Oath</p> <p>NA Florida Retirement Enrollment Status</p> <p>NA Group Insurance Election Form ✓</p> <p>NA Salary Redirection Agreement for Flexible Benefits ✓</p> <p>NA LTD Premium Worksheet ✓</p> <p>NA Special Enrollment Form ✓</p>	<p>NA Employee Key Benefits</p> <p>NA Benefits and Services Book</p> <p>NA Job Description</p> <p>NA Human Resources/Payroll Directory</p> <p>NA Valencia Organizational Chart</p> <p>NA Payroll Schedule</p> <p>NA COBRA - Right to Continue Notice</p> <p>NA Human Resources Newsletter</p> <p>NA Flexible Benefits Guide</p> <p>NA Florida Retirement System Handbook</p> <p>NA Time Card</p> <p>NA Employee Assistance Program</p> <p>NA Attraction Discount Cards</p> <p>NA Parking Decal (See Security)</p>

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.

<p>NA Civil Rights Discrimination</p> <p>NA Grievances (6Hx28: 04-18)</p> <p>NA Drug-Free Campuses (6Hx28: 04-41)</p> <p>NA Drug-Free Workplace (6Hx28: 07-36)</p> <p>NA Family/Medical Leave (6Hx28: 07-38)</p> <p>NA Grievances (6Hx28: 08-14) or (6Hx28: 09-12)</p> <p>NA Hours of Work - Career Service Employees (6Hx28: 09-03)</p> <p>NA Leave of Absence (6Hx28: 07-17)</p> <p>NA Optional Retirement Programs (6Hx28: 07-39)</p> <p>NA Overtime Compensation for Career Service Employees (6Hx28: 09-06)</p> <p>NA Recording of Hours Worked - Career Service Employees (6Hx28: 09-04)</p>	<p>NA Sexual Harassment (6Hx28: 04-44)</p> <p>NA Sick Leave (6Hx28: 07-13)</p> <p>NA Sick Leave Pool (6Hx28: 07-15)</p> <p>NA Terminal Pay (6Hx28: 07-32)</p> <p>NA Time of Service for Work Credit (6Hx28: 07-09)</p> <p>NA Vacation Leave (6Hx28: 07-12)</p> <p>NA Valencia Matriculation or Tuition Fees for Faculty and Staff paid Through Staff and Program Development Funds (6Hx28: 07-07)</p> <p>NA Waiver of Matriculation or Tuition Fees for Spouses and Dependents of Faculty and Staff (6Hx28: 07-08)</p>
---	--

I verify that the subjects above have been covered with me and that I understand the content and availability of the Valencia benefit programs.



Signature

1.24.01

Date

RECEIVED

JAN 19 2006

Valencia Community College

PAYROLL

HUMAN RESOURCES 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 HR0005709

Last

First

Middle Initial

PERIOD OF EMPLOYMENT:

from April 4, 2006

to May 16, 2006

TYPE OF EMPLOYMENT:

Department: Political Science

Budget No: 11172200-2207000-00000-05

GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
CRN 28478 – POS 2041 3 credits / 3 contact hrs. x \$782.00		\$2,346.00

Explanation:

This is a Dual Enrollment class to be taught at Osceola High School.

RECEIVED

JAN 23 2006

Human Resources
Valencia Community College

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that

RECEIVED

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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.
- 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 service to the College.

JAN 17 2006

Valencia Community College

Signature of Faculty Member: [Signature] Date: 1/10/06

Auth. College Representative/District Board of Trustees: [Signature] Date: 1-11-06

Supervisor/Administrator: [Signature] Date: 10 Jan 06

Human Resources: [Signature] Date: KIO 4/4/06

Payroll: [Signature] Date: _____

Provost/Vice President (for non-instructional only): _____ Date: _____

1. White - Employee Folder
2. Green - Department

3. Canary - Forward to Payroll
4. Pink - Employee

5. Gold/rod - Supervisor

HR Form #26
Rev. 8/05

Overload: 4

JAN 18 2006

4/2

Dual Enrollment Faculty Requests for 2005-2006, Term 2

DEPARTMENT: Business, IT & Social Sciences
DEAN: Dale A. Husbands – Osceola

OSCEOLA HIGH SCHOOL (OSCEOLA)

- ECO 2013 (Jan. 3 – Feb. 13; MTRF 8:00-9:30, W 8:00-9:15)
CRN: 28476 Faculty: Ricot Jean
- ECO 2023 (Feb. 14 – April 3; MTRF 8:00-9:30, W 8:00-9:15)
CRN: 28477 Faculty: Ricot Jean
- POS 2041 (April 4 – May 16; MTRF 8:00-9:30, W 8:00-9:15)
CRN: 28478 Faculty: John Tobia

POINCIANA HIGH SCHOOL (OSCEOLA)

- ECO 2013 (Jan 3– March 9; MTRF 11:39-12:34 W 11:19-12:04)
CRN: 28426 Faculty: Ricot Jean
- ECO 2023 (March 10 – May 23; MTRF 11:39-12:34, W 11:19-12:04)
CRN: 28427 Faculty: Ricot Jean

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

HARMONY HIGH SCHOOL (OSCEOLA)

- AMH 2020 (Jan. 3 – May 23; MTRF 10:39-11:31, W 10:09-10:51)
CRN: _____ Faculty: **Robert Landram**
- AMH 2020 (Jan. 3 – May 23; MTRF 12:21-1:13, W 11:43-12:24)
CRN: _____ Faculty: **Robert Landram**
- ECO 2023 (Jan. 3 – May 23; MTRF 12:21-1:13, W 11:43-12:24)
CRN: _____ Faculty: **Dan Parker**

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

04-08-02

Prepared by

Date

NAME Tobia
Last

John
First Name Middle Initial

Social Security #

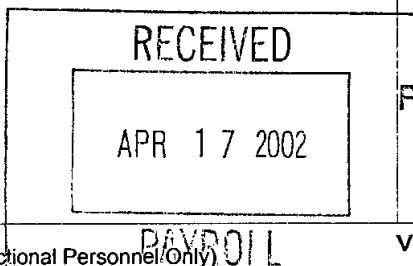


PERIOD OF EMPLOYMENT: from: 04-06-02 to: 04-06-02

TYPE OF EMPLOYMENT:

Department: History Budget No: 11172200-2205000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Faculty to Faculty 4-6-2 Amount \$ 75.00		Forwarded to Payroll APR 17 2002 \$ 75.00 Human Resources



CONTRACT (Instructional Personnel Only) Valencia Community College

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and 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 service to the College.

Signature of Faculty Member Date 4/9/02

District Board of Trustees Date
 Valencia Community College
 By: Authorized College Representative APR 17 2002
 Human Resources Valencia Community College

RECOMMENDED BY:

Supervisor/Administrator Date 4/10/02
 Provost/Vice President Date 4/10/02
 (For non-instructional only)

Human Resources Date
 Payroll Date
 Human Resources Valencia Community College

Keyed in Oracle

- | | | |
|----------------------------|---------------------|---------------------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor |
| 2. Green - Department | 4. Pink - Employee | HR Form #26 Revised 7-01 |

APR 17 2002

Human Resources
Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Revision

Jennifer Smith

08-28-01

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-06-01 to: 09-14-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL	
Category	Degree		
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> RECEIVED SEP - 4 2001 PAYROLL </div>	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course #	POS 2041 C392	3 credit hrs / 3 contact hrs	\$2,241.00
Course #		hours X rate/hour	
Course #		credit hrs / contact hrs	
		hours X rate/hour	

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

1. The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified. AUG 31 2001
2. The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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. HUMAN RESOURCES
Valencia Community College
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 service to the College.

[Signature]
 Signature of Faculty Member

8/29/01
 Date

District Board of Trustees
 Valencia Community College
 By: Authorized College Representative AUG 31 2001

RECOMMENDED BY:

Supervisor/Administrator *[Signature]* 8/30/01 Human Resources *[Signature]* Human Resources
 Date Date Date
 Provost/Vice President *[Signature]* 8/30/01 Payroll *[Signature]*
 (For non-instructional only) Date Date Date

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Revision

Jennifer Smith

08-28-01

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-06-01 to: 09-14-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL				NON-INSTRUCTIONAL	
Category		Degree			
<input checked="" type="radio"/> Overload	<input type="radio"/> Earned Doctorate	<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="font-size: 1.2em; margin: 0;">RECEIVED</p> <p style="font-size: 0.8em; margin: 0;">LIBRARY</p> <p style="font-size: 1.5em; margin: 0;">SEP - 4 2001</p> </div>			
<input type="radio"/> Independent Study	<input checked="" type="radio"/> Master's Degree				
<input type="radio"/> Stipend/Set Amount	<input type="radio"/> Bachelor's Degree				
<input type="radio"/> Other (specify)	<input type="radio"/> Not Applicable				
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)					TOTAL PAY
Course #	POS 2041 C392	3 credit hrs /	3 contact hrs	X XXXXXX /contact hour	<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="font-size: 1.2em; margin: 0;">PAYROLL</p> </div>
			hours X	rate/hour	
Course #		credit hrs /	contact hrs	X XXXXXX /contact hour	
			hours X	rate/hour	\$2,241.00

Paid 2241.00 on 8-31-01

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District individual heretofore indicated and hereinafter herein contained the parties hereto agree that:

1. The Board agrees to employ the Faculty Member
2. The Faculty Member agrees to perform the duties designated by the Board and further offering a course that the Faculty Member shall be assigned to teach.
3. This contract shall at all times be subject to the Regulations now existing or hereafter enacted by the Board of Trustees of Valencia Community College.

Barbara, I ended this Overload effective 9/1/01. He has already received payment of \$2,241.00 on 8/31/01 for this revision of (C) class.

located in Florida, hereinafter called the Board and the terms, covenants, terms, and conditions of this contract shall be those set forth in the contract and the regulations of the Board of Trustees of Valencia Community College.

Assignment specified.

Course designated by the Board and further offering a course that the Faculty Member shall be assigned to teach.

Other assignments, and Valencia Community College assignments shall constitute full-time assignments.

[Signature]
Signature of Faculty Member

Approved by the Board of Trustees and forwarded to the Payroll Department of Valencia Community College by the authorized College Representative.

AUG 31 2001

RECOMMENDED BY:

Supervisor/Administrator *[Signature]* Date 8/30/01 Payroll *[Signature]* Date 8/30/01

Provost/Vice President *[Signature]* Date 8/30/01 Payroll *[Signature]* Date 8/30/01

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

08-16-01

Prepared by

Date

NAME Tobia John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 08-20-01 Room # 1-202 Mail Code # 6-1 Phone Ext 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION		
Type	Preferred Term*	Status	Action	Action		
<input type="radio"/> Original	<input checked="" type="radio"/> 5-0-0-0	<input type="radio"/> Regular	<div style="border: 2px solid black; padding: 5px; display: inline-block;"> RECEIVED AUG 21 2001 PAYROLL </div>	<input type="radio"/> Resignation		
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input checked="" type="radio"/> Temporary		<input type="radio"/> Extend	<input type="radio"/> Retirement	
<input checked="" type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money		<input type="radio"/> Return	<input type="radio"/> Nonrenewal	
<input type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0				<input type="radio"/> Assignment completed	
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2				<input type="radio"/> Dismissal	
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other		
Pay Schedule		Tenure		Type		
<input type="radio"/> Administrative	<input type="radio"/> Fiscal Yr (12 mo)	<input type="radio"/> Tenured	<input type="radio"/> With Pay			
<input type="radio"/> Professional	<input type="radio"/> Other	<input type="radio"/> On-Track	<input type="radio"/> Without Pay			
<input checked="" type="radio"/> Faculty		<input checked="" type="radio"/> Non-Tenured	* Show dates in comments section			
<input type="radio"/> Career Service						

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
			PG/STEP	SALARY
0376	Professor, Political Science	Political Science 11172200-2207000-00000-05 520080	M/10	\$14,121

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
			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 Kevin Mulholland Date AUG 17 2001
 Provost/Vice President _____ Date _____
 Human Resources _____ Date _____
 Payroll [Signature] Date _____

1/3

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

05-27-03

Prepared by

Date

NAME TOBIA

John

J

Social Security #

Last

First Name

Middle

EFFECTIVE DATE OF ACTION: 08-25-03

Room #

1-222

Mail Code #

0-1

Phone Ext

4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input checked="" type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input checked="" type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input checked="" type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule	<input type="radio"/> Fiscal Yr (12 mo)	Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Other*	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional		<input checked="" type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty		<input type="radio"/> Non-Tenured		
<input type="radio"/> Career Service				

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.

* Show dates in comments section

RECEIVED
AUG 22 2003
PAYROLL

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola 11172200-2207000-00000-05 520010

(FOR HR USE ONLY)	
PG/STEP	SALARY
M/16	\$34,417 34,934

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola 11172200-2207000-00000-05 520080

(FOR HR USE ONLY)	
PG/STEP	SALARY
Fac/Masters	\$13,627

COMMENTS* This is a 10-month tenure earning position. This is also a reassignment from Professor, Political Science (4-month temporary), to Professor, Political Science (10-month regular). Employee eligible for FRS or ORP Plan.

SIGNED BY:

Supervisor/
Administrator

Kevin Mulholland

Provost/
Vice President

AUG 07 2003

Human
Resources

Daisy G

Date Forwarded to Payroll

Payroll

BAA

Date

1. White - Employee Folder
2. Green - Department

AUG 21 2003
3. Canary - Payroll
4. Pink - Employee

5. Goldenrod - Supervisor

Date
HR Form #25
Revised 2-00

1141 5500

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

05-27-03

Prepared by

Date

NAME TOBIA John J Social Security # XXXXXXXXXX
 Last First Name Middle
 EFFECTIVE DATE OF ACTION: 08-25-03 Room # 1-222 Mail Code # 6-1 Phone Ext 4873

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input checked="" type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input checked="" type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input checked="" type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			
Pay Schedule		Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Fiscal Yr (12 mo)	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional	<input type="radio"/> Other*	<input checked="" type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty		<input type="radio"/> Non-Tenured		
<input type="radio"/> Career Service				

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.

* Show dates in comments section

RECEIVED
AUG 22 2003

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola 11172200-2207000-00000-05 520010

PAYROLL

(FOR HR USE ONLY)	
PG/STEP	SALARY
M/16	\$34,417 34,934

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science \$ 1587.91	Political Science - Osceola 11172200-2207000-00000-05 520080

CLASS CODE: (FOR HR USE ONLY)	
PG/STEP	SALARY
Fac/Masters	\$13,627

COMMENTS * This is a 10-month tenure earning position. This is also a reassignment from Professor, Political Science (4-month temporary), to Professor, Political Science (10-month regular). Employee eligible for FRS or ORP Plan.

ENTERED AUG 29 2003

SIGNED BY:

Supervisor/Administrator Kevin Melholland Provost/Vice President AUG 27 2003
 Human Resources Daisy G Payroll BOA
 Date AUG 29 2003 Date

- 1. White - Employee Folder
 - 2. Green - Department
 - 3. Canary - Payroll
 - 4. Pink - Employee
 - 5. Goldenrod - Supervisor
- HR Form #25
Revised 2-00

VAN 5502

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.

RECEIVED
AUG 22 2003
PAYROLL

Please complete the following:

Name: TOBIA JOHN JOSEPH
Last First Middle

Social Security Number [REDACTED]

Select one of the following:

- 22 Payments over 10 months (Voluntary deductions to be taken in 20 installments depending on academic appointment — except for insurance and flexible spending account deductions which will be taken in 16 installments).
- 26 Payments over 12 months (Voluntary deductions to be taken in 24 installments — including insurance and flexible spending account deductions).

Signature [Signature]

Date 8/20/03

Forwarded to Payroll
AUG 21 2003

Keyed in Oracle
AUG 21 2003
Human Resources
Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Bailey

08-14-03

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-25-03 to: 12-19-03

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify) <u>Dual Enrollment</u>	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 15628 Gateway High School 3 Credit/3 Contact (\$2,310.00 - \$1,539.00 = \$770.00)		771
POS 2041 15722 Osceola High School 3 Credit/3 Contact (\$2,310.00 - \$1,539.00 = \$770.00)		771
Difference between standard credit hour rate and the dual enrollment rate for 3 credit/3 contact hours.		542
Explanation		RECEIVED \$1,539.00 SEP 04 2003

CONTRACT (Instructional Personnel Only)

PAYROLL

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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 service to the College.

AUG 27 2003

[Signature]
 Signature of Faculty Member

8/26/03
 Date

District Board of Trustees
 Valencia Community College
 By: [Signature] **Received in Oracle**
 Authorized College Representative

RECOMMENDED BY:
 Supervisor/Administrator [Signature] 8/26/03
 Date

Human Resources [Signature] SEP 03 2003
 Date

Provost/
 Vice President [Signature] 8-26-03
 (For non-instructional only) Payroll Date

Human Resources [Signature] 9/4/03
 Valencia Community College Date

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 7-00 |

SEP 03 2003

Overload: 8

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Almalante (3-21) 3-10-04
Prepared by _____ Date _____

NAME Tobia Last John First Name _____ Middle Initial _____ Social Security # _____

PERIOD OF EMPLOYMENT: from: August 25 2003 to: December 19 2003

TYPE OF EMPLOYMENT: _____ Department: Intramural/5. Osceola Budget No: 25101000-0000000-40100-01 GL Code 521010 65070

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input checked="" type="radio"/> Not Applicable	<input type="radio"/> Hourly

ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)	TOTAL PAY
<p style="font-size: 1.5em;"><i>Coach - Flag Football</i></p> <p style="font-size: 1.5em;"><i>Fall Semester 2003</i></p>	<p style="font-size: 1.5em;"><i>\$250.00</i></p>

RECEIVED
APR 07 2004

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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 service to the College.

APR 06 2004

Signature of Faculty Member Date 3/4/04

District Board of Trustees
Valencia Community College
By: Authorized College Representative Date 4/5/04

RECOMMENDED BY:
Supervisor/Administrator Donald Unbehun 3/31/04
Date

Forwarded to Payroll
Human Resources Jany G APR 07 2004
Date
Payroll BAA
Date

Provost/
Vice President _____
(For non-instructional only) _____
Date

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 2-00 |

IV District

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

08-13-02

Prepared by

Date

NAME TOBIA John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 08-26-02 Room # 1-222 Mail Code # 6-1 Phone Ext 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input checked="" type="radio"/> 5-0-0-0	<input type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input checked="" type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input checked="" type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule		Tenure		
<input type="radio"/> Fiscal Yr (12 mo)		<input type="radio"/> Tenured		
<input type="radio"/> Other		<input type="radio"/> On-Track		
<input checked="" type="radio"/> Faculty		<input checked="" type="radio"/> Non-Tenured		
<input type="radio"/> Career Service				
<small>*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.</small>		<small>* Show dates in comments section</small>		

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
0376	Professor, Political Science	Political Science 11172200-2207000-00000-05 520080	PG/STEP	SALARY
			Master's	\$14,325

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
			PG/STEP	SALARY

COMMENTS * This is a temporary 4-month position 08/26/02 - 12/21/02. Employee eligible for Alternative to Social Security Plan.

Forwarded to Payroll

SIGNED BY:

Supervisor/
Administrator

Kevin Muiholland

Provost/
Vice President

Human Resources
Valencia Community College

Human
Resources

Daisy Green

Keyed in Oracle

AUG 19 2002

Payroll

BHR

Date

Date

1. White - Employee Folder
2. Green - Department

3. Canary - Payroll
4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #25
Revised 2-00

Use Home #

VALENCIA COMMUNITY COLLEGE

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

Jennifer Bailey

08-29-02

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-26-02 to: 12-20-02

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Dual Enrollment POS 2041 14490 Gateway High School 3 Credit/3 Contact (\$2,241.00 - \$1,494.00= \$747.00) POS 2041 14509 Osceola High School 3 Credit/3 Contact (\$2,241.00 - \$1,494.00= \$747.00) POS 2041 14512 Osceola High School 3 Credit/3 Contact (\$2,241.00 - \$1,494.00= \$747.00)		\$2,241.00

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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 service to the College.

RECEIVED

SEP 06 2002

HUMAN RESOURCES
Valencia Community College

RECEIVED

SEP - 9 2002

District Board of Trustees
Valencia Community College
By: Authorized College Representative

SEP 11 2002

[Handwritten Signature]

Signature of Faculty Member

9/3/02

Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative

RECOMMENDED BY:

Supervisor/Administrator *[Signature]* 9/3/02 Human Resources *[Signature]* Date

Provost/
Vice President *[Signature]* 9/3/02 Payroll *[Signature]* Date
(For non-instructional only)

Keyed in Oracle

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll Employee
- 4. SEP 07 2002

- 5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

Overload 38

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

08-29-02

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-26-02 to: 12-20-02

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS 2041 12876</u> <u>3</u> credit hrs / <u>3</u> contact hrs X <u>\$498.00/contact hour</u>		
Course # _____ credit hrs / _____ contact hrs X <u>\$498.00/contact hour</u>		\$ 1494.00

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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.
- 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 service to the College.

Signature of Faculty Member

Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative

Date

RECOMMENDED BY:

Supervisor/Administrator

Date

Human Resources

Human Resources
Valencia Community College

Date

Provost/
Vice President

(For non-instructional only)

Date

Payroll

Date

- White - Employee Folder
- Green - Department

- Payroll
- Pink - Employee

- Goldenrod - Supervisor

HR Form #26
Revised 7-01

Human Resources
Valencia Community College

Overload = 8

RECEIVED
SEP 06 2002

HUMAN RESOURCES
Valencia Community College

RECEIVED
SEP - 9 2002

SEP 07 2002

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

NAME Tobia John J. Employee ID 0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: August 28, 2006 to: December 17, 2006

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour		80402.75 \$3,222.00
Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour		
Explanation: CRN's 12838 and 12843.		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 position designated by the Board and further 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 service to the College.

<p> Signature of Faculty Member Date <u>8/31/06</u></p>	<p> Auth. College Representative/District Board of Trustees Date <u>9/9/06</u></p>	<p> Supervisor/Administrator Date <u>8/31/06</u></p>
<p> Provost/Vice President (for non-instructional only) Date <u>8/31/06</u></p>	<p> Human Resources Date <u>9-17-06</u></p>	<p> Payroll Date <u>9-17-06</u></p>

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

NAME Tobia John J. Employee ID 0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: August 28, 2006 to: December 17, 2006

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
<p style="text-align: center;">Category</p> <p><input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete</p> <p><input type="radio"/> Independent Study</p> <p><input type="radio"/> Stipend/Set Amount</p> <p><input type="radio"/> Summer Supplement</p> <p><input type="radio"/> Other (specify)</p>	<p style="text-align: center;">Degree</p> <p><input type="radio"/> Earned Doctorate</p> <p><input checked="" type="radio"/> Master's Degree</p> <p><input type="radio"/> Bachelor's Degree</p> <p><input type="radio"/> Not Applicable</p>	<p><input type="radio"/> Hourly</p>
<p>ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)</p>		TOTAL PAY
<p>Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour</p>		<p>\$201.38</p> <p>\$1,611.00</p>
<p>Course # <u>xxxxxxxxx</u> <u>0</u> credit hrs / <u>0</u> contact hrs x <u>0.00</u> /contact hour</p>		
<p>Explanation: CRN's 12836.</p>		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

1. The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
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RECEIVED
SEP 07 2006
 HUMAN RESOURCES
 Valencia Community College

RECEIVED
SEP 13 2006
PAYROLL

 Signature of Faculty Member	8/30/06 Date	 Auth. College Representative/District Board of Trustees	9/9/06 Date
 Supervisor/Administrator	9/1/06 Date	 Human Resources	9-17-06 Date
 Provost/Vice President (for non-instructional only)	9/5/06 Date	 Payroll	9-17-06 Date

overload 18

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Smith

08-28-01

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-06-01 to: 09-14-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		RECEIVED	NON-INSTRUCTIONAL	
Category	Degree	Date	Rate	Type
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	SEP - 6 2001 PAYROLL	<input type="radio"/> Hourly	
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)				TOTAL PAY
Dual Enrollment - <i>Difference between standard and dual enrollment at POS 2041 C393 3 contact/3 credit (\$2,241.00-\$1,494.00 = \$747.00) - for session I</i> POS 2041 C393 3 contact/3 credit (\$2,241.00-\$1,494.00 = \$747.00) <i>hours X rate/hour 201/02</i>				\$1,494.00
hours X rate/hour				

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and the Faculty Member agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course for the Faculty Member shall not be compensated for the course.
- 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 service to the College.

AUG 31 2001

RECEIVED
HUMAN RESOURCES
Valencia Community College

JOL/KOL
Signature of Faculty Member

8/29/01
Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative Date

RECOMMENDED BY:

Supervisor/Administrator [Signature] 8/29/01 Date
 Human Resources [Signature] SEP 05 2001 Date
 Provost/Vice President [Signature] 8/30/01 Date
 (For non-instructional only) [Signature] 8/30/01 Date
 Payroll [Signature] 8/30/01 Date

1. White - Employee Folder 3. Canary - Payroll 5. Goldenrod - Supervisor HR Form #26
 2. Green - Department 4. Pink - Employee

Handwritten notes at bottom left

Valencia Community College

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:

Osceola Campus - Political Science 1117220022070000000005 521010
Department Budget No GL Code

INSTRUCTIONAL				NON-INSTRUCTIONAL	
Category		Degree			
<input checked="" type="checkbox"/> Overload	<input type="checkbox"/> Earned Doctorate				
<input type="checkbox"/> Independent Study	<input checked="" type="checkbox"/> Master's Degree				
<input type="checkbox"/> Stipend/Set Amount	<input type="checkbox"/> Bachelor's Degree				
<input type="checkbox"/> Other (specify)	<input type="checkbox"/> Not Applicable				
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)					TOTAL PAY
16930 POS 2041 U.S. Government 3 3.00 521 x Total # hours <u>3.00</u>					\$ 1563
Explanation					

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board, and further 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 employed.
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 service to the College.

RECEIVED
AUG 29 2005

Human Resources
Valencia Community College
RECEIVED
SEP 13 2005

PAYROLL

Signature of Faculty Member Date 8/29/05

District Board of Trustees Date
Valencia Community College
By: Authorized College Representative **Keved in Oracle**

RECOMMENDED BY:

Supervisor/Administrator [Signature] Date 29 August Human Resources [Signature] Date SEP 12 2005

Provost/Vice President [Signature] Date 8/29/05 Human Resources [Signature] Date
(For non-instructional only) **Forwarded to Payroll** Payroll Date

SEP 12 2005

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

02-11-02

Prepared by

Date

NAME Tobia
Last

John
First Name

Social Security # [REDACTED]

PERIOD OF EMPLOYMENT: from: 02-09-02

to: 02-09-02

TYPE OF EMPLOYMENT:

Department: History Budget No: 11172200-2205000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
<p><i>X Faculty to Faculty Connection</i></p>		
Amount	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="text-align: center;">RECEIVED</p> <p style="text-align: center;">FEB 22 2002</p> <p style="text-align: center;">PAYROLL</p> </div>	\$ 75.00

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Lakeland, Florida, 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 agree that:

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 at a location designated by the Board and further 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 service to the College.

[Handwritten Signature]

2/11/02
Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative

RECEIVED
FEB 21 2002
HUMAN RESOURCES
RECEIVED
FEB 15 2002
HUMAN RESOURCES
Valencia Community College

RECOMMENDED BY:

Supervisor/Administrator *[Signature]*

2/13/02 Human Resources
Date

2/22/02 Human Resources
Valencia Community College
Date

Provost/
Vice President
(For non-instructional only)

[Signature] Payroll
2/14/02
Date

[Signature]
Date

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

01-08-01

Prepared by

Date

NAME Tobia John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 01-02-01 Room # 1-222 Mail Code # 6-1 Phone Ext 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input checked="" type="radio"/> Original <input type="radio"/> Reappointment <input type="radio"/> Reinstatement <input type="radio"/> Reassignment <input type="radio"/> Promotion <input type="radio"/> Reduced Grade	<input type="radio"/> 5-0-0-0 <input checked="" type="radio"/> 0-5-0-0 <input type="radio"/> 5-5-0-0 <input type="radio"/> 5-5-2-0 <input type="radio"/> 5-5-0-2 <input type="radio"/> 6-6-0-0 <input type="radio"/> Fiscal Yr (12 mo) <input type="radio"/> Other	<input type="radio"/> Regular <input checked="" type="radio"/> Temporary <input type="radio"/> Soft Money	<input type="radio"/> Start <input type="radio"/> Extend <input type="radio"/> Return	<input type="radio"/> Resignation <input type="radio"/> Retirement <input type="radio"/> Nonrenewal <input type="radio"/> Assignment completed <input type="radio"/> Dismissal <input type="radio"/> Other
Pay Schedule		Tenure	Type	
<input type="radio"/> Administrative <input type="radio"/> Professional <input checked="" type="radio"/> Faculty <input type="radio"/> Career Service	*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.	<input type="radio"/> Tenured <input type="radio"/> On-Track <input checked="" type="radio"/> Non-Tenured	<input type="radio"/> With Pay <input type="radio"/> Without Pay	

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
0395	Professor, Political Science	Political Science 11172200-2207000-00000-05 520080	PG/STEP M/10	SALARY \$12,718

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE	(FOR HR USE ONLY)	
			PG/STEP	SALARY

COMMENTS * This is a temporary 4-month position - 1/2/01- 4/27/01

Forwarded to Payroll

JAN 11 2001

SIGNED BY:

Supervisor/ Administrator Kevin Mulholland Date _____
 Human Resources Daisy Green in Oracle Date _____

Provost/ Vice President _____ Date _____
 Payroll [Signature] Date _____

1. White - Employee Folder
 2. Green - Department
 3. Yellow - Payroll
 4. Pink - Employee

5. Goldenrod - Supervisor
 HR Form #25
 Revised 2-00

VALENCIA COMMUNITY COLLEGE

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

Jennifer A. Smith

04-16-01

Prepared by

Date

NAME Tobia John **Social Security #** [REDACTED]

Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-03-01 to: 04-24-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY:
Course # <u>3</u> credit hrs / <u>3</u> contact hrs X \$479.00/contact hour Cypress Creek Dual Enrollment Overload POS 1041 C399 hours X rate/hour		\$1,722.00
Course # _____ credit hrs / _____ contact hrs X \$479.00/contact hour hours X rate/hour		

RECEIVED

APR 20 2001

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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.
- 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 service to the College.

4-17-01
 Signature of Faculty Member Date

District Board of Trustees Date
 Valencia Community College
 By: Authorized College Representative

APR 19 2001

RECOMMENDED BY:

Supervisor/Administrator 4/18/01 Human Resources

Provost/Vice President 4/18/01 Payroll

(For non-instructional only) Keyed in Oracle Date

Forwarded to Payroll
 APR 20 2001
 Human Resources
 Valencia Community College

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Orange - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 7-00 |

VALENCIA COMMUNITY COLLEGE

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

Jennifer A. Smith 04-16-01
Prepared by Date

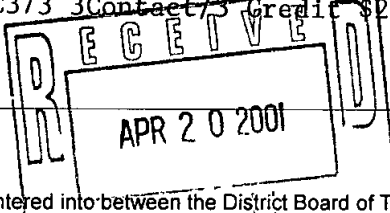
NAME: Tobia John Social Security # [REDACTED]
Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-03-01 to: 04-24-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code: 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Dual Enrollment - Difference between dual enrollment rate and standard rate POS 1041 C387 3Contact/3 Credit \$285.00 (\$1722 minus 1437) POS 1041 C392 3Contact/3 Credit \$285.00 hours X rate/hour POS 1041 C373 3Contact/3 Credit \$285.00 hours X rate/hour		\$855.00



CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and the Faculty Member 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 service to the College.

Signature of Faculty Member: *[Signature]* Date: 4-17-01

District Board of Trustees Date
Valencia Community College
By: Authorized College Representative

RECOMMENDED BY:

Supervisor/Administrator: *[Signature]* Date: 4/18/01 Human Resources
 Provost/Vice President: *[Signature]* Date: 4/18/01 Payroll
 (For non-instructional only) Date: Date

1. White - Employee Folder 3. Canary - Payroll 5. Goldenrod - Supervisor HR Form #26
 2. Green - Department 4. Pink - Employee Revised 7-00

Human Resources
Valencia Community College

[Handwritten initials]

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Vicki Nelson

11-25-02

Prepared by

Date

NAME Tobia John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 01-06-03 Room # 1-222 Mail Code # 6-1 Phone Ext 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input checked="" type="radio"/> Reappointment	<input checked="" type="radio"/> 0-5-0-0	<input checked="" type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule		Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Fiscal Yr (12 mo)	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional	<input type="radio"/> Other	<input type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty		<input checked="" type="radio"/> Non-Tenured	* Show dates in comments section	
<input type="radio"/> Career Service				

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola 11172200-2207000-00000-05 GL 520080

(FOR HR USE ONLY)	
PG/STEP	SALARY
Fac/Masters	\$13,627

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
RECEIVED		DEC 09 2002 HUMAN RESOURCES Valencia Community College

CLASS CODE: (FOR HR USE ONLY)	
PG/STEP	SALARY
RECEIVED	

COMMENTS * This is a temporary 4-month position 01/06/03 - 05/03/03. Session 2, 2002-2003.

RECEIVED

DEC - 5 2002

PAYROLL

SIGNED BY: (Kevin Mulholland)
 Supervisor/
 Administrator

Provost/
 Vice President

Human Resources Vicki Nelson Date 12-5-02

Payroll Bra Date

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Bailey

01-29-03

Prepared by

Date

NAME Tobia

John

Social Security #

Last

First Name

Middle Initial

PERIOD OF EMPLOYMENT: from:

01-06-03

to:

05-02-03

TYPE OF EMPLOYMENT:

Department:

Political Science

Budget No:

11172200-2207000-00000-05

GL Code

52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify) Dual Enrollment	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 24516 Osceola High School 3 Credit/3 Contact (\$2,241.00 - \$1,494.00 = \$747.00)		
POS 2041 24519 Osceola High School 3 Credit/3 Contact (\$2,241.00 - \$1,494.00 = \$747.00)		
Difference between standard credit hour rate and the dual enrollment rate for 3 credit/3 contact hours.		\$1,494.00

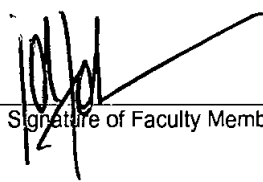
CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board. The Faculty Member 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.
- 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 service to the College.

RECEIVED
FEB - 7 2003

HUMAN RESOURCES


Signature of Faculty Member

1/30/03
Date

FEB 10 2003
District Board of Trustees
Valencia Community College
By: Authorized College Representative

Forwarded to Payroll
Date

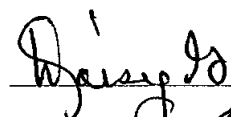
RECOMMENDED BY:

Supervisor/Administrator



2-4-03
Date

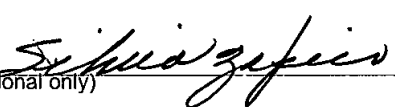
Human Resources



Human Resources
Valencia Community College

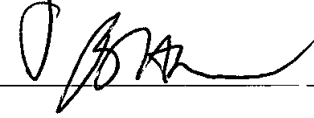
Date

Provost/
Vice President
(For non-instructional only)



Date

Payroll



Date

Keyed in Oracle

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

NEEDS ADJUSTMENT

FEB 07 2003

Human Resources

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Daisy Green

11-20-01

Prepared by

Date

NAME Tobia John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial

EFFECTIVE DATE OF ACTION: 01-08-02 Room # 1-222 Mail Code # 6-1 Phone Ext 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input checked="" type="radio"/> Reappointment	<input checked="" type="radio"/> 0-5-0-0	<input checked="" type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule		Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Fiscal Yr (12 mo)	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional	<input type="radio"/> Other	<input type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty	*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.	<input checked="" type="radio"/> Non-Tenured	Show dates in comments section	
<input type="radio"/> Career Service				

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science 11172200-2207000-00000-05 520080

(FOR HR USE ONLY)	
PG/STEP	SALARY
M/10	\$13,432

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
		DEC - 4 2001 PAYROLL

CLASS CODE: (FOR HR USE ONLY)	
PG/STEP	SALARY

COMMENTS: * This is a temporary 4-month position - 1/8/02 - 5/4/02. Employee eligible for alternative to social security plan.

Forwarded to Payroll

SIGNED BY:

Supervisor/
Administrator

Kevin Mulholland

Provost/
Vice President

Human Resources
Valencia Community College

Human
Resources

Daisy Green

Keyed in Oracle Date

DEC 04 2001 Date

Payroll

BFA

Date

Date

1. White - Employee Folder
2. Green - Department

Human Resources
Valencia Community College
4. Pink - Employee

5. Goldenrod - Supervisor

HR Form #25
Revised 2-00

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

01-09-02

Prepared by

Date

NAME Tobia

John

Social Security #



Last

First Name

Middle Initial

PERIOD OF EMPLOYMENT: from:

01-09-02

to:

05-07-02

TYPE OF EMPLOYMENT:

Department:

Political Science

Budget No:

11172200-2207000-00000-05

GL Code

52101-0

INSTRUCTIONAL				NON-INSTRUCTIONAL	
Category	Degree				
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable			<input type="radio"/> Hourly	
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)					TOTAL PAY
Course #	POS 2041 C313	3 credit hrs /	3 contact hrs	X \$498.00/contact hour	\$ 1494.00
Course #		credit hrs /	contact hrs	X \$498.00/contact hour	

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course, 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 service to the College.

Signature of Faculty Member

1/15/02
Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative

JAN 17 2002

HUMAN RESOURCES
Valencia Community College

RECOMMENDED BY:

Supervisor/Administrator

1/15/02
Date

Human Resources

JAN 22 2002

Human Resources
Valencia Community College

Provost/
Vice President
(For non-instructional only)

1/15/02
Date

Payroll

Date

Keyed in Oracle

JAN 22 2002

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

Overload - Needs Salary adjustment

Human Resources
Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Smith

01-16-02

Prepared by

Date

NAME Tobia John Social Security # [REDACTED]
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-09-02 to: 05-02-02

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

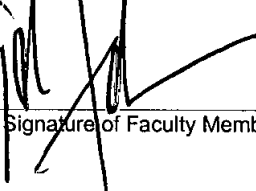
INSTRUCTIONAL		NON-INSTRUCTIONAL	
Category	Degree		
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	JAN 23 2002 PAYROLL	<input type="radio"/> Hourly

ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)	TOTAL PAY
Dual Enrollment	
POS 2041 C392 3 Contact/3 Credit (\$2,241.00 - \$1,494.00 = \$747.00)	
POS 2041 C393 3 Contact/3 Credit (\$2,241.00 - \$1,494.00 = \$747.00)	
POS 2041 C399 3 Contact/3 Credit (\$2,241.00 - \$1,494.00 = \$747.00)	
	\$2,241.00

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course to 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 service to the College.


 Signature of Faculty Member Date 1/16/02

District Board of Trustees Date
 Valencia Community College
 By: Authorized College Representative

RECOMMENDED BY:

Supervisor/Administrator [Signature] Date 1/17/02 Human Resources

Provost/Vice President [Signature] Date 1/18/02 Payroll

Keyed in Oracle

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 7-01 |

Human Resources
Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Rosa E. Sanchez

12/13/2004

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX

Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01/10/05 to: 5/6/2005

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
CRN 27052 - POS 2041 3 credits / 3 contact hrs. x \$782.00		\$2,346.00
Explanation:		
This is a Dual Enrollment class to be taught at Osceola High School.		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board. If the Faculty Member agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course, 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 service to the College.

 Signature of Faculty Member Date 12/17/04

District Board of Trustees
 Valencia Community College
 By: Authorized College Representative _____
 Date _____

RECOMMENDED BY:

Supervisor/Administrator [Signature] _____
 Date 11 Dec 04

Provost/
 Vice President [Signature] _____
 (For non-instructional only) _____
 Date 1/13/05

Human Resources

 Date JAN 19 2005
 Human Resources
 Valencia Community College

 Date _____

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

Forwarded to Payroll

JAN 20 2005

RECEIVED
 JAN 14 2005
 Human Resources
 Valencia Community College

Keyed In Oracle

 Date _____
 Human Resources
 Valencia Community College

 Date _____

RECEIVED
 JAN 20 2005
PAYROLL

Overload if

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

01-24-02

Prepared by

Date

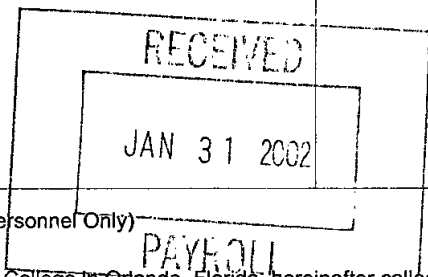
NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-11-02 to: 01-11-02

TYPE OF EMPLOYMENT:

Department: History Budget No: 11172200-2205000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Faculty to Faculty Connection		
Amount \$ 75.00		\$ 75.00



CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

1. The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
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RECEIVED
 JAN 28 2002
 HUMAN RESOURCES
 Valencia Community College

[Signature]
 Signature of Faculty Member

1-24-02
 Date

District Board of Trustees
 Valencia Community College
 By: Authorized College Representative

RECOMMENDED BY:

Supervisor/Administrator [Signature] 1/25/02 Human Resources
 Date

Provost/Vice President [Signature] 1/25/02 Payroll
 (For non-instructional only) Keyed in Oracle Date

JAN 31 2002
 Human Resources
 Valencia Community College
 Date

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

Human Resources
 Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Bailey

02-03-04

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-12-04 to: 05-07-04

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify) <u>Dual Enrollment</u>	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 24516 Osceola High School 3 Credit/3 Contact (\$2,310.00 - \$1,539.00 = \$770.00		771 ^{De}
POS 2041 25612 Gateway High School 3 Credit/3 Contact (\$2,310.00 - \$1,539.00 = \$770.00		771
Difference between standard credit hour rate and the dual enrollment rate for 3 credit/3 contact hours. <u>(for 2 classes)</u>		\$1,540.00 1,542

RECEIVED
FEB 13 2004

CONTRACT (Instructional Personnel Only)

PAYROLL

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

1. The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
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RECEIVED
FEB 10 2004

Human Resources
Valencia Community College

Signature of Faculty Member Date 2/9/04

District Board of Trustees
Valencia Community College
By: Authorized College Representative Date in Oracle

RECOMMENDED BY:

Supervisor/Administrator [Signature] 2/15/04 Human Resources [Signature] 2/11/2004
 Provost/Vice President [Signature] 2/6/04 Payroll [Signature] 2/11/2004
 (For non-instructional only) Date Date

Forwarded to Payroll

NEEDS SALARY ADJUSTMENT

FEB 11 2004

4893

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Nayda Cruz

02-14-03

Prepared by

Date

NAME Tobia John Social Security # [REDACTED]
Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-14-02 to: 04-14-02

TYPE OF EMPLOYMENT:

Department: Intramural Sports Agency Account Budget No: 61530500-0000000-00000-05 GL Code 21101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input checked="" type="radio"/> Not Applicable	<input checked="" type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
<i>One time payment</i> Flag Football Coach for Spring 02 Intramural 1.00 hours X \$ 250.00 rate/hour		\$ 250.00
hours X rate/hour		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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.
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RECEIVED
 MAR - 7 2003
 RECEIVED
 MAR 06 2003
 RECEIVED
 MAR 07 2003
 Valencia Community College

Signature of Faculty Member

Date

2/18/03

District Board of Trustees

Date

Valencia Community College

By: Authorized College Representative

Forwarded to Payroll

RECOMMENDED BY:

Supervisor/Administrator

[Signature]
Date 2/21/03

Human Resources

[Signature]
Date

MAR 07 2003

Provost/
Vice President

[Signature]
Date 3/4/03

Payroll
Date

Date

Keyed in Oracle

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Adjunct

Nayda Cruz

05-30-03

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 01-15-03 to: 04-25-03

TYPE OF EMPLOYMENT:

Department: Intramural Sports Agency Account Budget No: 61530500-0000000-00000-05 GL Code 21101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input checked="" type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
One Time Payment Football Coach for Spring03 1.00 hours X \$ 250.00 rate/hour <div style="text-align: right;">hours X rate/hour</div>		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> RECEIVED JUL 10 2003 \$ 250.00 </div>

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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.
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RECEIVED
JUL 09 2003
HUMAN RESOURCES
Valencia Community College

Signature of Faculty Member

Date

6/6/03

District Board of Trustees
Valencia Community College
By: Authorized College Representative

Date

RECOMMENDED BY:

Supervisor/Administrator Renald C. VanBuren 6/5/03
Date

Human Resources

Daisy

JUL 09 2003

Provost/
Vice President Silvia Zapata 7/2/03
(For non-instructional only) Date

Payroll

[Signature]

Date

7/3/03
Date

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

5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

JUL 09 2003

1X Paymt

2-25-06

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

NAME Tobia John Employee ID HR0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: 1/17/06 to: 3/10/06

TYPE OF EMPLOYMENT:

Department: Political Science - Osceola Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category <input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	Degree <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>521.00</u> /contact hour		\$1,563.00
Course # <u>xxxxxxxx</u> <u>0</u> credit hrs / <u>0</u> contact hrs x <u>521.00</u> /contact hour		
Explanation: This is a late start class.		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agreed that:

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RECEIVED
MAR 01 2006
Human Resources
Valencia Community College

Signature of Faculty Member: [Signature] Date: 2/23/06
 Auth. College Representative/District Board of Trustees: [Signature] Date: 3-6-06
 Supervisor/Administrator: [Signature] Date: 23 Feb 06
 Human Resources: [Signature] Date: 3-6-06
 Provost/Vice President (for non-instructional only): [Signature] Date: 2/27/06
 Payroll: [Signature] Date: 3/5/06

1 x pymt
[Handwritten notes]

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Dee Long

2/23/2004

Prepared by

Date

NAME Tobia John J Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 1/23/2004 to: 3/6/2004

TYPE OF EMPLOYMENT:

Department: Faculty-to-Faculty Budget No: 14601000-1200000-00000-01 GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
A series of 3 seminars: 1) Active Learning, 2) Technology for Learning + 3) presentation at Faculty Showcase applying ideas learned. Series will offer discipline-specific discussion time & break-out sessions facilitated by full-time & adjunct faculty. Participant will receive \$100/seminar attended.		\$ 200.00
Amount		

RECEIVED
APR 06 2004

PAYROLL CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

RECEIVED
APR 05 2004

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Human Resources
Valencia Community College

 Signature of Faculty Member Date 3/9/04

 District Board of Trustees
 Valencia Community College
 By: Authorized College Representative Date 4/2/04

RECOMMENDED BY:

Supervisor/Administrator Patricia Nallas 3/26/04 Human Resources Darcy G APR 06 2004
 Date Date

Provost/Vice President _____ Date _____ Payroll BKH _____ Date _____
 (For non-instructional only)

Forwarded to Payroll

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 7-01 |

APR 06 2004

1x Payroll

1/2

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(~~FULL-TIME~~ EMPLOYEES)

Adjunct

Dee Long

4/27/2003

Prepared by

Date

NAME Tobia

John

Social Security # [REDACTED]

Last

First Name

Middle Initial

PERIOD OF EMPLOYMENT: from: 1/24/2003

to: 4/11/2003

TYPE OF EMPLOYMENT:

Department: Scenarios on Ground (F-to-F)

Budget No: 14801000-0000210-00000-01

GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Attended <u>3</u> of 4 Faculty-to-Faculty Seminars, addressing highest ranked topics of interest drawn from recent survey of Valencia's adjunct faculty. See attached for details (\$75//Seminar)		\$225.00
Amount <u>\$ 225.00</u>		<u>\$225.00</u>

CONTRACT (Instructional Personnel Only)

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RECEIVED

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MAY 08 2003

HUMAN RESOURCES
Valencia Community College

[Signature]
Signature of Faculty Member

4/29/03
Date

[Signature]
District Board of Trustees
Valencia Community College
By: Authorized College Representative

Date

Keyed in Oracle

RECOMMENDED BY:

Supervisor/Administrator *[Signature]* 5/6/03
Date

Human Resources

[Signature]
Date

MAY 12 2003

HUMAN RESOURCES
Valencia Community College

Provost/
Vice President

(For non-Instructional only)

Date

Payroll

[Signature]

RECEIVED 5/14/03
Date

- 1. White - Employee folder
- 2. Green - Department
- 3. Yellow - Payroll
- 4. Pink - Employee

5. Goldenrod - Supervisor
MAY 13 2003
HR Form #26 Revised 7-01

MAY 13 2003

PAYROLL

1/2 Payment

2/2
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.

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Alma R. Aponte

6/10/04

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX

Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: January 25, 2004 to: May 19, 2004

TYPE OF EMPLOYMENT:

Department: Intramurals - Osceola Budget No: 25101000-0000000-40100-01 GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Football Coach - Spring Semester 2004		\$250.00

RECEIVED
JUN 23 2004
PAYROLL

CONTRACT (Instructional Personnel Only)

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RECEIVED
JUN 21 2004

Signature of Faculty Member 6/15/04
Date

District Board of Trustees 6/15/04
Date
Valencia Community College
By: Authorized College Representative

RECOMMENDED BY:

Supervisor/Administrator _____
Date 6/15/04

Human Resources _____
Date JUN 22 2004

Provost/Vice President _____
(For non-instructional only) Forwarded to Payroll
Date

Payroll _____
Date 6/23/04

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #26
Revised 2-00

JUN 23 2004

ix paymt

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Alma R. Aponte

06/24/04

NAME Tobia John Social Security # [REDACTED]
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 7-1-04 Room # 2-242 Mail Code # 6-6 Phone Ext 4177

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input checked="" type="checkbox"/> Original OTHER <input type="checkbox"/> Reappointment <input type="checkbox"/> Reinstatement <input type="checkbox"/> Reassignment <input type="checkbox"/> Promotion <input type="checkbox"/> Reduced Grade	<input type="checkbox"/> 5-0-0-0 <input type="checkbox"/> 0-5-0-0 <input type="checkbox"/> 5-5-0-0 <input checked="" type="checkbox"/> 5-5-2-0 <input type="checkbox"/> 5-5-0-2 <input type="checkbox"/> 6-6-0-0 <input checked="" type="radio"/> Fiscal Yr (12 mo) <input type="radio"/> Other	<input checked="" type="checkbox"/> Regular <input type="checkbox"/> Temporary <input type="checkbox"/> Soft Money	<input type="checkbox"/> Start <input type="checkbox"/> Extend <input type="checkbox"/> Return	<input type="checkbox"/> Resignation <input type="checkbox"/> Retirement <input type="checkbox"/> Nonrenewal <input type="checkbox"/> Assignment completed <input type="checkbox"/> Dismissal <input type="checkbox"/> Other
Pay Schedule		Tenure		Type
<input type="radio"/> Administrative <input type="radio"/> Professional <input checked="" type="radio"/> Faculty <input type="radio"/> Career Service		<input type="radio"/> Tenured <input checked="" type="radio"/> On-Track <input type="radio"/> Non-Tenured		<input type="radio"/> With Pay <input type="radio"/> Without Pay <small>* Show dates in comments section</small>

* (handwritten)

PAYROLL

JUN 28 2004

RECEIVED

RECEIVED

JUN 24 2004

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science, Osceola 11172200-220700-520010 00000-05

Human Resources
Valencia Community College

(FOR HR USE ONLY)	
PG/STEP	SALARY
FAC/MASTERS Step 16	34,934
CLASS CODE:	
(FOR HR USE ONLY)	
PG/STEP	SALARY

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Student Development 25101000-0000000-40100-01 521010

Comments

INTRAMURALS COORDINATOR STIPEND - \$2,625. FOR FISCAL YEAR JULY 1, 2004 - JUNE 30, 2005
 Supplemental pay charged to Student Development - 521010 -
 25101000-0000000-40100-01

SIGNED BY:

Supervisor/ Administrator [Signature] 6/24/04
 Date
 Human Resources Wilson 6-25-04
 Date

Provost/ Vice President [Signature] 6/24/04
 Date
 Payroll R.D. 6/28/04
 Date

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #25
Revised 2-00

(Suppl. PAY)

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Douglas Chaffee

07/07/05

Prepared by

Date

NAME Tobia

John

Social Security # XXXXXXXXXX

Last

First Name

Middle Initial

EFFECTIVE DATE OF ACTION: 7/1/2005

Room # 2-242

Mail Code # 6-6

Phone Ext 4177

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input checked="" type="radio"/> Original OTHER <input type="radio"/> Reappointment <input type="radio"/> Reinstatement <input type="radio"/> Reassignment <input type="radio"/> Promotion <input type="radio"/> Reduced Grade	<input type="radio"/> 5-0-0-0 <input type="radio"/> 0-5-0-0 <input type="radio"/> 5-5-0-0 <input type="radio"/> 5-5-2-0 <input checked="" type="radio"/> 5-5-0-2 <input type="radio"/> 6-6-0-0 <input type="radio"/> Fiscal Yr (12 mo) <input type="radio"/> Other	<input checked="" type="radio"/> Regular <input type="radio"/> Temporary <input type="radio"/> Soft Money	<input type="radio"/> Start <input type="radio"/> Extend <input type="radio"/> Return	<input type="radio"/> Resignation <input type="radio"/> Retirement <input type="radio"/> Nonrenewal <input type="radio"/> Other
Pay Schedule		Tenure		Type
<input type="radio"/> Administrative <input type="radio"/> Professional <input checked="" type="radio"/> Faculty <input type="radio"/> Career Service	<input type="radio"/> Fiscal Yr (12 mo) <input type="radio"/> Other	<input type="radio"/> Tenured <input checked="" type="radio"/> On-Track <input type="radio"/> Non-Tenured	<input type="radio"/> With Pay <input type="radio"/> Without Pay	<input type="radio"/> With Pay <input type="radio"/> Without Pay

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.

* Show dates in comments section

RECEIVED
 Assignment completed
JUL 12 2005
 Human Resources
 Valencia Community College

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science-Osceola 11172200-2207000-00000-05 520010

(FOR HR USE ONLY)	
PG/STEP	SALARY

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE

(FOR HR USE ONLY)	
PG/STEP	SALARY

RECEIVED
JUL 15 2005
PAYROLL

Comments

Intramural Coordinator- \$5200 for fiscal year July 1, 2005-June 30, 2006
 Supplemental Pay charged to Student Development-Collegewide-25101000-0000000-40100-01/521010

#192.59
OTP 385.19

SIGNED BY:

Supervisor/
Administrator

[Signature]
Date 7/6/05

Provost/
Vice President

[Signature] Date 7/11/05

Human
Resources

Payroll

[Signature] Date 7/20/05

1. White - Employee Folder
2. Green - Department

3. Canary - Payroll
4. Pink - Employee

5. Goldenrod - Supervisor

Keyed in Oracle
HR Form #25
Revised 2-00
JUL 13 2005

Suppl Pay \$5,200 - ADJUSTMENT JUL 13 2005

C105
 RECEIVED
 JUL 14 2006
 Human Resources
 Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Douglas Chaffee

07/10/06

NAME Tobia John Employee ID 5709
 Last First Name Middle Initial
 EFFECTIVE DATE OF ACTION: 7/1/2006 Room # 2-242 Mail Code # 6-6 Phone Ext 4177

ACTION:

DT 7/15/06

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input checked="" type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input checked="" type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule	<input type="radio"/> Fiscal Yr (12 mo)	Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Other	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional		<input checked="" type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty		<input type="radio"/> Non-Tenured		
<input type="radio"/> Career Service				

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.
 * Show dates in comments section

RECEIVED
 JUL 19 2006
 PAYROLL

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor	Political Science-Osceola 11172200-2207000-00000-05 520010

(FOR HR USE ONLY)	
PG/STEP	SALARY
Master's 30	\$39,743

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE

CLASS CODE:	
(FOR HR USE ONLY)	
PG/STEP	SALARY

Comments

Intramural Coordinator-\$5200 for fiscal year July 1, 2006-June 30, 2007
 Supplemental Pay charged to: Student-Development-Collegewide-25101000-0000000-40100-01/521010
VCC stipend 25 @ 208.00

SIGNED BY:

Supervisor/
 Administrator

[Signature]

7/10/06
 Date

Provost/
 Vice President

[Signature]

Date

Human Resources

[Signature]
 7-19-06
 Date

Payroll

[Signature]
 7-24-06
 Date

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #25
 Revised 2-00

VCC stipend/25

4/24



if all same
- 30 May 2006

COMPENSATION ADDITIVE FORM

EMPLOYEE INFORMATION

Employee Name: Tobia John J
Last *First* *M.I.*

Employee ID Number: ~~V01004234~~ 5709 Title: Prof. of Political Science Date: 30 May 2006

ADJUSTMENT INFORMATION

Reason for Compensation 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 Next Review Date: 22 May 2007
Amount: \$5,200.00

SIGNATURES

Supervisor Signature: *Don Ausbach* Date: 30 May 06

Vice President Signature: *Sandra Zepher* Date: 5/31/06
K. Walter 6/1/06

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

RECEIVED
JUL 19 2007
PAYROLL

Prepared by Lisa Yenke Mail Code # DTC-4 Ext 3401 Date 7/5/2007

NAME Tobia John VID# V01004234
 Last First MI

PERIOD OF EMPLOYMENT: from: 7/1/2007 to: 6/30/2008 Department Name: Student Development

Index 250600 Fund 24000 Organization 250600 Account 521010 Program 510100

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
		<u>\$5,200.00</u>
Explanation: John is a Intermural Sports Coordinator at Osceola Campus.		

CONTRACT (Instructional Personnel Only)

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- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board. The Faculty Member further agrees that if an authorized college representative determines that the enrollment is too small to justify offering the assignment, the Faculty Member shall not be compensated for the course.
- 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 service to the College.

_____ 7/13/07
 Signature of Faculty Member Date
 _____ 7/18/07
 Supervisor/Administrator Date
 _____ 7/18/07
 Provost/Vice President (for non-instructional only) Date

_____ 7/19/07
 Auth. College Representative/District Board of Trustees Date
 _____ 7-19-07
 Human Resources Date

 Payroll Date

St 1 ÷ 26

\$ 200
 KTB 7/5/07

From: Joe Livingston
To: Romano, Joyce; Walter, Kaye
Date: 7/5/2007 12:31 PM
Subject: Missing Stipend Paperwork

CC: 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 x 26

Please let me know if you have questions 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

KIB 7/5/07
VW

15 REVISED

RECEIVED DATE

MAR 17 2009

HUMAN RESOURCES VCC

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

Prepared by Tiffany Tierno Mail Code # 3-21 Ext 2291 Date 02/09/09

NAME Tobia John VID# V01004234

PERIOD OF EMPLOYMENT: from: 07/01/08 to: 02/28/09 Department Name: Student Activities Collegewide

Index 250600 Account 524010 521000

Form with sections: INSTRUCTIONAL, NON-INSTRUCTIONAL, ASSIGNMENT, and Explanation. Includes handwritten notes: '\$3,800 was paid. Overpayment of \$300 see email' and 'RET - 300.00 \$3,500.00'.

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- 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 the Board and further 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.

Signature of Faculty Member

3/1/09 Date

Auth. College Representative/District Board of Trustees Date

Supervisor/Administrator

3/2/09 Date

Joanna Flores Human Resources

3/17/09 Date

Provost/Vice President (for non-instructional only)

3/6/09 Date

BC Payroll

3-18-09 Date

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

Prepared by Tiffany Tierno Mail Code # 3-21 Ext 2291 Date 06/05/08

NAME Tobia John VID# V01004234
 Last First MI

PERIOD OF EMPLOYMENT: from: 07/01/08 to: 06/30/09 Department Name: Student Activities Collegewide

Index 250600 Account 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category <input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____ <input type="checkbox"/> Faculty Development Hours Completed	Degree <input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Osceola Campus Intramurals Coordinator		<u>\$5,200.00</u>
Explanation: Coordinator of Intramural Sports on Osceola Campus		

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Signature of Faculty Member	<u>6/9/08</u>	Date	Auth. College Representative/District Board of Trustees	Date
Supervisor/Administrator	<u>6/13/08</u>	Date	Human Resources	Date
Provost/Vice President (for non-instructional only)		Date	Payroll	Date



From: Vicki Nelson
To: Tierno, Tiffany
Date: 1/30/2009 3:36 PM
Subject: 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 immediately. 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.

From: 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
jflores1@valenciacc.edu
407-582-8086

From: 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

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

RECEIVED

JUN 19 2008

Prepared by Tiffany Tierno

Mail Code # 3-21

Ext 2291

Date 06/05/08

Human Resources
Valencia Community College

NAME Tobia

John

VID# V01004234

Last

First

MI

PERIOD OF EMPLOYMENT: from: 07/01/08

to: 06/30/09

Department Name: Student Activities Collegewide

Index 250600

Account 521000
~~521010~~

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Osceola Campus Intramural Coordinator RECEIVED JUL 02 2008 PAYROLL		RECEIVED JUN 30 2008 Human Resources Valencia Community College 26 @ 200.00 \$5,200.00
Explanation: Coordinator of Intramural Sports on Osceola Campus		

CONTRACT (Instructional Personnel Only)

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Signature of Faculty Member

6/9/08

Date

Signature of Supervisor/Administrator

6/13/08

Date

Signature of Provost/Vice President (for non-instructional only)

6/13/08

Date

Signature of Auth. College Representative/District Board of Trustees

Jaime Flores

Human Resources

Date

7/2/08

Payroll

Date

Ullata 6/25/08

Stipend = 26

2/2

From: Tiffany Tierno
To: Joanne Flores
Date: 7/2/2008 8:54 AM
Subject: Re: Stipends

RECEIVED
JUL 02 2008
PAYROLL

Yes, 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 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

1/5

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Rosa E. Sanchez

06/02/06

Prepared by

Date

NAME Tobia

John

J.

Employee ID

0005709

Last

First Name

Middle Initial

EFFECTIVE DATE OF ACTION: 6/3/06

Room #

3-322

Mail Code #

6-8

Phone Ext

4893

ACTION:

Grade

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input checked="" type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
<input checked="" type="radio"/> Other	<input type="radio"/> Fiscal Yr (12 mo)	Tenure	Type	
Pay Schedule	<input type="radio"/> Other	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Administrative		<input type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input type="radio"/> Professional		<input type="radio"/> Non-Tenured		
<input checked="" type="radio"/> Faculty				
<input type="radio"/> Career Service				

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.

Show dates in comments section

RECEIVED
JUN 22 2006

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	11172200-2207000-00000-05 <u>Political Science 520010</u>

Human Resources
Valencia Community College

(FOR HR USE ONLY)	
PG/STEP	SALARY
<u>FAC/</u> <u>Masters +30</u>	<u>\$39,793</u>

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE

CLASS CODE:	
(FOR HR USE ONLY)	
PG/STEP	SALARY

Comments

Professor John J. Tobia has earned his Masters + 30.

Add \$1661 education component to Basecamp Summer Supplement 1x pay of \$332

SIGNED BY: (39,793+1661 = 41,454 * 20% = 8,291 - 7959 = \$3322 diff.)

Supervisor/
Administrator

[Signature]
Date 6 Jun 06

Provost/
Vice President

S. Zapico
Date 6/2/06

Human
Resources

Payroll

Bethi J. [Signature]
Date 7-24-06

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

- 5. Goldenrod - Supervisor

HR Form #25
Revised 2-00

- Added Education Component element effective 7/15/06
- updated grade on assignment effect. 6-3-06

VALENCIA COMMUNITY COLLEGE

Proposed Course of Study for Advanced College Credit or Degree

Employee Name (Last, First, M.I.) Employee ID # Department Job Title
 Tobia, John 0005709 Political Science Professor

Degree Program Institution Location - City/State
 Educational Leadership EdD UCF Orlando, FL

Proposed Course of Study for Advanced College Credit or Degree (To be completed by Employee)			This section to be completed by the Supervisor/Dean: Check the appropriate category or categories for each course listed		
Course Number	Course Title	Credit Hours	Meets 21 hour requirement	Meets 30 hour requirement	Not Approved
EDA 7192	ED LEADERSHIP	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 6502	ORG/ADM INST PROG	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDH 6946	INTERNSHIP	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 6505	FINANCE HIGH EDUC	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 6540	ORG & ADM HIGH ED	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 7195	POL GOV FIN ED	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 7205	PLN RES EVAL SYST	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDA 7225	EDUC PERSONNEL	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EDF 7403	QUANT ED RESEARCH	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: **RECEIVED**

SUBMITTED BY:
 Employee *[Signature]* Date 6/5/06

JUN 09 2006
 Human Resources
 Valencia Community College

RECOMMENDED BY:
 Supervisor/Dean *[Signature]* Date 6 Jun 06

APPROVED BY:
 Provost/Vice President *[Signature]* Date



University of
Central Florida

Date Printed: 05/23/2006 Page 1 of 1

Name: **Tobia, John Joseph**
 ID Number: **[REDACTED]**
 Birthdate: 01/06/xxxx Gender: M
 Residency: FL Resident for Tuition Calc

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

Dennis J. Duniak, University Registrar

The official signature of the Registrar is valid and its impact upon the institutional seal. Reject document as official if either the signature or seal is distorted.

RECEIVED

JUN 09 2006

Human Resources
 Valencia Community College

END OF TRANSCRIPT

Academic Program
 Major: Educational Leadership EDD
 Educational Leadership

Beginning of UCF Graduate Record

Course	Title	Attempt	Earned	Grade	Type	Points
--------	-------	---------	--------	-------	------	--------

Spring 2004 (01/05/2004 to 04/26/2004)

EDA 7192	ED LEADERSHIP	4.00	4.00	A		16.000
----------	---------------	------	------	---	--	--------

Received

MAY 30 2006

Business IT
 & Social Sciences

opened by: Ross E. Smiley

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative		4.00	4.00	16.000	4.000

Summer 2004 (05/10/2004 to 07/30/2004)

EDA 6502	ORG/ADM INST PROG	3.00	3.00	A		12.000
EDH 6946	INTERNSHIP	3.00	3.00	A		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative for GPA		6.00	6.00	24.00	4.000
		10.00	10.00	40.00	4.000

Fall 2004 (08/23/2004 to 12/11/2004)

EDA 6540	ORG & ADM HIGH ED	3.00	3.00	A		12.000
EDA 7195	POL GOV FIN ED OR	4.00	4.00	B		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative for GPA		7.00	7.00	24.00	3.429
		17.00	17.00	64.00	3.765

Spring 2005 (01/10/2005 to 05/02/2005)

EDH 6505	FINANCE HIGH EDUC	3.00	3.00	A		12.000
----------	-------------------	------	------	---	--	--------

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative for GPA		3.00	3.00	12.00	4.000
		20.00	20.00	76.00	3.800

Summer 2005 (05/16/2005 to 08/05/2005)

EDA 7205	PLN RES EVAL SYST	4.00	4.00	B+		13.000
----------	-------------------	------	------	----	--	--------

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative for GPA		4.00	4.00	13.00	3.250
		24.00	24.00	89.00	3.708

Fall 2005 (08/22/2005 to 12/10/2005)

EDA 7225	EDUC PERSONNEL	4.00	4.00	B		12.000
EDP 7403	QUANT ED RESEARCH	3.00	3.00	A		12.000

Totals for GPA		Attempt	Earned	Points	GPA
Term / UCF Cumulative for GPA		7.00	7.00	24.00	3.429
		31.00	31.00	113.00	3.645

* Total Credit Accepted Including Not for GPA : 31.00

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

EDA 6232	LEGAL ASP SCH OP	3.00				
EDH 6908	INDEPENDENT STUDY	3.00				

End of UCF Graduate Record

This document is the property of the University of Central Florida and is not to be distributed outside the University. It is to be destroyed when photocopies are made.

4/5

From: 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 requirement, 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		Number of Days		Prorated Salary
From:	1-Jul-2005	In Fiscal Year:	194	
To:	5-May-2006	Worked:	162	\$0.00

Bi-weekly Rate \$0.00

Position: Political Science Professor
Salary: \$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

Payroll Data

Bi-weekly Rate \$61.52

July 1, 2005 - June 30, 2006 \$0.00

\$0.00

Adjustment: \$102.74 \$102.74

1661 / 26 = 63.88 for 7-14-06

\$ 166.62 total owed

RECEIVED

MAY 12 2008

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

Human Resources
Valencia Community College

Prepared by Rosa E. Sanchez Mail Code # 6-8 Ext 4895 Date 04/25/08

NAME Tobia John MI VID# V01004234
Last First MI

PERIOD OF EMPLOYMENT: from: 06/13/08 to: 07/31/08 Department Name: Political Science

Index 112405 Account 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly

ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)	TOTAL PAY
POS 2041 - CRN 30706 POS 2041 - CRN 30707	\$10,384 \$0.00

Explanation:

"This faculty member's current academic appointment is 5520. The above classes are being taught during Full Summer Term and are not considered part of his 10-month teaching obligation. It is understood that all normal 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, Florida, 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 agree that:

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further agrees that if an authorized college representative determines that the enrollment is insufficient to justify offering a course that the Faculty Member shall not be compensated for the course.
- 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 service to the College.

Signature of Faculty Member
[Signature]
Supervisor/Administrator

4/30/08
Date

Auth. College Representative/District Board of Trustees Date

8 May 08
Date

[Signature] 6/10/08
Human Resources Date

[Signature] NB
Provost/Vice President (for non-instructional only) Date

5/8/08
Date

[Signature]
Payroll

6-19-08
Date

Summer Supp ÷ 4

BW
\$2,596

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

Prepared by Nancy Scoltock Mail Code # 6-3 Ext 4815 Date 05/15/13

NAME Tobia Last John First MI VID# V01004234 Received

PERIOD OF EMPLOYMENT: from: 06/18/13 to: 08/01/13 Department Name: Political Science, Osceola JUN 05 2013

Index 112405 Account 520090 Payroll

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS2041 32019 & POS2112 31067 <i>Both courses 3 credit/3 contact hours. MS</i> Compensation amount to be determined by H.R.		<i>\$11,496</i> ✓ \$0.00
Explanation: This faculty member's current academic appointment is 5520. The above classes are being taught during Summer H2 term and are not considered part of his/her 10 month teaching obligation. It is understood that all normal 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)

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[Signature] 5/17/13 Date
 Signature of Faculty Member

[Signature] 6/4/13 Date
 Auth. College Representative/District Board of Trustees

[Signature] 6-12-13 Date
 Supervisor/Administrator

[Signature] 6-12-13 Date
 Human Resources

Provost/Vice President (for non-instructional only) _____ Date _____
 Payroll _____ Date _____

Sum. Supp - 4
 05-22-2013 A08:11
UP

Bi-weekly
\$2,874.00

4/2

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

Received

JUN 01 2012

HR - Records
Valencia College

Prepared by Rosa E. Sanchez Mail Code # 6-3 Ext 4895 Date 05/14/12

NAME Tobia John J. VID# V01004234

Last First MI

PERIOD OF EMPLOYMENT: from: 06/15/12 to: 08/02/12 Department Name: Political Science - OSC

Index 112405 Account 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
<input type="checkbox"/> Faculty Development Hours Completed		
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 - CRN 31935 POS 2112 - CRN 31305		<div style="text-align: center;"> <p>RECEIVED</p> <p>JUN - 1 2012</p> </div> <div style="text-align: right;"> <p>PAYROLL</p> <p><u>\$11,496.00</u></p> </div>
Explanation: "This faculty member's current academic appointment is 5520. The above classes are being taught during Summer B Term and are not considered part of his 10 month teaching obligation. It is understood that all normal 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."		

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RECEIVED

MAY 31 2012

HUMAN RESOURCES
VALENCIA COLLEGE

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and further 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.
- 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 service to the College.

jd Signature of Faculty Member Date 5/23/12

Auth. College Representative/District Board of Trustees Date

Janice Supervisor/Administrator Date 5/29/12

Sh.D. Mondoro Human Resources Date 6/1/12

Kathleen Plinski Provost/Vice President (for non-instructional only) Date 5/31/12

BL Payroll Date 6-14-12

Sum Supp 1/4

Bi-wkly
\$2,874.00

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

6-17-06

Valencia Community College

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

Prepared by Rosa Sanchez Mail Code/Ext. 6-8 4895 Date 3/10/2006

NAME Tobia John Employee ID HR0005709
Last First Middle Initial

RECEIVED
JUN 13 2006
PAYROLL

PERIOD OF EMPLOYMENT: from: June 16, 2006 to: August 3, 2006

TYPE OF EMPLOYMENT:
Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code: 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x _____ /contact hour		4 @ 1989.75 7,959
Course # <u>POS2041</u> <u>3</u> credit hrs / <u>3</u> 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 are 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.

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RECEIVED
MAY 10 2006

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Human Resources
Valencia Community College

Signature of Faculty Member: [Signature] Date: 9/17/06
 Supervisor/Administrator: [Signature] Date: 18 APR 06
 With College Representative/District Board of Trustees: Silvia Zurro Date: 5/8/06
 Human Resources: [Signature] Date: 6-13-06
 Payroll: BG Date: 6-16-06
 Provost/Vice President (for non-instructional only): _____ Date: _____

VCC Summer Supplement

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

RECEIVED

MAY 25 2011

HUMAN RESOURCES
 COLLEGE

Prepared by Rosa E. Sanchez Mail Code # 6-8 Ext 4895 Date 05/13/11

NAME Tobia John J. VID# V01004234
 Last First MI

PERIOD OF EMPLOYMENT: from: 06/17/11 to: 08/04/11 Department Name: Political Science - OSC

Index 112405 Account 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 - CRN 34735 POS-2112 - GRN-35001		\$11,146
Explanation: "This faculty member's current academic appointment is 5520. The above classes are being taught during Summer B Term and are not considered part of his 10 month teaching obligation. It is understood that all normal 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."		

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RECEIVED

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JUN 02 2011

PAYROLL

Signature of Faculty Member: [Signature] Date: 5/23/11
 Supervisor/Administrator: [Signature] Date: 03 May 11
 Provost/Vice President (for non-instructional only): [Signature] Date: 5/24/11
 Auth. College Representative/District Board of Trustees: [Signature] Date: 6/2/11
 Human Resources: [Signature]
 Payroll: BC Date: 6-10-11

Summ. Supp. ÷ 4

BW
 \$2,786.50

VALENCIA COMMUNITY COLLEGE
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
 HUMAN RESOURCES
 Valencia Community College

NAME Tobia John J. VID# V01004234
 Last First MI

PERIOD OF EMPLOYMENT: from: 06/18/10 to: 08/05/10 Department Name: Political Science - OSC

Index 112405 Account 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 - CRN 31487 POS 2112 - CRN 31785		@ 5400.00 \$10,812
Explanation: "This faculty member's current academic appointment is 5520. The above classes are being taught during Summer B Term and are not considered part of his 10 month teaching obligation. It is understood that all normal 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)



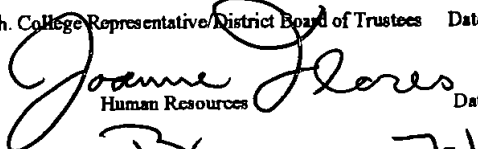

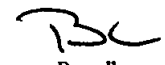
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RECEIVED

JUL 14 2010

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PAYROLL

Signature of Faculty Member  Date <u>7/7/10</u>	Auth. College Representative/District Board of Trustees Date <u>7/14/10</u>
Supervisor/Administrator  Date <u>7/17/10</u>	Human Resources  Date <u>7/14/10</u>
Provost/Vice President (for non-instructional only)  Date <u>7/17/10</u>	Payroll  Date <u>7-14-10</u>

Summ Supp. - 2

BW
~~\$2,703~~
 541210

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

Prepared by Rosa E. Sanchez Mail Code # 6-8 Ext 4895 Date 04/20/09

NAME Tobia John J. VID# V01004234
 Last First MI

PERIOD OF EMPLOYMENT: from: 06/19/09 to: 08/06/09 Department Name: Political Science - OSC

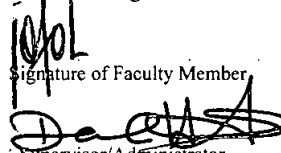
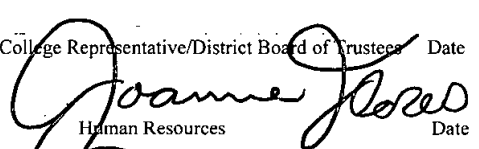
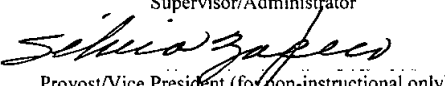
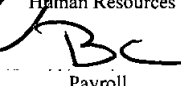
Index 112405 Account 520090

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Summer Supplement <input type="radio"/> Other (specify) _____	<input type="checkbox"/> Faculty Development Hours Completed <input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
POS 2041 - CRN 32007 POS 2112 - CRN 32422		RECEIVED DATE MAY 08 2009 \$10,598 HUMAN RESOURCES VCC
Explanation: "This faculty member's current academic appointment is 5520. The above classes are being taught during Summer B Term and are not considered part of his 10 month teaching obligation. It is understood that all normal 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."		

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Signature of Faculty Member  Supervisor/Administrator	Date <u>5/9/09</u>	Auth. College Representative/District Board of Trustees  Human Resources	Date <u>5/26/09</u>
Provost/Vice President (for non-instructional only) 	Date <u>5/6/09</u>	Payroll 	Date <u>6-5-09</u>

Summ. Supp ÷ 4

BW
 \$ 2,649.50

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Rosa E. Sanchez

5/11/2005

NAME: Tobia John Prepared by: [REDACTED] Date: _____
 Last: Tobia First Name: John Middle Initial: _____ Social Security #: [REDACTED]
 EFFECTIVE DATE OF ACTION: 6/22/2005 Room #: 3-322 Mail Code #: 6-8 Phone Ext: 4893

ACTION:

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input checked="" type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input checked="" type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> Other
Pay Schedule	<input type="radio"/> Fiscal Yr (12 mo)	Tenure	Type	
<input type="radio"/> Administrative	<input type="radio"/> Other	<input type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional		<input checked="" type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input checked="" type="radio"/> Faculty		<input type="radio"/> Non-Tenured		
<input type="radio"/> Career Service				

*Specific terms cannot be guaranteed. Final teaching assignments subject to actual enrollment.

RECEIVED
MAY 11 2005

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola 11172200-2207000-00000-05 520090

(FOR HR USE ONLY)	
PG/STEP	SALARY
N14	7,557

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
		RECEIVED JUN 03 2005

(FOR HR USE ONLY)	
PG/STEP	SALARY

Comments

This is a supplement for Summer Term B (6/22/05 - 8/02/05) Classes to be taught in Full Summer Term is: 31799 POS 2041. Class to be taught in Summer Term A is: 31642 POS 2041. Classes to be taught in Summer Term B are: 31676 POS 2041, 31678 POS 2041. All classes are 3 credit, 3 contact hours.

SIGNED BY:

Supervisor/Administrator: [Signature] Date: 5/11/05 Provost/Vice President: [Signature] Date: 5/11/05
 Human Resources: [Signature] Date: _____ Payroll: [Signature] Date: _____

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

5. Goldenrod - Supervisor

HR Form #25
Revised 2-00

Keyed In Oracle

Forwarded to Payroll

MAY 31 2005

MAY 31 2005

VCC Summer Supplement = 4

Human Resources

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR FULL-TIME EMPLOYEES

Jennifer Bailey

4/16/2004

Prepared by

Date

NAME Tobia

John

Social Security # [REDACTED]

Last

First Name

Middle Initial

EFFECTIVE DATE OF ACTION: 6/28/2004

Room # 2-242

Mail Code # 6-1

Phone Ext 4893

ACTION:

6-23-04

APPOINTMENT		LEAVE OF ABSENCE		SEPARATION
Type	Preferred Term*	Status	Action	Action
<input type="radio"/> Original	<input type="radio"/> 5-0-0-0	<input checked="" type="radio"/> Regular	<input type="radio"/> Start	<input type="radio"/> Resignation
<input type="radio"/> Reappointment	<input type="radio"/> 0-5-0-0	<input type="radio"/> Temporary	<input type="radio"/> Extend	<input type="radio"/> Retirement
<input type="radio"/> Reinstatement	<input type="radio"/> 5-5-0-0	<input type="radio"/> Soft Money	<input type="radio"/> Return	<input type="radio"/> Nonrenewal
<input type="radio"/> Reassignment	<input checked="" type="radio"/> 5-5-2-0			<input type="radio"/> Assignment completed
<input type="radio"/> Promotion	<input type="radio"/> 5-5-0-2			<input type="radio"/> Dismissal
<input type="radio"/> Reduced Grade	<input type="radio"/> 6-6-0-0			<input type="radio"/> RECEIVED
Pay Schedule	Tenure	Type		
<input type="radio"/> Administrative	<input type="radio"/> Fiscal Yr (12 mo)	<input checked="" type="radio"/> Tenured	<input type="radio"/> With Pay	
<input type="radio"/> Professional	<input type="radio"/> Other	<input checked="" type="radio"/> On-Track	<input type="radio"/> Without Pay	
<input type="radio"/> Faculty		<input type="radio"/> Non-Tenured	Show dates in comments section	
<input type="radio"/> Career Service				

RECEIVED
APR 22 2004
PAYROLL

APR 21 2004

ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE
0376	Professor, Political Science	Political Science - Osceola Campus 11172200-2207000-00000-05 520090

(FOR HR USE ONLY)	
PG/STEP	SALARY
14/16	6,982

PREVIOUS ASSIGNMENT

POSITION #	JOB TITLE	DEPARTMENT/BUDGET CODE

(FOR HR USE ONLY)	
PG/STEP	SALARY
Keyed in Oracle	
APR 22 2004	

Comments

John Tobia is released for Focus on the Workplace for two 3 credit hours in Term A, this satisfies his basic contract. This is a supplement for Term B. Classes to be taught in full term are CRN 31799 POS 2041 3 Credit/3 Contact and CRN 31800 POS 2041 3 Credit/3 Contact. He will have an overload in Term B: CRN 31676 POS 2041 3 Credit/3 Contact. (6/23/04 - 8/3/04 - supplement dates)

SIGNED BY:

Supervisor/Administrator [Signature] 4/19/04
Date

Human Resources [Signature] _____
Date

Provost/Vice President [Signature] 4/21/04
Date

Payroll [Signature] _____
Date

- 1. White - Employee Folder
- 2. Green - Department

- 3. Canary - Payroll
- 4. Pink - Employee

Forwarded to Barrill

HR Form #25
Revised 2-00

APR 22 2004

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

5-4

Prepared by: MJ Young Date: 06/04/02

Employee Name (Last, First, M.I.) <u>Tobia John</u>		Social Security Number <u>[REDACTED]</u>	
Period of Employment:	FROM: <u>06/24/02</u>	TO: <u>08/08/02</u>	Campus Mail Code <u>6-1</u>
Department Title <u>Political Science</u>		Budget No. <u>11172200-2207000-00000-05</u>	
Campus Phone Ext. <u>847-9496</u>			

INSTRUCTIONAL			
JOB CATEGORY	DEGREE	CREDIT HRS	CONTACT HRS
<input checked="" type="radio"/> Instructional (Credit) 560010	<input type="radio"/> Earned Doctorate		
	<input checked="" type="radio"/> Master's Degree		
<input type="radio"/> Instructional (Non-Credit) 560070	<input type="radio"/> Bachelor's Degree		
	<input type="radio"/> Not Applicable		
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course # <u>30112 POS 2041</u>	<u>3</u> credit hrs/	<u>3.00</u> contact hrs	<u>X \$498.00/contact hour</u>
Course #	credit hrs/	contact hrs	<u>X \$498.00/contact hour</u>
Course #	credit hrs/	contact hrs	<u>X \$498.00/contact hour</u>
			\$ 1,494.00

RECEIVED

JUN 26 2002

RECEIVED

JUN 20 2002

HUMAN RESOURCES
Valencia Community College

CONTRACT

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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 service to the College.

	<u>6/4/02</u> Date		<u>6/18/02</u> Date
--	-----------------------	--	------------------------

SIGNED BY:

	<u>6/17/02</u> Date	Human Resources 	<u>6/25/02</u> Date
--	------------------------	---------------------	------------------------

Adj. Pay = 3		PAYROLL USE ONLY	
Start Date: _____	Payments <u>3 @ 498.00</u>	Payroll <u>SJ</u>	
Stop Date: _____		Date <u>7/10/02</u>	

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

Summer B

Prepared by:

MJ Young

Date:

05/28/03

Employee Name (Last, First, M.I.)

Social Security Number

Tobia

John

Period of Employment:

FROM:

06/25/03

TO:

08/07/03

Campus Mail Code

6-1

Campus Phone Ext.

847-9496

Department Title

Political Science

Budget No.

11172200-2207000-00000-05

INSTRUCTIONAL

JOB CATEGORY	DEGREE
<input checked="" type="radio"/> Instructional (Credit) 560010	<input type="radio"/> Earned Doctorate
<input type="radio"/> Instructional (Non-Credit) 560070	<input checked="" type="radio"/> Master's Degree
	<input type="radio"/> Bachelor's Degree
	<input type="radio"/> Not Applicable

ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)	TOTAL PAY
Course # 32071 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 hrs/ contact hrs X \$498.00/contact hour	\$ 1,494.00

RECEIVED

JUL - 2 2003

\$ 1,494.00

CONTRACT

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further agrees that if an authorized college representative determines that the enrollment is too small to justify offering a course for the Faculty Member, he or she will 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 service to the College.

JUN 18 2003

HUMAN RESOURCES
Valencia Community College

[Signature]
Signature of Faculty Member

5/29/03
Date

[Signature] 6/12/03
District Board of Trustees Date

SIGNED BY:

Supervisor/Administrator *[Signature]*

6/16/03 Human Resources *[Signature]* 7/2/03
Date Date

Adj. Pay = 3

PAYROLL USE ONLY

Start Date: _____ Payments 3 @ 498.00 Payroll *[Signature]*

Stop Date: _____ Date 7/8/03

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Jennifer Bailey

04-22-04

Prepared by

Date

NAME Tobia John Social Security # XXXXXXXXXX
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 05-28-04 to: 08-02-04

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly <div style="font-size: 2em; font-weight: bold; text-align: center;">RECEIVED MAY 12 2004 PAYROLL</div>
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>31676 POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs X \$513.00/contact hour		
Course # <u> </u> <u> </u> credit hrs / <u> </u> contact hrs X \$513.00/contact hour		\$ 1539.00
Explanation <u>Overload for one 3 credit/3 contact release time for Osceola Campus Faculty Association President</u>		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, hereinafter called the Board and the individual heretofore indicated and hereinafter called the Faculty Member. Inconsideration of the mutual agreements, covenants, terms and conditions herein contained the parties hereto agree that:

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 the Board and further 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 service to the College.

RECEIVED
APR 29 2004
Human Resources
Valencia Community College

[Signature] 4/21/04
 Signature of Faculty Member Date

District Board of Trustees
 Valencia Community College
 By: [Signature] 4/26/04 Human Resources
 Authorized College Representative Date

RECOMMENDED BY:
 Supervisor/Administrator [Signature] 4/26/04 Human Resources 4/27/04 Payroll 4/27/04 Human Resources
 Provost/Vice President [Signature] 4/27/04 Payroll 4/27/04 Human Resources
 (For non-instructional only) Date Date Date

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Pink - Employee | | Revised 7-00 |

MAY 12 2004

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith

03-05-02

Prepared by

Date

NAME Tobia John Social Security #
Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 03-01-02 to: 03-01-02

TYPE OF EMPLOYMENT:

Department: History Budget No: 11172200-2205000-00000-05 GL Code 52101-0

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Faculty to Faculty Connection		
Amount	\$ 75.00	\$ 75.00

RECEIVED

MAR 15 2002

PAYROLL

CONTRACT (Instructional Personnel Only)

RECEIVED

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and further 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 service to the College.

[Signature]

3/6/02

Signature of Faculty Member Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative Date

Forwarded to Payroll

MAR 14 2002

RECOMMENDED BY:

Supervisor/Administrator 3/12/02 Human Resources
Date

Provost/
Vice President 3/12/02 Payroll
 (For non-instructional only) Date

[Signature]
Human Resources
Valencia Community College
Date

1. White - Employee Folder
2. Green - Department

3. Orange - Payroll
4. Black - Employee

5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

Human Resources
Valencia Community College

MAR 14 2002

Keyed in Oracle

less 3

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

5-12 6-23.

Prepared by: MJ Young Date: 04/24/01

Employee Name (Last, First, M.I.) Tobia John		Social Security Number [REDACTED]	
Period of Employment:	FROM: 05/01/01 TO: 06/15/01	Campus Mail Code 6-1	Campus Phone Ext. 847-9496
Department Title Political Science		Budget No. 11172200-2207000-00000-05 ✓	

INSTRUCTIONAL			
JOB CATEGORY		DEGREE	
<input checked="" type="radio"/> Instructional (Credit) 560010	<input type="radio"/>	Earned Doctorate	
<input type="radio"/> Instructional (Non-Credit) 560070	<input checked="" type="radio"/>	Master's Degree	
	<input type="radio"/>	Bachelor's Degree	
	<input type="radio"/>	Not Applicable	
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course # 3001585 POS 1041 C301	3 credit hrs/ 3.00	contact hrs X \$479.00/contact hour	\$ 1,437.00 ✓
Course #	credit hrs/	contact hrs X \$479.00/contact hour	
Course #	credit hrs/	contact hrs X \$479.00/contact hour	

RECEIVED
MAY 16 2001

CONTRACT

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

RECEIVED
MAY 08 2001

- The Board agrees to employ the Faculty Member in the assignment heretofore indicated for the compensation specified.
- The Faculty Member agrees to perform the services required for the aforementioned assignment in a location designated by the Board and the Faculty Member 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.
- 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 service to the College.

Signature of Faculty Member: [Signature] Date: 5/2/01
 District Board of Trustees: [Signature] Date: 5/6/01

SIGNED BY: [Signature] Supervisor/Administrator Date: 5/16/01
 Human Resources: [Signature] Date: 5-16-01

adj Pay ÷ 3. Start Date: _____ Stop Date: _____	PAYROLL USE ONLY	
	Payments <u>3 @ 479.00</u>	Payroll <u>[Signature]</u> Date <u>5/17/01</u>

S-3

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

5-15 6-22 Prepared by: MJ Young Date: 04/25/02

Employee Name (Last, First, M.I.) Tobia John		Social Security Number [REDACTED]	
Period of Employment:	FROM: 05/07/02 TO: 06/21/02	Campus Mail Code 6-1	Campus Phone Ext. 847-9496
Department Title Political Science		Budget No. 11172200-2207000-00000-05 ✓	

INSTRUCTIONAL			
JOB CATEGORY		DEGREE	
<input checked="" type="radio"/> Instructional (Credit) 560010	<input type="radio"/>	Earned Doctorate	
<input type="radio"/> Instructional (Non-Credit) 560070	<input checked="" type="radio"/>	Master's Degree	
	<input type="radio"/>	Bachelor's Degree	
	<input type="radio"/>	Not Applicable	
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course # 30040 POS 2041	3 credit hrs/ 3.00	contact hrs X \$498.00/contact hour	<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="text-align: center; margin: 0;">RECEIVED</p> <p style="text-align: center; margin: 0;">MAY 15 2002</p> <p style="text-align: center; margin: 0;">PAYROLL</p> </div>
Course #	credit hrs/	contact hrs X \$498.00/contact hour	
Course #	credit hrs/	contact hrs X \$498.00/contact hour	
			\$ 1,494.00 ✓

CONTRACT

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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RECEIVED
MAY 09 2002
HUMAN RESOURCES
Valencia Community College

Signature of Faculty Member: [Signature] Date: 5/7/02

District Board of Trustees: [Signature] Date: 5/8/02

SIGNED BY: Supervisor/Administrator [Signature] Date: 5-15-02

Human Resources: [Signature] Date: 5-15-02

Adj Pay ÷ 3.	PAYROLL USE ONLY	
	Start Date: _____	Payroll <u>[Signature]</u>
Stop Date: _____	Payments <u>3 @ 498.00</u>	Date <u>5/16/02</u>

S-5, VALENCIA COMMUNITY COLLEGE
HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

5-15 8-17, Prepared by: MJ Young Date: 04/29/02

Employee Name (Last, First, M.I.) <u>Tobia John</u>		Social Security Number <u>[REDACTED]</u>	
Period of Employment:	FROM: <u>05/07/02</u>	TO: <u>08/08/02</u>	Campus Mail Code <u>6-1</u>
Department Title <u>Political Science</u>			Campus Phone Ext. <u>847-9496</u>
Budget No. <u>11172200-2207000-00000-05</u>			

INSTRUCTIONAL			
JOB CATEGORY		DEGREE	
<input checked="" type="radio"/> Instructional (Credit)	<u>560010</u>	<input type="radio"/> Earned Doctorate	
		<input checked="" type="radio"/> Master's Degree	
<input type="radio"/> Instructional (Non-Credit)	<u>560070</u>	<input type="radio"/> Bachelor's Degree	
		<input type="radio"/> Not Applicable	
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course # <u>32759 POS 2041</u>	<u>3</u> credit hrs/	<u>3.00</u> contact hrs	<u>X \$498.00/contact hour</u>
Course #	credit hrs/	contact hrs	<u>X \$498.00/contact hour</u>
Course #	credit hrs/	contact hrs	<u>X \$498.00/contact hour</u>
			\$ 1,494.00

CONTRACT

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RECEIVED

MAY 09 2002

HUMAN RESOURCES

[Signature]
 Signature of Faculty Member
5/7/02
 Date

[Signature]
 District Board of Trustees
5/8/02
 Date

SIGNED BY:

Supervisor/Administrator
[Signature]
 Date

[Signature] Human Resources
 Date

[Signature] 5-15-02
 Date

Start Date: _____ Stop Date: _____	PAYROLL USE ONLY Payments <u>7 @ 213.43</u>	Payroll <u>[Signature]</u> Date <u>5/16/02</u>
	Adj Pay ÷ 7.	

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

Full

Prepared by: MJ Young Date: 04/28/03

Employee Name (Last, First, M.I.) Tobia John			Social Security Number [REDACTED]		
Period of Employment:	FROM: 05/07/03	TO: 08/08/03	Campus Mail Code 6-1	Campus Phone Ext. 847-9496	
Department Title Political Science			Budget No. 11172200-2207000-00000-05		

INSTRUCTIONAL					
JOB CATEGORY			DEGREE		
<input checked="" type="radio"/>	Instructional (Credit)	560010	<input type="radio"/>	Earned Doctorate	
<input type="radio"/>	Instructional (Non-Credit)	560070	<input checked="" type="radio"/>	Master's Degree	
			<input type="radio"/>	Bachelor's Degree	
			<input type="radio"/>	Not Applicable	
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)					TOTAL PAY
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 hrs/		contact hrs X \$498.00/contact hour
					\$ 1,494.00

CONTRACT

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RECEIVED

MAY 16 2003

\$ 1,494.00

[Signature]
Signature of Faculty Member

4/29/03
Date

[Signature]
District Board of Trustees

5/7/03
Date

SIGNED BY:

Supervisor/Administrator [Signature] 5/6/03 Date

Human Resources [Signature] 5/15/03 Date

Adj. Pay = 7		PAYROLL USE ONLY	
Start Date: _____	Payments <u>7 @ 213.43</u>	Payroll <u>[Signature]</u>	
Stop Date: _____		Date <u>5/19/03</u>	

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR INSTRUCTIONAL PART-TIME PERSONNEL

Summer A

Prepared by:

MJ Young

Date:

04/28/03

Employee Name (Last, First, M.I.)		Social Security Number	
Tobia	John	[REDACTED]	
Period of Employment:	FROM: 05/07/03	TO: 06/19/03	Campus Mail Code: 6-1
Department Title: Political Science		Budget No. 11172200-2207000-00000-05	
Campus Phone Ext. 847-9496			

INSTRUCTIONAL			
JOB CATEGORY		DEGREE	
<input checked="" type="radio"/> Instructional (Credit) 560010	<input type="radio"/>	Earned Doctorate	
<input type="radio"/> Instructional (Non-Credit) 560070	<input checked="" type="radio"/>	Master's Degree	
	<input type="radio"/>	Bachelor's Degree	
	<input type="radio"/>	Not Applicable	
ASSIGNMENT (Working title, hours worked, hourly/course rate of pay, course # when appropriate)			TOTAL PAY
Course # 32020 POS 2041	3	credit hrs/ 3.00 contact hrs X \$498.00/contact hour	\$ 1,494.00
Course #		credit hrs/ contact hrs X \$498.00/contact hour	
Course #		credit hrs/ contact hrs X \$498.00/contact hour	

RECEIVED

MAY 16 2003

RECEIVED

PAYROLL

MAY 08 2003

CONTRACT

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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 service to the College.

[Signature]
Signature of Faculty Member

4/29/03
Date

[Signature]
District Board of Trustees

5/7/03
Date

SIGNED BY:

Supervisor/Administrator [Signature]

5/16/03 Human Resources
Date

[Signature]

5/15/03
Date

PAYROLL USE ONLY	
Start Date: _____	Payments: <u>3 @ 498.00</u>
Stop Date: <u>July 3</u>	Payroll: <u>[Signature]</u>
	Date: <u>5/16/03</u>

Valencia Community College

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

RECEIVED

MAY 22 2007

PAYROLL

Prepared by Rosa E. Sanchez Mail Code/Ext. 6-8 4895 Date 5/4/07

NAME Tobia John J. Employee ID HR0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: May 7, 2007 to: July 31, 2007

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-0220700-00000-05 GL Code: 520090

see 521010 attached.

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour		<div style="font-size: 2em; font-weight: bold;">6 @ 537.00</div> <div style="font-weight: bold;">\$3,222.00</div>
Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour		
Explanation: CRN's 31607 and 32870. These are ONLINE classes.		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that

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 the Board and further 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 service to the College.

	<u>5/14/07</u> Date		
Signature of Faculty Member		Auth. College Representative/District Board of Trustees	Date
	<u>14 May 07</u> Date		<u>5-21-07</u> Date
Supervisor/Administrator		Human Resources	Date
	<u>5/17/07</u> Date		<u>5-24-07</u> Date
Provost/Vice President (for non-instructional only)		Payroll	Date

overload / 1/3

RECEIVED
MAY 21 2007
Human Resources
Valencia Community College

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

3

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 2/16/2007

NAME Tobia John Employee ID HR0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: March 1, 2007 to: April 20, 2007

TYPE OF EMPLOYMENT:

Department: Political Science - Osceola Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Summer Supplement <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
Course # <u>POS2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour		<div style="font-size: 2em; font-weight: bold;">4 @ 402.75</div> <div style="font-weight: bold;">\$1,611.00</div>
Course # <u>xxxxxxx</u> <u>0</u> credit hrs / <u>0</u> contact hrs x <u>537.00</u> /contact hour		
Explanation: CRN 24798. This is an H2 term class.		



CONTRACT (Instructional Personnel Only)

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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 service to the College.

RECEIVED
FEB 26 2007

Human Resources
Valencia Community College

 Signature of Faculty Member	<u>02/16/07</u> Date	<u>S. Zapata</u> Auth. College Representative/District Board of Trustees	<u>2/21/07</u> Date
 Supervisor/Administrator	<u>2/16/07</u> Date	<u>J.E. Du</u> Human Resources	<u>224-07</u> Date
Provost/Vice President (for non-instructional only)	Date	Payroll	Date

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

RECEIVED
MAR 01 2007
PAYROLL

overload/4

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

NAME Tobia John Employee ID HR0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from: January 8, 2007 to: April 29, 2007

TYPE OF EMPLOYMENT:

Department: Political Science - Osceola Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
<p style="text-align: center;">Category</p> <p><input checked="" type="radio"/> Overload <input type="checkbox"/> Faculty Development Hours Complete</p> <p><input type="radio"/> Independent Study</p> <p><input type="radio"/> Stipend/Set Amount</p> <p><input type="radio"/> Other (specify)</p>	<p style="text-align: center;">Degree</p> <p><input type="radio"/> Earned Doctorate</p> <p><input checked="" type="radio"/> Master's Degree</p> <p><input type="radio"/> Bachelor's Degree</p> <p><input type="radio"/> Not Applicable</p>	<p><input type="radio"/> Hourly</p>
<p>ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)</p>		TOTAL PAY
<p>Course # <u>POS 2041</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour 521.00</p>		<p>6 @ \$537.00 \$3,222.00 \$3,126.00</p>
<p>Course # <u>POS 2112</u> <u>3</u> credit hrs / <u>3</u> contact hrs x <u>537.00</u> /contact hour 521.00</p>		
<p>Explanation: CRN's 24795 and 25245. <i>see attached - wrong rate used</i></p>		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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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 service to the College.

<p><i>[Signature]</i> Signature of Faculty Member</p> <p><i>[Signature]</i> Supervisor/Administrator</p> <p><i>[Signature]</i> Provost/Vice President (for non-instructional only)</p>	<p><u>1/17/07</u> Date</p> <p><u>1/17/07</u> Date</p> <p><u>1-18-07</u> Date</p>	<p>Auth. College Representative/District Board of Trustees</p> <p><i>[Signature]</i> Human Resources</p> <p><i>BG</i> Payroll</p>	<p>Date</p> <p><u>1-27-07</u> Date</p> <p><u>2-7-07</u> Date</p>
---	---	---	--

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

mesford/6

RECEIVED
JAN 22 2007
Human Resources
Valencia Community College

RECEIVED
FEB 01 2007
PAYROLL

From: Rosa Sanchez
To: Francine Owens
Date: 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

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

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* - 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: *	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: *	4	4
Factor: *	4	4
Job Location: *	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: *		6
Other Hrs per Week: *		0
HR use only: *		1

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

Enter Changes	Current Value	New Value
---------------	---------------	-----------

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

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

- [Approval Types](#)
- [Account Distribution](#)
- [Routing Queue](#)
- [Comments](#)
- [Transaction History](#)

Add Comment

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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](#)

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Errors and Warning Messages

Type	Message Type	Description
Job Labor Distribution	WARNING	Net change in Salary Encumbrance for Job Base is greater than Position Available Budget. (FT0317-SS)
Update Other Payment Type	WARNING	Net change in Salary Encumbrance for Job Base is greater than Position Available Budget. (FT0317-SS)
Assignment 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: *		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: *		OSC, Osceola Campus

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: *		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
V	112405	11000	112405	520090	117227					100.00	

Routing Queue

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

Comments



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](#)

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Name	VID Number	Position	Contract Type	Term supplement may be earned	CRNs to be used for supplement
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
Jean, 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
Shiple, 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

(FULL-TIME EMPLOYEES)

Rosa E. Sanchez

8/12/2004

Prepared by

Date

NAME Tobia John Social Security # [REDACTED]
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 11-01-04 to: 12/17/2004

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<div style="position: absolute; top: 0; right: 0; font-weight: bold; font-size: 1.2em;">RECEIVED</div> <div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); font-weight: bold; font-size: 1.2em;">AUG 24 2004</div> <div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); font-weight: bold; font-size: 1.2em;">RECEIVED</div> <div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); font-weight: bold; font-size: 1.2em;">SEP 01 2004</div> <div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); font-weight: bold; font-size: 1.2em;">PAYROLL</div>
ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, ^{Human Resources} Human Resources when appropriate)		TOTAL PAY
CRN 17361 – POS 2041 3 credits / 3 contact hrs. x \$782.00		\$2,346.00
Explanation: <u>This is a Dual Enrollment class taught at Osceola High School</u>		

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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[Signature] 8/23/04
Date
 Signature of Faculty Member

[Signature] Keyed In Oracle
Date
 District Board of Trustees
 Valencia Community College
 By: Authorized College Representative

RECOMMENDED BY:
 Supervisor/Administrator [Signature] 23 August
Date Human Resources
 Provost/Vice President [Signature] SEP 01 2004
Date Human Resources
 (For non-instructional only) Payroll [Signature]
Date Valencia Community College

1. White - Employee Folder
2. Green - Department

Forwarded to Payroll

5. Goldenrod - Supervisor

HR Form #26
Revised 7-01

SEP 01 2004

Overload = 4

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 HR0005709
Last First Middle Initial

PERIOD OF EMPLOYMENT: from 10/31/2005 to 12/14/2005

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code: 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input checked="" type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (working title, hours worked, hourly/course rate of pay, course # when appropriate)		TOTAL PAY
CRN 17361 - POS 2041 3 credits / 3 contact hrs. x \$782.00		\$2,346.00
Explanation: This is a Dual Enrollment class to be taught at Osceola High School.		

CONTRACT (Instructional Personnel Only)

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RECEIVED
AUG 29 2005

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 the Board and further 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 service to the College.

RECEIVED
SEP 13 2005

Signature of Faculty Member	8/21/05 Date	_____ Auth. College Representative/District Board of Trustees	_____ Date
Supervisor/Administrator	29 August Date	Human Resources	_____ Date
Provost/Vice President (for non-instructional only)	8/29/05 Date	Payroll	_____ Date

PAYROLL

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

HR Form #26
Revised 2/05

Forwarded to Payroll

Keyed in Oracle

SEP 12 2005

SEP 12 2005

Overload: 4

Human Resources
Valencia Community College

VALENCIA COMMUNITY COLLEGE

HUMAN RESOURCES ACTION FORM FOR SUPPLEMENTARY SERVICES

(FULL-TIME EMPLOYEES)

Prepared by Ron Von Behren Date 12/14/01

NAME Tobia, John Social Security # [REDACTED]
 Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from September 1, 2001 to December 14, 2001

TYPE OF EMPLOYMENT:

Department: Intramurals Budget No: 25101000-0000000-4011 GL Code 521010

INSTRUCTIONAL		NON-INSTRUCTIONAL
Category	Degree	
<input type="radio"/> Overload <input type="radio"/> Independent Study <input checked="" type="radio"/> Stipend/Set Amount <input type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<input type="radio"/> Hourly
ASSIGNMENT: (Working title; hours worked; hourly/course rate of pay; course # when appropriate)		TOTAL PAY
<u>Supervised Intramural flag football</u> <u>program stipend</u>		<div style="border: 1px solid black; padding: 5px; display: inline-block;"> RECEIVED JAN 23 2002 </div> <u>250⁰⁰</u>

CONTRACT (Instructional Personnel Only) **ROLL**

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, hereinafter called "the College" 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 agree that:

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 the District Board of Trustees. The Faculty Member 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 service to the College.

RECEIVED
JAN 18 2002

HUMAN RESOURCES
 Valencia Community College

Signature of Faculty Member [Signature] Date 1/9/02

District Board of Trustees Date
 Valencia Community College
 By: Authorized College Representative **Forwarded to Payroll**

RECOMMENDED BY:
 Supervisor/Administrator [Signature] Date 1/10/02
 Provost/Vice President [Signature] Date 1/10/02
 (For non-instructional only)

Human Resources [Signature] Date JAN 23 2002
 Payroll [Signature] Date

Keyed in Oracle

- | | | | |
|----------------------------|---------------------|---------------------------|--------------|
| 1. White - Employee Folder | 3. Canary - Payroll | 5. Goldenrod - Supervisor | HR Form #26 |
| 2. Green - Department | 4. Black - Employee | | Revised 7-01 |

JAN 23 2002

Human Resources
 Valencia Community College

[Signature]

VALENCIA COMMUNITY COLLEGE

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

Jennifer Smith 08-28-01
Prepared by Date

NAME Tobia John Social Security # XXXXXXXXXX
Last First Name Middle Initial

PERIOD OF EMPLOYMENT: from: 08-06-01 to: 09-14-01

TYPE OF EMPLOYMENT:

Department: Political Science Budget No: 11172200-2207000-00000-05 GL Code 52101-0

INSTRUCTIONAL		RECEIVED	NON-INSTRUCTIONAL
Category	Degree		
<input type="radio"/> Overload <input type="radio"/> Independent Study <input type="radio"/> Stipend/Set Amount <input checked="" type="radio"/> Other (specify)	<input type="radio"/> Earned Doctorate <input checked="" type="radio"/> Master's Degree <input type="radio"/> Bachelor's Degree <input type="radio"/> Not Applicable	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> SEP - 6 2001 </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-top: 5px;"> PAYROLL </div>	<input type="radio"/> Hourly

ASSIGNMENT: (Working title, hours worked, hourly/course rate of pay, course # when appropriate)	TOTAL PAY
Dual Enrollment - Difference between standard and dual enrollment at POS 2041 C393 3 contact/3 credit (\$2,241.00 - \$1,494.00 = \$747.00) <i>for season 1</i> <div style="text-align: center;">hours X rate/hour <i>501/02</i></div>	
POS 2041 C399 3 contact/3 credit (\$2,241.00 - \$1,494.00 - \$747.00) <div style="text-align: center;">hours X rate/hour</div>	\$1,494.00

CONTRACT (Instructional Personnel Only)

This contract is entered into between the District Board of Trustees of Valencia Community College in Orlando, Florida, 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 agree that:

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 the Board and the Faculty Member 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 service to the College.

RECEIVED
AUG 31 2001

HUMAN RESOURCES
Valencia Community College

[Signature]

Signature of Faculty Member

8/29/01
Date

District Board of Trustees
Valencia Community College
By: Authorized College Representative Date

RECOMMENDED BY:

Supervisor/Administrator *[Signature]* 8/29/01 Human Resources
Date

SEP 05 2001
[Signature] Human Resources
Valencia Community College
Date

Provost/
Vice President *[Signature]* 8/30/01 Payroll
(For non-instructional only) Keyed in Oracle Date

- 1. White - Employee Folder
- 2. Green - Department
- 3. Canary - Payroll
- 4. Pink - Employee
- 5. Goldenrod - Supervisor
- HR Form #26 Revised 7-01

2/2

NAME	CREDENT.	POSITION NUMBER	DEPARTMENT	DEPARTMENT NUMBER

Signature of Provost *Silvia Zapata* Date: 8/7/02

PERSONNEL DEPARTMENT REVIEW:

Signature of Personnel Director *[Signature]* Date: 8/13/02

APPROVAL: (Contingent upon enrollment.)

[Signature]

Signature of V. Pres. Admin. Services *Robert S. Alt* Date: 8/14/02

Signature of President _____ Date: _____

VALENCIA COMMUNITY COLLEGE

PERSONNEL RECOMMENDATION TO HIRE FORM FACULTY POSITIONS

OK
Bill Denton

Instructions: This form is to be used to recommend hiring for all established Full-Time Faculty positions. All offers of employment, oral or written, are to be extended to the candidate by the Personnel Office unless authorized by the President.

1. POSITION NUMBER 0395 2. SALARY LEVEL 12,718

3. JOB TITLE Professor, Political Science 4 month

4. DEPARTMENT Political Science DEPT. BUDGET CODE 11172200-2207000-00000-05

6. CANDIDATE RECOMMENDED John Tobia

7. STATUS:
 Replacement for _____
 New Position

8. EEO REPORTING CATEGORY

A: Ethnic Category

- Native American
- African American
- Asian American
- Hispanic
- Caucasian

B. Sex

- Female
- Male

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JAN 03 2001
HUMAN RESOURCES
Valencia Community College

9. INDIVIDUALS INVOLVED IN CANDIDATES' SELECTION: (Interview committee, etc.)
Silvia Zapico, Kevin Mulholland, Dale Husbands and Ron Von Behren

10. COMMENTS:
Temporary 4 Month Position

2/2

NAME	CREDENT.	POSITION NUMBER	DEPARTMENT	DEPARTMENT NUMBER

Signature of Provost *Silvia Lopez* Date: 11/15/01

PERSONNEL DEPARTMENT REVIEW:

Signature of Personnel Director *John L. Thompson* Date: 11/20/01

APPROVAL: (Contingent upon enrollment.)

Services *Robert A. Kelly* Date: 11/27/01

President *N/A* Date: _____

Reference Check on John Tobia

I spoke to three people who supervised Mr. Tobia as a substitute teacher: Ed Everette, 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 full-time.

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

Kevin Mulholland

12/15/00

RECEIVED

JAN 02 2001

HUMAN RESOURCES
Valencia Community College

RECEIVED

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,

A handwritten signature in black ink, appearing to read 'John Tobia', written in a cursive style.

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

- 1999 **M.A., Political Science, Concentration: Political Campaign Management.**
University of Florida. Gainesville, Florida.
- 1998 **B.A., Political Science, Minor: English.**
University of Florida. Gainesville, Florida
- 1996 **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

REFERENCES

Available upon request

RECEIVED

JAN 03 2001

HUMAN RESOURCES
Valencia Community College

RECEIVED

JAN 02 2001

HUMAN RESOURCES
Valencia Community College

RECEIVED

DEC 07 2000

HUMAN RESOURCES
Valencia Community College

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

RECEIVED

JAN 03 2001

HUMAN RESOURCES
Valencia Community College


RECEIVED

JAN 02 2001

HUMAN RESOURCES
Valencia Community College

Memorandum

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.

VJ

VALENCIA COLLEGE

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 <http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf>
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 <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

12-month faculty

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

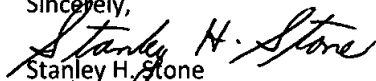
1. Divide the salary number provided in this letter by 1.2
2. Access the Board approved salary schedule for fiscal year 2011-2012 located at <http://valenciacollege.edu/HR/documents/ValenciaCollegeSalarySchedule11-12ver7.pdf>
3. Locate the Full-time Tenure earning Faculty Salary Schedule on page 1 of 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:

1. 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.

Sincerely,


Stanley H. Stone

Vice President, Human Resources and Diversity

3/3

John Tobia

MC 6-3

Professor, Political Science

July 1, 2011

Dear Mr. Tobia,

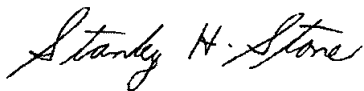
On June 21, the Valencia College District Board of Trustees approved the 2011-2012 operating budget that includes a 1.88% increase in compensation for full-time faculty, staff, administrators, and qualified part-time staff. For faculty members, this is the equivalent of one step in the Faculty Compensation 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

Memorandum

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:	6
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.

Memorandum

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:

Salary (Including Education Component): \$55,729.00
Step: 10

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.

VALENCIA COLLEGE

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



Memorandum

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.



Memorandum

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.

Memorandum

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

Will Transition to:
4 ✓

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:	\$ 0
Supplement:	\$ 2,625 ✓
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.

Memorandum

March 27, 2003

TO: 4-Month Faculty Employees Contracted for
Spring Term/Session 2 - 2002-2003

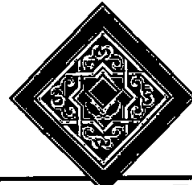
FROM: Joe Livingston *Joe*
Human Resources Information Systems Manager

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.



VALENCIA
Community College

October 15, 2003

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

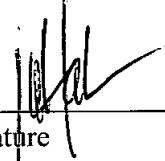
Dear Mr. Tobia:

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.

I acknowledge the plan explained above to correct my step placement on the faculty salary scale.

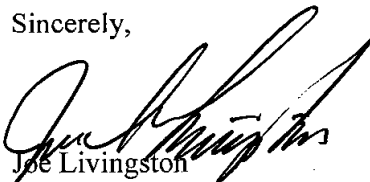


 Signature

 Date

10/14/03

Sincerely,


Joe Livingston
Manager, Human Resource
Information Systems

RECEIVED
OCT 21 2003
HUMAN RESOURCES
Valencia Community College

Laurie Bennett

BOARD OF TRUSTEES

- | | | | |
|-------------------|--------------------|-------------------|--------------------|
| Jerry D. Buchanan | Jose M. Hoyos | Jacinta M. Mathis | Edward A. Moore |
| Dennis O. Freytes | Marcos R. Marchena | Galen J. Miller | Lawrence D. Slocum |



VALENCIA
Community College

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.

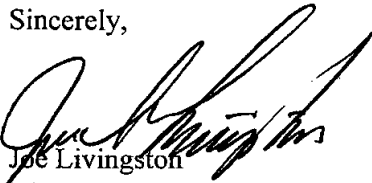
Please confirm your understanding of this arrangement by signing in the space provided below and returning this letter in the envelope provided. A copy is enclosed for your records and we apologize for any inconvenience this may cause you. Please contact me at 407-582-1269 if you have any questions.

I acknowledge the plan explained above to correct my step placement on the faculty salary scale.

Signature

Date

Sincerely,


Joe Livingston
Manager, Human Resource
Information Systems

c: Laurie Bennett

BOARD OF TRUSTEES

Jerry D. Buchanan

Jose M. Hoyos

Jacinta M. Mathis

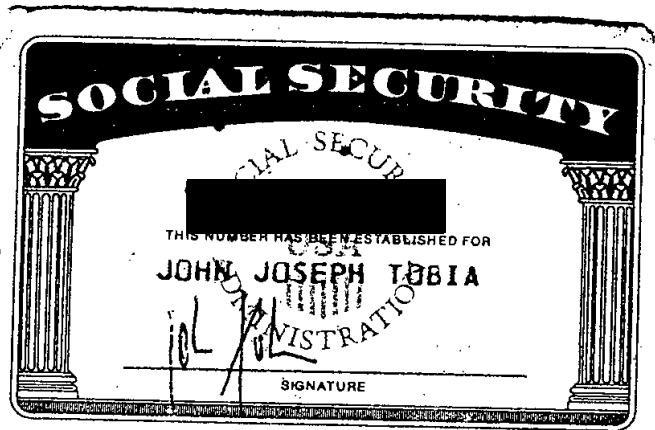
Edward A. Moore

Dennis O. Freytes

Marcos R. Marchena

Galen J. Miller

Lawrence D. Slocum





January 5, 2001

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

Dear Mr. Tobia:

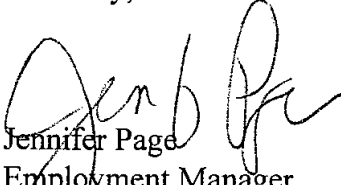
Congratulations and welcome to Valencia Community College!

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,


Jennifer Page
Employment Manager
Human Resources

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Attachments

c: Supervisor
Benefits
Personnel file

BOARD OF TRUSTEES

Jerry D. Buchanan

Jose M. Hoyos

Jacinta M. Mathis

Edward A. Moore

Dennis O. Freytes

Marcos R. Marchena

Galen J. Miller

Lawrence D. Slocum

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VALENCIA
Community College

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

2/2

CHECKLIST

- Your orientation and in-processing appointment is scheduled for **8:30 a.m. on your start date** in Human Resources on the West Campus, 1800 South Kirkman Road, Building 1, Room 111.
- In order to comply with the Immigration Reform Act of 1986, please review the attached INS requirements, and bring the necessary documents with you to this appointment. In addition, bring your Social Security Card.
- Please read the attached Summary of Hospitalization Benefits 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.